

## **Farmington Town Board Meeting Minutes**

**Monday, March 20, 2023**

**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; Phil Durrant, Supervisor II; Kathy Kasza, Town Clerk-Treasurer; and 12 citizens.

**Approve Agenda:** Motion by Phil Durrant seconded by Craig Nelson, to move Item number 4: MOU with Waupaca County Highway Department for Road Signage, to the next agenda. Motion carried by unanimous voice vote. Motion by Craig Nelson, seconded by Phil Durrant to approve the amended agenda. Motion carried by unanimous voice vote.

**Approve Minutes of February 20, 2023:** A motion by Craig Nelson seconded by Phil Durrant to approve the minutes of the Regular Board Meeting of January 16, 2023. Motion carried by unanimous voice vote.

**Approve Financial Report:** A motion by Craig Nelson seconded by Phil Durrant to approve financial report, subject to audit. Motion carried by unanimous voice vote.

### **Committee Reports:**

Caroline Murphy – no reports.

Craig Nelson – no reports.

Phil Durrant reported on the Parks & Recreation Board meeting on March 2, 2023. The meeting was about the cost of improvements to Lakeman Field. Cost estimates were \$1.9 Million, and it was decided to do them in a phased manner due to the need to raise funds through donations and grants due to the limited resources of the city.

### **Public Input:**

Kevin Will, E2230 Meadow Valley Ct, spoke about the minutes of the February 9, 2023 Special Board Meeting amendment and whether a bicycle lane was being included in the King Road project.

Gene Antoniewicz, E2420 Holmes Rd, spoke about the political post cards he received.

Jerry VanHandel, N2702 Norris Ln, spoke about the lake patrol costs in the budget report and the Chain Skiers use of the lakes during practice.

### **Old Business:**

#### **1. Update on Room Tax 2022 information.**

Kathy Kasza, Town Clerk/Treasurer provided the 2022 room taxes collected by the Town. There was \$784,370 in room revenue reported and \$62,750 in room taxes collected. The Town retained \$17,942 and distributed to the Waupaca Area Convention & Visitors Bureau \$43,925. The town funds will be reserved for future Lake Patrol expenses.

#### **2. Resolution 2/20/23(2023) Appointment of Plan Commission Member.**

There was no correspondence received from Dennis Trinrud, the Plan Commission recommended appointee. Motion by Phil Durrant, seconded by Craig Nelson, to appoint

from the two (2) residents; Richard Kasza, E704 Golke Rd and Steve Rawson, N3049 Crestwood Dr, who provided a written interest in serving on the Commission to the town. Motion carried on a unanimous voice vote. Motion by Phil Durrant, seconded by Craig Nelson, to appoint Richard Kasza, E704 Golke Rd, to serve the remainder of the vacant 3-year term (3/20/2025) on the Plan Commission. Motion carried on a unanimous voice vote.

**New Business:**

**1. Employment agreement with maintenance personnel.**

The annual agreement for Phil Durrant as maintenance personnel was presented with no changes in the current agreement. Motion by Caroline Murphy, seconded by Craig Nelson, to approve the annual employment agreement for maintenance personnel as presented. Motion carried with Caroline Murphy and Craig Nelson voting yes and Phil Durrant abstaining.

**2. MOU with Autumn Murphy for loose dog care – 3-year agreement.**

The agreement for the town’s humane officer, which is required under state statutes was presented. The stipend of \$2,500 per year for the next 3-years (2023, 2024 and 2025) would be paid to Autumn Murphy for services provided. Motion by Craig Nelson, seconded by Phil Durrant to approve the 3-year agreement. Under discussion Phil Durrant asked if a per dog option was inquired about. Staff will pursue the inquiry with Ms. Murphy. Motion carried on a unanimous voice vote.

**3. MOU with AJ’s Tree Service.**

The agreement for AJ’s Tree Service to provide tree and brush removal for the town was presented. This agreement is to formalize the service provided by AJ’s Tree Service and will remain in effect until terminated by either party with a 30-day notice. Motion by Craig Nelson, seconded by Phil Durrant, to approve the agreement for AJ’s Tree Service as presented. Motion carried on a unanimous voice vote.

**4. MOU with Waupaca County Highway Department for Road Signage.**

This item to be placed on the April Town Board meeting agenda.

**5. Resolution No. 3/20/23A,B,C,D (2023) Appointment of Plan Commission Members:**

- a. Robert Karpinski – 2-year term**
- b. Thomas Hanson – 2-year term**
- c. Craig Nelson - 2-year term**
- d. Eugene Engebretson - 1-year term**

Motion by Craig Nelson, seconded by Phil Durrant to approve Resolutions No. 3/20/23A,B,C,D (2023) Appointment of Plan Commission Members as presented. Motion carried on a unanimous voice vote.

**6. Rural Mutual Insurance Policy from April 1, 2023 to April 1, 2024.**

The town’s property and liability insurance policy renewal are \$4,809 and worker’s compensation insurance policy renewal are 3,748 for a total cost of \$8,560. Informational only.

**7. John's Lawn Care & Maintenance LLC proposal for 2023 ditch mowing.**

The proposal for the 2023 ditch mowing from John's Lawn Care Maintenance LLC increased to \$120 per hour from the 2022 cost of \$100 per hour. The town had three (3) cuttings in 2022. Motion by Craig Nelson, seconded by Phil Durrant to approve the proposal from John's Lawn Care & Maintenance LLC for the 2023 ditch mowing at \$120 per hour. Motion carried on a voice vote.

**8. Accept CLA auditor's financial report.**

The town clerk-treasurer requested this item be placed on the next agenda as the audit is not complete at this time.

**9. Waupaca County Zoning Ordinance revision summaries – informational.**

The changes proposed by the Waupaca County Planning & Zoning Department at the January 19, 2023 town meeting. Proposed changes in the Floodplain and Zoning Ordinances were provided for review. No action required or taken.

**10. Operator/retail liquor license application(s) received in Clerk's office. None.**

**11. Land Use Permit applications – informational.**

- WI Power & Light – Public Utilities – 05-16-43-12, 05-16-97 & 05-16-99
- Sierk – N2645 Pleasant Park Ln – replace/relocate sidewalks, stairs, and retaining walls.
- Allen – N2745 County Hwy QQ – structural alteration of existing building, window replacement.
- Mohr – E511 State Rd 54 – violation no permit acquired before construction of carport.

**12. Intent to Cut Wood Products – informational. None.**

**13. Culvert/Driveway application(s) – informational**

- Poye – N3363 Covered Bridge Rd – driveway/fire number

**14. Roads**

**a. Fahrner's work proposal for 2023 crack filling projects.**

Fahrner Asphalt Sealers LLC proposal covered the following projects: Crack sealing Frontage Rd from River Dr to end and Frontage Rd from River Dr to Anderson Rd (\$11,060); Crack Filling Riverbend Rd from River Dr to end and Riverbend Rd from River Dr to Erickson and Hartman Creek Rd from Hwy 54 to state park entrance (\$14,054); Cup Crack Leveling Frontage Rd from River Rd to Anderson Rd, Golke Rd from Hartman Creek Rd to Edminster Rd, Rieben Rd from Foley Rd to Morgan Dr and Rieben Rd from Foley Rd to west end (\$16,560). Motion by Craig Nelson, seconded by Phil Durrant to approve the proposal from Fahrner Asphalt Sealers LLC for crack sealing, crack filling and cup crack leveling as presented in the amount of \$41,674. Motion carried unanimously on a voice vote.

**b. Faulks Bros Construction proposal for 3-year**

Faulks Bros Construction proposal for a 3-year agreement to provide sweeping 50 miles of road and sweep-vac of 25 miles of road. The proposal provided hourly equipment rates for sweeping at \$135, \$145 and \$150/hour; sweep-vac equipment rates were based on the type of equipment used and varied from \$80/hour to \$160/hour during the 3-year period. Motion by Phil Durrant, seconded by Craig Nelson to approve the 3-year agreement for Faulks Bros Construction to provide street sweeping and street-vac of town roads as presented. Motion carried unanimously on a voice vote.

**15. Letters / phone calls / e-mails**

A thank you letter from the Friends of Hartman's Creek Park for providing financial support for their successful event this year. Information from Waupaca County for a Veteran's Benefit Expo being held on March 30<sup>th</sup> at Par 4 Resort from 10 am to 2 pm. Sheriff's report had 135 incidents for February 2023.

**16. Bills**

Motion by Phil Durrant, seconded by Craig Nelson, to approve the bills presented for payment in the amount of \$156,225.58. Motion carried by unanimous voice vote.

**Adjournment**

A motion by Craig Nelson seconded by Phil Durrant to adjourn at 7:30 pm. Motion carried by unanimous voice vote.

Submitted by: Kathy Kasza, Clerk-Treasurer

**Posted March 21, 2023 at Farmington Town Hall**  
**& Websites [www.farmington-waupaca.com](http://www.farmington-waupaca.com) & [www.farmingtonwi.com](http://www.farmingtonwi.com)**