

TOWN OF MCMILLAN
McMillan Town Hall
113904 Elm Tree Road, Marshfield, WI 54449
September 08, 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 about progress of the health and wellness ordinance. Derfus stated the final draft has been received and will be shared with the Board tonight.
4. **Approval of Town Board meeting minutes from August 11, 2025 – MOTION** to approve the minutes as presented; Forst/Opitz; motion passes
5. **REPORTS**
 - a) Fire Department – Chief Schmidtke stated they were working on updating MABAS cards. He is also trying to schedule a meeting with Steve Woller from the Balloon Rally to begin 2026 planning. The Fire Department took a trailer-load of expired gear to Stevens Point for donation. Kevin has had conversations with many local Fire Chiefs. He went to the Fire Chiefs meeting in Gleason in August. The pressure washer at the station has been fixed. The Town Board informed the Fire Department they can apply for grants if there is no cost to the town, but if there is a cost share for the town, the Fire Department must get permission from the Town Board before applying. The Fire Department has received an estimate to fix Tender 2, which is the main tender. **MOTION** – to approve repair for Tender 2 valve for \$3,620 plus repair the leak not to exceed \$5,000; Forst/Bauer; motion passes. July had 2 fire calls, 5 EMS, August had 5 fire calls and 2 EMS. Fall Fest was steady. Around 10pm the crowd was sparse. Kevin suggested the lowered attendance could be a result of multiple things, there were many competing events during the weekend and the weather was chilly.
 - b) Plan Commission – The Plan Commission tabled the Mother Mary due to lacking information. They passed the Rome Properties. They determined there was no action to take on the Fernandez CSM.
 - c) Highway – Derfus reported the plow truck (Freightliner) is at Rigs and Wrenches getting repaired at a cost of \$9,090. American Asphalt provided a quote of \$50,000 to blacktop Zyg (not including base course). Fahrner offered \$11,675 plus the cost of base course to chipseal the road (while they are doing other work in the area). American Asphalt provided a quote of \$2,363 to do a patch on Winterberry. This will be completed in 2025 still. Hatimar, Penny, and Lumen will be done this fall so they can sit over the winter. Derfus will provide the quote for the culvert on One Mile for culvert cost share. Elm Tree, Galvin, Quincy, Weeping Willow, and Derry have all been completed. The rest will be completed this week.
 - d) Library – nothing to report.
 - e) Buildings and Grounds – The lawnmower went back in for oil leak. Lots of pavilion rentals.
 - f) Garbage – Dave has to communicate with some drivers about turn arounds.
 - g) Policies and Procedures – Work continues
 - h) Newsletter – no update
 - i) Ordinances – nothing to report. Derfus has been working with attorney.
6. **CLERK REPORT**
 - a) Clerk Report
 - i. Clerk Cokl announced that the ARIP and LRIP grant applications windows are not currently. STP-Local is open, with a deadline of October 31, 2025. Derfus shared blacktop quotes for St Joes and Riverside. It was agreed to request \$1,000,000 for St Joes and the Mann bid should be used as the basis for grant preparation.
 - ii. Clerk is ready to seek a deputy clerk. Received confirmation that the deputy clerk pay would run through QuickBooks and the gross pay would be deducted from the Clerk's gross pay.

- iii. We held our kickoff meeting with the consultants from McMahon Associates on August 20, 2025. This is the Innovation Planning Grant. The information from the FD/EMS consultant has been sent to the Fire Department on August 3, 2025 but has not been completed yet.
 - iv. The E-Waste recycling event will be held September 20 and one person has volunteered. There has been much anticipation of this event and people are eager to drop off items.
 - v. Created FD@townofmcmillan.gov for Patti the FD office administrator and also renewed our .gov domain
 - vi. Received 1 open records requested and responded to 3 open records requests (2 were previously in progress)
 - vii. Received a concern about ditches on Winterberry not draining adequately.
 - viii. Received notice from Marathon County that the cost for dog license tags will be increasing in 2026. They haven't raised their prices for 25 years. Prices will increase from \$5 to \$12 for spayed/neutered dogs and from \$10 to \$20 for intact dogs. The cost for a kennel will rise from \$50 to \$80. Clerk Cokl will draft a resolution for next month's meeting.
 - ix. Zoning permits issued on: CTY RD C, Galvin, Eau Pleine
 - x. Sanitary permit issued on: Quincy, Galvin, St Joes, Marsh Run
 - xi. New addresses issued on: Quincy
- b) **MOTION** – approve checks 20873-20927 and add check for Yeske who rented the pavilion this past weekend plus electronic transfer 250801-250811; Forst/Swenson; motion passes.
- c) Year to date budget to actual through September 8, 2025 was presented. **MOTION** – to amend budget to add \$139,000 to 43500 and 51988; Opitz/Forst; motion passes.
7. **TREASURER REPORT**
- a) **MOTION** – to move \$220,000 from tax savings to main account; Swenson/Forst; motion passes
8. **Mother Mary/Harter Rezone & CSM – MOTION** – to table as recommended by Plan Commission; Forst/Swenson; motion passes
9. **Rome Properties rezone – MOTION** – to approve rezone as presented on Plan Commission recommendation; Forst/Bauer; motion passes
10. **Officer CSM – MOTION** – to table as recommended by Plan Commission; Forst/Opitz; motion passes
11. **Fernandez CSM** – no action
12. **Grasscutter insurance claim** – 2 grasscutter incidents occurred recently, one damaging a large window and one damaging a Marshfield Utilities hydrant. Our insurance agent suggest that we pay the Marshfield Utilities invoice, when received, due to already filing a claim for the window, which was already paid (\$6,380). No action was taken.
13. **Marathon County election MOU – MOTION** – to approve the MOU as presented; Opitz/Swenson; motion passes.
14. **Road maintenance** – no action
15. **Schedule Budget workshop** – it was agreed to hold this meeting on October 7, 2025 at 6pm
16. **Schedule Budget Hearing and Special Town Meeting of Electors** – it was agreed to hold this meeting on November 10, 2025 at 6pm
17. **Closed Session – Regarding Personnel Matters pursuant to WI Stats §19.85(1)(c) to consider McMillan town employee and WI Stats §19.85(1)(g) to confer with legal counsel. The Board will review written**

communication from legal counsel. MOTION – entered closed session at 8:23 pm.

18. **Reconvene into open session and possible action on topics discussed in closed session** – reconvened into open session at 9:35 p.m. – No action was taken regarding considering McMillan town employee. The board discussed proposed ordinances from the attorney.

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

ADJOURN: 9:36 p.m.

Respectfully Submitted by: John Cokl, Town Clerk