

**TOWN OF MCMILLAN**  
**McMillan Town Hall**  
**113904 Elm Tree Road, Marshfield, WI 54449**  
**January 9, 2023 7:00 PM**

1. The meeting was called to order at 7:00 p.m. by Rod Bauer. The Pledge of Allegiance was recited.
2. **Roll Call:** Present: Dan Gotto, Carolyn Opitz, Steve Michalski, Tom Seyfert, Rod Bauer
3. **PUBLIC COMMENT** – George Derfus made a comment regarding all things McMillan. Judy Gadke requests everyone conducts themselves in a respectful manner at the meetings.
4. **Approval of Town Board meeting minutes from December 12, 2022 – MOTION** Gotto/Opitz; all ayes
5. **Approval of Town Board meeting minutes from December 29, 2022 – MOTION** Seyfert/Opitz; all ayes
6. **REPORTS**
  - a. Plan Commission – no meeting.
  - b. Garbage – Steve will attend Northwest Recycling Board meeting on January 30.
  - c. Library – The townofmcmillan.gov website is operational.
  - d. Buildings and Grounds – 6 or 8 rentals already scheduled for 2023. The heat in the pavilion is set at 57 degrees.
  - e. Highway – Please do not push your snow across the road, it is against the law.
  - f. Fire Department – Adam Knapp was elected as Assistant Chief. Fire Department completed CPR recertification. 1 fire call, 2 mutual aid calls; 2 carbon monoxide, 3 EMS, 2 down powerline calls.  
**MOTION** – purchase one LUCAS and two AED devices using \$25,240 FLEX grant. Opitz/Seyfert; all ayes; Bauer abstained.
7. **CLERK REPORT**
  - a. Clerk notified board of a complaint regarding Mann. Clerk also notified the board of switching phone service from Frontier to Microsoft Teams phone attached to the [clerk@townofmcmillan.gov](mailto:clerk@townofmcmillan.gov) email address.
  - b. **MOTION** – approve checks 19287-19301 plus electronic transfer 20221203-20221209; Opitz/Seyfert; all ayes
  - c. **MOTION** – approve checks 19302-19307 for tax settlement. Gotto/Opitz; all ayes.
  - d. Year to date budget to actual through December 31, 2022 was presented
8. **TREASURER REPORT**
  - a. The balanced bank reconciliation was presented
  - b. The park transfers were discussed to close out 2022 and it was determined that additional researched needed to be completed to determine the correct amount to transfer from the main checking to the park fund.
9. **Fire Department purchase orders – MOTION** – raise the maximum purchase limit without a purchase order to \$1,000. Gotto/Opitz; all ayes; Bauer abstained.
10. **Designate end-of-year funds – MOTION** – move \$400,000 from the reconciled checking account and \$220,230.43 of ARPA funds into two separate six-month CDs at the best rate we can find designated for highway. Gotto/Opitz; all ayes.

**MOTION** – to adjourn the meeting; Opitz/Gotto; all ayes

**ADJOURN:** 8:04 p.m.

Respectfully Submitted by: John Cokl, Town Clerk