

BOARD MEETING MINUTES

Town of Milltown

Clerk, P.O. Box 475, 1502 200th Ave, Milltown, WI 54858

May 12th, 2025, 7:00 pm, at the Milltown Town Hall

- Meeting called to order: Mike Dau called the Town of Milltown May 12, 2025, board meeting to order.
Board Members Present: Mike Dau, Jon Eckel, Chris Nelson, Mark Engelhardt, Cheryl Kloehn
Others Present: Paul Gydesen, J. Gary Lilyquist, Chris Vollrath, Frank Rau, Alex Trapp, Mike Costello.
- Agenda Additions or Changes (According to Open Meeting Laws) Chris Nelson made a motion to accept the agenda as posted. Jon Eckel seconded the motion. Passed.
- Public Comment: No comments made.
- Prior meeting minutes approval
April 8th, 2025, Meeting Minutes: Chris Nelson to approve the April 8th, 2025, meeting minutes with a couple of wording changes, which the Clerk has corrected. Jon Eckel seconded the motion. Passed.
- Financial Report approval
Treasurer made comment that the Money Market account has a balance of approximately \$665,000.00 and checking account has an approximate balance of \$25,000. Will need to be careful on our spending.
Financial Report Ending May 10th, 2025
Profit & Loss Ending April 30th, 2025
Jon Eckel made a motion to accept the financial report, profit & loss and pay all bills. Chris Nelson seconded the motion. Passed.
- Maintenance Report: Frank Rau reported that Maintenance has been doing some graveling, have Stokely shaped up, 235th has some gravel on the road to help with the rough patches, gravel on Antler. The beach is opened and there is no power to the well, still working on that.
The dock will be cut into two 16' sections, one for Antler and one for Rice Lake. There is a splice right in the middle, one of the docks does not have feet/wheels. Checked with Menards and feet would be \$150, and wheels would be \$300 approximately. Chris Nelson asked if 16' be long enough and Frank Rau reported that neither one of the landing looks very deep. Frank will look to see if 16' dock would be adequate for Antler Lake and Rice Lake.
Spraying the ditches would cost \$1875 total. Chris Nelson asked two questions: 1. What is being used to spray the ditches? Growth inhibitor and broad leaf. Not sure what the ingredients is in the spray. Will notifications need to be sent out before spraying. Will wait to 2026 to spray and will send notices to residents of Town of Milltown and have the sales rep come to the board meeting and explain. Sales rep could attend the annual meeting in 2026 to explain the chemicals that are in the spray.
Frank talked about completed around the blacktop in the Town of Milltown parking lot. Frank has 3 loads of fill sand at the shop. Black dirt is also needed, R&R Ranch has a pile of black dirt that they will sell to the Town of Milltown for \$75 per load, 4 loads should be enough. Frank reported that they have seed and blankets to lay down. Jon Eckel made a comment to purchase black dirt and complete the project around the Town of Milltown blacktop. Frank reported that he has received prices on graders, used 2016 3500 hours,

\$230,000, brand new is \$450,000. Mike Dau made a comment that Pope should crush gravel before 235th is blacktopped. Frank Rau will contact Pope to see when he can crush the gravel. Frank asked if Town of Milltown could sell some gravel to Village of Luck, 1000 ton for the trail. Yes, the board will sell to the Village of Luck after a price is established.

7. New Business

- a. Town Shop Apron Bids/Recommendations for Correcting Drainage/Road Bids: Kusz Contracting bid for \$47,500.00. Vollrath Construction bid for \$45,200.00. Discussion was made about the details submitted of replacing the current apron from each company. Jon Eckel made a motion to award the replacement apron bid to Vollrath Construction for \$45,200.00. Chris Nelson seconded the motion. Passed.
Opening bid from Monarch Paving Company for paving 235th Avenue to GG. Bid was \$368,915.41 total. Chris Nelson made a motion to accept the bid for paving 235th from 145th to County GG, 13082' X 22' in the amount of \$368,915.41. Jon Eckel seconded the motion. Passed.
- b. Class B Road Ordinance: Roads have been added and posted to website.
- c. Ordinance #25-1: Chris Nelson and Frank Rau investigated and found that the statute that Daniel Whitney sent to Town of Milltown, applies to highways at 55 MPH and greater. Frank got a resolution from the County that they follow, Chris Nelson will redo the ordinance and table to June 9th, 2025, meeting.
- d. Credit Card Policy: Jon Eckel presented a credit card policy for the board members to review. Jon Eckel made a motion to accept Policy 25-1 Credit Card Policy. Chris Nelson seconded the motion. Passed.
- e. QuickBooks Upgrade – See attached: town of Milltown has Desktop Pro 2018 and suggestion was made to move to Enterprise Desktop Silver, \$1362.00 Annually. Both Treasurer and Clerk could be used with one user, but not at the same time. After audit, it was recommended that we have two sets of books and balances must match at the end of each month. Two users' cost is \$2196.00 with receipts. Town Software written by a company is Wisconsin. Clerk will research this accounting software and report back to the board.
- f. Kemah Park Lane research weight limit: Frank Rau reported road is posted as Class B Road. When heavier trucks are using the road, residents need to contact the Sheriff's Department. Board decided to leave as a Class B Road.
- g. Antler Lake Dock – Split dock for Antler and Rice Lakes: Discussed in the Maintenance Report.
- h. CWS Security -Quote – See attached: Frank Rau reported that he also included in the quote a programmable lock for the shop. Discussion was made that the app be on the laptop and have multiple apps for each board member. This quote would come out of the construction loan. Total cost is \$2,324.78. Jon Eckel made a motion to accept the quote from CWS with the exception to see if both alarms can be merged into one account. Chris Nelson seconded the motion. Passed.
- i. Town of Milltown Old Dump/Ron Peterson: Chris Nelson stated that Ron Peterson called to check in with the board about the 40 acres adjacent to the old town dump that they access the land through the dump. Jon Eckel suggested that a memo be given to Ron Peterson, Chris Nelson will write up the memo and put on letterhead.
- j. Blinds for Office: Frank Rau will measure windows and get blinds from Menards with the Clerk. Clerk asked if ok to buy planters and put in annuals.
- k. Sterling Bank – Kelly will attend and do a presentation June 9th, 2025, Board Meeting
- l. Cintas Quote – Rugs-Cleaning: Discussion on rugs, floor cleaner chemicals and have the rugs delivered once a month. June meeting agenda item.

m. Carlson Construction Credits: Document G701-2017 was presented to the Town of Milltown board members to approve the credit to Carlson Construction in the amount of \$3,384.00. Jon Eckel made a motion to approve the credit of \$3,384.00 to Carlson Construction per MSA, Al Symanski's recommendation. Chris Nelson seconded the motion. Passed.

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8. Old Business

a. Beach Agreement – Cost of Cleaning? Town of Milltown does carry liability insurance on the buildings. Half Moon Beach cost sharing agreement is revised, and discussion was made on the changes. Issue with power to well from between the pressure tank and the pump, looking into. Moore Power stated that there is no power. Jon Eckel made a motion to add the following to the cost sharing agreement under scope of maintenance bullet point #2 as follows: The parties agree that maintaining the upkeep of the bathrooms, keeping supplies in the bathrooms and removing of garbage will be shared by alternating years/months as follows: Chris Nelson seconded this motion. Passed.

b. S&A – Shop Apron: nothing to report.

c. Audit – Clifton Larson Allen auditors called and stated they will continue with the audit the end of May 2025 into June 2025.

d. Rural Insurance – 2024 truck covered on 10-09-24. Depreciation schedule see attached email and PDF.

e. Spraying Ditches – Discussed under maintenance.

f. Half Moon Lake Public Access 190th Ave to widen to provide parking spot: Frank Rau talked to Amy Kronk and showed to where we could make parking spots along the road. A complaint was filed by Daniel Whitney and Frank Rau reported that when the dock was set into the water, there was some brush that was cleaned up. Chris Nelson stated that to rake area, seed and block off area reseeded with caution tape.

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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 Shop Addition.

Chris Nelson made a motion to move into closed session, Jon Eckel seconded the motion. Passed.

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.

Chris Nelson made a motion to move back into open session. Jon Eckel seconded the motion. Passed.

Jon Eckel made a motion to authorizes Jon Eckel to send our proposal for project close out to Town of Milltown Attorney, Paul Baher. Chris Nelson seconded the motion. Passed.

12. Adjourn: Chris Nelson made a motion to adjourn the Town of Milltown May 12th, 2025, meeting at 9:05 p.m. Jon Eckel seconded the motion. Passed.

Next Meeting: June 9th, 2025, at 7:00 pm.