

**TOWN OF MARSHFIELD  
MAY MONTHLY MEETING**

May 11, 2020, 7:30 p.m.  
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, and Treasurer Cathy Seibel. Members absent: Clerk Marlene Sippel. Members of the Public included – Mary Winkler, Zoning Administrator, Jim Guelig, Mike Kartechner, Jim Thome, Dennis Stenz, Sean Steffes, Vicky Tollefson, and Brian Witkowski.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

**Consent Agenda** (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the April 13, 2020 Town Board Meeting
2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending April 30, 2020:

Checking Account:	\$ 12,442.22
Money Market Account:	\$ 118,326.19
Building Fund:	\$ 5,590.09
Equipment Fund:	\$ 195.83
Road Fund:	\$ 112,540.27

Ken moved to “*approve Consent Agenda Items 1-2*”. Tom seconded, motion carried 3-0.

**Items Removed from Consent Agenda:** None

**Unfinished Business:**

1. ATV/UTV Maintenance Agreement  
Changes and/or Additions to County Routes – Jim Thome presented an application to the County requesting ATV/UTV route in 3 segments on County Road WH from Evergreen Road to Elm Road; Puddlefort Street to Oak Road and Pine Road to Walnut Road. This is the 2 mile route that was originally denied early 2020 as one stretch. John moved to “*establish ATV/UTV routes on County Roads in the Town of Marshfield.*” Tom seconded, motion carried 3–0. The County has an ordinance that mandates them to take care of signs, but will bill individual Townships for any repairs or replacements. Jim Thome will reimburse the Town for any costs regarding signs. The Town would like a maintenance agreement on file with Jim Thome. The costs for the initial signs were paid for as a donation by Eden ATV/UTV Club.
2. Brian Witkowski –Witkowski Inspection Agency LLC - Brian informed Town of the need to adopt Ordinance Adopting SPS-316 of Wisconsin Electrical Code in its entirety. The December 9, 2019 minutes states the Town adopted such ordinance. Brian will discuss this with Clerk Marlene Sippel to see if copy of minutes is sufficient. He also clarified the Land Use Permit fee is 1/10 of 1% up to maximum of \$250.00. Fees

were briefly discussed, but tabled until Brian and Clerk Marlene have a telephone discussion regarding some issues.

3. Fee Schedule – Tabled until clarification of fees from Witkowski Inspection Agency, LLC.

#### **New Business:**

1. Special Use Permit – For a non-metallic mining operation on the Guelig Property, tentative hearing date is June 1, 2020 – Town has received application and necessary fees. Jim Guelig and Mike Kartechner attended meeting to discuss notification of neighboring property owners and procedure for June 1, 2020 hearing.

2. CSM for Sean Steffes – A part of the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 10, T16N, R19E. Town of Marshfield, Fond du Lac County-- Ken moved *“to accept the CSM for Sean Steffes as presented.”* Tom seconded, motion carried 3-0.

3. Appoint Weed Commissioner-- John moved to *“appoint Tom Steffen as Weed Commissioner for the term from May 15, 2020 to May 14, 2021, with the exception should there be a conflict of interest with a weed complaint, John Bord would then step in as Weed Commissioner to handle that particular case.”* Ken seconded, motion carried 3-0.

4. Approve appointments to: Board of Appeals, Plan Commission, and Board of Review

a) Board of Appeals – John moved to *“approve the appointments of Jim Schaefer, for a three year term expiring 2023, and Doug Thome, for a three year term expiring 2023, as members of the Board of Appeals”.* Tom seconded, motion carried 3-0.

b) Plan Commission—John moved to *“approve the appointments of Neal Schaefer, for a three year term expiring 2023, and Tony Morgen, for a three year term expiring 2023, as members of the Plan Commission.”* Tom seconded, motion carried 3-0.

c) Board of Review--John moved to *“approve appointment of Catherine Seibel as a member of the 2020 Board of Review with Neal Schaefer as alternate number 1 and Mary Winkler as alternate number 2 for the 2020 Board of Review.”* Ken seconded, motion carried 3-0.

5. Establish 2020-2021 Snowplowing Rates for Municipalities -- Tom moved to *“increase the snowplowing rate for the 2020-2021 season to \$135 per hour, with salt/sand mixture being billed at cost for the 2020-2021 snow plowing season.”* Ken seconded, motion carried 3-0.

6. Board of Review – Wednesday, May 20<sup>th</sup>, 5 – 7 p.m.

7. Roads to work on – Tom moved to *“accept the proposal from Andrew Excavating for the work to be done on Town Hall and Hemlock Roads in the amount of \$17,276.00 and the cost of culverts and materials estimated cost of \$8,200.00.”* Ken seconded, motion carried 3-0. John moved *“to accept the proposal from Scott Construction for work to be done of Elm Road (\$25,336.00 and \$29,714.00); Redwood Road \$39,600.00; and Hinn Road \$6,378.00 for a total of \$101,028.00.”* Tom seconded, motion carried 3-0. Ken moved to *“accept the proposal from Fond du Lac County Highway to replace the culvert on Holly Road for the amount of \$47,664.00.”* Tom seconded, motion carried 3-0.

8. Equipment work – sander has been removed from the Oshkosh and needs repairs and a new plow cylinder has been ordered. The John Deere tractor needs repairs on 3 point and a new oil cooler was installed.

**Public Comments:** Mary Jo Winkler stated the Special Use Permit for James Guelig and a variance request for Joe Sesing will be held on June 1, 2020. A resident has questioned if it is possible to construct a manufactured home with 864 sq. ft. but was informed the minimum square feet for a residential property is 1100 square feet. Another resident questioned placing a new trailer on an existing foundation and has been informed trailers are not allowed in the Town.

**Pay Bills:**

Tom moved to *"approve proposed expenditures as presented"*. Ken seconded, motion carried 3-0.

**Reports of Town Officers:**

Ken has completed the necessary steps to be a certified flagger for 2 years. He stated flaggers are only needed on Federal and State Highways. He is also meeting with the ambulance and EMT's.

There being no further business, Tom *"moved to adjourn"* and Ken seconded, motion carried 3-0. The meeting adjourned at 9:30 p.m.

Catherine A. Seibel, Treasurer

<b>TOWN OF MARSHFIELD</b>				
<b>TREASURER REPORT</b>				
<b>30-Apr-20</b>				
Checking Account Balance - Beginning				<b>42245.70</b>
Income:				
	BUILDING PERMITS:			
	Ron Lefeber	<b>1485.00</b>		
	ROAD ACCESS PERMIT:			
	Eddie Andrew	<b>25.00</b>		
	Tower View Acres (Jason Baus)	<b>25.00</b>		
	REAL ESTATE REQUESTS:			
	Bernard Will, Sr.	<b>20.00</b>		
	Jeff Stodola	<b>20.00</b>		
	DOG LICENSES:			
	Ann Martin	<b>3.00</b>		
	FOND DU LAC COUNTY:			
	Lottery Settlement	<b>5434.28</b>		
	WISCONSIN DEPT OF TRANSPORTATION:			
	Transportation Aid	<b>26667.63</b>		
	INTEREST INCOME	<b>2.54</b>		
Total Income			<b>33682.45</b>	
Disbursements (18485.93 + 45000.00)			<b>63485.93</b>	
	Net (Income less Disbursements)			<b>-29803.48</b>
Checking Acct Balance - Ending				<b>12442.22</b>
		<b>Building</b>	<b>EQUIPMENT</b>	<b>ROAD</b>
		<b>Fund</b>	<b>FUND</b>	<b>FUND</b>
				<b>TOTAL</b>
Money Market Account - Beginning	<b>5589.79</b>	<b>195.79</b>	<b>67536.39</b>	<b>73321.97</b>
Add Interest Earned	<b>0.30</b>	<b>0.04</b>	<b>3.88</b>	<b>4.22</b>
Transferred from Checking Account			<b>45000.00</b>	<b>45000.00</b>
Transferred to Checking Account				<b>0.00</b>
Money Market Account - Ending	<b>5590.09</b>	<b>195.83</b>	<b>112540.27</b>	<b>118326.19</b>

