

**TOWN OF MCMILLAN
M403 ELM STREET
TOWN BOARD MINUTES
October 10, 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. Approx 25 guests present.
- D. ~~Appoint Secretary of Meeting~~
- E. Approval of Minutes:

September 12, 2011:

The minutes of the September 12th, 2011 Town Board meeting were accepted with corrections as follows:

Item L: Engel – add Engel behind Wegner’s name to vendor’s list at Menard’s.

Item F: Wegner indicated it was Wegner, not Opitz who asked about electronic transfers.

There was a motion by Engel, seconded by Swenson to accept the minutes of September 12th, 2011 with corrections.

Roll call vote: All Ayes-- Motion passed

September 15, 2011 Special Meeting:

The minutes of the September 15th, 2011 Special Meeting were accepted as presented:

~~Item E: - Engel thought there was discussion that the highway building project would go back to Building Committee for final recommendation. It was in regards to signage. No action was taken at the last meeting.~~

Discussion: Engel said no guns allowed signage would go back to the building committee for recommendation. No action was taken at the last meeting.

There was a motion by Engel, seconded by Duerr to accept the minutes from September 15th, 2011 as presented.

Roll call vote: All Ayes Motion Carried

September 21, 2011 Special Meeting:

The minutes of the September 21st, 2011 Special Meeting were accepted with correction as follows:

Item F: - Engel - Strike “no viable candidates were found”. Engel said it was due to cost reasons.

There was a motion by Swenson, seconded by Engel, to accept the minutes of the September 21st, 2011 with correction.

Roll Call: Wegner –abstain (not present), Swenson- aye, Opitz-aye, Duerr abstain (not present), Engel-Aye

- F. Recognition of Visitors
None

G. Reports

1. Ronald Derfus-Constable—No report/Absent
2. John Bujalski – DZA/Plan Commission –No report/Absent
3. Karl Greenberg—Fire Department----1 EMS, 1050, 1 structure fire call
Attended Memorial Service in Wisconsin Rapids for fallen firefighters and participated in parade. The Fire Department participated in Marshfield for the Fire Up for Safety Day on October 9th. 189 children came through for the stop, drop and roll.
Rod Bauer is working on the DNR grant applied for. The grant is a total of \$1,877.30. It is a 50/50 grant therefore the Fire Department’s obligation is \$938.63. The Fire Department is also working on the FEMA grant, also known as the AFG Grant. The monies from the FEMA grant will be used for turnout gear

\$58,775, and generator \$70,554 which equals a total grant amount of \$129,304. The Township's obligation is \$6,465. The FD is also working on a Quint, also as part of the FEMA Grant estimates at a cost of \$700,000 of which the Town's obligation would be \$41,465.

Duerr asked if the final report for Fall Fest was complete. Bauer said the person in charge of the bookkeeping is out of town and will have reports finalized for next month. Engel said final billing happens in October so reports cannot be completed until then.

The FD hasn't heard back from the City of Marshfield regarding Mutual Aids

4. Ruth Voss-Library

The Library is working hard on the project to improve the library and add a community center. Currently, they are interviewing staff and getting ideas from architects.

5. Geoffrey Engel-Communications and Fire Department Liaison

The website has been behind due to personnel changeovers. The agendas are caught up and now posted to the website. Engel notes that agendas aren't a required official posting, but a convenience for the community. Scanned copies of August meetings will also be posted. The printer for the Fire Department has been ordered. A USB drive will be ordered once compatibility issues and an evaluation of the hardware is looked at.

6. Dave Swenson - Recycling & Garbage and Highway

Recycling-No Questions from audience

Highway-They have been doing a lot of grass cutting and grading roads. They have met with Winterberry residents. Tom Hardinger, the Town's Engineer, did readings of drainage & slopes and advised residents there isn't a lot of drainage. Swenson notes that the last 6 or 7 years have been historically drier but with the last snow and rainfall this past year, there have been issues. Swenson and Weigel looked at Turtle Ridge, Marsh Lane, Birch (adjacent to Galvin), Lincoln and Penny. Last month talked about regrinding and re-matting these roads for the Fall. It will cost \$2.92/lineal foot. The project for the roads would be approximately \$8-\$10,000. Swenson talked to Dave Laffe of American Asphalt. The culvert on Red Hawk is breaking through. It was recommended to put a double culvert in next year. The drainage issue has been addressed on Cherry. The Board received a check from Mr. Hill for the maintenance on Callaway. It will be revisited again next year. The TRIP program needs to be applied for by November 1st. It is a 50/50 cost share program. In order for a project to qualify, it has to cost more than \$100,000.

Questions: Resident at 212 Mann St. requests that work on Turtle Ridge needs to be done. He mentions that the old railway bed may be the problem. He asks that Tom Hardinger take a look at work needing to be done on the streets.

Swenson said it was recommendation by Fahrner to patch roads and then take a look next year. He also mentions that the chip seal is a 5 year program and that the chip seal has lasted longer than 5 years.

7. Rick Duerr-Communications, Recycling & Garbage

Regarding communications, he recommends that right after caucus that anyone who wants to put a report together for the newsletter should do so and have a test run of the newsletter.

8. Robert Wegner-Park & Buildings

The pavilion hasn't been rented out lately. It will be shut down by the end of October or early November. The Highway Garage work has started. There may be a savings due to not needing as much insulation as was bid in the contract. Karl Greenberg asked if the specs specify the reuse of insulation. He would like copy of the specs. Joe Burger of Stratford Building Supply said the specs called for putting in new insulation because there wasn't insulation in some areas. As they do the work, they are finding that not

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all the insulation may be needed as bid out. He will bill it out on how much (not as contracted) and will give credits. Wegner said he will look into the contract.

B. Tetzlaff mentions that the Master Gardener's Group called and would like to help and if anyone is interested to learn more about the Master Gardener's, that this opportunity will be available.

Engel asked if the door lock was installed in the park and Wegner said it hasn't been ordered yet. Opitz asked what the red marks were on the Town Hall driveway and Wegner said those are utility markings in case there would need to be drain tile put in or other work done.

9. Carolyn Opitz-Chairperson

Highway Committee meeting was a good meeting. There previously was a question about having a new posting site. Opitz referred back the meeting held in Stevens Point where she and Lisiak were told by the WI DOR that there cannot be a new posting site until after the budget is complete. Opitz accepted the resignation from Dave McGivern from the ordinance committee.

Opitz states that the shared revenue dollar amount for 2011 was \$66,884 and for 2012 it will be less at \$56,851. The general transportation aids will stay the same from 2011 for 2012. It will be \$106,188.72.

10. Christine Lisiak-Clerk/Treasurer

a. Financial Report

b. Approval of bills

The motion for the approval of payment for the bills was made by Swenson and seconded by Wegner for check numbers 10854-10905 and EFTs 911 & 912.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye motion carried

H. Comments from the audience

I. Unfinished Business

1. Approve/Disapprove Appointment of Geoffrey Engel for Co-Chair, Personnel

Swenson made motion and Duerr seconded motion to approve appointment of Engel for co-chair of Personnel. Discussion: Wegner asked how long appointment would last and Opitz said until new appointments are made. This will be done in the spring.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-abstained motion carried

2. Approve/Disapprove Changing General Fund to non-Interest bearing-FDIC

Opitz shares that the WI Claim fund has \$30 Million in it for use by Townships, etc. for protection of funds. We can only use this if we drop the interest bearing on the bank account. In doing so, the Town would have \$400,000 available for coverage from the WI Claim Fund if needed.

Duerr made the motion and Wegner seconded to change the General Fund to a non-interest bearing account.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye **motion carried**

3. Approve/Disapprove Sale of Ambulance to Shaw Wrecking

Engel made motion and Duerr seconded to approve the sale of the ambulance to Shaw Wrecking.

Discussion: Wegner asked how much the sale would be for and Opitz said it was put in writing that it would be \$800 or more.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye **motion carried**

J. New Business:

1. Approve/Disapprove Veolia Monthly Pick-up of Dumpster

Duerr motioned and Engel seconded the approval of Veolia Monthly Pick-up of Dumpster. Discussion: Wegner & Swenson want to know about costs. The dumpster will remain as is. Wegner-No, Swenson-No, Duerr-No, Engel-No Motion Failed

2. Discussion and Possible Action on Reimbursement of Clerk Mentor Mileage

Engel moved and Swenson seconded to approve reimbursement of clerk mentor mileage. Discussion: Wegner wanted to know how long reimbursement would be for. It was decided to be revisited next month.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye Motion carried

3. Approve Date of Public Hearing

Public Notice on October 28th, 2011 with meeting on November 14th at 6:00pm. Budget Workshop October 26th, 2011 7:00pm.

4. Discussion and Possible Action of New Charge Account – Office Max

Engel motioned and Duerr seconded to approve the creation of a new charge account at Office Max. Discussion: All purchases must be made through the clerk/treasurer.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye Motion Carried

5. Approve/Disapprove Transfer of Fahrner Highway Contract Funds to CD

Duerr motioned and Swenson seconded to Transfer Fahrner Hwy Contract funds to a CD. Discussion: It is approximately \$81,000. Engel notes that the CD should be for a term of 6 months or less.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye Motion Carried

6. Discussion/Action on Down Payment for Highway Building

Opitz proposed a Resolution to pay \$10,000.00 to Stratford Supply from General Fund. Stratford Building Supply representative was in audience and said he will not need to take payment until contract is done. No action needed. Proposed Resolution is void.

7. Approve/Disapprove Extension of Lawn Mowing Contract

Wegner motioned and Duerr seconded to extend lawn mowing contract up to 3 mowings.

Wegner-Aye, Swenson-No, Duerr-Aye, Engel-Aye Motion Carried

8. Approve/Disapprove Purchase of Cross-Cut Shredder for the Office with Total Cost not to exceed \$180.

Engel motioned and Swenson seconded to approve the purchase of a cross-cut shredder for the office with the total cost not to exceed \$180.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye Motion Carried

9. Approve/Disapprove allotment of up to \$200 from Buildings and Grounds Budget for Purchase of “No Firearms Allowed” Signage to Post on Township Buildings.

Engel motioned and Swenson seconded to move this to unfinished business next month for further review.

Wegner-Aye, Swenson-Aye, Duerr-Aye, Engel-Aye Motion Carried

10. Approve/Disapprove Audit from April 1, 2011 to August 31, 2011.

Duerr motioned and Wegner seconded to approve an Audit from April 1, 2011 to August 31, 2011.

Discussion: Duerr states it was recommended by the Towns Association and both attorneys for the protection of all involved. Engel questions the dates to look at as an audit is typically done for a period of

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coverage of one year. It was also stated that personnel changes were done in September and this would not be covered under the dates in the motion.

Wegner-Aye, Swenson-No, Duerr-Aye, Engel-No, Opitz - No Motion Failed

11. Approve/Disapprove Advertising for Eligibility List for all Part and Full Time Employees for the Town of McMillan.

Duerr motioned and Wegner seconded to approve advertising for Eligibility List for all Part and Full Time Employees for the Town of McMillan.

Discussion: Duerr recommends the Town should have application available. Wegner notes that Marathon County has an eligibility list.

Wegner-Aye, Swenson-No, Duerr-Aye, Engel-No, Opitz - No - Motion Failed

K. Announcements

1. Fire Department received an award from the Alliance for Regulatory Coordination commending the Town of McMillan Fire Department for providing building and fire safety guidance.
2. Wisconsin Towns Association meeting is October 27th, 2011 at Country Aire Ballroom at 7:30.
3. Farmland Preservation Program on October 18th in Marathon.

L. Adjournment

Motion by Engel, second by Swenson to adjourn. Voice vote carried. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Christine Lisiak, Clerk/Treasurer
Min Board 10102011