

TOWN OF MCMILLAN
McMillan Town Hall
113904 Elm Tree Road, Marshfield, WI 54449
August 11, 2025 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** –A member of the audience asked if there were plans in the future to do broken up concrete on Kraus. Derfus stated, “not at this time.”

Dave Falkosky stated that Alliant Energy wanted to donate \$1,000 to McMillan Fall Fest and that he had a check in hand. There was no opposition and Dave was thanked.

4. **Approval of Town Board meeting minutes from July 14, 2025 – MOTION** to approve the minutes as presented; Forst/Swenson; motion passes
5. **Approval of Town Board meeting minutes from July 24, 2025 – MOTION** to approve the minutes as presented; Forst/Bauer; motion passes
6. **Approval of Town Board meeting minutes from August 4, 2025 – MOTION** to approve the minutes as presented; Swenson/Forst; motion passes; Bauer and Opitz abstained.

7. **REPORTS**

- a) Fire Department – Chief Schmidtke noted he received a letter from the Clerk about an open records request. Schmidtke reported they did pump testing and they are working on Fall Fest. Lorrie Bauer and Carolyn Opitz are co-chairs of Fall Fest.
 - i. **MOTION** – to move up #10 Little Rose to current; Swenson/Forst; motion passes. Jamie Greenberg requested permission to run Marsh Road this winter. **MOTION** – to allow use of Marsh Road; Forst/Swenson; motion passes.
 - ii. **MOTION** – to move up #13 Fire Department credit card; Forst/Bauer; motion passes. Fire Department requests a credit card. **MOTION** – to approve credit card with a \$1,000 credit limit; Bauer/Opitz; motion passes.
 - iii. **MOTION** – to move up #15 Fall Fest; Forst/Bauer; motion passes. Fire Department requests fireworks permit, picnic license, and waiver of associated fee requests, and Fall Fest checks to Carolyn Opitz for \$3,905.25 (\$3,600 startup and raffle) and Jerry Schmidt (\$2,000 band). **MOTION** to approve Fire Department requests fireworks permit, picnic license, and waiver of associated fee requests, and Fall Fest checks to Carolyn Opitz for \$3,905.25 (\$3,600 startup and raffle) and Jerry Schmidt (\$2,000 band); Swenson/Forst; motion passes.
 - iv. **MOTION** – to move up #16 Resolution declaring certain Fire Department property as surplus and authorizing its disposal; Forst/Bauer; motion passes. Equipment is obsolete, breather bottles out of lifespan, ladder and cot from John Bujowski era. **MOTION** – to pass resolution to authorize disposal, report at next meeting; Swenson/Forst; motion passes.
 - v. **MOTION** – to move up #17 Fire Department administrators compensation; Forst/Derfus; motion passes; Fire Department is seeking the following payments for the final six months of 2025: Fire Chief: \$3,000; Deputy Chief (2): \$2,000; Assistant Chief: \$2,000; Office Administrator: \$2,000. **MOTION** – to allow \$3,000 for all officers and assistants, Swenson/Opitz; motion failed. **MOTION** – to authorize the proposal of the following payments for the final six months of 2025: Fire Chief: \$3,000; Deputy Chief (2): \$2,000; Assistant Chief: \$2,000; Office Administrator: \$2,000. Forst/Derfus; motion passes; Bauer and Opitz abstained.
- b) Plan Commission – The Plan Commission recommended approval of the Jepson rezone. Lots of triangle discussions but ultimately decided it was not the Plan Commission responsibility but rather the Town Board’s responsibility.

- c) Highway – Derfus reported Elm Tree, Derry, Weeping Willow, and Galvin are all completed. Quincy, Roman, Kloen, Marsh Run, and Marsh Road will all be done before the end of August. Concerns were noted regarding significant drop-offs from double chipsealed roads.
- d) Library – nothing to report. The library is currently working on their budget.
- e) Buildings and Grounds – New mulch was put out around the grounds. Some branches were cut down to help with mowing. College workers will be leaving soon. Plants in front of the Town Hall have been dug up and will be replaced with rocks. Forst has received requests from interested parties for pictures of the interior and exterior of the pavilion to be posted online as well as the interior dimensions. Those will be added to the website soon. Dewy fixed a broken piece of playground equipment.
MOTION – to move #12 Park equipment to current; Forst/Swenson; motion passes. St John school got new equipment and donated some of their previous equipment to McMillan. We will need to put some cement to anchor the equipment. No objection was made to the proposed placement. There will be minimal costs to place the equipment.
- f) Garbage – Nothing to report
- g) Policies and Procedures – Work continues
- h) Newsletter – Discussion regarding the state of the newsletter address list. We will work with the assessor to improve the current mailing list.
- i) Ordinances – nothing to report
 - i.

8. CLERK REPORT

a) Clerk Report

- i. Clerk Cokl announced that the ARIP and LRIP grant applications windows are not currently open but that the local bridge improvement and STP-Local are open. We will be requesting 2026 culvert cost share on the culvert on One Mile. Apply for STP-Local on St. Joes (total reconstruction) and Riverside (pulverize and overlay). Derfus will call Kevin Kraft for assistance in determining the estimated price for the grants.
- ii. We took our election machines to Marathon County for annual maintenance
- iii. We received four (4) open records requests and responded to four (4) open records requests. Two (2) request are still in process and three (3) requests required correspondence with Attorney Turone.
- iv. Received a few emails opposing wind turbines
- v. Received road concerns on: Derby Ave and Ash Street
- vi. Received notification from WI DSPS for a building addition at Mullins Cheese
- vii. Corresponded with Dana from Strategic Management and Consultants regarding the Fire and EMS innovation planning grant study. He requested a lot of information and I forwarded that request to Kevin. Dana is looking to schedule a zoom meeting with the Fire and EMS leaders. I told him with the transition and Fall Fest approaching, mid-to-late September might be a reasonable timeframe to meet and return documents.
- viii. Scheduled kickoff meeting on 8/20 at 3pm with McMahon Group for the administrative (clerk/treasurer) innovation planning grant. Members of the board expressed interest in participating and receiving an invitation.
- ix. Jill Porter from Marshfield Library notified the 2026 contribution would be \$89,115 vs \$94,437 in 2025.
- x. Received notice of proposed project and request for public comments regarding bridge replacement on County Highway T over McGivern Creek (in between Sawyer Creek and Birch Tree)
- xi. Notice that Town of Day adopted their comp plan
- xii. Zoning permits issued on: Hwy 97 and Eau Pleine Rd; Sanitary permits issued on: Scheuer Creek.

- b) **MOTION** – approve checks 20815-20872 (but voiding check 20843) plus electronic transfer 250701-250710; Forst/Opitz; motion passes.
- c) Year to date budget to actual through August 11, 2025 was presented. It was confirmed that Cokl will just add expense lines to the Fire Department personnel area for the deputy chief and office administrator.

9. **TREASURER REPORT**

- a) It was decided that the park transfer would be made later in the year.
- b) **MOTION** – to move \$125,000 from tax savings to main account; Forst/Swenson; motion passes

10. **Little Rose Snowmobile Club** – addressed earlier

11. **Jepson rezone** – **MOTION** – to approve rezone as presented; Forst/Swenson; motion passes

12. **Park equipment** – addressed earlier

13. **Fire Department credit card** – addressed earlier

14. **Renew postage permit** – discussion ensued regarding the postage permit and the future of the newsletter. It was agreed that we should start planning for a digital only opt in. **MOTION** – to approve \$370 check to postmaster to renew permit; Forst/Opitz; motion passes.

15. **Fall Fest** – addressed earlier

16. **Fire Department Resolution** – addressed earlier

17. **Fire Department compensation** – addressed earlier

18. **Closed Session – Regarding Personnel Matters pursuant to WI Stats §19.85(1)(c) to consider McMillan town employee performance and compensation and WI Stats §19.85(1)(g) to confer with legal counsel concerning the strategy to be adopted with respect to issues related to windmills. The Board will review written communication from legal counsel. MOTION** – to enter closed session; Swenson/Opitz; motion passes – entered into closed session at 8:43 pm.

19. **Reconvene into open session and possible action on topics discussed in closed session** – reconvened into open session at 10:17 p.m. – the board did the employee review the for clerk and the treasurer and discussed proposed ordinances from the attorney.

MOTION – to adjourn the meeting; Forst/Bauer; motion passes

ADJOURN: 10:17 p.m.

Respectfully Submitted by: John Cokl, Town Clerk