

TOWN OF MCMILLAN
M403 ELM STREET
TOWN BOARD MINUTES (Approved October 23, 2018)
October 8, 2018 7:00 PM

1. The meeting was called to order at 7:00 p.m. by Carolyn Opitz.
2. The pledge of allegiance was recited.
3. **Roll Call:** Russ Weichelt, Dave Swenson, Carolyn Opitz, Kevin Steines, Robert Steiner – All present
Other officers present – Clerk Mike Taylor, Treasurer Donna Siltala
4. **Visitors** – None
5. **Comments from the Audience** – None
6. Motion (Swenson/Steines) to approve the Town Board Budget Workshop Meeting minutes of October 2, 2018. Motion carried 5-0 by roll call vote.

7. Reports

Plan Commission – Deb Davis, Nothing to Report

Fire Department – Chief Rodney Bauer, excused

Library – Ruth Voss, excused

Garbage & Ordinances - Carolyn Opitz

Opitz stated that a CSM request came in for Jeff Nikolai and called for a joint meeting of the Marshfield and McMillan Plan Commissions.

Highway - David Swenson

September road activities included ditch mowing, blacktop for all culverts installed, tile and culverts for Birch Street which still requires base course.

Town Hall Maintenance & Community Picnic - Kevin Steines

Randy is done with concrete. A cage for the gas meter is pending. Patch work on blacktop is done. Dirt work and seal coating pending.

Newsletter - Russell Weichelt, Nothing to Report

Buildings & Grounds – Robert Steiner, Nothing to Report

Clerk Report

Taylor provide a Summary of Clerk Hours for the month of September.

In person absentee voting began Monday, September 24th and ends Friday, November 2nd.

A public test of the voting equipment will be held at 10 am on Monday, October 29th.

Taylor stated that an update on the County address change project came in today (attached).

Taylor asked if someone would please call Shantel Manthe and ask her to cash the check issued to her in December, 2017.

Arla Carlson called to report (“third time”) that road grading and snowplowing services are being neglected on Lincoln Ave. and that Lincoln “is a wash board.” She states that plowing occurs on Park St. but not always through the curve on Lincoln. Opitz stated that Spencer is responsible for this section by joint agreement.

Taylor reported the following notices of Permit Activity from Marathon County:

The rezone application dated 9/10/18 submitted by William Draheim has been withdrawn per Tim Vreeland.

The Marshfield Plan Commission will hold a Public Hearing on Tuesday, October 16, 2018 at 7:00 pm in the City Hall Council Chambers to review the Conditional Use Request by the Marshfield Clinic to amend the conditions of Resolution 2017-52 to grant an extension to submit a Campus Master plan for the property located at 1001 North Oak Avenue.

Treasurer and Financial Report for the Month of September 2018

Donna Siltala presented the attached Financial Report and a summary of all Pioneer Bank deposits and disbursements for the month of September, 2018 as attached. Motion (Steiner/Swenson) to preapprove check number 15947 in the amount of \$1,042.00 for postage stamps. Motion carried 5-0 by roll call vote.

Unfinished Business

8. Checks to Approve

Motion (Steines/Swenson) to approve check numbers 15870 to 15939, three electronic fund transfers numbered 1764 to 1766, and check numbers 15940 to 15946 from the list of late arriving bills attached with the exception of check 15901 issued to Robert Steiner which will be voided and reissued at a lesser amount. Previously approved Check 15831 issued to Northwest Recycling for \$17,787.38 to Northwest Recycling was voided. Check 15870 for \$9163.46 was reissued in its place. Motion carried 5-0 by roll call vote.

9. Birch Street Road Project

Swenson reported that we are waiting for Earth, Inc. to apply base course (weather and schedule permitting).

10. Town Credit Card

Siltala reported that credit cards will be issued to the Town Clerk, Fire Chief and Assistant Fire Chief. The credit limit for the Clerk is \$1500 and the credit limit for the Fire Dept. is \$1500. Payments are due the 20th of each month.

11. Approval of August 21, 2018 Budget Committee Minutes and Additional 2018 Budget Amendments

The attached Budget vs Actual Report dated for activity through October 8, 2018 presented by Taylor. Motion (Swenson/Steiner) the approve necessary changes to the attached 2018 budget per the list of items 1 to 15 on the “2018 Town of McMillan Proposed Budget Changes” attachment dated October 8, 2018. Motion carried 5-0 by roll call vote. Opitz stated that we may have a person interested in doing the remaining data entry work for the Comprehensive Plan which would be paid for with funds from 56300-10 Planning Expense.

12. Annual WISLR Road Certification Report

Opitz and Swenson stated that the 2015/2016 minutes and related plat maps are needed to complete the process. Opitz read a letter from Marathon County regarding the Uniform Address Change project. The schedule for McMillan remains unclear.

13. Fall Fest Update

Siltala reported that Fall Fest revenues are presently \$27,812.60, expenses are \$15,999.70 and profit is \$11,816.88.

14. Stadt Road Bridge

Opitz shared copies of the Local Bridge Project Award letter from the Wisconsin Dept. of Transportation dated August 21, 2018. After all state grants, the 2019 potential budget impact is \$26,146 for the "Design and State of Review" phase with an overall project cost expected charge to McMillan of \$179,526 over the next few years. Motion (Swenson/Steines) to approve the Local Bridge Project Award for the Stadt Road Bridge project. Motion carried 5-0 by roll call vote.

New Business

15. 2019 Community Picnic

Steines provided a report summarizing the 2017 Community Picnic costs and an accounting of the prizes given away.

16. October 25th Budget Workshop Meeting

Taylor stated that the next budget workshop is actually October 23rd.

17. Set Date for November Budget Meeting, Meeting of Electors & Town Board Meeting

Taylor will review the November, 2017 minutes to see what day the electors chose for the November, 2018 meeting.

18. Public Works CD

Motion (Steines/Swenson) to transfer \$20,000 from the Public Works CD to the Pioneer Checking General Fund for the purchase of funding a replacement for Rescue 3. Motion carried 4-1 by roll call vote (Weichelt-Nay).

19. Rescue 3 Replacement & Breather Equipment

The Fire Dept. is going to inspect the used truck that they are interested in purchasing next week. A loan for up to \$150,000 to finance breathing equipment has been applied for.

20. Clerk Replacement

Taylor will place advertisements in the Marshfield Herald and the Wisconsin Municipal Clerk's Association website.

Motion (Weichelt/Steines) to adjourn at 8:20 pm. Motion carried 5-0 by roll call vote.

Submitted by:
Mike Taylor, Town Clerk

