

**TOWN OF MCMILLAN
M403 ELM STREET
TOWN BOARD MINUTES
June 13, 2011 7:00 PM**

- A. Call to Order: **Meeting was called to order by Chairperson Carolyn Opitz.**
- B. Pledge of Allegiance **was recited.**
- C. Roll Call: **R. Wegner, D. Swenson, C. Opitz, R. Duerr, G. Engel. Aprox 28 guests present.**
- D. Approval of Minutes:
Minutes from May 9, 2011, were read by Clerk Dittman.
Motion by Duerr, second by Wegner to approve. Motion amended to include changes from Engel: under F. Comments from the Audience-modify the last sentence to add 'per Clerk Dittman.' under H2. Discussion/Action on retention of town attorney-Strike 'hiring of Formella' and replace with 'dismissal of Harnisch.' Also strike 'Minutes from September 2010 never approved.'
Roll call : Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
- Minutes from May 11, 2011, were read by Clerk Dittman.**
Motion by Swenson, second by Engel to approve.
Roll call : Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
- E. Visitors: Steve Barg, Marshfield City Administrator - **Not present**
- F. Reports
1. Ronald Derfus Constable
Constable Derfus reported that Park View Pet Motel is no longer taking in stray dogs; no kennel will take them. Dogs must be taken to Wausau Humane Society.
 2. Barb Tetzlaff Plan Commission
The Plan Commission met on May 23rd. Recommendations passed on to Town Board.
 3. Karl Greenberg Fire Department
Picnic was held June 3 in connection with Dairy Fest in City of Marshfield. Stop, drop & roll well attended. No calls in past month.
 4. Ruth Voss Library
Steering committee for new center is interviewing architects.
 5. Geoffrey Engel Communications, Fire Dept Liaison
Received feedback on new email policy. Solarus is suggesting small website changes now and waiting on evaluation before making big changes. A committee may be able to do this work. All email accounts should be ready by next month.
 6. Dave Swenson Recycling & Garbage, Highway
Highway cmte met with Farm Tech Days (FTD) on safety and to set driveways. Dust control applied. Waiting on frost on some roads to place new material followed by dust control. Signed order with American Asphalt to patch Galvin culvert area @July 1st at a cost of \$2500-2600. Township will be divided up into sections and highway cmte will check vision triangles. Winterberry chip seal applied last year did not adhere; Fahrner applied sand.
 7. Rick Duerr Communications, Recycling & Garbage
Attended NW Recycling meeting on May 19. Procedure for separating recyclables at the recycling center is unknown; may visit facility. Newsletter on hold until after FTD.
 8. Robert Wegner Park & Buildings
Thanked volunteers from park work days. Wood chips will be brought in next week. Building cmte to meet next week to review garage; will wait on state budget bill before proceeding.

9. Carolyn Opitz Chairperson
Ad hoc cmte in place to interview for Clerk/Treasurer position. FD is working on policies & procedures concerning uniform standards and grooming.
10. Nancy Dittman Clerk/Treasurer
a. Financial Report **Presented by Clerk Dittman.**
Motion by Wegner, second by Duerr to approve.
Roll call : Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
- b. Approval of bills
Dittman specified some payments to be transferred from FD savings accounts. Question on bills for WE Energies and Anderson Law; WSFA dues coming out of thermal imager acct. Motion by Engel, second by Swenson to approve checks #10655 to #10698 and EFT 105, 205 & 305, auto w/d 402 (new checks). Discussion: Opitz will follow up on Anderson charges. Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
- G. Comments from the Audience
Dieter Voss-Audio equipment should be used properly, including clerk.
- H. Unfinished Business:
1. Public reading, discussion and possible action on
Email, Internet, and Telephone Communications Policy
Engel read new policy, including minor changes. Motion by Duerr, second by Engel to approve.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
 2. Public reading, discussion and possible action on
Acknowledgement of Policy & Procedures Manual – Form #4
Engel presented new form. Motion by Duerr, second by Wegner to approve.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
 3. Approve/Disapprove Recommendations from Planning Commission: **Presented by Chairman Opitz.**
Planning Commission 2011-2014: Mike Stockheimer, Ronald Gotz
Motion by Engel, second by Swenson to approve appointments of Stockheimer and Gotz.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.

Deputy Zoning Administrator: John Bujalski
Motion by Swenson, second by Duerr to approve appointment of Bujalski as DZA.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.

Joint Planning Commission: David Swenson, Mike Stockheimer, Douglas Lee
Motion by Engel, second by Duerr to approve appointments of Swenson, Stockheimer and Lee. Discussion: Appointment is for open-ended term; can be asked to step down or may step down on own. Recommended that one town supervisor and 2 PC members are appointed to JPC.
Motion amended by Engel to specify term until June 2013, second by Duerr.
Roll call: Wegner-Y, Swenson-abstain, Duerr-Y, Engel-Y; carried.
 4. Approve/Disapprove appointment of Noxious Weed Commissioner Ronald Derfus
Motion by Swenson, second by Engel to approve appointment of Derfus.
Discussion: Weed commissioner duties are to identify weeds and handle complaints; county has information on noxious weeds. Non-paid, appointed position.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
 5. Discussion and possible action on FDIC coverage of town financial accounts
Motion by Wegner, second by Engel to table item to next month pending investigation into moving account to another bank, and getting auditor's opinion.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.

I. New Business:

1. Approve/Disapprove Proposed Parcel Split for Ken Harter - **Recommended by Planning Commission. Motion by Duerr, second by Swenson to approve Harter parcel split. Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.**
2. Approve/Disapprove Proposed Parcel Split for Ludger & Sara Borger - **Recommended by Planning Commission. Motion by Duerr, second by Wegner to approve Borger parcel split. Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.**
3. Discussion and possible action on vision triangle at intersection of Birch & Galvin
Recommended by Planning Commission. Discussion: Affects north and south side of Birch, on east side of Galvin. Vision triangle measurements taken from center line, 100' if stop sign, 150' if no stop sign.
Motion by Wegner, second by Duerr to take care of this intersection. Motion amended to add 'and clear vision triangle per specifications.' Motion amended to specify that Town Board contact property owners to try to correct the situation. Motion withdrawn by Wegner.

Motion by Engel, second by Duerr to have Dave Swenson and Highway Committee get in contact with property owners affected and mark the vision triangle at the corner of Galvin & Birch.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
4. Approve/Disapprove members of Vision Triangle Study Committee (current Highway Cmte members)
Task falls under Highway Committee. No action taken.
5. Discussion and possible action on Fire Dept/Farm Tech Days proposal
Proposal presented by Schmidtke and Engel. Discussion: Specify equipment and number of people that will be on-grounds. Equipment will come home each night.
Motion by Duerr, second by Engel to approve proposal as amended to specify equipment, cost not to exceed \$1620 for township. Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
6. Approve/Disapprove Appointed Clerk/Treasurer Job Description
Motion by Duerr, second by Engel to approve C/T job description.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
7. Discussion and possible action on renewal of Highway Building Fund CD
Motion by Duerr, second by Wegner to renew CD for 6 month term.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.
8. Sign form #3 Town Board Approval of Policy & Procedure Manual **Document was signed.**
9. Approve/Disapprove Liquor License Applications for Belvedere Supper Club and Someplace Else
No objections to applications were received by Clerk Dittman.
Motion by Wegner, second by Swenson to approve liquor licenses.
Roll call: Wegner-Y, Swenson-Y, Duerr-Y, Engel-Y; carried.

J. Announcements: **Oaths are available to be signed by appointees.**

Thank you to Barb Tetzlaff and Mary Oertel for planting flowers around town hall.

Adjournment: **Motion by Duerr, second by Swenson to adjourn. Voice vote carried.**
Meeting adjourned at 10:00pm.

Respectfully submitted,

Nancy Dittman, Interim Clerk/Treasurer MIN TB 06132011