

Town of McMillan
Town Board Meeting
113904 Elm Tree Road, Marshfield, WI 54449
May 9, 2022; 7:00PM

1. Call to order – Pledge of Allegiance
2. Roll Call showed all town board member present as well as the town clerk and assistant fire chief.
3. Visitors/Public Comment
 - a. George Derfus – explained that he has three open records requests and would like follow-up. Lori Bauer will submit the current open records request in writing to the Clerk. Further reply is that Mr. Derfus must submit his request in writing, and this has not been done for all of the requests.
 - b. George Derfus questioned the 3 minutes public comment rule.
 - c. George Derfus voiced a concern about the “swat team” at the last meeting because of a comment that was made. He is concerned about his name being smeared over the town.
4. Motion (Cokl/Spring) to approve the minutes from the April 11, 2022 meeting minutes. All ayes. Motion approved.
5. Reports
 - a. Plan Commission – Dorothy Olson presented the report from the Plan Commission related to.
 - i. Kennels
 - ii. Storage units
 - iii. Fence line dispute
 - b. Garbage and Recycling – Bob Spring provided the garbage and recycling report. He received requests for recycling containers and garbage can that was damaged. This was completed prior to the April 11, 2022 bill. The treasurer should be sending a separate invoice for the container. There was some confusion on the tire recycling day because the recycling calendar was not correct. The tire collection is always the last Saturday of April. There is a recycling committee meeting at the end of May; Bob will update the board after that.
 - c. Library – no report
 - d. Buildings and Ground – Carolyn Opitz reported that there were fourteen rentals to date. The pavilion was rented out for July 31, 2022, and it was not noted in the pavilion binder that the pavilion was reserved for the town picnic. Carolyn will contact the person who rented the pavilion for July 31, 2022 to cancel this date and try to reschedule for a different date. Ms. Opitz requested help in moving the picnic tables. It was recommended to contact Larry Seehafer to move these tables with his tractor. The chairman asked Mrs. Opitz to contact the lawncare company about the increase in the contract due to fuel prices. Mrs. Opitz notified the board that there is work to be done on the ball diamond and the frontier wire needs to be buried.
 - e. Highway – Tom Seyfert reported that there will not be bids for the materials as had been requested and approved for bid placement at the April 11, 2022 meeting. Mr. Seyfert reported that he has the projects ready to go but the bids were not posted on

time. He further reported that the weight limits were kept on the road a week longer than the county as there was still frost on the roads.

Unfinished Business

6. Fire Department Report – Lori Bauer provided the fire report (attached)
7. Treasurer Report – Tanya Holcomb provided the treasurer report in the absence of a Treasurer. Motion (Cokl/Seyfert) to approve the Treasurer’s report. All ayes. Motion carried.
8. Clerk Report
 - a. Tanya Holcomb presented the Clerk report to include a discussion on the budget to actual and verbal updates within the clerk’s office.
 - b. Motion (Seyfert/Cokl) to approve vouchers 18896-18920 (voids 18897-18899) including electronic withdrawals totaling \$18,235.12. All ayes; motion carried.
9. Clerk and Treasurer job posting and interview process
 - a. Reviewed the job postings
 - b. The town constituents voiced out to use the prior personnel committee. There was a brief discussion.
10. Treasurer appointment – The clerk informed the board that there is a need for a board member to make the deposit until a Treasurer is appointed. Motion (Tom Seyfert/John Cokl) for Bob Spring to make the deposits until a Treasurer is appointed. All ayes. Motion carried.
11. Highway bids – The clerk noticed the highway bids in the Marshfield Herald News for May 11 and May 18 to be received by 5pm on May 25, 2022. Motion (Tom Seyfert/John Cokl) to hold a special board meeting on May 25, 2022 at 6pm to open the bids for materials and any other town business. All ayes. Motion carried.
12. Part time highway employees – Motion (Tom Seyfert/John Cokl) to table the discussion of hiring a part-time employee until the May 25, 2022 town meeting. All ayes. Motion carried
13. Fire Department Grants
 - a. AED Grant - Motion (Carolyn Opitz/Bob Spring) to approve the grant application for the AED Grant request form. All ayes. Motion carried.
 - b. Alliant Energy – Motion (Bob Spring/John Cokl) to proceed with Alliant Energy Grant. All ayes. Motion carried.
 - c. Front Door – Motion (Carolyn Opitz/Tom Seyfert) to proceed with the clerk setting up a Front Door Account for fire department grant applications. All ayes. Motion carried.
14. Motion (Bob Spring/John Cokl) to renew the Becker Appraisal contract for contract to begin on July 1, 2022 – June 30, 2023 in the amount of \$16,600. All ayes. Motion carried.
15. Appointments from the board chair are as follows:
 - a. Highway – Tom Seyfert
 - b. Library/Newsletter/Website – John Cokl
 - c. Buildings & Grounds – Carolyn Opitz
 - d. Garbage/Recycling – Bob Spring
16. Pavilion Refund – no action
17. Menards Account – The chairman requested that the clerk obtain a list of the people who are currently listed on the Menards account. Motion (Bob Spring/John Cokl) to table this agenda item until the May 25, 2022 meeting. All ayes. Motion carried.
18. Motion (Tom Seyfert/Bob Spring) to take the two computers and get these computers setup for the Clerk and Treasurer. All ayes. Motion carried.

19. Financial Software – there was a general discussion about the clerk and treasurer using the same financial software with separate permissions.
20. Website – John Cokl to share the wordpress website and copy to the .gov site. Mr. Cokl to review the town website requirements. Motion (Tom Seyfert/Bob Spring) to have the Clerk and John Cokl to review the requirements for the town website requirements for towns association. All ayes. Motion carried.
21. Board Computers – no action

Motion (Bob Spring/Tom Seyfert) to adjourn at 9:16pm. Motion carried.