

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  
APRIL 8, 2024 6:30 PM**

**Call to order and Pledge of Allegiance**

Chairperson Griffin called the April 8, 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 Friday, April 5, 2024.

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

Others present: Tom Stracy and Josh Wolf

**Approval of March 11, 2024 Town Board meeting minutes**

Knapp made a motion, seconded by Young, to approve the March 11, 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 May 31, 2023, are as follows: Checking - \$3,178.12; Investment Savings - \$286,501.42; Town Reserve CD's - \$139,634.05; Town ARPA Reserve CD - \$67,136.95. Total town funds - \$496,450.54. Stands as read subject to an audit with the clerk.

**Outagamie County Sheriff's officer report**

No officer 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. Building Inspector Services

- Review ordinance example. An example ordinance was provided by Elisabeth Racine and has been forwarded to Attorney Frassetto for review.
- Contract for SPS Inspection Service, LLC was forwarded to Attorney Frassetto for review for a May 1<sup>st</sup> start date. There was some discussion of the contract and Clerk Stracy to send a letter to Miller Inspection advising that their contract was not renewed. Knapp made a motion, seconded by Griffin, to approve the building inspector services contract for SPS Inspection Service, LLC. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED

B. Village of Bear Creek Fire Services Contract

- A line by line review of the contract was completed at the last fire department and towns meeting and the contract was sent back to the Village of Bear Creek attorney for updates.

C. Roads

- Updates? Buboltz Road is up for completion. Chairperson Griffin will obtain a proposal from Outagamie County. Clerk Stracy will send the 2022 road bid information from NE Asphalt to Chairperson Griffin. Young made a motion, seconded by Griffin, to obtain bids for Buboltz Road construction. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- Road signs – all appear within specifications per Supervisor Knapp.
- Pothole patching will be needed on several roads.

D. Driveway/Culvert – Culvert permit for John Heideman to increase width of existing culvert for farm field access. Knapp made a motion, seconded by Young, to approve the Culvert permit for John Heideman to increase width of existing culvert for farm field access. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

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.

E. Rural Mutual Insurance Proposal QRO121092A for changing Businessowners policy deductible from \$250 to \$500 for a savings of \$198 in premium. Griffin made a motion, seconded by Young, to keep the Businessowners policy deductible at \$250. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

#### F. Cemetery

- Hire Josh Wolf for cemetery groundskeeper position. Knapp made a motion, seconded by Young, to hire Josh Wolf for the cemetery groundskeeper position. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- Renew appointment of Gary Coroneos for 3-year term for Cemetery Commission. Young made a motion, seconded by Griffin, renew the appointment of Gary Coroneos for a 3-year term for the Cemetery Commission. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- Increase wages to \$17.00 per hour for multiple groundskeepers. Griffin made a motion, seconded by Young, to increase wages to \$17.00 per hour for multiple groundskeepers. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

G. Annual Town Elector Meeting refreshments – discussion was had about the refreshments each board member will bring to the annual meeting.

#### H. Town Advisory Task Force meeting update – Chairperson Griffin

- A meeting was held in Freedom in March for all towns in Outagamie county to discuss ordinances and getting town ordinances updated. The goal is to move towards a uniform code of ordinances for most towns.

#### I. Wisconsin Towns Association

- Renew and pay dues – Dues for 2024-2025 are \$881.20. Young made a motion, seconded by Knapp, to renew our membership in the Wisconsin Towns Association for 2024-2025 and pay the dues of \$881.20. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- Update contact information – each elected official confirmed that their individual contact information on file with WTA is correct and no updates are required at this time.
- County Unit Meeting – Monday April 15, 2024 at 6:00 p.m. – Town of Buchanan, N178 County Rd N, Appleton, WI 54915.

#### J. Clerk

- Gold Cross Ambulance meeting – April 30<sup>th</sup>, 2024 from 6:00 p.m. to 7:00 p.m. at the Weyauwega City Hall, 109 E Main St. Weyauwega, WI.
- Review and update board member contact information for Outagamie County – each elected official confirmed that their individual contact information on the Statement of Officials is correct. Clerk Stracy will update the Building Inspector information and return it to Outagamie County.
- Reminder Board of Review – meet and adjourn May 13, 2024 at 6:15 p.m.

#### Report of officers:

- Cemetery – Addressed previously
- Plan Commission—nothing to report
- Building Inspector—nothing to report
- Constable—1 call on March 22, 2024, 1 dog found, determined to belong to resident on Hintz Rd, dog returned by Constable.
- 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

We have received our Pumping Notice for the town hall septic.

#### Review and payment of vouchers

Vouchers for checks numbering 12653 to 12671 were submitted for review and payment. An additional payment will be made by direct debit from checking for the March Federal withholding tax and 1<sup>st</sup> quarter State withholding tax.

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.

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

ARPA fund commitment, town hall septic maintenance

**Adjournment/Calendar**

- April 16<sup>th</sup>, Annual Town Elector Meeting, 6:00 p.m.
- May 6<sup>th</sup>, if needed, Plan Commission Meeting, 6:00 p.m.
- May 13<sup>th</sup>, Board of Review, Open-Adjourn to later date, 6:15 p.m.
- May 13<sup>th</sup>, Town Board meeting, 6:30 p.m.

*Knapp made a motion, seconded by Griffin to adjourn at 7:43 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 8<sup>th</sup> day of April 2024, and were entered in this record book by:

\_\_\_\_\_, Clerk Stracy

And were approved this 13<sup>th</sup> day of May 2024 by:

\_\_\_\_\_, Chairperson Griffin

\_\_\_\_\_, Supervisor Young

\_\_\_\_\_, Supervisor Knapp