

Farmington Town Board Meeting Minutes
Tuesday, April 18, 2017, Immediately Following Annual Meeting at 7:00 p.m.
E913 Prairie View Ln
Waupaca, WI 54981
www.farmington-waupaca.com

Call to Order: Meeting was called to order at 7:32p.m. by 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, Julie Leaf-Clerk-Treasurer, and 15 Citizens.

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

Approve Minutes of March 20, 2017: A motion by Craig Nelson seconded by Mark Jensen to approve the minutes of the March 20, 2017 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:

Caroline Murphy: Lake District Meeting: Columbia Lake will be having Hand Harvesting to protect quality of lake. Zoning Meeting visited later in meeting.

Craig Nelson: Fire District 3/28/2017, ISO audit going well 2/7/2017, no personal changes, 32 active firemen in department, finishing hazmat training, all trucks are serviced and inspections are going well. 2% dues audit and working on assembling personal files. Town had to submit ordinance for 1 year fire inspections.

Craig Nelson: Park & Recreation, New hire for cemetery. Participation is down for baseball (167 vs 207) and softball (131 vs 112). Possible reasons class size and competition may have caused this change, but most likely cost increases of outlying towns caused this decrease. Goose round up on Shadow lake this spring.

Caroline comments on Park & Rec. If you do not belong to Park & Rec parents have to pay an additional \$155 (2017) vs \$98 (2016) per sport.

Public Input:

Joel Bartel: Congratulations to the elected board.

John Button: Grandview has sand in road left from sweeping, this needs to be removed.

Old Business:

1) Bartender license application qualifications.

Summary of local municipalities distributed to board members.

Motion by Craig Nelson seconded Mark Jensen to use the NLPD (New London Police Department) license approval guidelines to approve or deny an operator license, if this feels to be too restrictive this can be revisited. Motion carried by unanimous voice vote. NLPD guidelines attached below.

- 2) Town Hall rental package revised and include insurance information

Motion by Craig Nelson seconded by Mark Jensen to accept the Revised Town Hall Rental Package. Motion carried by unanimous voice vote. Town Hall Rental Package attached below.

- 3) RxR crossing (Rieben Rd) deficiencies – manner of improving
Missing pavement markings and road signs. County will be completing both of these.

New Business:

- 1) 2017 Tornado & Severe Weather Awareness Drills
Eric Halverson, Waupaca County Emergency Management, drill will be on Thursday, 4/20/2017 beginning at 1:00 p.m.
- 2) Approve pay increase for election workers from \$10 to \$12 (last raise 2012)
Motion by Craig Nelson seconded by Mark Jensen to increase the pay for election workers from \$10 to \$12 effective for the next election. Motion carried by unanimous voice vote.
- 3) Board member appointments to committees by Chair
 - a. Craig Nelson: Fire District (alternate Caroline Murphy)
Recycling (alternate Mark Jensen)
 - b. Mark Jensen: Park & Rec (alternate Craig Nelson)
 - c. Caroline Murphy: Lake District
Chain O'Lakes Association
- 4) Approve location of "Deaf/Blind Child" road sign as requested by Rachel Brewer at N2673 Woodland Circle.
A motion by Caroline Murphy seconded by Craig Nelson to approve location of "Deaf/Blind Child" road sign as requested by Rachel Brewer at N2673 Woodland Circle. Motion carried by unanimous voice vote.
- 5) Conditional Use Permit Application parcel (05 15 42 5) Larry Jensen - Request for recreational vehicle parking in excess of 30 days in an AWT (Agriculture & Woodland Transitional) District on approximately 14.91 acres. Recommendation from Planning Commission Meeting of April 6, 2017.
A motion by Craig Nelson seconded by Mark Jensen to approve Conditional Use Permit Application for Parcel (05 15 42 5) Larry Jensen. Motion carried by unanimous voice vote.
- 6) Approve contract for mowing of all Farmington road ditches
A motion by Craig Nelson seconded by Mark Jensen to approve contract for mowing of all Farmington road ditches. Motion carried by unanimous voice vote.
- 7) Road tour results informational
Road tour was April 10 and 12. Town has 78 miles of road.
2016 New construction Sheridan, Oakland (Larson to railroad crossing), Riverwood and Jess to culvert.

2017 Road Tour: There will be a Special Board Meeting, Thursday, April 27, 2017 to finalize 2017 plan. Roads needing review are Larson over 24,000 feet (4.56 miles). Seal Coating for Oakland (Smokey Valley to Nelson), West Silver Lake, Shamrock, Knight, Erikson, Edminster, Hill Crest, Oak, Popple, Crestwood, Pryse (N2959 to QQ), Holmes, Cardinal, Hill, Birkshire, and Forest Valley.
2 Culverts repaired on Cobb Town.
Frost Valley corner has a washout and little bridge is breaking up board is contacting DNR.
Met with County Highway, Foley Road, Rustic Road with steep drop offs and Canopy of trees and Highway landscapers. Faulks Brothers owns both sides of road so they are considering cutting into hill to shift road to install a guard rail. This road also has many dips and blind spots that should be addressed.

Otter drive: After Pine Ridge lane, there is a pump there and the water covers the road which cause bumps and pot holes. Considering a temporary fix of and overlay.

Fauhner to crack seal roads.

8) Land Use Permit applications – informational

9) Aramark contract approval

A motion by Craig Nelson seconded by Mark Jensen to accept the Aramark contract. Motion carried by unanimous voice vote.

10) City of Waupaca letter re: Tim & Joy Neuville Forward Together Grant Opportunity

Jerry Murphy: Waupaca County is trying to cover the entire county with board band internet.

Motion by Craig Nelson seconded by Mark Jensen to send city a letter with modifications of support to not change the town hall hours and that no additional cost would be incurred by the township. Motion carried by unanimous voice vote.

11) Letters / phone calls / e-mails

a. Fire Chief, Compliance audit not in compliance with 2% audit.

b. Vickie Huntington, Wisconsin Division of Health, retailer laws to help prevent access to underage youth. Consider adding the \$100 fee. Tabled to May, 2017 Board Meeting.

c. Emergency Management: Training opportunity, 3-day course for Emergency situation, May 9, 10 & 11 8:00am to 4:30pm.

d. Wisconsin Public Service, Construction work load for relocation and no reconstruction this year, just chip sealing.

e. Covered Bridge area school bus has been damaging property. Faulks will repair.

12) Bills

A motion by Craig Nelson seconded by Mark Jensen to pay bills. Motion carried by unanimous voice vote.

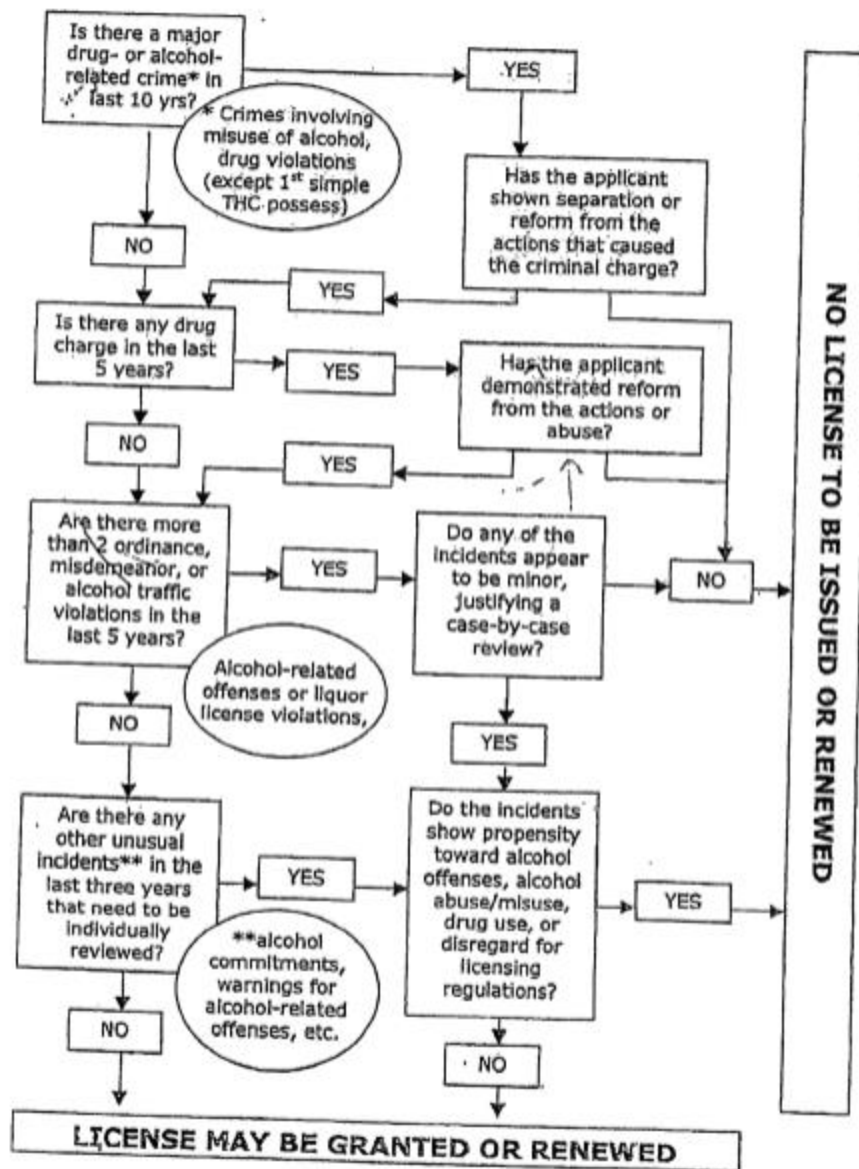
Adjournment: A motion by Craig Nelson seconded by Mark Jensen to adjourn at 8:38 pm. Motion carried by unanimous voice vote.

Submitted by: Julie Leaf

Posted April 29, 2017 at Farmington Town Hall
& Website: www.farmington-waupaca.com

REVISED AND APPROVED BY FINANCE/PERSONNEL

NLPD BARTENDER'S LICENSE APPROVAL GUIDELINES



Received Time Mar. 23. 2017 9:07AM No. 0375

Approved 4/18/17
cm



Town of Farmington – Waupaca County
E913 Prairie View Lane
Waupaca, WI 54981
715-258-2779

clerk-treasurer@farmington-waupaca.com

Town Hall Rental Rules

1. All Town Hall rentals require the submission of a completed and signed Town Hall Rental Contract by the party renting the Town Hall.
2. Town Hall rental is limited to Town of Farmington residents who are 21 years of age or older and present on Town Hall grounds at all times during event.
3. Fees / Security Deposit:
 - a. \$100 rental fee with \$200 security deposit
 - b. No charge for Town of Farmington Registered Organizations **
 - c. The Town of Farmington will return security deposit in 14 days after date of event if Town Hall is left in satisfactory condition.
4. Reservations require a completed and signed Town Hall Rental Contract, rental fee and security deposit given to the Town. Changes to rental contract (time, tables, chairs) must be made 5 days prior to event. \$25.00 fee will be forfeited if rental is canceled less than 10 days prior to event.
5. Cleaning after event is sole responsibility of the renter. Failure to clean will result in the forfeiture of the security deposit. Please see complete Town Hall Rental Checklist. Cleaning supplies found in the utility room next to the men's restroom.
6. Town personnel will open the hall at the requested beginning time and will close the hall at the requested ending time on the Town Hall Rental Contract.
7. Not allowed in Town Hall or on Town Hall ground
 - a. NO SMOKING in the Town Hall
 - b. NO ALCOHOLIC BEVERAGES
 - c. Pyrotechnics, smoke machines, or devise with open flame
 - d. Sitting or standing on table
 - e. Animals (service animals are allowed)
 - f. Commercial Use – rummage / craft / second-hand sales
 - g. Nothing (decorations, posters, etc) can be attached in any way to wall, woodwork, lighting, doors or windows. For example, no tape, tacks, etc.
 - h. NO open fire (For example, NO Lit candles)
8. The person renting the hall is solely responsible for all damages to the facilities and equipment.
9. The Town may refuse or deny rentals for any reason or cause.
10. The Town of Farmington assumes no liability for injury to persons or damage to property in connection with or arising from persons renting Town Hall or from activities conducted on the Town Hall grounds.

** Refer to Town Hall Registered Organizations list on file in Farmington Town Hall

(revised 4/2017)



Town of Farmington – Waupaca County
 E913 Prairie View Lane
 Waupaca, WI 54981
 715-258-2779

clerk-treasurer@farmington-waupaca.com

Town Hall Rental Contract

Renter/Use Name _____

Address _____

Phone Number _____ Phone Number during event _____

Driver's License No. _____

Date of Event _____

Description of Event _____

Expected Number of People Attending (maximum capacity 120) _____

Number of tables _____ chairs _____ needed.

Beginning at _____ AM / PM Ending at _____ AM / PM

Kitchen Use Yes _____ No _____

.....
 Rental Fee _____ Security Deposit _____

I have read and agree to comply with the Town of Farmington's "Town Hall Rental Rules"

Renter Signature _____ Date _____

Farmington Town Representative _____ Date _____

(revised 4/2017)



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Town Hall Registered Organizations

The security deposit and rental fee is waived for the following established organizations to hold their meetings in the Town Hall.

Waupaca Chain O'Lakes Protection & Rehabilitation District
PO Box 123
King, WI 54946
Bob Ellis, Chair
715-258-8372

Waupaca Chain O'Lakes Association
PO Box 169
King, WI 54946
Mary Wells, Chair
715-258-2165

Covered Bridge Association
E2346 Pebble Run Rd
Waupaca, WI 54981
Frank Seis, Chair
715-258-9721

Condominium Association
E1204 County Park Lane
Waupaca, WI 54981

Wingspan Condominium Association
E1286 Cty Rd Q
Waupaca, WI 54981
Tom McNamara, Chair
920-832-5151

King Chamber of Commerce

The security deposit but no rental fee is required for the following organizations:

1. Youth organizations
2. Scouting groups
3. Campaign/election meetings

(revised 4/2017)

Town Hall Rental Checklist Date

Before Event time _____	Renter	Town Rep	After Event time _____	Renter	Town Rep
Chairs wiped down			Chairs wiped down		
Tables wiped down			Tables wiped down		
Chairs & tables set out			Chairs & tables put where found		
Window shades closed			Window shades closed		
No garbage			Garbage in dumpster- removed from grounds		
Floor is clean			Floor is clean		
Kitchen is clean			Kitchen is clean		
Refrigerator clean & empty			Refrigerator clean & empty		
Bathrooms clean			Bathrooms clean		
(revised 3/2017)					