

**TOWN OF MCMILLAN**  
**McMillan Town Hall**  
**113904 Elm Tree Road, Marshfield, WI 54449**  
**April 20, 2026 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, Deb Derfus. Absent: Carolyn Opitz
3. **PUBLIC COMMENT: none presented**
4. **Approval of Town Board meeting minutes from March 9, 2026 – MOTION** to approve the minutes as presented; Forst/Bauer; motion passed.
5. **REPORTS**
  - a) Fire Department – Chief Schmidtke reported 2 fire alarms, 13 EMS calls, and 1 CO. Resignation of 2 firefighters. A basic CPR training will occur at the Fire Department on May 13 at 6:30pm. Burning permits: you cannot burn on Sundays; if you burn after 6pm notify the chief and Marathon County dispatch.
  - b) Plan Commission – Met March 23 and approved the Schmitz rezone. Shad from Marathon County CPZ attended the meeting. Plan Commission recommends staying with County Zoning.
  - c) Highway & cemetery – Derfus announced we were awarded an LRIP grant for St. Joes. The State will pay approximately 69% of the costs up to \$1 million. She also stated the roads are crap and asked residents to please be patient. Randy has a list and is working on the worst first. 1 person was placed into the mausoleum. No perpetual care money is available from the previous owners.
  - d) Library – no report
  - e) Buildings and Grounds – Forst reported lots of full weekends on the pavilion calendar. Discussion was had whether the Town should charge ball clubs and 4-H for using our facilities. It was suggested that she suggest to those groups that they pull weeds around the gazebo and landscaping. MOTION – to allow Forst to edit the pavilion contract outline deposit return process; Forst/Swenson; motion passes
  - f) Garbage – Swenson reported 2 volunteers were still needed for the tire recycling event this weekend.
  - g) Policies and Procedures – no report
  - h) Newsletter – no report
  - i) Ordinances – no report
6. **CLERK REPORT**
  - a) Clerk Report
    - i. Clerk Cokl reported successful administration of the April election. We ran out of paper ballots for some voters. Cokl said he would coordinate with the County Clerk to try and avoid this in the future.
    - ii. Cokl notified the Town Board he was not seeking reappointment in May 2026
    - iii. Cokl arranged for the first Dairyland Balloon Jubilee meeting at the Fire Department which happened on April 9.
    - iv. Working with Phil Rentmeester at Marathon County and our highway folks to hopefully receive some disaster relief funds related to historic snowfall in March.
    - v. Submitted the files and documents requested by the auditors
    - vi. Reminded the Fire Department and City that we needed data to file the Maintenance of Effort report which is due July 1.
    - vii. Received 2 open records requests and responded to 2 open records requests.
    - viii. Successfully submitted final close out report for our ARPA funds.
    - ix. Received a report from Wisconsin Elections Commission regarding accessibility review they conducted during the February election.
    - x. We were notified that our ARIP submission for Drake was not awarded to us.

- xi. Cory is working on insurance for the cemetery
  - xii. Zoning permits were issued on: County Road T and Highway 97
  - xiii. Sanitary permit was issued on: Turtle Ridge
- b) **MOTION** – approve checks 21289-21366 as presented, plus checks 21367 and 21368 for pavilion deposit returns and 21369 for Joe’s garage in the amount of \$1,087.89 plus electronic transfer 260301-260314 as presented; Forst/Swenson; motion passes.
- c) Year to date budget to actual through April 20, 2026 was available in the packet.
- 7. TREASURER REPORT**
- a) March bank reconciliation was presented
  - b) Treasurer Siltala went to the bank and raised concerns about the money market accounts interest rates. She was able to successfully negotiate higher rates on our accounts.
  - c) **MOTION** – to transfer \$50,000 from tax savings to main; Forst/Bauer; motion passes.
- 8. Resolution adopting 2026 Marathon County Comprehensive Zoning revisions – MOTION** – to approve per Plan Commission recommendation; Forst/Bauer; motion passes
- 9. Back Nine subdivision – Dave Swenson talked to Steve Barg (City Administrator) and the Marshfield City planner and asked if the developer has access to McMillan. Swenson reports they confirmed the developer does have access. MOTION** – to deny access; Bauer/Swenson; motion passes.
- 10. Resolution for disposal of John Deere zero turn lawn mower – MOTION** – to table. Forst/Swenson; motion passes.
- 11. Innovation grant – the board directed the clerk to set up a meeting with Dana (consultant), Town Board members, City of Marshfield representatives, and McMillan Fire and EMS to discuss the possibility of moving forward with an innovation grant application.**
- 12. Local Small Structure Improvement Program grant – Clerk Cokl presented his draft applications for One Mile and Staadt culvert replacements. Chair Derfus stated the One Mile project should request closer to \$300k for the project. She requested Cokl revise and send both projects to her prior to submission. No objection.**
- 13. Schmitz rezone – MOTION** – to approve per Plan Commission recommendation; Forst/Bauer; motion passes.
- 14. Town Clerk job position opening – Chair Derfus distributed a job posting for the position. MOTION** – to approve posting of job opening with a May 1<sup>st</sup> deadline; Forst/Bauer; motion passes. Clerk was instructed to list the job on indeed, our website, facebook, and 3 posting locations.
- 15. Approve fruit truck spring/summer schedule – MOTION** – to approve 2 permits, June 30 and July 21; Forst/Swenson; motion passes.
- 16. Add bank signatory– MOTION** – to remove Carolyn Opitz and add Dave Swenson. Forst/Bauer; motion passes.
- 17. Balloon Festival – Chair Derfus reported that Quest states Staadt will be under construction during the Dairyland Balloon Jubilee (DBJ). The plan is to start in June and be done at the end of August. Galvin will need to be used for the DBJ traffic plan. If there are any changes, the facilitators will be notified. The board agreed without objection.**

18. **Closed Session – Regarding Personnel Matters pursuant to WI Stats §19.85(1)(g) to confer with legal counsel. MOTION** to go into closed session; Bauer/Forst. Motion passed unanimously. Entered closed session at 8:20pm
19. **Reconvene into open session and possible action related to closed session – MOTION** to reconvene into open session; Bauer/Swenson; motion passed at 8:55pm
20. **MOTION** to create Chapter 507 – Wind Energy Systems and an ordinance amending the Code for the Town of McMillan; Derfus/Bauer; motion passes
21. **MOTION** – to adopt ordinance 2026-01 – Wind Energy Systems Licensing Ordinance; Derfus/Swenson; motion passes

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

**ADJOURN:** 8:58 p.m.

Respectfully Submitted by: John Cokl, Town Clerk