

TOWN OF MCMILLAN
M403 ELM STREET MARSHFIELD, WI. 54449

**TOWN BOARD MEETING
November 13, 2017 7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Acting Chairperson Dave Swenson. The Pledge of Allegiance was recited.

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

VISITORS – None

COMMENTS FROM AUDIENCE – None

APPROVAL OF MINUTES:

Town Board Meetings of October 9, 2017 – Debbie/Kevin moved to approve the minutes of the October 9, 2017 meeting

Discussion: None

Roll Call: Debbie, Dave, Gary, Kevin – All Ayes. Motion carried.

REPORTS:

PLAN COMMISSION – DEB DAVIS – Absent; Plan Commission did not hold a meeting so there is no report.

FIRE DEPARTMENT – ROD BAUER – Rod read and shared with the Board hard copies of the fire report as the email would not allow sending the file electronically. Further discussion from the audience and Board members included the number of fire hydrants, functionality of hydrants, testing and the questioning of a particular hydrant located on Cty Rd C. Breathers were discussed including the cost and life expectancy. Also discussed was EMS and the ambulance contract with Marshfield as well as the agreement with Stratford Area Fire Department for initial aid and billing/payments.

LIBRARY – RUTH VOSS – Absent

SUPERVISORS:

CAROLYN OPITZ – GARBAGE, ORDINANCES, NEWSLETTER – In Carolyn's absence, Dave reported that he and Carolyn attended the Marathon County Western Town's Association meeting. Marathon County will hold the budget hearing tomorrow night and the County Board of Supervisors will make a decision on their budget November 16th. Within the proposed budget are allocations for the county addressing system as well as the current opioid epidemic. Dave read a portion of an article from the Record Review about county addressing. Joe Burger explained his belief that both road and address signs are included in the budget to be paid by Marathon County; USPS will update mailing records with the new addresses assigned and that any village not opting in to the addressing system will absorb the costs of creation and installation themselves. Further Board discussion included road name sign replacement, when the new addresses will take effect and the inclusion of addressing information to the residents in the upcoming newsletter.

DAVID SWENSON – HIGHWAY – Dave reported that Pat is working on cutting the weeds on the back side of ditch banks, the striping of Galvin and Elm has been completed; snow fence is up and the Town has responded to one snow event over weekend.

Debbie asked what the road plan is for next year and Gary asked about the Staadt Bridge. Dave explained the estimate of funds available for projects includes the General Transportation Aid and Shared Revenue funds. There are a couple of subdivisions that may need to be addressed as crack filling is not helping. Kevin asked if the upcoming projects included maintenance only. Dave explained this is dependent upon whether the roadways are chip sealed or black top. Debbie asked if any grants are available for the projects. Grants are available and the Town will write one due Wednesday where the eligible funding is at least \$28,000. Debbie asked when grant application will come before the Board for approval? Approval after the award. Kevin contacted Wisconsin Town's Association and was informed the grant application requires Board approval. A Special Meeting was then scheduled for 3pm, Wednesday, November 15th for Board approval of the TRI grant application.

DEBRA DERFUS – BUILDINGS & GROUNDS, WEBSITE – Debbie reported the winter maintenance at the park is complete. She thanked the community members who assisted her with shutting off the water to include Larry Seehafer,

Paul Mancl, Dorothy Olson, Gary Franz, George Derfus. She also explained for future reference that the measurements for the location of the water shut off valve are now written on the wall. Clark Landscaping will work on adding dirt around the septic tank and work on the north side of the hall this week.

GARY FRANZ – NEWSLETTER – TOWH HALL MAINTENANCE – There is no update for the newsletter. Gary shared that after checking into LED lights for the town hall and the expense involved it's been decided to put new ballast.

KEVIN STEINES – TOWN HALL MAINTENANCE – Kevin gave an update on the projects for the Town Hall. The shingles done, proper vents installed, and reported there is a lost cell phone in the attic somewhere; holding tanks installed in a new location due to code and the concrete installation will take place next year due to the time constraints and scheduling conflicts. The contractor will honor the bid price for work to be done in the spring.

CLERK – APPROVAL OF CHECKS – Disbursements include Check #15204 – 15252; EFT 17-29 for a total of \$101,471.35. Also includes voided checks #15133 (Northwest Recycling reissued second half payment with check 15238), #15253 & 15254. Debbie/Kevin moved to approve the checks as presented. Roll Call: Debbie, Dave, Gary, Kevin – All Ayes. Motion carried.

FINANCIAL REPORT – Beginning Balance of \$351,118.07, Receipts \$28,121.39, Disbursements \$109,447.86 for an ending cash balance as of October 31, 2017 of \$269,791.60. Debbie/Gary moved to approve the Clerk's Financial Report as presented. Discussion included the outstanding check list. Roll Call: Debbie, Dave, Gary, Kevin – All Ayes. Motion carried.

CLERK'S REPORT – Marathon County CPZ Notifications include application for zoning permit for Jeff Veers, Stephen Weiler; application for sanitary permit for Alan Karau, Notice of holding tank system inspection and approval for the Township, assignment of new address and a notification of public hearing for a conditional use requests from the City of Marshfield. Notification from legal counsel regarding the Town of Rib Mountain's Notice of Appeal of the County Road Naming Lawsuit decision. This is now in the WI Court of Appeals which filed an acknowledgement on October 19, 2017. Clerk is working with the Town Insurance Agent on the renewal of insurance policy. The agent has sent a driver's schedule that is incomplete and requires updating, an email was sent to Board Members and Fire Chief requesting the information. At this time, there are two board members and all of the drivers information from the Fire Department are outstanding. Rod asked if the copies are submitted with employment paperwork is there a need to resubmit; yes as some employees don't utilize driver's licenses for their employment documentation. Further discussion included whether or not all members of the department drive.

TREASURER – FINANCIAL REPORT – TREASURER REPORT - Steve read the Financial report as of October 31, 2017 to include:

CHECKING ACCOUNT BALANCE, BANK	23,502.80
LESS OUTSTANDING CHECKS	(16,878.34)
PLUS OUTSTANDING DEPOSITS	
RECONCILED CHECKING ACCOUNT BALANCE	6,624.46
TAX SAVINGS ACCOUNT	189,862.94
PARK FUND SAVINGS ACCOUNT	7,886.63
VOLUNTEER FIREFIGHTERS FUND SAVINGS ACCOUNT	17,305.62
FIRE DEPT EQUIPMENT CD, 6 Month. 9/12/2017, 0.1500	20,165.53
PUBLIC WORKS CD, 3 Month, 11/18/2017, 0.1500	27,946.42
ENDING CASH BALANCE	269,791.60

Debbie/Gary approve the Treasurer's financial report as presented. Discussion included the Clerk signing the report for the correction made. The amounts for the park and firefighters savings accounts were transposed. Roll Call: Debbie, Dave, Gary, Kevin – All Ayes Motion carried.

UNFINISHED BUSINESS - None

NEW BUSINESS –

City of Marshfield 2018 Ambulance Service Contract – Discussion included possibly looking for another provider. Dave explained that Carolyn will be attending the recycling board meeting and will discuss with other town representatives at that meeting the ambulance contract with the City. Dave read the increases explained in the letter from the City. Debbie/Kevin moved to table this item until the December meeting. Discussion: Debbie asked Dave to relay to Carolyn an offer of assistance. Roll Call: Debbie, Dave, Gary, Kevin – All Ayes. Motion carried.

Designation of Town Posting Places – Dave explained that Mullen's is no longer allowing public access to their facility due to security reasons. Carolyn spoke with Bernie Wenzel at Resource Recovery who's offered to post for the town. Debbie/Kevin moved to temporarily assigns the Town Hall, Resource Recovery and Belvedere as posting places. Discussion included enclosed posting places, installation of posting boards similar to what is at the Town Hall and public access to buildings. Roll Call: Debbie, Dave, Gary, Kevin – All Ayes. Motion carried.

Dave moved to adjourn the meeting at 7:59pm. Debbie second. All in favor. Motion carried.

Respectfully submitted,
Patti Rahn, Clerk