

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.

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
SEPTEMBER 8, 2025 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the September 8, 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, September 5, 2025.

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

Elected Officers absent: None

Others present: None

Agenda order remains as presented unless a County Officer shows up.

Approval of August 11, 2025 Town Board Meeting minutes

Stracy made a motion, seconded by Janke, to approve the August 11, 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 August 31, 2025, are as follows: Checking - \$2,597.04; Investment Savings - \$336,348.57; Town Reserve CD's - \$149,895.57; Town ARPA Reserve CD - 0.00. Total town funds - \$488,841.18. Stands as read subject to an audit with the clerk.

Update on Larsen dog letter (possible action)

The certified letter sent to Mr. Larsen has returned; not delivered. After discussion, the charges will continue to earn interest and will be added to the resident's tax bill in November.

Outagamie County Sheriff's officer report. No officer was present

Janke made a motion, seconded by Stracy, to revisit this agenda item if a County Sheriff's Officer enters the meeting. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

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. Winter Propane Contract—L&L Propane

The Board decided to stay with L&L Propane for the 2025-2026 winter season for the Town Hall. Griffin made a motion, seconded by Janke, to purchase 800 gallons of LP from L&L Propane at \$1.40 per gallon for the winter contract. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

B. WTA Fall Workshops—Green Bay, Sept 11 or Stevens Point Sept 15—any attendees?

No one is interested in attending.

C. WTA Convention—October 12-14 Wisconsin Dells—any attendees?

No one is interested in attending.

D. August 28th V. of Bear Creek Fire dept. meeting review

The BC Fire Department is reviewing proposals for turnout gear. The current gear is about 10 years old. They need about 25 sets at approximately \$3,716 each for a total of \$92,900. The percent due to each Town would be the same as the percentages used for the fire engine purchase. Our portion would be about \$13,935. They also listed the old fire engine for sale. They hope to offset/return some of the sale to put towards the turnout gear. The next meeting will be Thursday, March 19, 2026 at 7:00 p.m.

E. Road Work—Chairman Griffin

- ✓ Update on ditch cleaning on Schweitzer: The ditch cleaning will be done in October according to the Chair's conversation with the County. The proposal dated July 2025, was for \$30,463.
- ✓ Update on crack filling: Crack Filling will be started on September 10th.
- ✓ County quote on Stilen culvert: The County (Bryce Mares, Superintendent) didn't get back to Chair Griffin with the quote. This needs to be done this year so that it has time to set before the Stilen Road construction next year.
Janke made a motion, seconded by Stracy, to authorize Chairperson Griffin to give the go ahead to the County to fix the Stilen culvert when she gets the quote. Ayes 2, Opposed 0, Abstain 1, Absent 0. MOTION CARRIED.
- ✓ County quote on shoulder repair: Roloff/D and Spurr between bridges. After discussion, Janke made a motion, seconded by Stracy, to hire the County Highway Department to fix the shoulder on Roloff/Hwy D and also on Spurr between the bridges. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- ✓ Ditch mowing: The mowing will be done one more time this year in the next couple of weeks.
- ✓ Road certification maps-Set date to complete: The board will start their next meeting on October 13th at 6:00 p.m. to fill out the road certification maps. The monthly meeting items will start after that.
- ✓ Email from WTA -- Local Bridge Assistance program moneys available: Chairperson Griffin will contact the County about bridge inspections and about the assistance program.

F. Email from COM2 Recycling Solutions

They would like to offer electronic recycling services to Maple Creek free of charge. The Board is not interested at this time. Chairperson Griffin will contact them.

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G. Set Budget Work meeting – October 23rd? Set Budget Hearing/Town Elector/Special Town Board meetings – Nov 17th?
The Board set the budget work meeting for October 23rd starting at 5:30 p.m. and they set the Budget Hearing/Town Elector/Special Town Board meetings for November 17th starting at 6:00 p.m.

H. Hire someone to fix downspout on town hall.

Griffin made a motion, seconded by Janke, to hire Paul Gitter to fix the downspout on the Town Hall. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

I. Clerk

- ✓ 2026 road aids: The 2026 road aids will be \$2930 per mile. So we should receive \$64,342.80. This year was \$2734 per mile. So far, we are meeting the road expenditures needed to meet the State's percentage calculations to receive the full road aids.
- ✓ Update on laptop/Norton software not recommended: The Clerk had her laptop battery replaced. Keith from PC & Cell Solutions, stated that the Norton software is not needed on our computers.
- ✓ Windows 10 is ending with support and software to end October 14: Windows 10 is reaching the end of its life with support and free software updates set to cease October 14, 2025. It's time to upgrade to Windows 11 and it's free for Windows 10 users.
- ✓ Sanitary permit issued to Arthur Paul Rev Liv Trust, N6820 Cty Rd. W, replacing existing system with mound: The County has conditionally approved a sanitary permit for a mound system for parcel #160018200, contingent upon compliance with any stipulations in the plan.

Report of officers:

- **Cemetery**—Sprayer and weed killer was purchased. The fall meeting is set for Monday, October 6th starting at 6:00 p.m. At this time, no meeting is anticipated for the Plan Commission.
- **Plan Commission**—Did not have a meeting in September
- **Building Inspector**
 - ✓ Quarterly Report—John Heideman/Garage and house addition (new since last month report).
 - ✓ Sent permit applications; will be posted and linked on website and in clerk's files
- **Constable**—Nothing
- **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

- ✓ Outagamie County Landfill/Recycling Operations 2026 Projected Rates: According to the letter, the recycling portion of the RU rate will increase by \$5 annually for 2025-29 to get back to a more sustainable cost structure and adhere to the scope of services agreement. Also, it's important to note that all municipalities when entering into new waste collection contracts with private haulers, must insure that it is clearly identified that waste collected must be delivered to Outagamie County Landfill (as outlined in the Scope of Services).
- ✓ 2026 MFL land application: Letter from the DNR for clerks to review the list of those enrolled in the Managed Forest Land program and respond if there is any discrepancy.

Review and payment of vouchers

Vouchers for checks numbering 13080 to 13111 were submitted for review and payment. Additional payments will be made by direct debit from checking for the September Federal Withholding Tax and the 3rd Quarter Wisconsin Tax payments.

Future Agenda Items: Discussion/Action on future agenda items? Nothing was noted.

Adjournment/Calendar

- ✓ September 10 – Gold Cross meeting 6:00 p.m. Weyauwega City Hall
- ✓ September 22 – SD of Shiocton Annual meeting 6:30 p.m. in the library
- ✓ September 23 – City of NL Economic Development Comm. 5:15 p.m. City Hall
- ✓ October 6 – Cemetery Commission meeting 6:00 p.m.
- ✓ October 13 – Town Board meeting 6:00 p.m.

Griffin made a motion, seconded by Stracy, to adjourn at 7:55 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 8th day of September 2025, and were entered in this record book by:

_____, Clerk Gitter, And were approved this 13th day of October, 2025 by:

_____, Chairperson Griffin

_____, Supervisor Janke

_____, Supervisor Stracy