

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
FEBRUARY 9, 2026 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the February 9, 2026 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, February 6, 2026.

Elected Officers present: Susan Griffin, Adam Janke, Tory Much, Treasurer and Lynette Gitter, Clerk Tom Stracy attended the meeting remotely by phone.

Elected Officers absent: None

Others present: Joseph Zellmer and Bryce Mares, Outagamie County Highway Department, and Gary Coroneos

Approval of January 12 and January 17, 2025 Town Board Meeting Minutes

Janke made a motion, seconded by Stracy, to approve the January 12 and January 17, 2026 Town Board Meeting Minutes. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Outagamie County Sheriff's officer report. 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. Joseph Zellmer, County Highway Dept., LRIP Stilen Road project

Mr. Zellmer has been in this position with the Highway Department for six years. He handles the LRIP application process from delivery to reimbursement to the municipality. He's seen the program grow over the years.

It has 3 different application processes:

1. Entitlement-which is what our application is where a 5 person committee will decide the entitlement based on a formula and how long of time it has been since the Town received any funds.
2. Discretionary-is competitive and the State decides
3. Supplemental-is competitive and the State decides

All applications are received by October and then a 5 person committee awards the funds available. It is a two year program. We were awarded for year one and Black Creek was awarded for year two.

The project for Maple Creek is Stilen Road. The County estimates the project cost at \$350,000. We have been awarded just shy of \$77,000. We need to spend double that amount, approximately \$154,000 in asphalt to go with the County. We cannot advertise the bidding process until we receive the award notification sometime in April. Right now, the County is ready to bid out the asphalt portion of the contract and would like to include the amount needed for Maple Creek in that bid.

Griffin made a motion, seconded by Janke, to approve the Outagamie County Highway Department to advertise the asphalt production part of the contract for LRIP funds on the Towns behalf. 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 920-982-5258.

B. Treasurer

✓ **Financial Report**

The balances for all accounts as of January 31, 2026, are as follows: Checking - \$1,896.62; Investment Savings - \$437,973.20; Town Reserve CD's - \$153,069.21. Total town funds - \$592,939.03. Stands as read subject to an audit with the clerk.

✓ **2025 Fourth Quarter Reconciliation with Clerk**

There is one correction to the November interest on the Treasurer's report

✓ **Renew Internet-Star Communication**

Griffin made a motion, seconded by Janke, to renew internet services for year with Star Communications for \$516.96. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

C. Town Web Design proposal; PC and Cell Solution proposal

The Town Web Design proposal came in at a \$1500 estimate. Both the Treasurer and Clerk were not convinced that we would use all the features. The Clerk received a proposal from PC and Cell solutions. The proposal is \$600. We could be trained or pay to have them do the posting. The Clerk would like to go with them. The board would like to wait until budget time this fall since we've already renewed our domain name through GoDaddy. The proposal is \$600. We could be trained or pay to have them do the posting monthly postings, etc. for a small fee.

D. Municipal Letter regarding Village of Bear Creek fire contract

The letters went out to the Village of Bear Creek and the Towns of Bear Creek, Deer Creek and Lebanon in regards to the procedure specified in the contract regarding large purchases for the fire department not being followed for the turnout gear. So far there haven't been any comments on the letters.

E. Raft Inspector/permits

Sue messaged Joe Close. He hasn't responded whether he is interested in keeping the position. Adam suggested putting some feelers out to others that may have a boat and who would possibly be interested. Table this until next month.

F. Solar Farm meeting with City of New London, Feb. 18th starting at 6:30pm

A quorum of the Town Board may be in attendance. Administer Chad Hoerth told Chairperson Griffin that it is out of committee and now will go before the Council as a whole.

G. Solar Farm petition-next steps

There was discussion as to how to get more signatures on the petition. The Clerk suggested sending out postcards. Chairperson Griffin suggested a tri-fold which would also work. The Clerk will check with the Print Shop on costs. This will be tabled until next month.

H. Service Contract-Fox Valley Humane-Invoice Charge

An invoice came in from the Fox Valley Humane for \$92 for a cat. Someone from the Town took a cat down there and we are under a service contract to pay.

I. Flag Email

The Board is not interested in purchasing a 250 year commemorative American flag.

K. Road Work—Chairperson Griffin

✓ **WE Energies road restriction letter**

WE Energies would like to know what roads will have restrictions, if any, this year due to road construction. The clerk will respond that we will be working on Stilen Road. Supervisor Janke stated that we are missing a weight limit sign on Buboltz Road.

✓ **LRIP-Stilen Road Project bidding**

This should wait until April until after we receive notification from the State for the LRIP funds.

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.

✓ **Ditch mowing letter**

The Town received a letter from Robert Schuessler who would like to put in a bid for our ditch mowing. The Chairperson stated that we contract with the County for our town road maintenance.

✓ **Local small structures improvement program grant**

This is a brand new grant. It covers structures/culverts from 6'- 20' in size. We won't be eligible because our structures are in good shape according to the last inspection. There are six that would be potentially eligible in Maple Creek, with two on County roads and four on Town roads to include culverts on Spurr, Buboltz, Schweitzer, and Stilen Roads.

J. Clerk

✓ **No sale event venue**

The Town does not need to get a liquor license for any parties at the Town Hall unless the rented party were to sell certain beverages, than we would need this license.

✓ **Training for election workers**

The County is offering a 3 hour training class for other inspectors who are not chiefs. The Clerk would like to send 4 or 5 to these classes.

Griffin made a motion, seconded by Janke, to send Election Inspectors to the County for Election training. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

Report of officers:

- **Cemetery**—the sign is down at the new cemetery. There was one burial. There were two lots purchased/deeded to: Sherry and Douglas Rindt—Graves 3&4—Lot4—Block 11. The Chair and Clerk are to sign the deed.
Sexton Coroneos stated that up to four cremations can be put on one grave, and one casket and one cremation can be put on one grave.
- **Plan Commission**—Nothing
- **Building Inspector**—Nothing
- **Constable**—Nothing
- **Raft**—Handled earlier

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.

- ✓ Solid Waste Newsletter
- ✓ Scope of Services Letter

Review and payment of vouchers

Vouchers for checks numbering 13213 to 13236 were submitted for review and payment. Additional payments will be made by direct debit from checking for the February Federal 941 Withholding Tax payment and the purchase of 1000 checks through First State Bank.

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

- ✓ Fee Schedule
- ✓ Raft Inspector
- ✓ Solar Farm Postcards

Adjournment/Calendar

- ✓ February 18 – Solar Farm meeting with City of New London 6:30 p.m.
- ✓ March 2 – Plan Commission meeting 6:00 p.m., if needed
- ✓ March 9 – Town Board meeting 6:30 p.m.
- ✓ April 7 – Spring Election – Polls open 7:00 a.m. to 8:00 p.m.

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.

Griffin made a motion, seconded by Stracy, to adjourn at 8:30 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 9th day of February 2026, and were entered in this record book by:

_____, Clerk Gitter, And were approved this 9th day of March 2026 by:

_____, Chairperson Griffin

_____, Supervisor Janke

_____, Supervisor Stracy