

## BOARD MEETING MINUTES

### Town of Milltown

Clerk, P.O. Box 475, 1502 200<sup>th</sup> Ave, Milltown, WI 54858

March 13th, 2025, 7:00 pm, at the Milltown Town Hall

1. Meeting called to order: Mike Dau called March 13<sup>th</sup>, 2025, Board Meeting to order at 7:00 p.m.  
Board Members Present: Mike Dau, Jon Eckel, Chris Nelson, Mark Engelhardt, Cheryl Kloehn  
Others Present: Keith & Carol Zygowicz, David Beaulieu, Doug Bergstrom, Frank Rau,
2. Agenda Additions or Changes (According to Open Meeting Laws) Chris Nelson approved the agenda as is, Jon Eckel seconded the motion. Passed.
3. Public Comment: Dave Beaulieu brought up that he would like to see that the gravel at Rice Lake be brought up to road level right by the access. Dock will also be put in this spring.

Doug Bergstrom reported that an email was received from the Waterways Commission to present the proposal for the Antler Lake Dock grant. Doug is asking for reimbursement for travel to Wausau for this presentation. This presentation is before the next board meeting.

4. Prior meeting minutes approval  
February 17th, 2025, Meeting Minutes: Chris Nelson made a motion to approve February 17th, 2025, minutes, Jon Eckel seconded the motion. Passed.
5. Financial Report approval  
Financial Report Ending March 10th, 2025  
Profit & Loss Ending February 28th, 2025  
  
Jon Eckel made a motion to approve the financial report, P&L and approve of paying all bills. Chris Nelson seconded the motion. Passed.
6. Maintenance Report: Frank Rau reported that a snowstorm hit and had to get the grader out to plow the gravel roads. The shop is organized the way the Maintenance Department wants it. Maintenance has been doing some tree trimming. Maintenance is asking to pin down the summer projects for the summer, including 235<sup>th</sup> being black topped and crushing the gravel. Finalizing the road projects at the annual meeting. Work on the chipper is completed, and winch is on the chipper.  
Mike Dau received a call from a resident on 220<sup>th</sup> want to build a 12X16 shed. Resident talked to Ben Campbell; Ben stated that as far as he was concerned he did not need a permit, but is up to the Town of Milltown Board Members if the resident can build the 12X16 shed. After further discussion, it was decided that if the 12X16 shed is portable and not permanently attached to the ground the resident will not need a permit. Mike Dau will follow up with the resident.

Chris Nelson is asking that the Class B Ordinance be updated with current Class B roads. Frank Rau will work with the Clerk to update the ordinance. Sign down by beach blew down and will have to be erected back up. Chris Nelson is asking Frank Rau if there is a public access sign on Breezy Bay Rd, there is no public access sign. Put a public access sign at the intersection of Breezy Bay Court and Breezy Bay Road. Dock will be moved once the ice is gone. Town of Milltown has a camera that will be placed out at the dock

area. The camera has a GPS that will track where the camera is if removed. Chris Nelson made a motion to purchase a cellular camera for the Town Shop, Jon Eckel seconded the motion. Passed.

Now that the ground is thawed, the Maintenance Department will get the signs up by Half Moon Beach.

## 7. New Business

- a. Treasurer – Mark Engelhardt, County is transitioning to a new tax program this year, web based, which residents will be able to pay their taxes online. County has started training on the new program as this will be used this year to collect taxes. Training will be in July and August and be ready by November to collect taxes. Dog licenses will also be collected from this program. Residents may like the fact that you can now pay up to 10 parcels in one transaction and not all in the same municipality. Town will be able to collect checks, cash or pay online. Fees for credit cards are 2.99%. County is paying for training and our annual contract fees is 399.00, the new program the first year will be \$500.00, \$530.00 for the second year, \$560.00 for the third year. Big item to watch, by May 15, 2025, we must have our banking information into the county for the new program. The clerk sent the board members an email received from RCU on the coverage of Town of Milltown funds, along with an email from Kyle from Frandsen Bank that Town of Milltown also has coverages for all their funds at Frandsen Bank. The Clerk will check into Sterling Bank with Sterling for options on the money market, checking and loans.
- b. Cintas – After further discussion, Cintas will come once a month and charge a minimum of \$50/month. After further discussion, the Clerk will check with Huebsch on rugs.
- c. Board of Review/Open Book – Open book is April 21<sup>st</sup>, 2025, from 5-7 pm. Board of Review is April 28<sup>th</sup>, 2025, from 5-7 pm. The Board of Review training will be on April 7<sup>th</sup>, 2025, at 6:00 p.m. at Milltown Fire Hall. Chris Nelson made a motion to add J. Gary Lilyquist to the Board of Review Board. Jon Eckel seconded the motion. Passed.
- d. Annual Meeting – April 15, 2025, 7:00 pm
- e. New Labor Policy: Changes made include Comp Time and Holiday changes. The holidays that were removed were Martin Luther King Day and added Christmas Eve Day was added. Comp time was added to the policy and pay dates were changed from weekly to every two weeks. Jeff Vollrath sick days are (10 days) and vacation time (8 days) for 2025. Jon Eckel made a motion to accept the changes to the Labor Policy. Chris Nelson seconded the motion. Passed.
- f. Audit for Town of Milltown books and adjusting entries to be made CLF contacted Clerk on audit of Town of Milltown books for purposes of recording the loan for the Town Hall and Town Shop. A quote was given to all Board Members, Audit would be for 2022, 2023 and 2024 years would be audited, along with helping with the CT report. The clerk advised that help with the CT to obtain more money for road funding. Jon Eckel made a motion to have CLA audit the Town of Milltown books for 2022, 2023, and 2024 along with helping with the CT report for \$21,000. Chris Nelson seconded the motion. Passed.
- g.

## 8. Old Business

- a. Beach Agreement – Meeting with Village of Milltown outcome? An old contract and new contract were presented to the board. The Clerk has a question on #3, Cost Sharing of Half Moon Beach. Town of Milltown had proposed certain months of when the Township and Village would be responsible for the upkeep of the bathrooms, keeping supplies and removal of garbage. The new contract has that the parties agree to hire an outside company to clean the bathroom facility. Chris Nelson asked who the outside company was and what is the charge for cleaning the bathrooms. Mike Dau reported that Heavenly Scent was the company to clean and no price quote has been received. The village of Milltown was not comfortable with having their employees clean the bathrooms, per Jon Eckel. Frank Rau asked if the Village employees could not sweep the bathrooms, scrub the toilet and sink if needed and replace the paper towels and toilet papers. Frank Rau reported that he sweeps the bathrooms, cleans the sink and toilets, and replaces the toilet paper and paper towels. Chris Nelson is not in favor of the proposal from the Village of Milltown. Dave Beaulieu is on the Village of Milltown Board, and he stated that it was not brought up that the public works employees of the Village did not want to clean the bathrooms. It came across that this was a joint decision between the Town of Milltown and the Village of Milltown, and they had no idea of the costs of cleaning. Dave Beaulieu will send an email to the Village of Milltown Board and the Clerk will discuss it with Amy. Chris Nelson made a motion to table the Beach Agreement until there is more information on the cleaning situation until the April meeting. Jon Eckel seconded the motion. Passed.
  - b. Carlson Construction -meeting with Paul Maher at 6:00 pm on March 24<sup>th</sup>, 2025, closed session. Discussion on approval of change orders due to Carlson Construction for Town Hall and Town Shop. After further discussion, Jon Eckel will check with Al Symanski at MSA to clarify if the change order credits are legitimate and fair.
  - c. S&A – Shop Apron - meeting with Paul Maher at 6:00 pm on March 24<sup>th</sup>, 2025, closed session
  - d.
9. Closed session: The Town of Milltown will hold a Closed Session pursuant to Wis Stat 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session." for the Town of Milltown Hall and Shop Addition
  10. Closed session: Closed Session: The Town of Milltown will hold a closed session pursuant to Wis Stat 19.85(1)(c), Wis. Stat for discussion of employment.
  11. Reconvene into Open Session with possible action on Closed Session items.
  12. Adjourn: Chris Nelson made a motion to adjourn the Town of Milltown March 13<sup>th</sup>, 2025, board meeting at 9:00 pm. Jon Eckel seconded the motion. Passed.

Next Meeting: April 8th, 2025, at 7:00 pm.