

**MAPLE CREEK TOWN BOARD MEETING
TOWN HALL W10388 COUNTY ROAD W
JANUARY 12, 2026 6:30 PM**

Call to order and Pledge of Allegiance

Chairperson Griffin called the January 12, 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, January 9, 2026.

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

Elected Officers absent: None

Others present: County Officer Bellerude

Approval of December 8, 2025 Town Board Meeting Minutes

Stracy made a motion, seconded by Janke, to approve the December 8, 2025 Town Board Meeting Minutes. Ayes 2, Opposed 0, Abstain 1, Absent 0. MOTION CARRIED.

Treasurer

Monthly Financial Report

The balances for all accounts as of December 31, 2025, are as follows: Checking - \$1,078.77; Investment Savings - \$582,541.15; Town Reserve CD's - \$153,069.21. Total town funds - \$736,689.13. Stands as read subject to an audit with the clerk.

Quicken Renewal

The Treasurer's bookkeeping renewal with Quicken will cost \$82.16.

Outagamie County Sheriff's officer report.

Officer Bellerude was available for any questions. There were none. She also stated that she had nothing to report.

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. Renew Go Daddy Website; Town Web Design review-Jan 14

The Town's website domain with Go Daddy will renew in January for \$225.87. The Treasurer and Clerk have a zoom meeting set up on January 24th with Town Web Design to see what they have available and to get a quote. We'll bring this information back next month.

B. Village of Bear Creek

- ✓ **Contract procedure**—per the contract signed in November 2024 under No.7 Capital Expenditures, we (the town) should have received a written notice of the proposed turnout gear expenditure and then would have had 60 days to respond. The Clerk recommends paying the invoice, but sending a letter to the Village and the other Towns expressing our disappointment that they didn't adhere to the contract.
- ✓ **Turnout gear invoice**—our portion of the turnout gear is \$11,316.32. The Clerk stated that this will expenditure will probably delay our paying off the fire truck expense this fall.
- ✓ **WTA communication regarding supervisor as Village employee**

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 Janke serves as an employee for Village of Bear Creek Fire Department. There may be times when he would want to abstain from voting on anything concerning the fire department.

Here's the recommendation from the Wisconsin Town's Association legal team:

"State law allows someone to serve on the Town Board and Town Fire Department at the same time. I believe the same rules would apply if he volunteers for the other Fire Department. He can generally serve on both and just would not be able to vote as a town board member on FD issues *specific to him* (like his pay, disciplinary matters, promotions, etc.). He is not personally financially benefitted by the purchase of a new fire truck, etc. so it's not really a conflict for him to vote on the budget. Any items particular to him in the budget should be voted on separately and he would then need to abstain from that separate vote."

C. Employee wages for 2026

After discussion, Stracy made a motion, seconded by Janke, to approve the Employee Wages Sheet for 2026. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.

- Deputy Clerk: \$12 per hour
- Raft Inspector: \$25 per call. (Set at 5/14/2018 meeting)
- Culvert and/or Driveway permits: \$50 per call. (Set 12/9/2019)
- Lawnmower Maintenance: \$25 per hour
- Election: (Set at January 2026 TB meeting)
 - Chief Inspector: \$12 per hour
 - Other Inspectors: \$11 per hour
 - Includes a supplied meal during working hours
- Cemetery/Grounds: (Set at TB meeting April 2025)
 - Groundskeepers: \$19 per hour
 - Sexton: \$25 per location
- Other General Labor: \$20 per hour (Set at January 2026 TB meeting)
- Cemetery and Plan Commission members:
Per Diem and mileage the same as elected officials
- Constable Assistant (Set 3-8-2021):
\$30 per animal call

D. 2026 Fee Schedule

This will be tabled until February.

E. WTA County Unit Meeting/T. Grand Chute/Jan 19

Chairperson Griffin, Supervisor Janke, Supervisor Stracy and Clerk Gitter have expressed interest in going. The Clerk will post a quorum meeting notice.

F. WTA District Meeting Registration

The Town's Association District Meeting trainings are coming up. Board of Review training will be conducted. Those who wish to attend should go on-line, register and submit for reimbursement next month.

G. Understanding AI/UW Extension forums/Registration

The UW Extension is hosting training sessions in March for "Gaining an understanding on how AI can be used by local governments." No one is interested at this time.

H. MC Solar Construction, Permits and Site Delivery Correspondence

OneEnergy has sent information regarding the construction of the solar farm at N5497 County Road D this summer. Their goal is to finalize the engineering in the winter of 2025-2026, to enable the purchasing of long-lead equipment in early 2026 and construction during the months of April to October. A project of this size typically takes 4-6 months to construct. A tentative construction schedule is as follows:

Civil Work and Fencing Install	4/1/2026	4/31/2026
Pile Installation	5/1/2026	6/1/2026
Racking and Module Installation	6/1/2026	9/1/2026
Wiring and Transformer Installation	9/1/2026	10/15/2026
Pollinator Seeding and Revegetation	10/15/2026	11/1/2026
Target In-service Date		11/1/2026

I. Road Work—Chairperson Griffin

- ✓ **LRIP Communication: Program Brochure, Guidelines, Cycle, 2-yr plan, Stilen Road Project**—There's a lot of information to read regarding the LRIP application and bidding process. The Clerk recommends that we get going now since we plan on fixing Stilen Road anyway, whether we get the funds or not. This will be tabled until February.

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 from Spectrum-Removal of large wire rolls along roads**

Chairperson Griffin has not been able to get a hold of anyone regarding the spools. We should take pictures of them around town and get the pictures to Chairperson Griffin for future correspondence.

H. Clerk

✓ No Spring Primary February 17th—The Spring Election is April 7th

✓ County Land Services updated fee schedule—The County has updated their fee schedule for Stormwater and Erosion Control permits. Please contact the Department of Development and Land Services with any questions; 920-832-5255.

✓ DOR field work, Tuesday, Jan 13—The Wisconsin Department of Revenue (DOR) from the Green Bay Equalization District Office, will be appraising a sampling of properties in the Town of Maple Creek. The results will be used to establish the 2026 Equalized Values, certified on August 15, 2026. The results will not impact an individual property's assessed value. The work involves: roadside inspections of residential, commercial, and/or agricultural properties; taking photographs from public roads, etc.

✓ Town of Rome, PSC hearings on YouTube—The Town of Rome is now going through PSC hearings regarding the proposed solar farm in their Town.

<https://www.youtube.com/watch?v=ugdhYSh9jYk&t=764s>

https://www.youtube.com/watch?v=f77ZMwzO1_E&t=382s

✓ Solar Farm Petition—We had 76 people sign up at tax time. It will be out in January also.

✓ Town Hall maintenance updates/bathroom cabinets—The Clerk would like to purchase two cabinets for in the bathrooms and a rack for holding brooms, mops, etc. After discussion, *Janke made a motion, seconded by Stracy, to approve the purchase of two cabinets for the bathrooms and a broom rack for up to \$400. Ayes 3, Opposed 0, Abstain 0, Absent 0. MOTION CARRIED.*

✓ Will hold a couple of invoices until the end of month—The Clerk did not have enough blank checks to run all the invoices. She will hold some payments until the checks come in. They were ordered from First State Bank and should be here in a week. They will debit our checking account for the cost.

Report of officers:

- Cemetery—Nothing
- Plan Commission—Did not have a meeting in December
- Building Inspector—December Report-No new permits in December
- 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.

- ✓ Floodplain manager training/scholarships available
- ✓ Snowmobile safety
- ✓ Outagamie County Greenway funding application

Review and payment of vouchers

Vouchers for checks numbering 13186 to 13212 were submitted for review and payment. Additional payments will be made by direct debit from checking for the January Federal 941 Withholding Tax payment.

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

- ✓ Contact Spectrum for internet services
- ✓ Contact Town Web Design
- ✓ Village of Bear Creek turn out gear

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.

- ✓ Stilen Road bidding

Adjournment/Calendar

- ✓ January 24 & 31 – Tax collection at the town hall 9:00 a.m. to 3:00 p.m.
- ✓ January 24 & 31 – Sign the solar farm petition at the town hall 9:00 a.m. to 3:00 p.m.
- ✓ February 2 – Plan Commission meeting 6:00 p.m. (if needed)
- ✓ February 9 – Town Board meeting 6:30 p.m.

Griffin made a motion, seconded by Janke, to adjourn at 8:20p.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 12th day of January 2026, and were entered in this record book by:

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

_____, Chairperson Griffin

_____, Supervisor Janke

_____, Supervisor Stracy