

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
JULY 12, 2021 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the July 12, 2021 Maple Creek Town Board Budget 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 on Thursday, July 8, 2021.

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

Appointed Officer present: Lynette Gitter

Others present: Steve Knapp, Glenn Janke, Deb Radmer, Mike Siewert, Tregg Fuerst, Joe Leopold, Tom Stracey and Chris Thompson

Approval of June 14, 2021 Town Board and June 29, 2021 Lot Size Public Hearing minutes

Young made a motion, seconded by Knapp, to approve the June 14, 2021 Town Board minutes. Ayes 3, Opposed 0, Abstain 0. MOTION CARRIED.

Young made a motion, seconded by Knapp, to approve the June 29, 2021 Lot Size Public Hearing minutes. Ayes 3, Opposed 0, Abstain 0. MOTION CARRIED.

Treasurer:

- **Monthly Financial Report**

The balances for all accounts as of June 30, 2021, are as follows: Checking - \$1,991.17; Investment Savings - \$331,204.20; and Town CD's - \$131,367.75. Total town funds - \$464,563.12. Stands as read subject to an audit with the clerk.

- **Q2 Clerk/Treasurer Reconciliation**

The clerk and treasurer submitted reports of checks and receipts for the 2021 second quarter. This is for the board reference and review.

- **Veteran Graves Aid Report**

Every year the Treasurer submits a report to the County for grant money that is available for expenses incurred on veteran graves that do not have perpetual care. Report signatures were required.

Outagamie County Sheriff's officer report (if in attendance)

None

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. Plan Commission Items

1. Comp Plan Public Hearing/Resolution to accept Town of Maple Creek Comprehensive Plan addendum

The Plan Commission completed their review of the Addendum and discussed the public hearing comments. They adopted Resolution No. 2021-1 adopting the Comprehensive Plan Addendum and have submitted it tonight for the Board approval.

2. Hintzke family CSM & special exception permit

No new information was available from the Hintzke's to discuss.

3. Variance deadlines and neighbor notification

This was tabled until the August meeting to gather information.

B. Comprehensive Plan Addendum adoption resolution and ordinance

Griffin made a motion, seconded by Young to accept Resolution 2021-1 “A Resolution Recommending Approval of the Town of Maple Creek Comprehensive Plan Addendum”. Ayes-3, Opposed-0, Abstain-0. MOTION CARRIED.

The clerk stated that the next step is to prepare an ordinance officially adopting the addendum. This will be ready for the August meeting.

C. Minimum Lot Size Ordinance-next steps

After some discussion about putting a question about lot sizes on an Election as a referendum, Griffin made a motion, seconded by Young to change Minimum Lot Size Ordinance No. 8.04{4} back to a 2 acre lot, road frontage not included, and 295’ of public road frontage. Ayes-3, Opposed-0, Abstain-0. MOTION CARRIED.

The clerk will have the ordinance updated and ready for adoption at the next meeting.

D. American Rescue Plan Act (ARPA) funds

We received the first half of the ARPA funding by direct deposit. The Clerk would like to see a separate CD for this funding for reporting purposes. Treasurer Much will come back with some CD figures.

E. Employment applications for mowers/head groundskeeper—Mackenzie Fischer and Greg Fischer
Steve Knapp and Regina Knapp no longer wish to be head and assistant head groundskeepers. They are happy to remain on call as needed along with the other mowers that were hired earlier this year. A Father/Daughter team inquired about the job from information in the recent newsletter. They both applied for the jobs; Makenzie Fischer for the head groundskeeper and Greg Fischer for the assistant groundskeeper. They were told the jobs pay \$15 and \$14 per hour, respectively. The Clerk recommends their hiring. Knapp made a motion, seconded by Griffin to hire Mackenzie Fischer as head groundskeeper and Greg Fischer as assistant head groundskeeper. Ayes-3, Opposed-0, Abstain-0. MOTION CARRIED.

F. Building Inspector—building permits—issued

- JillkatLLC—N6275 Buboltz—Roof, siding, windows
- Beizer—N5529 County Road D—Electrical Permit
- Beizer—N5535 County Road D—Electrical Permit
- Kestell—N7289 Postel—Construction, Electrical, Plumbing

G. Roads

1. Bridge petition apps for County aid-update

The clerk sent the petitions for bridge aid to the County for Affeldt Road and for Kickhaefer Road which was completed last year. It will be a year or two before we would see any reimbursement.

2. Miscellaneous job proposal from County Highway-update

This was reviewed and handled separately.

3. Additional road work: Pothole on Schweitzer, End of River Road, Fuerst Road Sign, and Road counter

- Postel Road-There’s breaker rock going down but it may need to be redone next year because of the water going under the culver from the farmer’s field. It was discussed if the farmer can be invoiced for this expense. This will be discussed further when we get the invoices from the County. Someone should get there to take some pictures of the culvert.
- River Road needs a Maple Creek sign—not done.
- Nitzke Road is done.
- Pothole patching is done on Sasse, Buboltz, Pribbernow and Fuerst Roads, however, it was mentioned that some were missed on Fuerst Road. Supervisor Knapp will go out and check all the roads for potholes and come back with a report. Schweitzer and the end of River Road are not done.
- Chair Griffin will contact Chad from the County to smear patch Pribbernow Road.
- River Road and Fuerst Roads are missing signs—not done.
- The County will do the culvert on Affeldt Road this fall.
- Supervisor Young is putting out the road counter on different roads every two weeks and will come back with a report.

4. Sugar Creek Farm invoice update

Treasure Much sent the County invoice to Sugar Creek Farms but we haven’t heard if it is paid yet.

5. WISLR report due in December—TB Meeting August 3rd at 9:00 a.m.

The clerk would like to see this meeting changed until later this year when we have all the road work done. The board changed the meeting to October 18th starting at 6 p.m. The budget work meeting will probably be held the same night.

6. Any other road work—none.

H. Town Hall Maintenance—Schedule septic tank pumping—Remove inside light by handicap
Knapp made a motion, seconded by Young to hire Heimbruch Septic to pump the Town Hall septic tank for 3 year maintenance. Ayes-3, Opposed-0, Abstain-0. MOTION CARRIED.

Supervisor Young will work on the light later this year. Clerk Gitter will take care of the landscaping later this summer or early fall when it cools down.

8) Report of officers:

- A. Clerk: none
- B. Raft: none C. Constable: none D. Cemetery: none
- E. Building Inspector: Handled earlier

9) 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.

Glenn Janke stated that they should set up to get the crack filling done when they (Crack fill Services) are in the area.

10) Complaints and/or Correspondence--No action taken

- The County Development and Land Services office will be re-opening to the public, effective July 6.

11) Review and payment of vouchers

Vouchers for checks numbering 11726 to 11757 were submitted for review and payment. An additional payment will be made by direct debit from checking for the July IRS withholding tax.

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

- Road closure procedure
- Crackfilling

13) Adjournment/Calendar: Plan Commission meeting, August 5th at 6:00 p.m., Town Board meeting, August 3rd at 9:00 a.m., Town Board meeting, August 9th at 6:30 p.m.

Griffin made a motion, seconded by Knapp to adjourn at 8:20 p.m. Ayes-3, Opposed-0, Abstain-0. MOTION CARRIED.

These minutes were taken at a meeting of the Town of Maple Creek Board held on the 12th day of July 2021,

And were entered in this record book by: _____, Clerk Gitter

And were approved this 9th day of August 2021 by:

_____, Chairperson Griffin

_____, Supervisor Young

_____, Supervisor Knapp