

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
NOVEMBER 10, 2025 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the November 10, 2025 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, November 7, 2025.

Elected Officers present: Sue Griffin, Adam Janke, Tom Stracy, Tory Much, Treasurer and Lynette Gitter, Clerk

Elected Officers absent: None

Others present: Gary Coroneos, County Officer, Zachary Van Goethem

Approval of October 13 and October 16, 2025 Town Board Meeting minutes *Stracy made a motion, seconded by Janke, to approve the October 13 and October 16, 2025 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 October 31, 2025, are as follows: Checking - \$2,614.05; Investment Savings - \$293,085.82; Town Reserve CD's - \$151,508.46; Town ARPA Reserve CD –Funds were transferred to the IA account. Total town funds - \$447,208.33. Stands as read subject to an audit with the clerk.

Tax Bond (motion to approve)

Griffin made a motion, seconded by Stracy, to approve the Treasurer Tax Bond in the amount of \$250,000 for the 2025-2026 tax season for \$100. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Treasurer Much stated that we will not be able to renew this tax bond next year with Liberty Mutual. We should check our carrier, Rural Mutual, to see if they issue tax bonds.

Outagamie County Sheriff's officer report.

Officer Van Goethem stated that all has been pretty quiet in Maple Creek. There were a few flare ups at Spooks on Spurr. Gary Coroneos stated that there has been someone parking overnight, occasionally, in the new cemetery as reported by the neighbors. The officer said that he will report that and they will monitor it.

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. Chairperson Griffin will be absent for December 8 meeting

Motion to appoint one of the Supervisors to Chair the December meeting.

Griffin made a motion, seconded by Stracy, to appoint Supervisor Janke to Chair the December 8th meeting. Ayes 2, Opposed 0, Abstain 1, 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 920-982-5258.

Supervisor Stracy also stated that he will probably be out of town that night also, but he will be able to call in to the meeting so we have a quorum.

Due to the Chairperson being out of town, Motion to approve the pre-signing of checks 13159 to 113191 for December. Janke made a motion, seconded by Stracy, to approve Chairperson Griffin pre-signing check numbers 13159 to 113191 for the payroll and bills presented in December. Ayes 2, Opposed 0, Abstain 1, Absent 0. MOTION CARRIED.

B. Motion to approve Resolution No. 1-2025 Real Estate Tax Roll Special Charges

Janke made a motion, seconded by Griffin, to approve Resolution No. 1-2025 adding special charges for garbage, a fire call and a dog call to the tax role. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

C. Motion to approve the “Intergovernmental Agreement for Wisvote Services” with Outagamie County

The clerk stated that this agreement with Outagamie County is for the State’s on-line Election program Services. The County Clerk’s office will set up all the elections and maintain the site for Maple Creek. The fees remain the same at \$425 for the 2026 four elections and \$200 for the 2027 two elections.

Stracy made a motion, seconded by Janke, to approve the Intergovernmental Agreement for WisVote Services with Outagamie County. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

D. Town Hall snowplowing estimates – Motion to contract

The clerk had contacted 3 businesses for snowplowing estimates for the town hall with 2 responding. After review, the Board decided to go with Scott Ducette, at New London Tree Service.

Stracy made a motion, seconded by Janke, to contract with New London Tree Service to plow the Town Hall as needed for the winter season at \$75 per plow and \$25 for salting. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

E. Replace fire sign Lawrence Sasse, W10790 Sasse Rd (see Ordinance No. 4.11(3))

Chairperson Griffin was notified that Lawrence Sasse needs a new address sign. She will find out if they also need a new post. Town Ordinance Chapter 4.11[3] states, “All properties or parcels of land with permanent structures within the boundaries of the Town shall be assigned one address sign and one post to be placed at the end of the driveway within the road right-of-way. Any future replacement costs will be the owner’s responsibility.” The clerk stated the sign replacement cost is around \$50 and she will order it through Lange. Chair Griffin will let Mr. Sasse know.

F. Town Hall Maintenance

The clerk stated that the light in the front entrance needs replacing and may fall down. The men’s bathroom light (the bulbs) were replaced but are flickering when warmed up. The whole light fixture should be replaced. One of the lights in the office also needs replacing. The front door needs securing and the lock fixed. The town hall is being rented on Thanksgiving and in December. Griffin made a motion, seconded by Janke, to hire the two supervisors to fix the lights at the town hall. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

G. Road Work—Chairman Griffin

- ✓ Update on ditch cleaning on Schweitzer

The Wagenson’s have the corn off now, so the ditch can be cleaned out. Chairperson Griffin will contact Bryce Mares from the County Highway Department to have it done

- ✓ Update on Stilen culvert

The Stilen Road culvert is finished. Some of the signs are still down. There’s a dead tree in the ditch. Supervisor Janke will take care of that.

- ✓ Update on County quote for shoulder repair—Roloff/D and Spurr between bridges

Chairperson Griffin will contact Bryce Mares again about this. It looks like something may have been done on Spurr Road.

- ✓ Update on Local Road Improvement Program(LRIP) cycle application/letter from State regarding rules

Chairperson stated that the Outagamie County LRIP committee made a decision to award \$77,000 in 2026 to Maple Creek for road projects.

- ✓ TRI entitlement reports-informational purposes only

Maple Creek’s current town road improvement balance through the county is \$31,082.

Efforts will be made to accommodate the needs of disabled persons upon proper notice by contacting the clerk prior to the posted meeting at 920-982-5258.

✓ Update on Paser Ratings Report

This is done on-line and is due in December. The individual roads in Maple Creek are given a rating each year. Chairperson Griffin will get this done.

✓ Update from Spectrum-Removal of large wire rolls along roads

Chairperson Griffin will contact the company again.

✓ Letter from WE Energies regarding road work in 2026

WE Energies would like to know of any planned road work in 2026 so they can do re-location work if needed. The clerk will contact them about Stilen Road.

I. Clerk

✓ Sign the petition for no solar farm

The clerk would like to have a petition opposing the solar farm available for signing during the tax collection hours at the town hall. The town board agreed to this.

✓ No grant \$ from Wi Emergency Mgmt for Jan 1 – Sept 30

The clerk received notice from the State's Emergency Management that there will not be any funds available for reimbursement from the August 9th storm which the clerk applied for.

✓ Communication from WTA regarding dues and Town Advocacy Dues

The Town's Association will now be requiring all town's to support the TAC with dues. Maple Creek has been paying these dues already.

✓ Town Hall Rental on November 27 and December 21

The town hall is being rented on Thanksgiving Day and December 21st which is a Sunday.

✓ Clean Town Hall in November and December

Since the town hall is being rented, it will need a good cleaning.

✓ Newsletter first week in December

The clerk will get out a newsletter in December before tax time.

Report of officers:

- **Cemetery**—The tree has been taken down in the new cemetery.
- **Plan Commission**—Did not have a meeting in November.
- **Building Inspector**
 - ✓ October Report—Permit to Rosa Doro, N6188 County Rd W, 200 amp service. ISSUED
 - Permit to Larry Natzke, N6755 County Rd D, Porch/Garage addition plus Electrical. PENDING
- **Constable**—There were two dog calls. One was resolved, and no dogs were located with the other one.
- **Raft**—nothing

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

Buck Greely called the Chair. He needs a new recycle can.

Review and payment of vouchers

Vouchers for checks numbering 13130 to 13158 were submitted for review and payment. Additional payments will be made by direct debit from checking for the November Federal Withholding Tax payment.

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

- ✓ Appoint Election Inspectors
- ✓ Contact Spectrum for internet services

Efforts will be made to accommodate the needs of disabled persons upon proper notice by contacting the clerk prior to the posted meeting at 920-982-5258.

Adjournment/Calendar

- ✓ November 17 – Budget Hearing, Town Elector and Special Town Board meetings starting at 6:00 p.m.
- ✓ December 1 – Plan Commission meeting 6:00 p.m. (if needed)
- ✓ December 8 – Town Board meeting 6:30 p.m.
- ✓ December 20 & 27 – Tax collection at the town hall 9:00 a.m. to 3:00 p.m.
- ✓ January 5 – Plan Commission meeting 6:00 p.m. (if needed)
- ✓ January 12 – Town Board meeting 6:30 p.m.
- ✓ January 24 & 31 – Tax collection at the town hall 9:00 a.m. to 3:00 p.m.

Griffin made a motion, seconded by Janke, to adjourn at 8:45p.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 10th day of November 2025, and were entered in this record book by:

_____, Clerk Gitter, And were approved this 8th day of December, 2025 by:

_____ Absent _____, Chairperson Griffin

_____, Supervisor Janke

_____, Supervisor Stracy