

**TOWN OF MARSHFIELD
JANUARY MONTHLY MEETING**

January 13, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J Sippel. Members of the Public included – Dave Meinert, Vicky Tollefson and Mary Jo Winkler-Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Ken moved to *“approve the December 9, 2019 minutes of the Town Board Meeting”*. Tom seconded, motion carried 3-0.

Treasurer’s Report:

The Treasurer’s report showed the following balances ending December 31, 2019:

Checking Account:	\$	464.86
Money Market Account:	\$	73,250.23
Building Fund:	\$	5,584.77
Equipment Fund:	\$	195.07
Road Fund:	\$	67,470.39

Collected Taxes in December (Due in 2020) \$ 833,145.69, which will be reported on the January 2020 treasurer’s report, for a total checking balance of \$ 833,610.55.

Ken moved to *“approve the treasurer’s report as presented.”* Tom seconded, motion carried 3-0.

New Business:

1. CSM for Vicky Tollefson—John talked to the town’s attorney, Matt Parmentier, and the Board is requesting that property be rezoned to residential before CSM will be signed. Mary Winkler gave the rezone application to Vicky and informed her that the rezone hearing would be March 2nd and then on March 9th the Board would address the recommendation of the Plan Commission.

2. CSM for Kraus Irrev Trust— All of Lot 1, CSM Map No 7973, Vol 59, Pg 83 of Certified Survey Maps, being part of the SW ¼ of the SW1/4 of Section 9 and part of the NW ¼ of the NW ¼ of Section 16, T16N, R19E, Town of Marshfield, Fond du Lac County, WI—Tom moved to *“approve the CSM for Kraus Irrevocable Trust as presented.”* John seconded, motion carried 2-0. Ken abstained.

3. Operator’s License for Shirley Feucht-- Tom moved to *“approve an operator’s license for Shirley Feucht”*. Ken seconded, motion carried 3-0.

4. Ordinance for Seasonal Weight Limits (Cypress Road added)-- Tom moved to *“adopt the Ordinance for Seasonal Weight Limits adding Cypress Road.”* Ken seconded, motion carried 3-0.

5. Resolution to Adopt Fond du Lac County's Hazard Mitigation Plan—Ken moved to "*adopt Fond du Lac County's Hazard Mitigation Plan 2019-2024*". Tom seconded, motion carried 3-0.

Unfinished Business:

1. Road & Equipment Update—Several roads which will need addressing are Hemlock, Elm and Holly. John ordered a valve and chains. Cutting edges, carbon steel vs carbide edge, were discussed. The Town will use up the edges currently in inventory. Tom submitted a list of road and traffic signs which will be needed. The Town will be receiving sand/salt from the County later this week.

2. WTA District Meeting – Saturday, February 8 – Kimberly; Friday, March 6 – Ripon Tom, Ken and Cathy will attend the March 6th meeting and John and Marlene will tentatively attend the February 8th meeting .

Public Comments: None

Pay Bills:

Tom moved to "*approve proposed expenditures as presented.*" Ken seconded, motion carried 3–0.

Reports of Town Officers:

1. Jason Baus would like to obtain a road access on Seven Hills.
2. Deb Johnson agreed to serve on the Ambulance Board for another two year term.
3. The annual report was distributed for review.
4. Tree maintenance was discussed on Palm Tree Road and by the town garage.
5. John will check if a permit is needed to bore under Walnut Road.
6. Tom will address the burned out light at St. Isidore – St Joe.
7. Tax collection is going well. The new lock box is being utilized.

There being no further business, Tom "*moved to adjourn*" and Ken seconded, motion carried 3-0. The meeting adjourned at 8:36 p.m.

Marlene J. Sippel, Clerk

**TOWN OF MARSHFIELD
FEBRUARY MONTHLY MEETING**

February 10, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisor Ken Kraus, Treasurer Cathy Seibel and Clerk Marlene J Sippel. Supervisor Tom Steffen was excused. Members of the Public included –Wayne Mueller, Vicky Tollefson, Sean Steffes and Mary Jo Winkler-Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Ken moved to *“approve the January 13, 2020 minutes of the Town Board Meeting”*. John seconded, motion carried 2-0.

Treasurer’s Report:

The Treasurer’s report showed the following balances ending January 31, 2020:

Checking Account:	\$ 730,905.33
Money Market Account:	\$ 73,280.47
Building Fund:	\$ 5,586.99
Equipment Fund:	\$ 195.37
Road Fund:	\$ 67,498.11

Ken moved to *“approve the treasurer’s report as presented”*. John seconded, motion carried 2-0.

New Business:

1. Wolf Lake Winter Fest – Fourth of July Firework Fundraiser – February 29
2. WAPA (Wisconsin Asphalt Pavement Association) Seminar—Meeting is March 5th in Kimberly.
3. Brian Witkowski –Witkowski Inspection Agency LLC—tabled to March
4. Class B Beer and Liquor License for Countryside Bar & Grill LLC—John moved to *“approve the Class B Beer and Liquor License for Countryside Bar & Grill LLC effective on February 25, 2020 on the condition that the Town does not receive any objections from the public after the 15 days the application notice was published in the Fond du Lac Reporter”*. Ken seconded, motion carried 2-0.
5. Operator’s Licenses – Vicki Tollefson & Justice Tollefson—Ken moved to *“approve operator’s licenses for Vicki Tollefson and Justice Tollefson”*. John seconded, motion carried 2-0.

Unfinished Business:

1. Status of Vicki Tollefson CSM—Paperwork received February 5th. Rezone hearing scheduled for March 2nd at 7 p.m. John mentioned that the information about

the trailers came from the Town Attorney. John will contact Matt Parmentier prior to the hearing on March 2nd and let Vicki know what was decided.

2. Road & Equipment Update & discussion—Maintenance on Kenworth with brake chambers and hood latch were completed. In spring, John will arrange a drive along with the Town Supervisors and Scott Construction; and also schedule one with Crack Filling, to review the roads and to find out why and when certain maintenance should be addressed. Ken should check if gravel should be put on Calmar Road.

3. WTA District meetings – February 8, Kimberly; March 6, Ripon—John and Marlene attended the meeting in Kimberly. Was very informative.

Public Comments: Wayne Mueller was checking if there would be any concerns from the Town with purchasing a parcel of land.

Pay Bills:

Ken moved to " *approve proposed expenditures as presented with changing the payment to Advanced Disposal*". John seconded, motion carried 2–0.

Reports of Town Officers:

1. Ken will check if a resident has received a wrecking permit.
2. John mentioned the flagger training in Fond du Lac.
3. The fire and ambulance bay heaters on the town building are coming to the end of their life expectancy.
4. John is checking with the County and Bug Tussel to resolve an issue with the residents who have a tower.
5. Ambulance staffing is currently working well.
6. Cathy reported on tax collections. It went well except for a few minor items.
7. Cathy has contacted Tri County Electronics & Internet Service to manage the security on the Town's computer.
8. 14 absentees were mailed out. Equipment testing and voting at the Villa's will take place on February 12th. Election official, Pat Petrie, retired this year.

There being no further business, Ken "*moved to adjourn*" and John seconded, motion carried 2-0. The meeting adjourned at 8:26 p.m.

Marlene J. Sippel, Clerk

TOWN OF MARSHFIELD				
TREASURER REPORT				
January 31, 2020				
Checking Account Balance - Beginning				833610.55
Income:				
WRECKING PERMIT:				
DMD Winkler Farms	10.00			
TAXES COLLECTED:				
Real Estate Taxes	650322.84			
Personal Property Taxes	1059.66			
Managed Forest Land	947.07			
Dog Licenses	209.00			
Special Assessments-POWTS	1118.00			
Special Assessments-Lake Treatment	600.00			
Overpayments	0.00			
DOC LICENSE:				
Fond du Lac County	385.42			
OPERATORS LICENSE:				
Shirley Feucht	10.00			
WISCONSIN DEPT OF TRANSPORTATION:				
Transportation Aid	26667.63			
INTEREST INCOME	81.50			
Total Income		681411.12		
Disbursements		784116.34		
Net (Income less Disbursements)				-102705.22
Checking Acct Balance - Ending				730905.33
	Building	EQUIPMENT	ROAD	
	Fund	FUND	FUND	TOTAL
Money Market Account - Beginning	5584.88	195.07	67470.39	73250.34
Add Interest Earned	2.11	0.30	27.72	30.13
Transferred from Checking Account	0.00			0.00
Transferred to Checking Account	0.00			0.00
Money Market Account - Ending	5586.99	195.37	67498.11	73280.47

**TOWN OF MARSHFIELD
MARCH MONTHLY MEETING**

March 9, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included – Jack Schroeder, Vicky Tollefson, Peter Kiefenheim and Mary Jo Winkler-Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda:

1. Town Board Meeting Minutes of February 10, 2020
2. Treasurer’s Report of February 28, 2020

Checking Account:	\$ 77,847.87
Money Market Account:	\$ 73,308.47
Building Fund:	\$ 5,588.85
Equipment Fund:	\$ 195.65
Road Fund:	\$ 67,523.97

Ken moved to “*approve Consent Agenda Items 1-2*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

New Business:

1. Plan Commission’s Recommendation on Vicki Tollefson Rezone Hearing -- Ken moved to “*approve the Plan Commission’s recommendation to rezoning the parcel presently zoned Farmland Preservation to Residential. Said parcel being described as a part of the SE1/4 of the SE1/4, Section 10, T16N, R19E, Town of Marshfield, Fond du Lac County, WI containing 1.214 acres.*” Tom seconded, motion carried 3-0.

2. Vicki Tollefson CSM – Ken moved to “*approve the CSM for Vicki Tollefson as presented.*” Tom seconded, motion carried 3-0.

3. Semi Trailers parked at N8568 Cty Rd GG—John and Marlene met with Sean Steffes and Vicki Tollefson on February 26th. The consensus was that if the trailers are licensed, they are legal. The trailers located in the yard will be removed and the ones located down below will stay and be licensed. It was agreed between the parties that this will be completed in a timely matter, weather permitting.

4. Weight Limit Signs 3-1 thru 5-15—Tom put up all the signs.

5. Roads and/or Equipment—a) Holly Road –John and Eddie Andrew met with the DNR by the culvert. John is figuring to go to a 60” culvert, even though the Wisconsin Disaster Aid will only pay for replacing what is currently there, which is 48”. The DNR informed John for installation there will be no earth and dam; the options are dry shoring and Fond du Lac County has paint totes. John will get an estimate from the

Fond du Lac County Highway Department for the work using the paint totes as the totes are not available for renting out and an estimate from Eddie Andrew doing dry shoring.

- b) Crackfilling Service was available for the drive around however the supervisors were not available that day. Roads looked at were Oak, Elm, Redwood and Hinn Road.
- c) John mentioned possible work that should be done on roads eventually--
 - Elm – Crackfill then seal coat
 - Holly - Crackfill a different year
 - Hemlock – Wedge and Seal
 - Half or All of Pine – Blacktop

Additional roads to look at –Rusmar, Chestnut, Coconut, Hazel Court, River Lane

- d) Culvert on Calmar looks nice
- e) Equipment -- Flat tire – Lucky it was not more serious
- f) Chains were found

6. Kenneth & Sandra Stenz Joint Revocable Trust CSM – A part of Lot 5 and a part of Lot 6, CSM 2158, Vol 11, Pg 147, being a part of the NW1/4 of the SE1/4 and a part of the NE1/4 of the SE1/4 and also a part of the SW1/4 of the NE1/4, Section 19, T16N, R19E, Town of Marshfield, Fond du Lac County, WI-- Tom moved to *“approve the CSM for Kenneth & Sandra Stenz as presented.”* Ken seconded, motion carried 3-0.

Reports of Town Officers:

1. The culvert by John Gierach is washing out on the south side of the road. Plans are to dig open and bolt the sections together.
2. It was suggested that the Clerk should also notify the Supervisors when the Plan Commission is holding a hearing.
3. The Town did not receive any funds from the MLS grant.
4. Ken will attend the Flagger training which will be held at the FDL County Highway Department.
5. Rough road signs are needed, John will call the County for some.
6. The fire numbers have been put up.
7. Cathy is still receiving tax payments. She is forwarding to the County Treasurer.
7. CT Report was filed with the State of WI on March 2.
8. Open Book will be April 16 from 3 to 5 p.m. and Board of Review will be May 20 from 5 to 7 p.m.

Public Comments: None

Pay Bills: Tom moved to *“approve proposed expenditures as presented”*. Ken seconded, motion carried 3–0.

Unfinished Business:

1. Brian Witkowski –Witkowski Inspection Agency LLC—Brian is starting with residential inspections and will be working towards his credentials for commercial inspections. In the meantime, he will be working with Paul Birschbach, when needed, to perform the necessary inspections. Brian will review the wrecking permit and fire number sign fees with Paul and get back to the Board. Brian will add a section on

construction debris removal on page 5B. Brian will work out of the Chilton office. Currently no office hours have been set and Brian will advise when they are established. John moved to “*approve building inspector contract with Brian Witkowski of Witkowski Inspection Agency, LLC from April 1, 2020 thru March 31, 2022 contingent upon receiving an updated contract*”. Tom seconded, motion carried 3-0.

New Business:

7. Review Fee Schedule for Wrecking Permits & Fire Number Signs—tabled until next month

There being no further business, Tom “*moved to adjourn*” and Ken seconded, motion carried 3-0. The meeting adjourned at 9:16 p.m.

Marlene J. Sippel, Clerk

**TOWN OF MARSHFIELD
TREASURER REPORT
February 28, 2020**

Checking Account Balance - Beginning 730905.33

Income:

BUILDING PERMITS:	
Wayne Keifenheim	250.00
LIQUOR LICENSE:	
Sean Steffes	75.00
Publication	21.65
OPERATORS LICENSES:	
Vicki Tollefson	10.00
Justice Tollefson	10.00
REZONE REQUEST:	
Vicki Tollefson	250.00
FRANCHISE FEE:	
Charter	1582.81
REAL ESTATE REQUESTS:	
William Drexel	20.00
HFD, LLC	20.00
TAXES COLLECTED:	
Real Estate Taxes	54844.79
Personal Property Taxes	83.51
Managed Forest Land	0.00
Dog Licenses	17.00
Special Assessments-POWTS	133.00
Special Assessments-Wolf Lake	75.00
INTEREST INCOME	<u>38.77</u>

Total Income 57431.53

Disbursements 710488.99

Net (Income less Disbursements) 653057.46

Checking Acct Balance - Ending 77847.87

	Building Fund	EQUIPMENT FUND	ROAD FUND	TOTAL
Money Market Account - Beginning	5586.88	195.37	67498.11	73280.36
Add Interest Earned	1.97	0.28	25.86	28.11
Transferred from Checking Account				0.00
Transferred to Checking Account	0.00	0.00		0.00
Money Market Account - Ending	<u>5588.85</u>	<u>195.65</u>	<u>67523.97</u>	<u>73308.47</u>

**TOWN OF MARSHFIELD
APRIL MONTHLY MEETING**

April 13, 2020, 7:30 p.m.
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J Sippel. Members of the Public included – None

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the March 9, 2020 Town Board Meeting
2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending March 31, 2020:

Checking Account:	\$ 42,245.70
Money Market Account:	\$ 73,321.97
Building Fund:	\$ 5,589.79
Equipment Fund:	\$ 195.79
Road Fund:	\$ 67,536.39

Ken moved to “*approve Consent Agenda Items 1-2*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Unfinished Business:

1. Brian Witkowski –Witkowski Inspection Agency LLC –tabled until May
2. Fee Schedule –tabled until May

New Business:

1. Resolution Ratifying the Emergency Proclamation pertaining to the COVID-19 Pandemic and Declaration of Emergency –Tom moved to approve “*Resolution Ratifying the Emergency Proclamation pertaining to the COVID-19 Pandemic and Declaration of Emergency*”, Ken seconded. Motion carried 3-0.
2. Roads to work on—After reviewing roads, culverts and ditches; the tentative plan is to work on Hemlock, Town Hall Road, Calmar, and Hickory Road. Seal coating is being considered for Hinn, Redwood and Elm Road; crackfilling on Elm Road and a portion of Oak Road ; and paving Pine Road. Holly Road will be addressed also. Prices will be gotten on culverts, digging, ditch cleaning, seal coating and paving.
3. Equipment work—The sander on the Oshkosh needs works, the Kenworth will be taken to A & M Specialty Mfg for a DOT inspection. Additional items include blades

on the mower, grease trucks, oil boxes, wings off, chains, grader weights, clean up storage area, paint signs and mark cones with TOM.

4. Review for Annual Meeting—Annual meeting will still be held on April 21st. John gave the Board a listing to look at and let him know of any additions or corrections.

Public Comments: None

Pay Bills:

Tom moved to *“approve proposed expenditures as presented”*. Ken seconded, motion carried 3–0.

Reports of Town Officers:

Fond du Lac County Highway Department needs additional information to approve the ATV/UTA application for proposed routes on the county roads. It will be addressed at next month’s meeting.

Maintenance was done on the bushes around the town hall.

For the Spring Election, a representative from the National Guard assisted at the election. 376 votes were cast, 111 in person and 265 absentees.

Tree was taken down by the Town Garage.

Tom received a letter from a town resident. John will contact Terry Dietzel about trash containers.

John Bord and Jerry Olig will meet with the Ambulance Council on April 14th.

There being no further business, Tom *“moved to adjourn”* and Ken seconded, motion carried 3-0. The meeting adjourned at 8:47 p.m.

Marlene J. Sippel, Clerk

TOWN OF MARSHFIELD							
TREASURER REPORT							
March 31, 2020							
Checking Account Balance - Beginning					77847.87		
Income:							
BUILDING PERMITS:							
Bill Fuhrmann		250.00					
Jeff Pickart		100.00					
Joe Meyer		200.00					
SCRAP SALES:							
American-Tin Cans-Recycling		94.80					
American-Scrap Metal		132.00					
DOG LICENSES:							
Steve Becker		6.00					
SPECIAL USE PERMIT:							
Michels Materials		1500.00					
REAL ESTATE REQUESTS:							
Kraus Irrevocable Trust		20.00					
REIMBURSEMENT FOR SALES TAX:							
Solid Ground DBA: Interstate Batteries		15.40					
REIMBURSEMENT FOR STREET LIGHTS:							
St. Isidore		60.78					
Countryside Bar		54.40					
WRECKING PERMIT:							
Brenner Bros. Farm		10.00					
INTEREST INCOME		4.72					
Total Income			2448.10				
Disbursements			38050.27				
Net (Income less Disbursements)					-35602.17		
Checking Acct Balance - Ending					42245.70		
		Building	EQUIPMENT	ROAD			
		Fund	FUND	FUND	TOTAL		
Money Market Account - Beginning		5588.85	195.65	67523.97	73308.47		
Add Interest Earned		0.94	0.14	12.42	13.50		
Transferred from Checking Account					0.00		
Transferred to Checking Account					0.00		
Money Market Account - Ending		5589.79	195.79	67536.39	73321.97		

TOWN OF MARSHFIELD ANNUAL MEETING

April 21, 2020

The Annual Meeting of the Town of Marshfield was called to order at 7:30 p.m. by Chairman John Bord. Other Town officials present were: Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Two members of the public were also in attendance, Mike Schmitz and Jr Seibel.

The Pledge of Allegiance was recited.

Copies of the 2019 Annual Report were distributed and reviewed. Mike Schmitz motioned to accept the annual report as presented, Jr Seibel seconded. Motion carried.

John Bord told the public that any votes taken tonight are advisory to the Board.

John gave a report on the roads. Due to the winter of 2018-2019 and the spring of 2019, the early thaw in March only pulled some of the frost out. After the water went down, there was some washing and more damage became evident after the remainder of the frost disappeared. Hinn, Cypress and Ash Roads suffered the most damage. Additional damage occurred on Ash Road due to work on the turbine; which WE Energies compensated the town \$12,000 towards damages. Due to declaring a flooding emergency, the town was eligible for Wisconsin Disaster Fund Assistance which resulted in receiving \$19,377.20. Work completed on roads this year was – Ash – dug out east end, pave and seal coat; Cypress – dug out 10 sink holes, pave and seal coat; shouldering was also completed on Ash and Cypress. Pine – replace culvert with concrete pipe and raised road 2 feet thru that section; River Lane – fixed bank that caved and reseeded it; Calmar – set culvert and did some ditching; Oak and Elm – minor repairs; Hinn – dug out 900' and cold mix; Walnut – mill road where culvert rose; Holly – patch hole and culvert; and crackfilled Ash and Cypress Roads.

The John Deere Tractor had a seal leaking and lost a bearing, which was repaired. The Oshkosh was going to have the brakes repaired but when it was torn apart it was determined that additional items should also be addressed – transfer case, clutch, transmission, fuel tanks and a few other small items.

Grass mowing was also completed this past year. Two rounds were completed earlier and due to the rain in the fall, mowing was cut short.

Mike Schmitz and Kurt Pegel do a good job running the Recycling Center. Additional attention is currently being given to the recycling items as plastic bags are not recyclable and are the number one contaminant causing significant problems for processing facilities.

Signs – roads, traffic and fire numbers are maintained on yearly basis as needed.

The Wisconsin Towns Association will take care of posting the Noxious Weed Notice for the Town in the paper. Complaint forms are available on the website.

ATV/UTV ordinance was adopted this past year, making all town roads routes. Applications are currently in by the Fond du Lac County Highway Department to add some routes on county roads.

A drop box was installed by the east entrance of the town hall. It is available 24-7. It has worked out well for dropping off tax payments and other documents.

The Town adopted an Emergency Management Plan this past year.

The Town also received an Election Security Subgrant for a new computer and security.

The Town was awarded a LRIP grant of \$30,836.87 for Pine Road, which will be probably done in 2021, due to the traffic coming out of the gravel pit this year with the construction of Highway 23. The Town will be working on the culvert on Holly Road; due to the flooding in September 2019, we applied to the State again for Disaster Aid Fund for the damage on Holly Road. Depending on where numbers come in at, tentative plans are to -- Seal coating Redwood and Elm Roads; replace culvert on Hemlock, and crackfill Elm and a portion of Oak Road.

Jr Seibel moved to give the Board the authority to raise taxes this fall, if needed, Mike Schmitz seconded. The motion carried by a voice vote of ayes.

The minutes of the 2019 Annual Meeting were also distributed. Jr Seibel motioned to accept the minutes as presented, Mike Schmitz seconded. Motion carried.

Open book was held this past week on April 16, 2020. Board of Review will be held on Wednesday, May 20th from 5 – 7 p.m

An appointment to have a resident serve on the Ambulance Board for a two year term was discussed. Mike Schmitz moved to nominate Debra Johnson to serve on the Ambulance Board for a two year term; Jr Seibel seconded. Motion carried.

Next year's annual meeting will be Tuesday, April 20, 2021 at 7:30 p.m.

Jr Seibel moved to adjourn; Mike Schmitz seconded. Motion carried. Meeting adjourned at 8:08 p.m.

Marlene J. Sippel, Town Clerk

**TOWN OF MARSHFIELD
MAY MONTHLY MEETING**

May 11, 2020, 7:30 p.m.
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, and Treasurer Cathy Seibel. Members absent: Clerk Marlene Sippel. Members of the Public included – Mary Winkler, Zoning Administrator, Jim Guelig, Mike Kartechner, Jim Thome, Dennis Stenz, Sean Steffes, Vicky Tollefson, and Brian Witkowski.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the April 13, 2020 Town Board Meeting
2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending April 30, 2020:

Checking Account:	\$ 12,442.22
Money Market Account:	\$ 118,326.19
Building Fund:	\$ 5,590.09
Equipment Fund:	\$ 195.83
Road Fund:	\$ 112,540.27

Ken moved to “*approve Consent Agenda Items 1-2*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Unfinished Business:

1. ATV/UTV Maintenance Agreement
Changes and/or Additions to County Routes – Jim Thome presented an application to the County requesting ATV/UTV route in 3 segments on County Road WH from Evergreen Road to Elm Road; Puddlefort Street to Oak Road and Pine Road to Walnut Road. This is the 2 mile route that was originally denied early 2020 as one stretch. John moved to “*establish ATV/UTV routes on County Roads in the Town of Marshfield.*” Tom seconded, motion carried 3–0. The County has an ordinance that mandates them to take care of signs, but will bill individual Townships for any repairs or replacements. Jim Thome will reimburse the Town for any costs regarding signs. The Town would like a maintenance agreement on file with Jim Thome. The costs for the initial signs were paid for as a donation by Eden ATV/UTV Club.
2. Brian Witkowski –Witkowski Inspection Agency LLC - Brian informed Town of the need to adopt Ordinance Adopting SPS-316 of Wisconsin Electrical Code in its entirety. The December 9, 2019 minutes states the Town adopted such ordinance. Brian will discuss this with Clerk Marlene Sippel to see if copy of minutes is sufficient. He also clarified the Land Use Permit fee is 1/10 of 1% up to maximum of \$250.00. Fees

were briefly discussed, but tabled until Brian and Clerk Marlene have a telephone discussion regarding some issues.

3. Fee Schedule – Tabled until clarification of fees from Witkowski Inspection Agency, LLC.

New Business:

1. Special Use Permit – For a non-metallic mining operation on the Guelig Property, tentative hearing date is June 1, 2020 – Town has received application and necessary fees. Jim Guelig and Mike Kartechner attended meeting to discuss notification of neighboring property owners and procedure for June 1, 2020 hearing.

2. CSM for Sean Steffes – A part of the SE1/4 of the SE1/4 and the NE1/4 of the SE1/4 of Section 10, T16N, R19E. Town of Marshfield, Fond du Lac County-- Ken moved *“to accept the CSM for Sean Steffes as presented.”* Tom seconded, motion carried 3-0.

3. Appoint Weed Commissioner-- John moved to *“appoint Tom Steffen as Weed Commissioner for the term from May 15, 2020 to May 14, 2021, with the exception should there be a conflict of interest with a weed complaint, John Bord would then step in as Weed Commissioner to handle that particular case.”* Ken seconded, motion carried 3-0.

4. Approve appointments to: Board of Appeals, Plan Commission, and Board of Review

a) Board of Appeals – John moved to *“approve the appointments of Jim Schaefer, for a three year term expiring 2023, and Doug Thome, for a three year term expiring 2023, as members of the Board of Appeals”.* Tom seconded, motion carried 3-0.

b) Plan Commission—John moved to *“approve the appointments of Neal Schaefer, for a three year term expiring 2023, and Tony Morgen, for a three year term expiring 2023, as members of the Plan Commission.”* Tom seconded, motion carried 3-0.

c) Board of Review--John moved to *“approve appointment of Catherine Seibel as a member of the 2020 Board of Review with Neal Schaefer as alternate number 1 and Mary Winkler as alternate number 2 for the 2020 Board of Review.”* Ken seconded, motion carried 3-0.

5. Establish 2020-2021 Snowplowing Rates for Municipalities -- Tom moved to *“increase the snowplowing rate for the 2020-2021 season to \$135 per hour, with salt/sand mixture being billed at cost for the 2020-2021 snow plowing season.”* Ken seconded, motion carried 3-0.

6. Board of Review – Wednesday, May 20th, 5 – 7 p.m.

7. Roads to work on – Tom moved to *“accept the proposal from Andrew Excavating for the work to be done on Town Hall and Hemlock Roads in the amount of \$17,276.00 and the cost of culverts and materials estimated cost of \$8,200.00.”* Ken seconded, motion carried 3-0. John moved *“to accept the proposal from Scott Construction for work to be done of Elm Road (\$25,336.00 and \$29,714.00); Redwood Road \$39,600.00; and Hinn Road \$6,378.00 for a total of \$101,028.00.”* Tom seconded, motion carried 3-0. Ken moved to *“accept the proposal from Fond du Lac County Highway to replace the culvert on Holly Road for the amount of \$47,664.00.”* Tom seconded, motion carried 3-0.

8. Equipment work – sander has been removed from the Oshkosh and needs repairs and a new plow cylinder has been ordered. The John Deere tractor needs repairs on 3 point and a new oil cooler was installed.

Public Comments: Mary Jo Winkler stated the Special Use Permit for James Guelig and a variance request for Joe Sesing will be held on June 1, 2020. A resident has questioned if it is possible to construct a manufactured home with 864 sq. ft. but was informed the minimum square feet for a residential property is 1100 square feet. Another resident questioned placing a new trailer on an existing foundation and has been informed trailers are not allowed in the Town.

Pay Bills:

Tom moved to *“approve proposed expenditures as presented”*. Ken seconded, motion carried 3–0.

Reports of Town Officers:

Ken has completed the necessary steps to be a certified flagger for 2 years. He stated flaggers are only needed on Federal and State Highways. He is also meeting with the ambulance and EMT’s.

There being no further business, Tom *“moved to adjourn”* and Ken seconded, motion carried 3-0. The meeting adjourned at 9:30 p.m.

Catherine A. Seibel, Treasurer

TOWN OF MARSHFIELD				
TREASURER REPORT				
30-Apr-20				
Checking Account Balance - Beginning				42245.70
Income:				
BUILDING PERMITS:				
Ron Lefeber	1485.00			
ROAD ACCESS PERMIT:				
Eddie Andrew	25.00			
Tower View Acres (Jason Baus)	25.00			
REAL ESTATE REQUESTS:				
Bernard Will, Sr.	20.00			
Jeff Stodola	20.00			
DOG LICENSES:				
Ann Martin	3.00			
FOND DU LAC COUNTY:				
Lottery Settlement	5434.28			
WISCONSIN DEPT OF TRANSPORTATION:				
Transportation Aid	26667.63			
INTEREST INCOME	2.54			
Total Income			33682.45	
Disbursements (18485.93 + 45000.00)			63485.93	
Net (Income less Disbursements)				-29803.48
Checking Acct Balance - Ending				12442.22
	Building	EQUIPMENT	ROAD	
	Fund	FUND	FUND	TOTAL
Money Market Account - Beginning	5589.79	195.79	67536.39	73321.97
Add Interest Earned	0.30	0.04	3.88	4.22
Transferred from Checking Account			45000.00	45000.00
Transferred to Checking Account				0.00
Money Market Account - Ending	5590.09	195.83	112540.27	118326.19

**TOWN OF MARSHFIELD
JUNE MONTHLY MEETING**

June 8, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included Mary Jo Winkler-Zoning Administrator and Wayne Mueller

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the May 11, 2020 Town Board Meeting

Ken moved to *“approve Consent Agenda Item 1”*. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: Item 2

2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending May 31, 2020:

Checking Account:	\$ 16,800.53
Money Market Account:	\$ 118,332.77
Building Fund:	\$ 5,590.35
Equipment Fund:	\$ 195.90
Road Fund:	\$ 112,546.52

Ken moved to *“approve Consent Agenda Item 2 which changes to the catagories and listing of names”*. Tom seconded, motion carried 3-0.

Unfinished Business:

1. ATV/UTV Update Maintenance Agreement – Tabled
2. Brian Witkowski – Witkowski Inspection Agency LLC – Clerk verified all amounts listed on building permits are correct.
3. Fee Schedule – John moved to *“amended fee schedule adding wrecking permit obtained from building inspector for residential building not being replaced in the amount of \$50.”* Tom seconded, motion carried 3-0.

New Business:

1. Reserve "Class B" liquor and Class "B" Beer license renewal for Riverside Hunting and Fishing Club--Ken moved to *"renew Riverside Hunting and Fishing Club's Reserve "Class B" liquor and Class "B" Beer license"*. Tom seconded, motion carried 3-0.

2. "Class B" Liquor and Class "B" Beer license renewal for Countryside Bar LLC-- Tom moved to *"renew Countryside Bar LLC's "Class B" Liquor and Class "B" Beer License"*. Ken seconded, motion carried 3-0.

3. Operator's licenses for the period ending June 30, 2021—John moved to *"approve operator's licenses for the period ending June 30, 2021 for Brian Atkinson, Michael Vollrath, Eric Heimermann, Jason Sippel, Bret Sloan, Curt Venne, Tom Puddy, Jacob Atkinson, Samuel Voelker, Michael Schneider, Chris Fuhrmann, Kay Diederich, David Diederich, Kent Hellman, Sheila Payne and Abigail Schoenborn"*. Ken seconded, motion carried 3-0.

4. Roads to work on – Proposal was received from Halbach Excavating for cleaning ditch and shouldering on Seven Hills Road. Approximately 300' of both sides of Redwood Road was also included in the bid. Tentatively plan is to do the work on Seven Hills and Redwood Road this year and delay the work on Elm Road.

Andrew Excavating will be contacted to begin culvert work on Hemlock and Town Hall Rd. John was noticing that Fond du Lac County was able to put in 8' culverts on WW in Mt. Calvary; so John will be approaching the DNR why does the Town of Marshfield need to install a box culvert on Basswood Road.

Resident will be contacted about road access drives being installed without permits being acquired.

Holes need to be looked at on Meinert Lane.

5. Equipment work—Cylinder for Oshkosh was ordered and the sander can be put back on. Mower can be put on tractor and oil should be checked for PTO. Thome's chipper has been sold. A new spinner motor was ordered for Western Star.

Pay Bills:

Tom moved to *"approve proposed expenditures as presented."* Ken seconded, motion carried 3-0.

Public Comments: Resident filed a written complaint with the Board.

Reports of Town Officers:

1. Recycling center was extremely busy. Will investigate what it will cost to add additional dumpsters.

2. Special Use Hearing for Kartechner Brothers LLC was postponed as all the required information was not received prior to the June 1st hearing date. They have until June 10th to send in paperwork for July 6th hearing.

3. Two ambulance board members are sitting in on EMT meetings.

4. Two additional EMT's were hired
5. Concern of UTV's on County Roads.
6. Nothing was heard from municipalities about increase of snowplowing rate for 2020-2021 season.
7. Wayne Mueller was thanked for his donation of filing cabinets.
8. The amounts of recycling waste collected in 2019 was questioned by DNR
9. Percentage of replies for the 2020 census is currently lower than 2010.
10. The Town has met all the requirements to exercise jurisdiction over the inspection of electrical wiring installations per letter of June 8, 2020 from Michael D McNally, Jr. of DSPS.
11. Wisconsin Election Commission has a CARE subgrant program, which the Town will apply for.

There being no further business, Tom "*moved to adjourn*" and Ken seconded, motion carried 3-0. The meeting adjourned at 8:32 p.m.

Marlene J. Sippel, Clerk

**TOWN OF MARSHFIELD
TREASURER REPORT
May 31, 2020**

Checking Account Balance - Beginning 12442.22

Income:

BUILDING PERMITS:

John Sippel	150.00
John Wheeler	100.00

SPECIAL USE PERMIT APPLICATION:

Guelig (Kartechner Bros. LLC)	250.00
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REAL ESTATE REQUESTS:

Devin Boehm	20.00
Jeremy Schneider	20.00

WRECKING PERMIT:

Kenneth Immel	10.00
Jeff Wagner	10.00

PERSONAL PROPERTY TAX AID:

State of Wisconsin	977.05
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VARIANCE REQUEST:

Joe Sasing	250.00
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FRANCHISE FEE:

Charter Communications	1334.47
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SNOW PLOWING INCOME:

Village of St. Cloud	2341.90
Town of Greenbush	2468.57
St. Isidore Congregation	281.45

INTEREST INCOME	0.56
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Total Income	8214.00
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Disbursements	3855.69
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Net (Income less Disbursements)	4358.31
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Checking Acct Balance - Ending	16800.53
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	Building Fund	EQUIPMENT FUND	ROAD FUND	TOTAL
Money Market Account - Beginning	5590.09	195.83	112540.27	118326.19
Add Interest Earned	0.26	0.07	6.25	6.58
Transferred from Checking Account				0.00
Transferred to Checking Account				0.00
Money Market Account - Ending	5590.35	195.90	112546.52	118332.77

**TOWN OF MARSHFIELD
JULY MONTHLY MEETING**

July 13, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included Mary Jo Winkler-Zoning Administrator and Jim Guelig.

John Bord called the meeting to order at 7:37 p.m., leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the June 8, 2020 Town Board Meeting
2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending June 30, 2020:

Checking Account:	\$ 3,713.97
Money Market Account:	\$ 118,340.03
Building Fund:	\$ 5,590.64
Equipment Fund:	\$ 195.97
Road Fund:	\$ 112,553.42

Ken moved to “*approve Consent Agenda Items 1 & 2*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Unfinished Business:

1. Road Work---a) Seven Hills – Halbach Excavating plans on getting there this week or early next week. Scott Construction’s tentative schedule is to be in the area early August. John will talk to Bill about shouldering. b) Calmar – was patched on Saturday. c) Pine - will be worked on Tuesday. d) Gierach’s - will also be fixed. e) Holly Crossing - Matt Haefs of WI DOT was contacted by John because of the increased costs of the project. The Town will not have to reapply. It was suggested and decided by Board members that they will work on doing something to contain the cattails. The current time frame is that Fond du Lac County Highway Dept. will complete this project in the fall. John gave the Board an updated listing of proposed income and expenditures of road work for this year.

New Business:

1. Possible Changes to ordinance book – listing of reimbursement of legal fees, acreage for farmland preservation, other updates. In the zoning ordinance, section 4.5 Fee Determination it says that the Town may receive reimbursement for professional assistance. It was agreed by the Board that the Zoning, Plan Commission and Special Use Permit forms be updated as soon as possible so the applicants are aware of this potential additional cost upfront. Will discuss with the Town Attorney what the acreage should be changed to for farmland preservation – original amount when the ordinance was adopted in November 2011 was 10 acres, but later was changed to the current amount of 0. John asked the other Board Members to review the ordinance book to see what additional items should also be addressed at the time when meeting with the Town Attorney.

2. Operator's licenses for the period ending June 30, 2021—Ken moved to “*approve operator's licenses for the period ending June 30, 2021 for Nicole Lewis and Lori Ann Goebel*”. Tom seconded, motion carried 3-0.

3. Dumpsters at the Recycling Center—No invoice was received for the additional dumpsters at the center. There is a concern of the amount of debris being brought to the center, especially construction waste. Tom moved to “put up a sign “No construction material accepted at dump”; however, there was no second and the motion died. John will talk to Mike Schmitz about addressing residents who are bringing this material to the center.

Pay Bills:

Tom moved to “*approve proposed expenditures as presented.*” Ken seconded, motion carried 3-0.

Public Comments: Jim Guelig questioned why he needs to rezone his property for the proposed gravel pit as one was not needed for Northeast Asphalt and he had concerns of the effects on his taxes. John will check with the Town Attorney on the rezone and Jim was told to contact the assessor about the proposed changes to his property tax bill.

Reports of Town Officers:

1. John will be out of town from July 16th to July 23rd.
2. A resident contacted John about another resident mowing their property late at night. John sent both individuals a copy of the public nuisance ordinance and were told to work it out between each other.
3. The door opener from at the garage was repaired and can be installed.
4. The Mount Calvary Fire Department completed their annual fire report at the town garage.
5. The recoil on the compactor broke.
6. Tom suggested that the Town pay Dave's Small Engine for using the saw.
7. John is still working on resolving the lease between Bug Tussel and the land owners. The paperwork is at the lawyers.
8. The cylinder work for the Oshkosh is complete and can be installed. Later the Kenworth will go in for the annual inspection and the Town will receive a report what issues have been found.
9. The Farmland Preservation Plan Update Cluster Meeting is at the Town Hall on July 23rd at 6:30 p.m. Five townships - Board members and Plan Commissions were invited to attend.
10. The EMT's would like a new TV in the hall. After some discussion, Cathy suggested looking at a smart TV. Ken will get a proposal from the EMT's to present to the Jt Hall Commission.
11. Tom will not be doing any spraying this year except for thistles in the road right of way on Cty WH from Dennis Stenz's farm to Brett Schmitt's.
12. When the bill from the building inspector was reviewed there was a question about the LUP fee on the deck permit. After discussion with Brian, he was OK with only the \$200 fee. This will be addressed at next month's meeting.
13. There were 65 absentees sent out for the August 11th election.
14. Mary asked if the Road Access form could be added to the Town's website.

There being no further business, Tom “*moved to adjourn*” and Ken seconded, motion carried 3-0. The meeting adjourned at 9:15 p.m.

Marlene J. Sippel, Clerk

**TOWN OF MARSHFIELD
TREASURER REPORT
June 30, 2020**

Checking Account Balance - Beginning 16800.53

Income:

BUILDING PERMITS:

Jeff Keifenheim	150.00
Mason Franzen	50.00
Dan Zabel	40.00
Dean Vanderhoof	300.00

REAL ESTATE REQUESTS:

Sean Steffes	20.00
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SNOW PLOWING INCOME:

Town of Russell	2355.36
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AID IN LIEU OF TAXES (MANAGED FOREST LAND):

State of Wisconsin	90.87
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RECYCLING GRANT:

State of Wisconsin	1475.22
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REIMBURSEMENT FOR STREET LIGHTS:

St. Isidore	60.55
Countryside Bar	60.55

WRECKING PERMIT:

Mark Winkler	10.00
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SCRAP SALES:

American Implement	222.60
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RECYCLING SALES:

American Implement	75.00
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LIQUOR LICENSES:

Countryside Bar	200.00
Riverside Hunting	200.00

OPERATORS LICENSES:

Countryside Bar	60.00
Riverside Hunting	100.00

PUBLISHING FEE (LIQUOR LICENSES):

Countryside Bar	15.13
Riverside Hunting	15.13

INTEREST INCOME	<u>0.52</u>
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Total Income	5500.93
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Disbursements	<u>18587.49</u>
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Net (Income less Disbursements)	<u>-13086.56</u>
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Checking Acct Balance - Ending

3713.97

	<u>Building Fund</u>	<u>EQUIPMENT FUND</u>	<u>ROAD FUND</u>	<u>TOTAL</u>
Money Market Account - Beginning	5590.35	195.90	112546.52	118332.77
Add Interest Earned	0.29	0.07	6.90	7.26
Transferred from Checking Account				0.00
Transferred to Checking Account				0.00
Money Market Account - Ending	<u><u>5590.64</u></u>	<u><u>195.97</u></u>	<u><u>112553.42</u></u>	<u><u>118340.03</u></u>

**TOWN OF MARSHFIELD
AUGUST MONTHLY MEETING**

August 10, 2020
Marshfield Town Hall
7:30 p.m.

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included – Wayne Mueller and Mary Jo Winkler, zoning administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the July 13, 2020 Town Board Meeting
2. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending July 31, 2020:

Checking Account:	\$ 28,540.74
Money Market Account:	\$ 118,347.07
Building Fund:	\$ 5,590.92
Equipment Fund:	\$ 196.04
Road Fund:	\$ 112,560.11

Ken moved to “*approve Consent Agenda Items 1-2*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Unfinished Business:

1. Road Work—a) Seven Hills and Redwood Road – Joe Halbach is done with his portion of the work. Bill of Scott Construction suggested – hot oil up to the edge - shoulders only. John then suggested overlapped the shoulders on the road and do black over the top. That will cap it the best. The rain we received packed it good. Grass is coming. Tom moved to “*spend approximately \$14,880 for seal coating and topping with black stone on Seven Hills Road and Redwood Road.*” Ken seconded, motion carried 3-0. b) John will contact Eddie Andrew to see how the work is coming along on the culverts on Town Hall Road and Hemlock Road. c) Ken is working on the patch work on Gierach’s road d) Ken checked out Mitch Salchert’s road access on Hillview Road

New Business:

1. Change Building Permit Fee Schedule (Deck Permit)—Ken moved to “*remove LUP (Land Use Permit fee) on the Deck Permit fee.*” Tom seconded, motion carried 3-0.
2. Amendment for Zoning—John moved to “*proceed with the ordinance amending zoning ordinance.*” Tom seconded, motion carried 3-0.

3. Approve/Disapprove Purchase of TV for Zoom Meetings—Due to the concern of COVID-19 more in person meetings are replaced with virtual meetings. Tom moved to *“approve the purchase of TV for zoom meetings.”* Ken seconded, motion carried 3-0.

Pay Bills: Tom moved to *“approve proposed expenditures as presented.”* Ken seconded, motion carried 3–0.

Public Comments: None

Reports of Town Officers:

1. John reported on the Farmland Preservation Map. Tentative meeting to review land use map, farmland preservation map and zoning map is Monday, August 17th at 6:30 p.m. If town board members and plan commission members are not available, the backup date is Tuesday, August 18th.

2. Recycling Center. While working at the center, John noticed some infractions of disposing building materials. One party, when approached, said there was no problem, he would dispose the material at a dumpster he had at another location. Maintenance on the grounds would include brooming the sand off and fill in the holes. Consideration for next year budget would be replacing the fence as present one is becoming shaggy looking.

3. Oshkosh maintenance. The cylinder is done. Troy from Monroe Trucks was contacted. He will give estimates for fixing box, plow and wing.

4. John answered resident’s question about putting up a fence and addressed the question about a burning barrel.

5. The Old River Bridge at Riverside Park was nominated for a Natural Beautification Award.

6. Countryside was questioning the bill for street lighting. Will be addressed at next month’s meeting.

7. Resident at Wolf Lake would like to put up a shed and build a house in the future. Resident will work with Town to expand an area for the town trucks to turn around.

8. Resident at Wolf Lake has water draining to his property. Option would be to put in basin and drain to lake.

9. Kartechner Brothers rezone and special use hearing is September 8th at 6:30 p.m.

10. Members should review their calendars to find day to begin working on budget in September.

11. Gerry Lefeber also cut wild parsnip and burdocks while cutting grass.

12. Tom talked to some farmers in regards to hauling manure. Suggested alternate routes so roads would not take a beating.

13. Tom suggested not proceeding with the planned road work on Pine Road in 2021.

14. Cathy will talk to the County Clerk so see what additional costs there would be to print portions of the newsletter in color.

15. 133 absentee ballots were sent out for August 11th election.

16. 78.8 % residents have completed their census form. The census ends September 30, 2020.

17. The population for 2020 is estimated at 1164.

Adjournment: There being no further business; Tom moved "*to adjourn*" and Ken seconded. Motion carried 3-0. The meeting adjourned at 8:32 p.m.

Marlene J. Sippel, Clerk

TOWN OF MARSHFIELD				
TREASURER REPORT				
July 31, 2020				
Checking Account Balance - Beginning			3713.97	
Income:				
BUILDING PERMITS:				
Mike Goeser	50.00			
John Brusoe	40.00			
Anthony Burg	50.00			
Rose Cauwels	50.00			
Ken Sabel Carpentry-Brian Zehren	250.00			
Jeff Mand	40.00			
Pond Point Properties-Ted Klapperich	150.00			
Kenneth Pickart	200.00			
Moraine Builders-Duane Conrad	50.00			
ROAD ACCESS PERMIT:				
Mitch Salchert	25.00			
AG CONVERSION FEES (FOND DU LAC COUNTY):				
Jamie Brill	569.05			
Ronald Lebeber	321.50			
Christopher Greuel	491.57			
Interest	4.92			
REAL ESTATE REQUESTS:				
Keith Schlichting	20.00			
STATE OF WISCONSIN:				
Motor Fuel Tax Refund	200.23			
WEC CARES Subgrant	993.10			
Exempt Computer State Aid	22.86			
July Shared Revenue Payment	22731.02			
2% Fire Dues	5012.41			
Video Service Prov Aid	770.47			
WISCONSIN DEPT OF TRANSPORTATION:				
Transportation Aid	26667.63			
INTEREST INCOME	0.88			
Total Income		58710.64		
Disbursements		33883.87		
Net (Income less Disbursements)			24826.77	
Checking Acct Balance - Ending			28540.74	
	Building	EQUIPMEN	ROAD	
	Fund	T	FUND	TOTAL
Money Market Account - Beginning	5590.64	195.97	112553.42	118340.03
Add Interest Earned	0.28	0.07	6.69	7.04
Transferred from Checking Account				0.00
Transferred to Checking Account				0.00
Money Market Account - Ending	5590.92	196.04	112560.11	118347.07

**TOWN OF MARSHFIELD
PUBLIC HEARING**

September 14, 2020
Marshfield Town Hall
7:00 p.m.

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included – Jim Guelig, Mike Kartechner of Kartechner Brothers LLC, Dan and Betty Ennis, John Pickart, Dennis Stenz and Mary Winkler-Town Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notice was verified. Adjacent landowners were notified. Fees were paid.

John read the public notice. The Board opened the hearing of the application of Kartechner Brothers LLC and James & Rosemary Guelig to rezone parcels T13-16-19-04-15-002-00, T13-16-19-09-02-001-00 and T13-16-19-09-03-001-001 from Farmland Preservation to Industrial. The purpose of the proposed rezoning is to use the property for sand and gravel mining. At the public hearing, Jim stated he would only like to rezone a portion of the parcels. Not the 100 acres that were discussed at the September 8, 2020 hearing. Jim is going to have a Certified Survey Map created with approximately 10 to 15 acres. When they expand/move the mining operation another rezone will have to be done.

The Board then proceeded to the proposed amendment to the Town of Marshfield Zoning Ordinance regarding the procedure in Section 18.5 Public Hearing and Notice. This amendment will allow the Plan Commission to do hearings and make recommendations to the Board as they have been doing.

John Pickart moved to close the public hearing, Dennis Stenz seconded. Motion carried.

7:11 p.m.

**TOWN OF MARSHFIELD
SEPTEMBER MONTHLY MEETING**

John Bord called the meeting to order. All members were present. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the August 10, 2020 Town Board Meeting

2. Approve Treasurer's Report--The Treasurer's report showed the following balances ending August 31, 2020:

Checking Account:	\$ 65,147.53
Money Market Account:	\$ 118,354.11
Building Fund:	\$ 5,591.20
Equipment Fund:	\$ 196.11
Road Fund:	\$ 112,566.80

Ken moved to *"approve Consent Agenda Items 1-2"*. Tom seconded, motion carried 2-0.

Items Removed from Consent Agenda: None

New Business:

1. Plan Commission's recommendation for Kartechner Bros. LLC & James & Rosemary Guelig Rezone – Farmland Preservation to Industrial. The Plan Commission recommended to rezoning the parcels presently zoned Farmland Preservation to Industrial. Said parcel numbers being T13-16-19-04-15-002-00, T16N,R19E, W1/2, SW1/4, SE1/4, Section 4 containing 20 acres; parcel number T13-16-19-09-02-001-00, T16N, R19E. NW1/4, NE1/4, Section 9 containing 40 acres; and parcel number T13-16-19-09-03-001-00, T16N, R19E, SW1/4. NE1/4 EXC CSM#6583-45-78, Section 9 containing 40 acres, Town of Marshfield, Fond du Lac County, WI." After further discussion at the Town Board's public hearing, Jim said he would only like to rezone a portion of the acreage. When they expand/move the mining operation another hearing to rezone will have to be done. John moved to *"rezone only the acreage on the proposed CSM, which will be created containing approximately 10 – 15 acres, from Farmland Preservation to Industrial"*. Tom seconded, motion carried 3-0.

2. Plan Commission's recommendation for Kartechner Bros. LLC & James & Rosemary Guelig Special Use Permit —The Plan Commission recommended to approve the special use permit with the list of conditions prepared by Town Attorney Matt Parmentier. Mike Kartechner reviewed the conditions and asked if several additional items could be addressed – berms, add road access from Maple Road to Oak Road to County Road Q. Ken moved to *"approve the Special Use Permit for Kartechner Bros. LLC and James & Rosemary Guelig, with the additional changes to be made to the special use permit drafted by Town Attorney Matt Parmentier."* Tom seconded, motion carried 3-0.

3. Plan Commission's recommendation for proposed zoning ordinance amendment &

4. Ordinance Amending Zoning Ordinance—Ken moved to *"approve the Plan Commission's recommendation of approving the proposed zoning amendment and approve Ordinance 2020-005 – Ordinance Amending Town of Marshfield Zoning Ordinance."* Tom seconded, motion carried 3-0.

5. Mike Immel of Rural Mutual Insurance – Insurance update – Mike will attend the Board's October 12 monthly meeting.

6. Resolution – Exceed 2020 Levy Limit—Ken moved to *"approve a resolution to exceed the 2020 levy limit, if needed"*. Tom seconded, motion carried 3-0.

7. Increase limit on town credit card—Ken moved to *"increase the limit on each credit card to \$2500 for a total of \$5000"*. Tom seconded, motion carried 3-0.

8. Street Light in St. Joe—Ken moved to *“have the Town maintain the street light in St. Joe”*. John seconded, motion carried 2-1.

9. Outdoor electronic billboard--dismissed

10. Budget Workshop—Workshop will be October 6th at 6:30 p.m.

Unfinished Business:

1. Road Work— Culverts are in except for the concrete culvert on Holly Road and west end of Hemlock Road. John submitted listing of budgeted receipts and expenses of roads for the Board to see where the Town is at. There are inquiries about putting lines on Seven Hills Road. John will get estimates. Tom brought up to the County the bumps on County GG. Plans to address pot holes on - Evergreen, Calmar, Pine, Calvary Station, W1031 CCC, Town Hall and Hemlock Roads.

Pay Bills: Ken moved to *“approve proposed expenditures as presented.”* Tom seconded, motion carried 3–0.

Public Comments:

Reports of Town Officers:

Dale Bink contacted John about taking down the 2 dead trees in Riverside Park.

WE Energies was contacted about tree removal on Evergreen Road, John will follow up
The Town received prices on salt from Fond du Lac County.

Tom suggested sending the Town of Russell a letter saying the Town would not be responsible for any damages on Olrich Court due to the poor condition of the road.

Maintenance has been completed on the John Deere mower

On the left rear, the Oshkosh is leaking oil.

Tom suggested that support may be needed on the Oshkosh and Kenworth plows

Marlene spoke with Matt Parmentier on increasing the acreage for farmland preservation and completing the sign ordinance worksheet.

Absentee ballots should be out this week.

Adjournment: There being no further business; Ken moved *“to adjourn”* and Tom seconded. Motion carried 3-0. The meeting adjourned at 8:23 p.m.

Marlene J. Sippel, Clerk

Transferred from Checking Account					0.00
Transferred to Checking Account					0.00
Money Market Account - Ending	5591.20	196.11	112566.80		118354.11

**TOWN OF MARSHFIELD
OCTOBER MONTHLY MEETING**

October 12, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included – Mike Immel and Shawn Andrew of Immel Insurance Agency and Mary Jo Winkler, Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the September 14, 2020 Public Hearing
2. Approve Minutes of the September 14, 2020 Town Board Meeting
3. Approve Treasurer’s Report--The Treasurer’s report showed the following balances ending September 30, 2020:

Checking Account:	\$ 1,102.75
Money Market Account:	\$ 39,358.15
Building Fund:	\$ 5,591.77
Equipment Fund:	\$ 196.15
Road Fund:	\$ 33,570.23

Ken moved to “*approve Consent Agenda Items 1-3*”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

New Business: Specific Matters for Discussion and/or Possible Action by Town Board:

1. CSM for Guelig/Kartechner Pit – Tabled
2. Rural Insurance review by Mike Immel -- Mike reviewed the Town’s policy which takes effect on January 15, 2021. The Town has had no losses since 2009. The property and liability premium for the upcoming year will be approximated \$6200 and workers comp premium – approximately \$1600. After further discussion the Board decided to lower coverage on the equipment. Mike will email the changes. The bond renewal for the treasurer and clerk will be up for renewal in April.
3. Routes to Recovery – John will reach out to Dan Nett’s email in regards to unused funds. A meeting, if needed, will be scheduled to address any additional expenditures by November 6th.
4. Fee Schedule - Tabled
5. Set date and times for Budget Hearing, Special Meeting of Electors and Town Board Meeting -- The Budget Hearing is scheduled for November 9, 2020 at 7:00

p.m. The Special Meeting of the Electors will immediately follow the budget hearing and the Town Board Meeting to Adopt the 2021 Budget will immediately follow the Special Meeting of Electors.

Unfinished Business:

1. Road Work – a) John asked several companies for estimates on the work on Holly Road as Fond du Lac County notified the Town they were no longer interested. As of to date, only Andrew Excavating responded. John will again notify Jason Guelig Excavating and Radtke Excavating that we are looking for estimates on the culvert work on Holly Road and a decision will be made at a meeting on October 19th at 6:30 p.m. Work is to begin on November 2nd, weather permitting.

b) Three culvert crossings on Hemlock Road were patched and two on Town Hall Road need to be patched after rip rap is placed in ditch

c) Kenworth truck could go to A & M Specialty in December if not needed for snowplowing

d) Road lines were done on Seven Hills Road

e) Trees to be cut and/or trimmed on Evergreen Road were marked. The Power Company will be replacing electric lines in 2023. If needed, they would top the trees now however it would be the Town's responsibility to clean up. Rental for a chipper would be \$219 a day.

f) Tom will take care of the trees that need addressing on Palm Tree Road. Before doing anything to the trees on the Tilton property, Tom will have the owner sign off for any damages that may occur.

g) John spoke to the Chair from the Town of Russell about Olrich Court. An individual from Sheboygan County was going to attend their meeting. The Chair will get back to John on what was decided.

h) Pot holes have been addressed—Evergreen, Holly, Maple, W1031 Cty CCC, Culvert by recycling center

Pay Bills: Tom moved to *"approve proposed expenditures as presented."* Ken seconded, motion carried 3–0.

Public Comments: None

Reports of Town Officers:

Town of Marshfield will be receiving a Beautification Award for the Palm Tree Bridge (Old River Bridge) at Riverside Park on November 5th.

John has been working with Asco Power Services from New Jersey to resolve the billing issues with repairs to the generator at the hall.

John contacted Air Gas to address the credit due for the past 4 months' billing to be applied to the five year lease.

Ken said the Ambulance Board hired an additional person to work in the office.

Tom leveled the topsoil at the recycling center. Trees also need to be taken care of at the center. A call would be appreciated if one is filling in for another person's scheduled work day.

Cathy is considering not collecting tax payments at the town hall due to COVID as it is difficult to control social distancing. Options would be to return the payments via USPS or use the drop box located at the east entrance of the town hall, which is available to the public 24/7.

220 absentee ballots have been issued, 90 ballots have been returned. Ballots must be returned to the town hall by November 3 by 8 p.m.

There being no further business; Tom moved "*to adjourn*" and Ken seconded. Motion carried 3-0. The meeting adjourned at 9:28 p.m.

Marlene J. Sippel
Clerk

**TOWN OF MARSHFIELD
2021 BUDGET HEARING**

November 9, 2020, 7:00 p.m.
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members from the public included: Mary Jo Winkler, Neal Schaefer, Doug Thome, Tim Schaefer and Cyril Schaefer.

John Bord called the 2021 Budget Hearing to order at 7:00 p.m. John led the Pledge of Allegiance. Public notices were verified and agenda approved.

The 2021 proposed budget was handed out to the public and reviewed.

Tom moved to *“adjourn the 2021 Budget Hearing.”* Ken seconded the motion, carried 3-0. The hearing adjourned at 7:10 p.m.

Marlene J. Sippel
Clerk

**TOWN OF MARSHFIELD
SPECIAL MEETING OF THE ELECTORS**

November 9, 2020, 7:10 p.m.
Marshfield Town Hall

John Bord called the Special Meeting of the Electors to order at 7:10 p.m. All Town officials were present. Mary Jo Winkler, Neal Schaefer, Doug Thome, Tim Schaefer and Cyril Schaefer were present from the public.

First thing addressed by the Electors was to establish the compensation for elected town officers. The Board proposed to increase the Clerk’s salary \$600 per year; which would be a total of \$17,600 per year effective April 2021. Doug Thome moved *“to increase the clerk’s salary to \$17,600 per year effective April 2021.”* Neal Schaefer seconded, motion carried 12-0.

Next addressed was the Town Tax Levy. Information on the 2019 taxes payable 2020 and preliminary figures for 2020 taxes payable 2021 were distributed. John compared the two years. The proposed Town Tax Levy is \$182,563. Cyril Schaefer moved *“to adopt the 2020 Town Tax Levy of \$182,563, payable in 2021, as proposed.”* Tim Schaefer seconded the motion, carried 10-0.

Neal Schaefer moved to “close the Special Meeting of the Electors” and Cyril Schaefer seconded the motion, carried 10-0. The meeting adjourned at 7:14 p.m.

Marlene J. Sippel
Clerk

**TOWN OF MARSHFIELD
NOVEMBER MONTHLY BOARD MEETING**

November 9, 2020, 7:14 p.m.
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Tom Steffen and Ken Kraus, Treasurer Cathy Seibel, Clerk Marlene J. Sippel and Zoning Administrator Mary Jo Winkler. Public present: Neal Schaefer, Tim Schaefer, Cyril Schaefer and Doug Thome.

John Bord called the meeting to order. Public notices were verified and agenda approved.

Consent Agenda:

1. Minutes of Town Board Monthly Meeting of October 12, 2020
2. Minutes of October 22, 2020
3. Treasurer’s Report of October 31, 2020.

Checking Account:	\$	10,005.81
Money Market Account:	\$	39,359.77
Building Fund:	\$	5,592.00
Equipment Fund:	\$	196.16
Road Fund:	\$	33,571.61

Ken moved to “approve Consent Agenda Items 1-3”. Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Specific Matters for Discussion and/or Possible Action by Town Board:

New Business:

1. CSM for Guelig/Kartechner Pit—Tabled. Kartechner Bros. are waiting to meet with Fond du Lac County in regards to reclamation plan first.
2. CSM for Cyril and Julie Schaefer—Tabled. Suggested Cyril talk to Jim Mayer about changing the map so it would not be necessary for Cyril to rezone the properties. If any additional assistance is needed, John would be available to talk with Jim Mayer of Mayer Land Surveying or Terry Dietzel of the Fond du Lac County Planning & Parks Department.
3. Fee Schedule—Tom moved to “adopt the 2021 fee schedule as presented.” Ken seconded, motion carried 3-0.

4. Acceptance of 2021 Budget. Tom moved to *“adopt the 2021 Budget with Town Expenditures of \$502,413 and with a Local Tax Levy of \$182,563.”* Ken seconded, motion carried 3-0.

5. Boy Scouts –John spoke with Tom Koenigs: Tom said the Scouts will be discontinuing the paper drive after June 2021 but will continue with aluminum can drives.

6. Equipment – Kenworth at A & M Specialty-it should be looked at this week to check brakes and do DOT inspection. Then the Oshkosh will go over and have the left rear seal looked at. The Oshkosh, Western Star and J D Tractor were washed. One battery on the Grader is bad. Cutting edges were ordered for the plows. Tom talked to Dennis of Halbach Welding about reinforcing the ends on the plows. John will be ordering a new spring/air chamber for the left side wiper chains.

Unfinished Business:

1. Road Work—Patch work to be completed on Hemlock and Town Road. Holly Road – John spoke to WE Energies and they told John what can be done with the wires. Parties have been in contact with each other (DNR, Wood Sewer, County Materials). Fond du Lac County has signed off and it is still scheduled to begin the project the end of November.

2. CARES Subgrant & Routes to Recovery—Reviewed what expenditures were already completed. Ken moved to *“approve labor & service for installing TV, printer, camera for zoom meetings, cleaning and sanitizing supplies, extra labor for elections due to COVID-19.”* Seconded by Tom, motion carried 3-0. Additional items to be considered are chairs, cleaning of office, services to facilitate telework and purchasing items for New Holstein School District. A meeting will be held later for approval.

Pay Bills: Ken moved to *“approve proposed expenditures as presented.”* Tom seconded, motion carried 3–0.

Public Comments: None

Reports of Town Officers:

1. Ken mentioned, if the \$15 minimum wage would go in effect, the assessment for the Ambulance Service would double.

2. Three trees on Palm Tree Road were taken down. Waiting to hear from landowner about other trees.

3. Cathy distributed proposed tax letter. Due to COVID-19, taxes will only be collected via mail or use of the Town’s drop box.

4. 728 voters cast their ballots in the November 3rd election. The election officials did an excellent job. The Town was selected for a post election voting equipment audit. Marlene contacted the County Clerk and was told to wait and see what happens if there is a recount or not.

There being no further business; Tom moved *“to adjourn”* and Ken seconded. Motion carried 3-0. The meeting adjourned at 8:30 p.m.

Marlene J. Sippel
Clerk

**TOWN OF MARSHFIELD
DECEMBER MONTHLY MEETING**

December 14, 2020
Marshfield Town Hall

Town Officials present: Chairman John Bord, Supervisors Ken Kraus and Tom Steffen, Treasurer Cathy Seibel and Clerk Marlene J. Sippel. Members of the Public included Mary Jo Winkler, Zoning Administrator.

John Bord called the meeting to order leading the Pledge of Allegiance. Public notices were verified and agenda approved.

Consent Agenda: (Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and addressed immediately following the motion to approve the other items on the Consent Agenda)

1. Approve Minutes of the November 9, 2020 Public Budget Hearing
2. Approve Minutes of the November 9, 2020 Special Meeting of the Electors
3. Approve Minutes of the November 9, 2020 Town Board Meeting
4. Approve Minutes of November 16, 2020 Meeting
5. Approve Treasurer's Report-- The Treasurer's report showed the following balances

ending November 30, 2020:

Checking Account:	\$ 117,151.84
Money Market Account:	\$ 39,361.44
Building Fund:	\$ 5,592.15
Equipment Fund:	\$ 196.17
Road Fund:	\$ 33,573.12

Taxes Collected in November (Payable in 2021) \$ 24,900.08, for a total checking balance of \$ 142,051.92.

Ken moved to "approve Consent Agenda Items 1-5". Tom seconded, motion carried 3-0.

Items Removed from Consent Agenda: None

Unfinished Business:

1. Road work—Hemlock Road – culvert on the west end of the road was replaced with a 48" x 40' concrete pipe; culvert on east end has to be scraped out. Holly Road – culvert work is completed. After Saturday's snow fall, several roads need sanding.

New Business:

1. Discussion of Seasonal Weight Limits on Town Roads-- Reviewed roads listed on Seasonal Weight Limits Ordinance. The ordinance adopted January 2020 will remain the same for 2021.

2. Aluminum Cans—Current collection process will remain the same.
3. Equipment Replacement—Looking forward, the Kenworth should be replaced first, followed by the Grader, then the Oshkosh. John will get numbers together. Looking at the fall of 2022.
4. Resolution Amending 2020 Budget —Ken moved to *“adopt Resolution amending 2020 Budget”*. Tom seconded, motion carried 3-0.

Public Comment: None.

Pay Bills:

Tom moved to *“approve proposed expenditures as presented.”* Ken seconded, motion carried 3–0.

Reports of Town Officers:

1. Residents’ concerns of plowing the town roads sooner were discussed.
2. Tree trimming on Evergreen Road is tentatively planned for December 19th.
3. Tom Steffen announced that he was not taking out paper for Town Supervisor #2.
4. Tax collection begun the end of November.
5. Election audit was conducted November 30th.
6. The average assessment ratio is 82.34%. 2019 was at 84.31% and 2018 at 88.23%. John will contact assessor Joel Ryan.
7. John thanked everyone for their hard work this past year.

There being no further business; Tom moved *“to adjourn”* and Ken seconded. Motion carried 3-0. The meeting adjourned at 8:25 p.m.

Marlene J. Sippel
Clerk