

**Farmington Town Special Board Meeting Minutes**  
**Tuesday, August 23, 2022 at 1:00 pm**  
**E913 Prairie View Ln**  
**Waupaca, WI 54981**  
[www.farmington-waupaca.com](http://www.farmington-waupaca.com)

**Call to Order:** Meeting was called to order at 1:00 p.m. Chair Caroline Murphy presided. The opening statement was given. Notices were properly published and posted.

**Roll Call:** Caroline Murphy, Chair; Craig Nelson, Supervisor I; Phil Durrant, Supervisor II; Kathy Kasza, Town Clerk-Treasurer; 2 citizens.

**Approve Agenda:** Caroline Murphy requested that Item #8 be moved to the top of the agenda to allow for Art Hallstrom, E1365 Grandview Rd, to address the board. It was moved by Craig Nelson, seconded by Phil Durrant, to approve the amended agenda. On a voice vote, motion carried unanimously.

**New Business:**

**1) Office Updates.**

Art Hallstrom, E1365 Grandview Rd, proposed to the board an Energy-Star study for the town hall building. There would be no charge for the study and would assist the town in determining energy conservation opportunities. The town would provide prior year's energy expenditures and building structure information. Motion carried on a voice vote.

Capital Improvement Projects for Town Hall were reviewed. In 2023 the town hall front lawn will be rolled again. An additional 1,000-gallon propane tank still needs to be installed for the backup generator and reserve. Clerk will contact Countryside for quote to install. The clerk will investigate purchasing electronic pollbooks. Four (4) books should be enough to provide adequate service during larger elections. Implementation during 2023 will allow for training before the 2024 election cycle. The lake patrol boat replacement schedule will be discussed with the sheriff's department. The purchase of the boat would be funded using the room tax funds reserved for the lake patrol. Discussed the need for a new tractor used for cutting the town hall lawn area and cemeteries.

**2) Update Ordinance 9/17/18(2018) Establishing Seasonal Weight Limits.**

The board discussed the permit and what the permit allowed users to be able to do. With the Waupaca County putting weight limits on roads each spring, their limit being 6-tons/10-tons, by purchasing a permit does it allow the user to exceed those limits? If so, then the current \$35-multiple use permit is not sufficient to control overweight loads on town roads. The board discussed increasing the permit to \$60-multiple use, and \$50-single use. The clerk will look for other towns using the permitting process and how they administer the program. Motion by Phil Durrant, second by Craig Nelson to approve the increase in fee for the Seasonal Weight Limits to \$60-multiple use and \$50-single use. Motion carried on a voice vote.

**3) Town Electronic Recycling Event in 2023.**

The board will continue to provide an annual electronic recycling event free of charge for town residents. The town received a State of Wisconsin grant to cover the cost of recycling electronics and will apply the 2023 event costs. The date will continue to be Earth Day and no counsel TV sets or appliances will be accepted.

**4) Road work bid specifications.**

The board reviewed the recommended responsible bidder's policy prepared by the WTA. No action taken.

**5) Future Firework sales permit and location.**

The board reviewed the possibility of creating a firework sales permit. The clerk will continue to ask other municipalities which have a permit in place for information to provide later. No action taken.

**6) County Highway Department doing PASER report.**

The board discussed the option of having the County Highway Department complete the PASER (roadway rating program) report instead of our current arrangement with an employee of Farhner Asphaltting. At this time, the board will continue with the current arrangement as this service is provided without any costs incurred.

**7) Clerk update on TRI-S grant reflecting on town budget.**

The clerk updated the board on the status of the TRI-S grant for King Road. At this time, the next step would be to obtain proposals for Engineering and Design services. This cost is covered by the grant and will help in determining the approximate cost of the project. Based on the information from engineering the project, it may require the town to take a short-term note out for cashflow purposes and pay the note off when the state reimbursement is received. The clerk had RW Baird, financial advisors, review the current financial report. The town is in an exceptionally good financial position to be able to go forward with a funding should it decide to proceed. No action taken.

**8) Garbage/Recycling Update.**

The clerk provided a draft Request for Proposal (RFP) for Curbside Residential Refuse and Recycling Services based on the recent proposal used by the City of Waupaca for the service. The RFP will be sent out during the week of August 29<sup>th</sup> and published in the Waupaca County post in September for action at the October board meeting. No action taken.

**9) Otter Drive Updates**

The board reviewed the parking issues on Otter Drive. The town will provide residents with temporary signage for "no parking" like the signs used on King Road for the soccer field tournaments.

**10) WTA ARPA policies.**

No action taken on this item.

**Adjournment**

A motion by Phil Durrant, seconded by Craig Nelson to adjourn at 3:08 pm. Motion carried by unanimous voice vote.

Submitted by: Kathy Kasza, Clerk-Treasurer

**Posted August 30, 2022 at Farmington Town Hall  
& Website [www.farmington-waupaca.com](http://www.farmington-waupaca.com)**