**Board Meeting Minutes
 Town of Milltown**

**Clerk, P.O. Box 475, 1502 200th Ave, Milltown, WI 54858
November 18th, 2024, 7:00 pm, at the Milltown Town Hall**

1. Meeting called to order

Mike Dau called the November 18th, 2024 Town of Milltown Board Meeting to order at 7:00pm.

Board Members Present: Mike Dau, Jon Eckel, Chris Nelson, Mark Engelhardt, Cheryl Kloehn

Other Present: Frank Rau, Jim Bethke, J. Gary Lilyquist

1. Agenda Additions or Changes (According to Open Meeting Laws) Chris Nelson made a motion to remove RV from old business to closed session to New Business. Jon Eckel seconded. Passed.

Chris Nelson made a motion to suspend the November 18, 2024 Board meeting and move into open session for the Budget Hearing and Special Town Meeting of Electorates. Jon Eckel seconded. Passed.

1. Public Comment
2. Prior meeting minutes approval

October 17th, 2024 Meeting Minutes: Chris Nelson made a motion to accept the minutes. Jon Eckel seconded. Passed.

1. Financial Report approval

Financial Report Ending November 17th, 2024

Profit & Loss Ending October 31, 2024

Jon Eckel made a motion to approve the financial report, profit and loss and pay the bills. Chris Nelson seconded. Passed.

1. Maintenance Report

Nicholas & Aimee Rice – Culvert – Frank Rau reported that the plumber pulled the sanitary permit for a small cabin and there was no paperwork or driveway permit fee obtained and approve by the Town of Milltown Maintenance Department. Two letters were sent out with the Driveway Permit and fees, one in September and one in October with no response from the property owner. Discussion about what the next step would be and it was decided that the Clerk would send a final certified letter with the ordinance and driveway permit charging $100.00 per day from the date of the September 24, 2024 letter if no response is received within 5 days from the date of the certified letter.

Condition of 183rd – postal service letter – Frank Rau reported that 183rd needs to be graded and will be taken care of. The rule for the Postmaster is to send a letter to the Township and Town of Milltown has 30 days to fix the road so the mail can be delivered. Andy from Luck Township talked to the Regional Sectional Postmaster and State Representative and Balsam Lake Postmaster cannot legally send out letters to the public about not delivering mail because of the roads. Frank Rau has the phone numbers for the Regional and State Representative, and will provide to Cheryl to disburse to anyone that calls regarding the letters they have received.

Salt/Sand piles are completed, Town of Milltown has 520 tons and Town of Luck has 390 ton. Discussion on what to charge Town of Luck for storage and sand for the salt/sand pile. After further discussion, Jon Eckel made a motion to charge $4.50 per ton to the Town of Luck for sand plus storage unless there is any additional fuel charge charged to the Town of Milltown for the sand. Chris Nelson seconded. Passed.

Issue with 190th and 170th on drain tile put in the field, zoning looked into this situation and Jacob Nadeau is aware of the situation. Town of Milltown may have to change culverts to a larger size and bill the farmer. A letter will be mailed to Westers letting them know that the Town of Milltown is aware of the issue and our culverts cannot handle water flowage or if adjacent properties are negatively affected and new culverts have to be put in place of the old culverts. Wester Farms will be billed for the time and culverts.

Clothing apparel for Maintenance Department. Frank Rau stated that through TL Enterprise, T-shirts cost $14.00 each, jackets with embroidered Town of Milltown Logo $90.00, without logo, $80.00, sweatshirts $55.00. Chris Nelson made a motion to approve 5 t-shirts, 2 sweatshirts and 1 jacket for each of the employees in Maintenance department. A logo will be designed for the clothing items.

1. New Business
	1. Budget –
	2. Assessor contract Approval – Jon Eckel made a motion to accept the contract from Meyer Assessing as Assessor for Town of Milltown for years 2025, 2026 and 2027 at the cost of $30,000 total. Town of Milltown will have as an option to add in the $24,000 if needed for the market adjustment. Chris Nelson seconded. Passed.
	3. Half Moon Beach Agreement Between Town and Village of Milltown – Town of Milltown Board edited the cost sharing agreement that was presented. Clerk will make the changes and send to Board for final review. The agreement will then be sent to the Village of Milltown for their suggestions.
	4. Clubs Using Town of Milltown Hall for Meetings – Jon Eckel made a comment that if the Town of Milltown opens the town hall to one club, that they would have to open to all clubs. Allowing clubs to use the Town Hall would also change the liability insurance with more costs to the Town of Milltown. Half Moon Lake and Antler Lake are an extension of the Town of Milltown government organization, and a Board Member attends each of those meetings. Chris Nelson made a motion to limiting the access of the Town hall to Half Moon and Antler Lake organizations at this time since they are an extension of Town of Milltown and a town Board representative attends the meeting. Jon Eckel seconded. Passed.
	5. Donnelly Property 1819 145th St – Chris Nelson was contacted by Mark Donnelly, son of the owner regarding help from the township. They are attempting to sell their half of the duplex and are having difficulty because of the condition of the other half. Jamie Calabria lives in the other half which his mother owns. There are vehicles and other materials all over the property along with chickens running free onto the Donnelly property. Chris Nelson suggested that Mark check with the Register of Deeds regarding an agreement for common areas on the property.
	6. RV – Chris Nelson made a motion for Clerk, Cheryl Kloehn to park her RV at the back of the Town of Milltown property and would have to be removed by July 1, 2025. Jon Eckel seconded. Passed.
2. Old Business
3. Dock Installation/Letter to Dan Whitney on Half Moon Lake – Frank Rau, Jim Bethke, Chris Nelson and Kurt put in the Town of Milltown dock. Dan Whitney has now moved the dock over approximately 4’ from where Town of Milltown originally place the dock on Town of Milltown property. Jessie Ashton from DNR and Sheriff’s Department cannot do anything with this issue unless damage is caused to the dock. Frank Rau and Jim Bethke will move the dock back to the original spot and install chain link fence posts, driven into the lake bed and chain to the dock. A trail cam was talked about installing also to provide to Sheriff’s Department if anyone destroys the property. J. Gary Lilyquist suggested filing a civil suit against Dan Whitney. Discussion of installing precast cement steps in the spring at Half Moon Lake.
4. Carlson Construction – Closed Session -
5. S&A Contracting– Apron by Shop – Closed Session
6. Closed session: The Town of Milltown will hold a Closed Session pursuant to Wis Stat 19.85 (1) (e) 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 move into closed session. Jon Eckel seconded. Passed.

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

Jon Eckel made a motion to send a letter to Carlson Construction asking for a change order for the wall liner behind the old safe for $363.59 and send to MSA and Town of Milltown Board members. Once received and approved, Town of Milltown will approve and pay the $363.59. Chris Nelson seconded. Passed

Jon Eckel made a motion to send a letter to S&A Contracting stating that final payment will be withheld and for S&A to bring in writing to the December 9th, 2024 meeting solutions other than rain gutters for repairs to the poured slab drainage issue. Chris Nelson seconded. Passed.

Jon Eckel made a motion to have Frank Rau, Maintenance Supervisor, contact Indianhead Glass for a quote on a door for the North end of the Shop. Chris Nelson seconded. Passed.

1. Closed session: Closed Session: The Town of Milltown will hold a closed session pursuant to Wis Stat 19.85(1)(c), Wis. Stat for discussion of employment.
2. Adjourn –

Chris Nelson made a motion to accept the December 9th, 2024 meeting date and to change the meeting dates on the Town of Milltown Website. Jon Eckel seconded. Passed.

Chris Nelson made a motion to adjourn the Town of Milltown November 18th, 2024 board meeting at 9:00 pm. Jon Eckel seconded. Passed.

Next Meeting: December 9th, 2024 at 7:00 pm.