

**TOWN BOARD MEETING
October 9, 2017 7:00 P.M.**

The meeting was called to order at 7:09 p.m. by Chairperson Carolyn Opitz. The Pledge of Allegiance was recited.

ROLL CALL- Debbie Derfus, Dave Swenson, Carolyn Opitz, Gary Franz, Kevin Steines – Present

VISITORS – Bill Arneson discussed the striping of Galvin and Elm mentioned in the minutes of the previous meeting; the call for bids as well as the ad; and suggested the striping projects be bid separately in the future also done in the spring of the year. Dorothy Olsen discussed the timing of the bidding of road projects and mentioned the lateness of the bidding. Bill Arneson further asked when the annual budget is scheduled for the township. The Board has not scheduled the Town Budget Hearing at this time, however is taking into account the motion made by Larry Seehafer during last year's budget hearing. Paul Mancl suggested call for bids for projects be posted in the display at the Town Hall as well as published in the newspaper. Bill Arneson also suggested posting on the town's website.

COMMENTS FROM AUDIENCE – See above.

APPROVAL OF MINUTES:

Town Board Meetings of September 11, 2017 –Debbie/Dave moved to approve the minutes of the September 11, 2017 meeting with misspelled word correction. Discussion: Kevin requested clarification under Visitors to include no striping bid was received for Elm Street. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

REPORTS:

PLAN COMMISSION – Deb Davis had no report at this time.

FIRE DEPARTMENT – Rod shared the Fire Department report of activities since the last board meeting including denial of FEMA grant funding and intentions to reapply in 2018 for breathers and SCBA tanks; the FD preliminary budget is completed and submitted; training for the month includes car and truck extractions on the vehicles behind the highway shop which should be removed within a two week timespan. EMS update includes working on increasing members. Rod has not had an opportunity to review the FallFest numbers provided by the treasurer. The Board asked for clarification on the department's response to a fire call. Comments from the audience included a check to Steve Katona who explained the check to himself for \$3,500 for FallFest raffle and start up cash. Further comments included grant funding and applications, and whether the Chief corresponds with the Board regarding grant applications submitted. Chief stated the Town Chairman is fully aware of the grant process. Carolyn also explained the grant applications are included in the Fire Department reports to the Board. Clarification of the question as to whether or not the Board is aware of the application prior to the submittal of the application. Debbie added that if there is a match to the grant, this must be approved by the Board as this is an expenditure.

LIBRARY – RUTH VOSS – Shared were the children and adult programs taking place at the library. Debbie inquired the results of a meeting between Carolyn and a representative of the library. Carolyn stated she has a stack of paperwork including usage versus equalized value; history; etc. Representatives of the library are going to meet with the Board after the first of the new year to review.

SUPERVISORS:

CAROLYN OPITZ – GARBAGE, ORDINANCES, NEWSLETTER – Carolyn explained the resident on Winterberry with the ditch issue received a certified letter from the Town. She and Dave also met with the resident several times and they will be putting the ditch back to original on their own sometime during the month of October. The Town received a resolution regarding the addressing and funding for implementation. She explained that the information from Marathon County CPZ is in negotiations for signage and installation and that it is anticipated there will be no cost to the towns. Implementation is expected in the spring of 2018. September 16, 2017 the Marathon County Board of Supervisors approved committing \$1.2 million in funds to this project.

DAVID SWENSON – HIGHWAY – Dave reported that Pat is mowing some of the back banks of the ditches. He added that the land owners are very cooperative in allowing access through their fields. Elm St shouldering is complete and the Board will address the striping later in the meeting. E. McMillan bridge approach is completed. Ran into a bit of a problem with not enough material put in by contractor; received complaints from Town of Marshfield Chair and the City which has been addressed. Debbie mentioned she received an inquiry regarding the striping project plan and whether it includes

Staad. It was explained that the item on the agenda is only for the new roads at this time but it is understood other roads need to be considered.

DEBRA DERFUS – BUILDINGS & GROUNDS, WEBSITE – Debbie reported the Pavilion will be shut down and water turned off on Wednesday. There was a rental this past weekend to accommodate.

GARY FRANZ – NEWSLETTER – TOWH HALL MAINTENANCE – Gary reported nothing on newsletter. Town Hall roof is done however the gutters were rusted so the installation of new is an additional cost of approximately \$800.

KEVIN STEINES – TOWN HALL MAINTENANCE – Kevin gave a progress report for the actions of Nailed It Constructions. The septic is scheduled to begin tomorrow. Kevin will be scheduling the concrete with Gessert.

Larry Seehafer asked Carolyn if there has been an adjustment in price for Garbage and Recycling in the upcoming year. Carolyn explained the contract with Advanced Disposal goes through 2020 and the fees were set at that time.

CLERK – APPROVAL OF CHECKS AND FINANCIAL REPORT – CLERK’S REPORT – Debbie/Dave move to approve checks #15145 through 15203 with EFT 17-24 through 17-28 in the amount of \$39,407.74. Discussion included check #15165 for Lake’s. This is for crack sealing. Kevin asked since this is over \$20,000 if there was a call for bid. Yes and there was only one response to the call. Bill Arneson inquired with the Clerk absent and the checks dated October 9th, were the checks printed by the Treasurer. Steve responded negatively. Mr. Arneson further questioned checks 15156 to American Asphalt and 15165 to Lakes Asphalt Maintenance dated 10/09/2017. Debbie and Carolyn explained the checks have not been approved by the Board and the process the Clerk follows is to address monthly invoices, make out checks for Board approval at the meetings. Gary asked how often the crack sealing is done; annually. Further discussion of the roadways crack sealed and whether or not the invoice from Lakes includes the Fire Department parking lot resurfacing. The invoice will be reviewed. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

Marathon County CPZ Notifications included application for zoning permits for Dave Hohenstein and Thomas Dums; applications for sanitary permits for Gary Jicinsky and the Town of McMillan.

Debbie/Dave moved to approve the Clerk’s Financial Report to include a beginning balance as of September 30, 2017 \$384,943.96; with \$17,220.40 in receipts, \$51,046.29 disbursements with an ending cash balance of \$351,118.07. Discussion: What is coming up through the end of year for disbursements? There are highway expenditures, Fire department has upcoming expenses, as well as end of year payroll for all departments and insurance. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

TREASURER – FINANCIAL REPORT – TREASURER REPORT - Steve read the Financial report to include:

<u>TREASURER</u>	<u>September 30, 2017</u>
CHECKING ACCOUNT BALANCE, BANK	54,834.71
LESS OUTSTANDING CHECKS	(16,835.20)
PLUS OUTSTANDING DEPOSITS	
RECONCILED CHECKING ACCOUNT BALANCE	<hr/> 37,999.51
TAX SAVINGS ACCOUNT	239,816.08
PARK FUND SAVINGS ACCOUNT	7,886.09
VOLUNTEER FIREFIGHTERS FUND SAVINGS ACCOUNT	17,304.44
FIRE DEPT EQUIPMENT CD, 6 Month. 9/12/2017, 0.1500	20,165.53
PUBLIC WORKS CD, 3 Month, 11/18/2017, 0.1500	<hr/> 27,946.42
ENDING CASH BALANCE	<hr/> <hr/> 351,118.07

Debbie asked if the FD Equipment CD will be rolled over; yes. Debbie/Dave move to approve treasurer’s financial report as presented. No further discussion. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes Motion carried.

Steve asked if there were any questions on the FallFest report presented. Carolyn will go over her questions on this report with him at a later date.

UNFINISHED BUSINESS - None

NEW BUSINESS –

Resolution on Zoning Ordinance Amendment – Leffel – Carolyn read the Resolution and explained the Plan Commission did approve upon their review. Hearing is November 7th in Wausau. Debbie/Kevin moved to recommend approval of Resolution for Zoning Ordinance Amendment for Dale Leffel from Rural Residential to Neighborhood Commercial at M325 State Highway 97, Marshfield. No discussion. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

Approval of Language for the Joint Plan Commission Renewal of Agreement – Carolyn presented information received from Josh Miller for Board approval regarding City of Marshfield and Joint Plan Commission approval of language granting the JPC authority to be reviewing authority for land divisions and building permits that require on site sanitary sewer districts for properties within the 2013 property map. Debbie/Dave move to approve the language of the Joint Plan Commission Agreement to leave as it was. No discussion. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

Addition to Agenda posted October 6, 2017: Approve cost of striping Galvin Ave from Hwy 97 to Elm St and striping Elm St from Cty Rd E to Staadt Ave – Carolyn met with the Marathon County Highway Commission for assistance with acquiring a contractor to stripe town roadways. Carolyn called Adams County who provided an estimate of cost for striping of Galvin from Highway 97 to Elm and Elm from County Road E to Staadt in the amount of \$5,939.32 to be completed this week. Dave/Debbie move to approve Adams County to do the striping for the aforementioned Streets and Avenues in the amount of \$5,939.32; and if he recalls Adams County has done this type of work for the Town before. Discussion: What does this include? Center and side. Bill Arneson asked where this will be funded; this is a highway budget expense. Further discussion included the quality and price of paint. Roll Call: Debbie, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

Debbie moved to adjourn the meeting. Kevin second. All in favor. Motion carried.

Respectfully submitted,
Patti Rahn, Clerk