

TOWN OF MCMILLAN
M403 ELM STREET MARSHFIELD, WI. 54449

**TOWN BOARD MEETING
February 12, 2018 7:00 P.M.**

The meeting was called to order at 7:00 p.m. by Chairperson Carolyn Opitz. The Pledge of Allegiance was recited.

ROLL CALL- Joe Burger, Dave Swenson, Carolyn Opitz, Gary Franz, Kevin Steines – Present

VISITORS – Bob Steiner – Introduced himself, gave light biography, as Bob is running for Supervisor.

COMMENTS FROM AUDIENCE – NONE

APPROVAL OF MINUTES: Town Board Meeting January 8, 2018 – Joe/Dave moved to approve the minutes. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – all Ayes. Motion carried. Town Board Meeting January 22, 2018 – Joe/Kevin moved to approve the minutes. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – all Ayes. Motion Carried.

REPORTS:

PLAN COMMISSION - NONE

FIRE DEPARTMENT – ROD BAUER – Absent.
McMillan Fire Department
M400 Elm Street
Marshfield, WI 54449

Town Board Report

EMS Call:

5 Medical Calls

Fire:

1 False Alarm

New Hires: The department has accepted two men members and accepted two members off of probation. The department will be training on ice rescue and confined space in conjunction with the Stratford Fire Department.

EMS:

The group is finishing up their refresher to renew their licenses.

LIBRARY – RUTH VOSS – Ruth shared upcoming events at the library and the community center. Also, announced that the antique rocking chair will be donated to the Marshfield Community Center.

SUPERVISORS REPORTS:

CAROLYN OPITZ – GARBAGE, ORDINANCES, NEWSLETTER – Carolyn stated FEMA Grant is encouraged from Wisconsin Towns Association. The Fire Department applied for a FEMA Grant with Stratford Fire Department.

DAVID SWENSON – HIGHWAY – Dave stated Pat has been salting and sanding as needed. Also, as a reminder, do not plow snow across the road into the ditch. There is a danger factor for plow trucks hitting the banks of ice when plowing. Also, snow removal at the end of driveways and mail boxes is property owners' responsibility.

KEVIN STEINES – IOH PERMITS – TOWN HALL MAINTENANCE – Waiting for spring to do concrete work around Town Hall, and no IOH permits.

JOE BURGER – MARATHON COUNTY ADDRESSING – Joe stated information will be published in the Newsletter, also, there will be 2 crews, the 1st crew will change the street signs and not all street signs will be changed. It depends on whether or not there is a name change. The 2nd crew will change the address signs. Some people asked if they could keep their old signs, Joe's response was yes but, there will be a process in order to do this. It might be duct tape over the sign to let the crew know that address sign stays there.

GARY FRANZ – NEWSLETTER – TOWH HALL MAINTENANCE – Newsletter is wanted by March meeting.

CLERK – APPROVAL OF CHECKS & FINANCIAL REPORT – Disbursements include Check 15390 through 15448, excluding check #15403 (voided) and Electronic Fund Transfer 1740 for a total of \$1,777,458.66.

Joe/Dave moved to approve the checks Check 15390 through 15448, excluding voided check #15403 and Electronic Fund Transfer 1740. No discussion; Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes. Motion carried.

Discussion went into year-end checking account balance disbursements: The year-end checking account balance was \$55,390.97. Carolyn stated the fire department requested \$21,945.52 (which what was left from the fire department budget). The Fire department wanted the remainder of their budget for Rescue 3 replacement. Gary wanted it on record that he wanted Rescue 3 fixed for approximately \$5,000.00 not replaced. Debbie stated \$800.00 needed to stay in the checking for Pavilion rental deposits. Kevin wanted \$3,500.00 reserved for town hall improvements, as per weather conditions held up budgeted projects until spring of 2018. Designating monies for Staadt bridge project were also discussed.

The following motions were made: Joe/Dave Motion to designate \$29,145.45 to Public Works Staadt Bridge CD.

Roll Call: Joe – abstain. Dave- Aye, Carolyn – Aye, Gary – No, Kevin – Aye. Motion carried.

Kevin/Joe Motion to designate \$3,500.00 for Town Hall Maintenance. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – motion carried.

Carolyn/Dave - Motion to designate \$800.00 for pavilion rental deposits. Roll Call: Joe, Dave, Carolyn, Gary Kevin – All Ayes – motion carried.

Remainder to be designated later as agenda progresses to Designation of CD from SCBA to Rescue 3 Replacement Fund.

Motion to cancel Quickbooks subscription as a formality from previously approved software transfer. Carolyn/Dave motion to cancel subscription for Quickbooks. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

Joe/Dave motion to approve clerks financial report – Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

TREASURER – FINANCIAL REPORT – Donna requested Checks 15449 – 15455 for county and school settlements in February. Motion was made by Joe/Dave to approve checks for February settlement. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried. Donna requested permission to send bill with letter for garbage delinquencies to all people who did not pay for garbage with their property taxes. Motion was made by Joe/Kevin to send bill with letter for garbage delinquencies. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried. Donna passed out her budget for 2018 and asked the board to compare to current budget. Dave/Joe - Motion was made to approve Treasurers' financial report. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

NEW BUSINESS

Approve/Disapprove Advertisement for Clerk and Treasurer positions. Joe/Gary – Motion to advertise for Clerk and treasurers' positions.

Discussion: Conversation on where to advertise was decided – Marshfield News-Herald, Hub City Times, WTA, Record Review, 3 postings, Website and McMillan News as requested by Bruce Wineman. Decided to start advertisement the week of February 19th – running 3 times. All resumes to be in by March 15th. Joe has gone thru the interview process prior and agreed to do it again. Joe asked for volunteers at the meeting with no response.

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

Approve/Disapprove Road Bid Advertisement. Kevin/Joe motion to approve road bid advertisements for 2018.

Discussion: Questions were brought on which roads. Specifics on bids. Birch was discussed. Motion was amended Kevin/Joe to approve road bid advertisements with priority to prep Birch Street. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

Approve/Disapprove Renew CD for Staadt Bridge Project Due 2/18/18. Joe/Kevin motion to approve CD renewal for one (1) year. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

Approve/Disapprove Renew CD for SCBA equipment Due 3/12/18. Joe/Dave motion to approve CD renewal for three (3) months. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

Approve/Disapprove Designation of CD from SCBA to Rescue 3 Replacement Fund. Kevin/Joe motion to table until next month when Rod can be there. Roll Call: Joe, Dave, Gary, Kevin – Aye, Carolyn – No. Motion carried.

Designation of remainder of monies for year-end designation: Kevin/Joe Motion to designate \$21,945.52 to Staadt Bridge Project CD with exception to amend budget at a later date if needed.

Discussion: Joe stated this could curtail a purchase of a new Rescue 3. He was in favor of previous purchase and commends Rod for seeing the new purchase was not serviceable. Looking at current truck and others, we could put that money into old Rescue 3 and update and we would know what we have. Can't see spending approximately \$50,000.00 on someone else's problems. Gary stated he has been looking at advertisements for pumper trucks, and do we need all of the trucks we have. Dave stated we are completely maxed on all trucks. Roll Call: Joe, Dave, Carolyn, Gary, Kevin – All Ayes – Motion carried.

Joe/Dave motion to adjourn – all ayes – Motion carried.

Kevin/Joe motion to reconvene – all ayes – Motion carried.

Approve/Disapprove Update Policies and Procedures Manual on smoking in municipal vehicles as per recommendation from Wisconsin Towns Association. Joe/Gary motion to prohibit smoking in all municipal vehicles.

Discussion: Gary stated he wanted fire department vehicles included. Carolyn stated they have their own restrictions which includes no smoking in vehicles. It was also discussed that fire department vehicles are municipal vehicles. Roll Call: Joe, Dave, Gary, Kevin – Aye, Carolyn – No, Motion carried.

Gary/Joe motion to adjourn – all ayes – Motion carried.

Respectfully Submitted,
Debbie Derfus, Clerk