

Farmington Town Board Meeting Minutes

Monday, December 20, 2021

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 6:30 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; Kathy Kasza, Town Clerk-Treasurer; Casey Beyersdorf, Waupaca County Highway Department Commissioner; Robert Underberg, Town Building Inspector; 4 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 November 15, 2021, 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:**

Craig Nelson: Waupaca Area Fire District – reported on discussion of replacement of one of the district’s fire trucks and funding the replacement.

Mark Jensen: Waupaca Park & Recreation Board – reported on increase in program enrollment from last year and refund of Youth Program Fund remaining funds from 2019 to be applied to the 2021 contribution.

Caroline Murphy: None reported.

**Public Input:**

Phil Durrant, E1212 County Park Ln, asked about the Town’s PASER (State of WI road rating system) program and inquired whether the Town should look at having a second opinion on the rating of the town roads to be able to obtain outside funding on the improvements. Commissioner Beyersdorf reviewed the funding programs available through Waupaca County to the town for roads that are in need of repair due to condition and safety concerns. Commissioner Beyersdorf offered to the town board members the opportunity to learn how the PASER rating program works and to review roads selected by the town for a second opinion at an hourly rate. The funding programs currently have additional monies available and are looking for projects to be brought forward for consideration. Commissioner Beyersdorf request the town clerk contact his office to get information on the application. The town board will work with the Waupaca County Highway Department to set up a meeting to obtain the additional training for the PASER program.

**Old Business:       None.**

**New Business:**

**1) Approve Clerk-Treasurer/Chair to pay year-end bills.** A motion by Craig Nelson, seconded by Mark Jensen, to approve the Clerk-Treasurer and Chair to pay the year-end bills received between 12/20/2021 and 12/31/2021. Motion carried by unanimous voice vote.

**2) Approve Employment Agreement with Building Inspector for year 2022.** A motion by Craig Nelson, seconded by Mark Jensen, to approve the 2022 Employment Agreement with Building Inspector, Robert Underberg, at the same rates as 2021. Motion carried by unanimous voice vote.

**3) Discuss/Approve employment agreement for maintenance assistant personnel.** A motion by Craig Nelson, seconded by Mark Jensen, to approve the updated Employment Agreement for the Maintenance Assistant personnel, Ian Koss. Motion carried by unanimous voice vote.

**4) Discuss/Approve Resolution 12/20/21A (2021) Accepting McAuly Cemetery.** A motion by Craig Nelson, seconded by Mark Jensen, to approve Resolution 12/20/21A (2021) Accepting McAuly Cemetery. Under discussion, the McAuly Cemetery is a ¼ acre plot on Erickson Road in the Town of Farmington. The maintenance of the cemetery by the owners has deteriorated and there has been no upkeep on the property. Under WI Statutes, the town has the authority to take over the ownership of the property to properly maintain it. The property's owners were contacted about of the intent of the town and no response was received. There is no current mapping of the burials and the last burial was done in 2018. Motion carried by unanimous voice vote.

**5) Discuss/Approve Resolution 12/20/21B (2021) Recognizing National School Choice Week of January 23-29, 2022.** A motion by Craig Nelson, seconded by Mark Jensen, to approve Resolution 12/20/21B (2021) Recognizing National School Choice Week of January 23-29, 2022. A copy of the resolution will be mailed to National School Choice Week, a nonpartisan, not-for-profit, charitable effort to raise awareness of effective K-12 education options for children. Motion carried by unanimous voice vote.

**6) Discuss/Approve Plan Commission recommendation from their 12/8/2021 meeting:**

**a) Conditional Use permit application for Faith Community Church (parcel #05-36-43-3) at N2541 County Rd K for Major Indoor Institutional on 7.14 acres as required under Waupaca County Zoning Ordinance Section 6.8(7) and Table 5**

A motion by Craig Nelson, seconded by Mark Jensen, to approve the Conditional Use permit application for Faith Community Church (parcel #05-36-43-3) at N2541 County Rd K for Major Indoor Institutional on 7.14 acres as required under Waupaca County Zoning Ordinance Section 6.8(7) and Table 5 until December 31, 2022, as recommended by the Plan Commission meeting of December 8, 2021. Motion carried by unanimous voice vote.

**7) Discuss/Approve election inspectors for 2-year appointments (2022-2023) as presented.** A motion by Craig Nelson, seconded by Mark Jensen, to approve the election inspectors for a 2-year appointment (2022-2023) as presented by the Clerk-Treasurer. Motion carried by unanimous voice vote.

**8) Approve operator/retail liquor license application(s) received in Clerk's office.** A motion by Craig Nelson, seconded by Mark Jensen, to approve the operator license report dated 12/20/2021. Motion carried by unanimous voice vote.

**9) Land Use Permit applications – informational**

- Bradley Sack – Crestwood – boathouse approach, stair extension, retaining walls, gravel walkway
- Barry & Stacey Lieberman – Pleasant Park – new house
- Patrick Kelly – Woodland – detached shed
- Jeff Robinson – Cty Rd Q – new house
- Ashley Robinson – Erickson – 16x80 mobile home
- Steve & Rebecca Kaiser – Birch Tree – new house
- Mike Lewis v-Dinosaur Mt Campground – Butts – adding campsites, store, moving shed & pond
- Charles & Laura Reynolds – Whispering Pines – boathouse & additions
- Peter Chmielewski – N Sunset Lake – cottage addition & boathouse
- Eric Knutson & Lissa Field – Frost Valley – new house
- Peter Vandebush & April Beck – Riverwood – new house

**10) Intent to Cut Wood Products – informational**

- Sannes – Cty Rd Q, Section 10

**11) Culvert/Driveway application(s) – informational**

- Jesse & Anne Wiegert – King Rd – driveway

**12) Roads**

The town received a memo from the Waupaca County Highway Department on the updated price of sand and salt.

**13) Letters / phone calls / e-mails**

- All snowplowing concerns were forwarded to Faulks for response.
- Sheriff's report had 164 incidents for November 2021.
- TDS Metrocom inquired about the Town having Utility right-of-way permits.
- City of Waupaca provided list of Senior Center memberships for 2021 (79 residents).
- Department of Natural Resources filed three (3) Managed Forest Land conversions for 2022.
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**14) Bills**

A motion by Craig Nelson, seconded by Mark Jensen, to approve the bills presented for payment. Motion carried by unanimous voice vote.

**15) Adjournment**

A motion by Mark Jensen seconded by Craig Nelson to adjourn at 7:21 pm. Motion carried by unanimous voice vote.

Submitted by: Kathy Kasza, Clerk-Treasurer

**Posted December 22, 2021 @ Farmington Town Hall  
& Website [www.farmington-waupaca.com](http://www.farmington-waupaca.com)**