

**TOWN OF MCMILLAN**  
**McMillan Town Hall**  
**113904 Elm Tree Road, Marshfield, WI 54449**  
**August 12, 2024 7:00 PM**

1. The meeting was called to order at 7:00 p.m. by Deb Derfus. The Pledge of Allegiance was recited.
2. **Roll Call:** Present: Rod Bauer, Nicole Forst, Dave Swenson, Carolyn Opitz, Deb Derfus.
3. **PUBLIC COMMENT** – none
4. **Approval of Town Board meeting minutes from July 8, 2024 – MOTION** to approve the minutes as presented. Forst/Bauer; all ayes.
5. **Approval of Special Town Board meeting minutes from July 30, 2024 – MOTION** to approve the minutes as presented. Swenson/Opitz; all ayes.
6. **REPORTS**
  - a. Plan Commission – approved the CSM for Dragonfly, talked about newsletter article and checklists.
  - b. Highway – Chair Derfus stated that the end of Roman Road, west of Galvin will be turned back to gravel. She stated that high-density black rock will be used on Scheuer Creek Road. Scheuer Creek residents, Jon Seehafer and Steve Drach, spoke about three years of potholes and insisted a permanent solution was necessary. Derfus will communicate with Glen Kafka and finalize pricing and seek information about rolling the road after the high-density black rock is applied. Timeframe for this project is estimated to be a few weeks. Hatimar might be a drain tile issue and that will be investigated. Drake, from Eau Pleine to Highway 97, will be the proposed ag grant project with an approximate cost of \$1.9 million.
  - c. Website/Library – nothing to report for the library.
  - d. Buildings and Grounds – Lots of sanding and staining on the benches and estimated to be 60% completed. Summer help will be leaving soon. Chris Damrau provided a \$100 donation to the park. Pavilion rentals for 2025 are already coming in.
  - e. Garbage – Garbage and recycling carts should be put on the edge of the road but not in the driving lane
  - f. Policies and Procedures – nothing to report.
  - g. Newsletter – Newsletter should be done tomorrow for approval and then mailed out soon.
  - h. Ordinances – nothing to report
  - i. Fire Department
    - i. 0 fire calls; 6 EMS calls; 2 cancelled en route; 4 motor vehicle accident; 1 unauthorized burning
    - ii. Cutters and spreaders are now in service
    - iii. Raffle tickets for Fall Fest are available now and they are also seeking volunteers.

**MOTION** – to move #9 and #14 up on the agenda; Forst/Swenson; all ayes

**Little Rose snowmobile club – MOTION** – to approve crossing Marsh Road by Little Rose snowmobile club; Forst/Opitz; all ayes.

**Amend 2024 budget – MOTION** – to amend the revenue and expense on the 2024 budget by a total of \$106,383.37 (details below) Forst/Swenson; roll call vote, motion passed unanimously.

- Increase 43420 State Fire 2% dues by \$1,160.97
- Increase 46220 Fire Protection fees by \$2,401.00
- Increase 47323 Mutual Aid by \$859.00
- Increase 48440 Insurance Recovery FD by \$26,050.08
- Increase 48902 Other Rev Fire Fundraiser by \$339.50

- Increase 48500 Donation Private Org by \$24,095.00
- Increase 48903 Fire Department Grant by \$2,769.59
- Increase Fund Balance applied by \$48,708.23
- **Total revenue increase of \$106,383.37**
  
- Increase 52211-07 Gear by \$24,095.00
- Increase 52215 Qualified 2% dues expense by \$1,160.97
- Increase 52250-07 Engine 10 by \$3,260.00
- Increase 52250-09 Ladder 1 by \$26,050.08
- Increase 52260-06 State Grant Exp (DNR) by \$2,769.59
- Increase 52260-10 Fall Fest expense by \$48,708.23
- Increase 52260-11 Fundraising Expense by \$339.50
- **Total expense increase of \$106,383.37**

**7. CLERK REPORT**

- a. An annexation from McMillan to Marshfield was received for a property on West McMillan Street. McMillan will receive five years of property taxes subsequent to the successful completion of the annexation.
- b. Received two open records requests and fulfilled two open records requests.
- c. Received a complaint regarding Scheuer Creek Road
- d. Received notification of proposed amendments to Marathon County's 2016 Comp Plan.
- e. Marathon County issued three zoning permits: County Road E; Hidden Acres Lane; Staadt, Deer Run
- f. Marathon County issued three sanitary permits: County Road C
- g. **MOTION** – approve checks 20192-20239 plus electronic transfer 240701-240705; Forst/Swenson; all ayes.
- h. Year to date budget to actual through August 12, 2024 was presented.

**8. TREASURER REPORT**

- a. July 2024 Bank reconciliation was presented.
- b. **MOTION** – to move \$130,000 from tax savings to the main checking account. Forst/Swenson; all ayes.

**9. Little Rose Snowmobile Club** – this was moved to before the Clerk report

**10. Jeff Hill CSM – MOTION** – to approve CSM as presented. Forst/Bauer; all ayes.

**11. Fall Fest fireworks permit and picnic license – MOTION** – to approve fireworks permit and picnic license. Opitz/Swenson; all ayes.

**12. Waiver of fee request – Fall Fest permits and licenses – MOTION** – to waive fees for Fall Fest. Opitz/Swenson; all ayes.

**13. Fall Fest reimbursements and check approval – MOTION** – to approve a check for \$250 for DJ Curt and a check to Carolyn Opitz for \$4,000 for startup money, raffle, and band payment. Opitz/Forst; all ayes.

**14. Amend 2024 budget** – this was moved to before the Clerk report

**15. Approval to re-shingle the Fire Department shed** – no action

**16. Schedule 2025 budget workshops** – it was agreed that a meeting would be held on August 29 at 6pm to further amend the 2024 budget and a budget workshop meeting would be held on September 16 at 7pm.

**17. Accept resignation of Tammy Wenzel – Plan Commission – MOTION** – to approve Opitz/Forst; all ayes.

**18. Employee reviews** – it was agreed to provide employee reviews for Rod, Donna, John, and Pat after the September meeting. A closed session will be added to the meeting. Bauer/Opitz; all ayes.

A member of the audience wanted to give kudos to Pat for helping with the intersection of Galvin, AAA, and Highway 97. The man reached out to Pat with concerns about that intersection and it being blocked and Pat was able to quickly get a “do not block the intersection” sign erected.

**MOTION** – to adjourn the meeting; Forst/Bauer; all ayes

**ADJOURN:** 8:37 p.m.

Respectfully Submitted by: John Cokl, Town Clerk