

Efforts will be made to accommodate the needs of disabled persons upon proper notice by contacting the clerk prior to the posted meeting at 920-470-3101.

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
AUGUST 12, 2024 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the August 12, 2024 Maple Creek Town Board meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

Verify open meeting notices, roll call, approval of agenda order (stands as is unless motion for change)

The agenda for these minutes was posted at the three Town posting boards and on the town's website on Wednesday, August 7, 2024.

Elected Officers present: Sue Griffin, Jim Young, John Knapp, Tory Much and Amiee Stracy

Others present: None

Approval of July 8, 2024 Town Board Meeting minutes

Knapp made a motion, seconded by Young, to approve the July 8, 2024 Town Board Meeting minutes. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Treasurer

• **Monthly Financial Report**

The balances for all accounts as of June 30, 2024, are as follows: Checking - \$3,018.40; Investment Savings - \$323,106.57; Town Reserve CD's - \$143,047.89; Town ARPA Reserve CD – \$69,529.99. Total town funds - \$538,702.85. Stands as read subject to an audit with the clerk.

• **First and Second Quarter Reconciliation with Clerk – completed**

Outagamie County Sheriff's officer report

None in attendance.

Public Input: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters for Town Board consideration, however, they cannot be discussed or acted upon until the subject matter, of the proposed action, has been noticed.

None

Specific matters for discussion and possible action:

A. Roads

- Buboltz Road ditch – Clerk to send letter to N6275 Buboltz Rd advising that that the work done by the homeowner has caused an obstruction and impeded the flow of water through the culvert, which increases the risk of flooding and failure of Buboltz Road. Corrective action must be taken to restore drainage flow within 90 days of the date of the letter. If corrective action is not taken within 90 days, the Board will contact Outagamie County to complete the work and any costs incurred will be charged to the homeowner by being added to their tax bill
- River Road chip sealing update – Town of Liberty double chip sealed our portion of River Road at a cost of \$5,500 after the Town of Maple Creek voted against completing the work. Chairperson Griffin has confirmed that this was done at the Town of Liberty's cost and will not be billed to Maple Creek.
- Roger Thurk culvert – The culvert had been boarded up and was non-functional, Supervisor Knapp removed the boards and advised the resident that the culvert cannot be obstructed.

B. Burn Permit Ordinance – The WTA has advised that the town burn permit is not necessary as the county has a burn permit available through the DNR and it does not provide any additional protection to the town by having the town issue a permit.

C. Ahern Annual Fire Extinguisher Inspection contract for town hall at a cost of \$61.90. Knapp made a motion, seconded by Young, to approve the Ahern Annual Fire Extinguisher Inspection contract for town hall at a cost of \$61.90. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

D. Bear Creek Fire Contract and Truck

- Review updated contract – The latest proposed contract was reviewed.

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- Feedback from Attorney – Attorney Frassetto provided feedback via email on the latest proposed contract and had a few question which the board will bring to the next fire department meeting.
- E. Building Inspector Services
- Review ordinance example – Feedback from Attorney – Attorney Frassetto provided feedback on the current town ordinance for building permit in Chapter 8. Chairperson Griffin will contact Attorney Frassetto to draft an updated ordinance.
- F. Propane Pre-buy – used 766 of 1000 gallons last year, this year is predicted to be colder
- L&L Propane 234 gallons left on pre-buy and received full credit to account, pre-buy not available yet, but anticipate rate being \$1.48 per gallon or less.
 - Wolf River Propane \$1.49 per gallon
 - *Knapp made a motion, seconded by Young, to pre-buy 800 gallons of propane from L&L Propane. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.*
- G. Cemetery
- Veteran grave reimbursement – Annual reimbursement is ready to submit, the town would receive \$597.18
 - Grave purchase – 2 graves (Hansen) – Donna Matz purchased 2 graves for Tim & Judy Hansen
- H. Clerk
- Election tomorrow, Partisan Primary on August 13th
 - Spring Elections – All town positions are up for re-election/election on April 1, 2025. Nomination papers can begin circulating on December 1, 2024.
 - WTA Annual Convention October 6th-8th at Holiday Inn Convention Center in Stevens Point – Any attending? – Tabled until September
 - WTA Fall Workshops – Various dates in September 2024 - *Griffin made a motion, seconded by Young, for Clerk Stracy to attend the virtual webinars for \$70.00. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.*

Report of officers:

- Cemetery – addressed prior
- Plan Commission—nothing to report
- Building Inspector—3 permits issued in July for electrical related work
- Constable—nothing to report
- Raft—nothing to report

Public Input: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters for Town Board consideration, however, they cannot be discussed or acted upon until the subject matter, of the proposed action, has been noticed.

None

Complaints/Correspondence – No action taken

None

Review and payment of vouchers

Vouchers for checks numbering 12749 to 12773 were submitted for review and payment. An additional payment will be made by direct debit from checking for the August Federal withholding tax.

Future Agenda Items: Discussion/Action on future agenda items?

- Burn ordinance/Permit
- Town Advisor Task Force updates, last met in February 2024

Adjournment/Calendar

- August 13th, Partisan Primary Election
- August 29th, Bear Creek Fire Department Semi-annual Meeting 7:00 p.m.
- September 2nd, Plan Commission meeting, 6:00 p.m., if needed
- September 9th, Town Board meeting, 6:30 p.m.
- September 26th, Bear Creek Fire Department Quarterly Meeting

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Knapp made a motion, seconded by Griffin to adjourn at 7:22 p.m. Ayes 3, Opposed 0, Abstain 0, Absent 0.
MOTION CARRIED. These minutes were taken at a meeting of the Town of Maple Creek Board held on the 12th day of August 2024, and were entered in this record book by:

_____, Clerk Stracy
And were approved this 9th day of September 2024 by:

_____, Chairperson Griffin
_____, Supervisor Young
_____, Supervisor Knapp