

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
AUGUST 11, 2025 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the August 11, 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 Saturday, August 9, 2025.

Elected Officers present: Sue Griffin, Adam Janke, Tom Stracy, 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 July 14, 2025 Town Board Meeting minutes

Janke made a motion, seconded by Stracy, to approve the July 14, 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 July 31, 2025, are as follows: Checking - \$4,153.29; Investment Savings - \$248,254.55; Town Reserve CD's - \$149,895.57; Town ARPA Reserve CD - \$72,861.22. Total town funds - \$475,164.63. Stands as read subject to an audit with the clerk.

2025 2nd quarter reconciliation with Clerk

Checks and receipts for the 2nd quarter of this year were reviewed. A couple of differences were found and noted for correction.

Update on Larsen dog letter (possible action)

Treasurer Much has not received the certified letter back from Mr. Larsen. He has not licensed his dog. After discussion, the charges will continue to accumulate and will be added to his tax bill at the end of the year.

Veteran Grave payment (possible action)

Every year the treasurer applies for a grant from the State, administered by the County, for money which covers the perpetual care for veteran graves that do not have it. We have a total of 74 graves which qualify. We will receive \$627.04 towards the perpetual care.

Both CD's up for renewal August 18th (possible action)

Treasurer Much checked with Community First CU, Wolf River Bank, and Fox Communities CU for their current rates.

There was much discussion regarding the dollars needed this fall for the fire truck payment. The ARPA funds need to be distributed by December of this year. Griffin made a motion, seconded by Stracy, to cash in the ARPA cd and put the funds in the investment account. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Griffin made a motion, seconded by Stracy, to renew the Town cd for 10 months at 4.05% with Community First CU. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

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

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:

CSM of lot split for parcel #160028800, Barry/Janet Duch, N6135 Cty Rd D, into two parcels. Plan Commission approved

Janke made a motion, seconded by Stracy, to approve CSM lot split of parcel 160028800 for Barry/Janet Duch into 2 parcels. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Solar Farm

City of NL meeting recap—Attendance at future meetings

We had a good turnout for Maple Creek. The next meeting is August 26th. There was an article in the Waupaca Post about the meeting and the discussion with the Board members.

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.

Hire/Sign Terms of Engagement with Samuel W. Jack, Attorney, for Solar Farm Representation?

After discussion, the Board unanimously decided to not secure an attorney to represent MC at this time. We will wait until we have more information about the Solar Farm. Chairperson Griffin will call Attorney Jack.

Attendance at Gold Cross Ambulance meeting Sept. 10th 6:00-7:00 pm

Chairperson Griffin and Supervisor Janke will attend this meeting.

Emergency Management

- **Preparedness plan survey**-the clerk will fill out the survey and get it back to the County
- **Open House**-August 20th. No one will be attending this.
- **Training opportunity**-Sept 3rd, 8am-noon, Incident Command in Green Bay. No one will be attending this.
- **Map of town roads covered by supervisors after inclement weather**-Chairperson Griffin will cover: Hoffman, Roloff, Sasse, Buboltz South, Spurr, Hintzke and Pribbernow. Supervisor Stracy will cover: Schwandt, Hanke, Fuerst, Mentzel and Hintz. Supervisor Janke will cover: Breiting, Schweitzer, Buboltz North, Stilen, Affeldt and Young. See the map for more detail.

Road Work

Discussion from July 30 road meeting with County to include:

The Town Board met with Bryce Mares on July 30th to review some road maintenance issues.

1. Schweitzer Ditch Proposal: Janke made a motion, seconded by Stracy, to have the County Highway Department do the wash out/ditch repair Schweitzer Road. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
2. Chip sealing will be postponed. The plan will be to overlay Voltz, Postel, Finger and Young, and smear patch Affeldt. Replace a culvert on Hintzke North.
3. Construction will be on Stilen road in 2026
4. Chairperson Griffin should get a quote from the County on these two items:
 - a. Culvert on Stilen road should be fixed this year before construction next year.
 - b. Shoulder repair on: Roloff/D and Spurr between the bridges

Cemetery purchase—Chairman Gitter request to purchase Round up and Sprayer

Griffin made a motion, seconded by Janke, to authorize Cemetery Chairman Gitter to purchase a weed sprayer and roundup. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Task Force meeting summary—Chairperson Griffin

Chairperson Griffin attended this meeting on July 28th at the Town of Dale. This was the fourth meeting conducted by the County Development and Land Services regarding the County Zoning Code re-write. They are limiting these meetings to Town Chairman (or designees) only. Chairperson Griffin said they are getting close to getting it done.'

Attendance at Village of BC Fire meeting August 28th

Chairperson Griffin and Supervisor Janke will attend this meeting.

Clerk: Town Hall

- **Results from State review of Town Hall for disabled voters**-We have a couple areas in which to improve; some of which is limited due to the location of electrical outlets for the machines, etc.
- **Maple Creek Assessor Cost vs Town of Maine 2026-2028 Assessor cost**-Maine's clerk contacted Clerk Gitter regarding our Assessor fees. Their proposed contract fees have increased significantly. We should keep this in mind when budgeting.
- **Removal of old chairs and vacuum**- Griffin made a motion, seconded by Janke, to put the two old office chairs and the old vacuum out to the curb with a "free" sign on them. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.
- **Newsletter**-After discussion, the consensus was "yes" to continue sending out the newsletter.
- **New keyboard, fix laptop, driver notifications-update Norton**- Griffin made a motion, seconded by Stracy, to purchase a new keyboard for the clerk's computer and fix the clerk's laptop and if it's not fixable, then get quotes for a new one. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Report of officers:

- **Cemetery**—Dead ash tree was removed
- **Plan Commission**—September meeting will not be Sept. 1st, that's Labor Day. The meeting will be changed to either Sept. 2nd or Sept. 4th.
- **Building Inspector**—
 - ✓ Shed/Elec Permit—Paul Reichel—N6170 Cty Rd W
 - ✓ Elec Permit—Gary Johnson—W10706 Sasse Rd
 - ✓ Quarterly Report

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.

- **Constable**—Nothing to report
- **Raft**—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

Complaints/Correspondence – No action taken

- DLS change in public office hours
- MC Preliminary population estimate from Demographic Services Center – 585
- Noise complaint of loud music on County Road

Review and payment of vouchers

Vouchers for checks numbering 13055 to 13079 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?

- Fill LP tank
- County quote on Stilen Road culvert
- Check into Spectrum internet

Adjournment/Calendar

- *Change* September 2nd or 4th– Plan Commission meeting if needed 6:00 p.m.—Watch postings
- September 8 – Town Board meeting 6:30 p.m.

Griffin made a motion, seconded by Janke, to adjourn at 8:25 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 11th day of August 2025, and were entered in this record book by:

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

_____, Chairperson Griffin

_____, Supervisor Janke

_____, Supervisor Stracy