

Farmington Town Board Meeting Minutes
Tuesday, April 21, 2020
Immediately Following Annual Town Board Meeting
E913 Prairie View Ln
Waupaca, WI 54981
www.farmington-waupaca.com

Call to Order: Meeting was called to order at 7:15 p.m. Chair Caroline Murphy presided. The opening statement was given. Notices were properly published and posted.

Pledge of Allegiance

Roll Call: Caroline Murphy-Chair, Craig Nelson-Supervisor I, Mark Jensen-Supervisor II, Danielle Taggart Clerk-Treasurer, and 8 citizens.

Approve Agenda: A motion by Craig Nelson seconded by Mark Jensen to approve the agenda. Motion carried by unanimous voice vote.

Approve Minutes: A motion by Craig Nelson seconded by Mark Jensen to approve the minutes of the March 16, 2020 Regular Board Meeting. Motion carried by unanimous voice vote.

Approve Financial Report: A motion by Craig Nelson seconded by Mark Jensen to approve financial report subject to audit. Motion carried by unanimous voice vote.

Committee Reports:

Mark Jensen:

Park & Rec Lots of programs were affected due to COVID-19. Concern for available lifeguards and umpires. Parks and playgrounds are closed due to COVID-19.

Public Input:

Phil Durrant asked about parcels on Q, where do we find out if they can be subdivided? Do we have a minimum size lot that they have to have? Can the new owners separate them into 4 more parcels? Caroline Murphy said they would need to go through County Planning and Zoning

Old Business:

- 1) Accept CLA auditor's financial report. A motion by Craig Nelson seconded by Mark Jensen to accept CLA auditor's financial report. Motion carried by unanimous voice vote.
- 2) Discuss/Approve Resolution 3/16/20(2020) tabled from March 16, 2020 board meeting to 4/21/20A(2020) Amend Resolution 11/18/13A(2013) Fund Balance Spend-down Policy to Adopt a General Fund Balance Financial Policy/Procedure. A motion by Craig Nelson seconded by Mark Jensen to approve Resolution 3/16/20(2020) tabled from March 16, 2020 board meeting to 4/21/20A(2020) Amend Resolution 11/18/13A(2013) Fund Balance Spend-down Policy to Adopt a General Fund Balance Financial Policy/Procedure. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen yes. 3 yes and 0 no. Motion carried.

New Business:

- 1) Set 2021 annual meeting date – 3rd Tuesday, April 20, 2021.
- 2) Discuss any item from the annual meeting that needs Town Board approval. NONE
- 3) Discuss/Approve Resolution 4/21/20B(2020) Adopt an Asset Management Financial Policy/Procedure. A motion by Craig Nelson seconded by Mark Jensen to approve Resolution 4/21/20B(2020) Adopt an Asset Management Financial Policy/Procedure. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen yes. 3 yes and 0 no. Motion carried.
- 4) Discuss/Approve Resolution 4/21/20C(2020) Adopt a Capitalized Fixed Asset Financial Policy/Procedure. A motion by Craig Nelson seconded by Mark Jensen to adopt Resolution 4/21/20C(2020) Adopt a Capitalized Fixed Asset Financial Policy/Procedure. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen yes. 3 yes and 0 no. Motion carried.
- 5) Discuss/Approve Resolution 4/21/20D(2020) Health Emergency-COVID-19 Disaster Declaration. A motion by Craig Nelson seconded by Mark Jensen to approve Resolution 4/21/20D(2020) Health Emergency-COVID-19 Disaster Declaration. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen yes. 3 yes and 0 no. Motion carried. Jessy Murphy, County Board Supervisor reported

on COVID-19 update. Caroline Murphy wanted to thank Danielle Taggart Clerk-Treasurer for the job she did during in person voting keeping things sanitized for the residents and the extra work to make sure the large number of absentee requests were taken care of. Caroline Murphy said thank you to the Chief Inspectors and election workers for the work they did for the election. Phil Durrant made arrangements to have the Plexi glass shields made for the election workers and resident's safety.

- 6) Discuss/Approve Resolution 4/21/20E(2020) Authorized Financial Institutions. A motion by Craig Nelson seconded by Mark Jensen to approve Resolution 4/21/20E(2020) Authorized Financial Institutions. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen Yes. 3 yes and 0 no. Motion carried.
- 7) Introduced proposal for new flag pole/installation for Wisconsin flag. Motion by Mark Jensen seconded by Craig Nelson to table until May. Motion carried by unanimous voice vote.
- 8) Discuss/Approve Plan Commission's recommendation from their 4/15/2020 meeting.
 - a) Zoning map amendment for parcel #05 34 44 8 on State Rd 22 from Rural Residential (RR) to Rural Commercial-Neighborhood (RC-N). A motion by Craig Nelson seconded by Mark Jensen to approve Plan Commissions recommendation from their 4/15/2020 meeting of Zoning map amendment for parcel #05 34 44 8 on State Rd 22 from Rural Residential (RR) to Rural Commercial-Neighborhood (RC-N). Motion carried by unanimous voice vote.
 - b) Zoning map amendment for parcel #05 06 42 2 at N4636 Foley Dr from Ag Retention (AR) to Rural Residential-Overlay (RR-O). A motion by Craig Nelson seconded by Caroline Murphy to approve Zoning map amendment for parcel #05 06 42 2 at N4636 Foley Dr from Ag Retention (AR) to Rural Residential-Overlay (RR-O). Motion carried by unanimous voice vote.
- 9) Approve operator /retail liquor license application(s) received in clerk's office. NONE
- 10) Land Use Permit application(s) received from Zoning-informational
- 11) Intent to Cut Wood Products-informational NONE
- 12) Culvert approval(s) if any received
-Steve Wendt Grandview culvert
- 13) Roads
 - a) Approve Fahrner's crack sealing and flex patch leveling 2020 projects. A motion by Craig Nelson seconded by Mark Jensen to approve Fahrner's crack sealing and flex patch leveling 2020 projects. Motion carried by unanimous voice vote.
 - b) Approve Waupaca Cty Hwy proposal for Tomahawk Trl reconstruct. A motion by Craig Nelson seconded by Mark Jensen to approve Waupaca Cty Hwy proposal for Tomahawk Trl reconstruct. Motion carried by unanimous voice vote.
 - c) Approve contract from Dunham & Kelly Design/Build LLC for mowing road ditches for spring and fall. A motion by Craig Nelson seconded by Mark Jensen to approve contract from Dunham & Kelly Design/Build LLC for mowing road ditches for spring and fall. Motion carried by unanimous voice vote.
- 14) Letters/phone calls/e-mails
- 15) Bills
 - a) Discuss/Approve Ordinance 4/21/20(2020) Establish Alternative Payment Procedure in Emergency. A motion by Craig Nelson seconded by Mark Jensen to approve Ordinance 4/21/20(2020) Establish Alternative Payment Procedure in Emergency. Voice vote Caroline Murphy yes, Craig Nelson yes and Mark Jensen yes. Motion carried.
A motion by Mark Jensen seconded by Craig Nelson to approve the bills. Motion carried by unanimous voice vote.

Adjournment: A motion by Craig Nelson seconded by Mark Jensen. to adjourn at 8:48 pm. Motion carried by unanimous voice vote.

Submitted by Danielle Taggart