**Board Meeting Minutes
 Town of Milltown Public**

**April 10, 2023, 7:00 pm, at the Milltown Fire Hall**

1. Meeting called to order:

 Mike Dau called the Town of Milltown Regular Board Meeting on April 10, 2023 to order at 7:00 p.m.

Present Board Members: Michael Dau, Chris Nelson, Jon Eckel, Mark Engelhardt, and Cheryl Kloehn.

Others Present: Micky Simonson, J. Gary Lilyquist, Justin Gamache, Ellen Butler, Craig Carlson, Quinn Erickson, Tim Erickson, Tyler Wirth (Monarch Paving), Carl Thomfohrda, Keith and Carol Zygowicz, Karl Skoglund, Mark Campbell

1. Agenda Subtractions

Mike Dau asked for a motion for any subtractions or changes to the Town of Milltown Agenda for the April 10, 2023 meeting. Chris Nelson made a motion to remove the Snow Plowing Ordinance 19-1 from the New Business on the April 10, 2023 meeting agenda and move to the May 8th, 2023 meeting agenda. Jon Eckel approved the changes of the agenda and Chris Nelson seconded approval of agenda as modified. Passed.

1. Prior meeting minutes approval

March 27, 2023 Town of Milltown meeting minutes: Chris Nelson made a motion to accept the March 27, 2023 with corrections sent to the Town of Milltown Clerk, Cheryl Kloehn. The clerk will forward the corrected minutes to the Town of Milltown Board. Jon Eckel seconded. Passed.

1. Financial Report approval

Financial Report ending April 7, 2023- Chris Nelson made a motion to accept the Financial Report ending April 7, 2023. Jon Eckel seconded. Passed.

Profit & Loss ending March 31, 2023 -Jon Eckel made a motion to accept the Profit & Loss ending March 31, 2023. Chris Nelson seconded. Passed

1. Maintenance Report

Plows were removed from the trucks and there are some issues that will be discussed at the next board meeting.

Maintenance obtains the hot box from Polk County to patch pot holes in the Town of Milltown. Polk County if running low on inventory and Monarch Paving only has 50 Ton left in inventory. Mick called the county on Monday and did not receive a call back as of the board meeting.

Resident on 136th St. is asking for 25 MPH road signs on the dead-end road. Mick is also asking if Maintenance would be able to post 25MPH signs on 138th and Pine Park Roads. Board agreed to posting the 25 MPH signs on the roads.

Mick talked with Tim Myers at Monroe Truck and the new truck be delivered in November 2023 sometime. No exact date was given.

Maintenance has all the parts for culverts, end walls for the work to be completed this summer.

Mick discussed the letter received from Polk County regarding replacing new signage. Clerk will talk with Jason and update the Board on this mandatory signage changes.

1. New Business
	1. Road Bids: Monarch Paving hand delivered the proposal/contract for the road bid ads for the four locations advertised in the newspaper.
2. First bid was for Town Hall & Shop parking lot 30,000 sq ft. Monarch Paving bid at 3 ½” with 2 lifts, fine grade existing base course and compact, pave with hot mix asphalt to an average compacted depth of 3.5” and no removals of base placement included for a cost of $74,048.14.

Chris Nelson made a motion to accept the bid of $74,048.14 with the following stipulations: that this project will be paid by the loan funds from the Town Hall/Shop and will not be completed until approval by the Town of Milltown Board Members. Jon Eckel seconded, Passed.

1. 200th Ave-140th to intersection of 200th & 135th-3732’ x 21’ including beach and boat landing access road 776’ x 13’, $133,261.00. Pulverize and knockdown existing asphalt, fine grade base course and compact, pave with hot mix asphalt to an average compacted depth of 2.5” and no removals, base placement or shouldering included.

Chris Nelson made a motion to accept the bid and asked Monarch Paving if they could split the costs of the two different areas and send the two separate proposals to the Town of Milltown Clerk. Monarch will send this bid in two separate proposals. Jon Eckel seconded, Passed.

1. 200th Ave STH46 to 155th – 2589 x 22’ – pulverize and knockdown existing asphalt, fine grade base course and compact, pave with hot mix asphalt to an average compacted depth of 2.5” and no removals, base placement or shouldering included. $85423.00.

Chris Nelson made a motion to accept the bid of $85,423.00, Jon Eckel seconded. Passed.

* 1. Agreement between Town of Milltown and Village of Milltown, Beach Expenses –Discussion of Town of Milltown and Village of Milltown splitting the costs of the beach expenses such as routine services and any other expenses that are incurred. Village of Milltown bills Town of Milltown for expenses. This will be tabled until the May 8, 2023 meeting and June 12, 2023 meeting to discuss figures on the black topping of the Beach area and to discuss with Village of Milltown to split the black topping expenses.
	2. Skoglund Oil – fuel, propane, oils, etc. – discussion on the pricing of Def fluid that is being delivered to Town of Milltown in bulk, motor oil, fuel. Skoglund Oil can do a contract price and will lock in for winter conditions #1 fuel November 29, 2023. Price is $3.25/gallon with .309 state tax which can be redeemed through the State of Wisconsin. There is a resource called Fluid Secure which can tract the fuel usage for each piece of equipment, cost for this program is between $1200 and $1400 and $40/month. A new pump for the fuel tank would cost $1272.00 and def fluid is at $2.19 for a 55-gallon drum. The pump is owned by the Town of Milltown. This is tabled until the May 8th, 2023 Town of Milltown Board meeting.
	3. Alcivia Information, Fuel, Propane, Oils: Chris Nelson spoke with Tom Voelkert at Alcivia and the price for diesel is at $3.24/gallon plus tax. A comment was asked as to why the Rep has not contacted the Town of Milltown in all the time that Town of Milltown has had Alcivia as a vendor. This is being tabled until the May 8th, 2023 meeting.
	4. Northwest Insurance, Carl Thomfohrda – Carl discussed the insurances that the Town of Milltown has at the present time including all equipment, town hall/shop, workers compensation, etc. There are two items that need to be removed from the insurance with compensation reimbursed to the Town of Milltown: 2007 New Holland/MCK Enxie Bruch master Mower and XMARK Mower. The new John Deere mower will have to be added and the Clerk for Town of Milltown will email the invoice for the new mower to Carl at the insurance company along with the Town of Milltown Budget.

Town of Milltown has a $35,000 bond for the Clerk and Treasurer. It was suggested that there be a bond for at least half of the tax roll for the Treasurer.

1. Old Business
	1. Update of Town Hall/Shop: Craig Carlson from Carlson Construction talked with American Engineering about the testing of the Town Shop slab with the in-floor heating tubing. American Engineering stated that in 33 years of core testing, only 3 times did they not detect conduit. American Engineering will do 4 cores and according to ACI only 3 cores will need to be done, one for strength, carbonization and freezing. The depth and diameter of the core holes will be 3” diameter and 5” deep. Craig Carlson stated he will take responsibility because he is confident will all the years of experience, he can trust the process.

Maxwell Heating should be present to pressurize and gage the in-floor tubes and make sure that the PSI is set for a period of time.

American Engineering will use porcelain to fill the core holes and a question was asked about any warranty or guarantee with the patches of porcelain cores.

Closed session: The Town of Milltown will hold a closed session pursuant to Wis Stat 19.85 (1) € deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session” for the Town of Milltown Shop Addition.

Chris Nelson made a motion to go into closed session pursuant to Wis Stat 19.85 (1) € deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session” for the Town of Milltown Shop Addition. Jon Eckel seconded. Mike Dau – Yes, Jon Eckel – Yes, Chris Nelson – Yes. Passed.

Chris Nelson made a motion to move back into open session, Jon Eckel seconded. Mike Dau – Yes, Chris Nelson – Yes, Jon Eckel – Yes. Passed.

Jon Eckel made a motion to authorize Carlson Construction to proceed with the requested boring of the Town of Milltown Shop slab additions with the following 10 requirements. Chris Nelson seconded and passed prior to the paperwork being signed. Passed,

Requirements of Town of Milltown slab testing.

1.      Testing shall be done with the appropriate equipment to locate the plastic heating tubes. In floor tubes shall be pressurized to a level approved by the MSA engineers, with a pressure gauge attached to monitor pressure. System shall hold pressure for at least 2 full days after core drilling.

2.      No more than 4 cores shall be taken.  The diameter of the cores shall be no more than 4 inches.  One of the holes shall be near the center of the slab and this core shall be tested for carbonization.

3.      A Town of Milltown representative shall be present during the coring to observe.  The firm performing the coring of the holes shall show the Town representative that the cores did not cut into the plastic heating tubes. Holes shall be cleaned out to be visually checked.

4.      Photos of the coring process, inside the core holes and the cores shall be taken to document the process.

5.      If any of the plastic heating tubes are damaged or compromised in any way then the concrete slab shall automatically be removed and replaced with new construction at Carlson Construction expense, not the coring firm or others.

6.      The testing of the cores shall be for compressive strength, freezing and carbonization.

7.      Provide test results to the Town of Milltown.

8.      The core holes shall be properly filled with a non-shrinkage grout after the core hole concrete surface is cleaned and treated with a bonding material. Grout shall be approved by MSA engineering prior to being installed.

9.      From a visually observation of the slab surfaces the testing firm shall render an opinion as to whether they see indications of freezing and carbonation.

10.   By the Town of Milltown allowing the coring, this in no way changes the Town of Milltown decision of the rejection of the work.  Although, the Town of Milltown will reevaluate their decision after the test results are received and reviewed by the Town.

Jon Eckel made a motion that Carlson Construction will also supply the following to the Town of Milltown, Chris Nelson seconded. Passed.

1. Change order form for all plumbing changes made with extended warranties attached.
2. Any and all other change order forms that deviated from the original Town Hall/Shop specs provided by MSA.
3. A completion date for the Town of Milltown Town Hall/Shop with a final State of Wisconsin inspection date scheduled.

Jon Eckel – Yes, Chris Nelson – Yes motion carried.

A motion was made by Jon Eckel, seconded by Chris Nelson to request MSA to submit the official time they have expended over and above the contracted price and their estimates for additional time expense through completion of both projects. Passed.

1. Adjourn

Chris Nelson made a motion to adjourn the Town of Milltown April 10, 2023 meeting at 9:40 p.m. Jon Eckel seconded. Passed.

Next Town of Milltown Board meeting is May 8, 2023.

Cheryl Kloehn, Clerk