

**Farmington Town Board Meeting Minutes**  
**Monday, December 16, 2024, at 6:30pm**  
**E913 Prairie View Ln**  
[www.farmingtonwaup.gov](http://www.farmingtonwaup.gov)

**Call to Order:** Meeting was called to order at 6:30pm. Chair Caroline Murphy presided. The opening statement was given. Notices were properly published and posted.

**Pledge of Allegiance.**

**Open Meeting Statement:** This meeting and all the meetings of this Town Board are open to the public. Proper notice has been posted and given to the press, in accordance with Wisconsin Statutes, so the citizens may be aware of the time, place and agenda of this meeting.

**Roll Call:** Caroline Murphy, Chair; Craig Nelson, Supervisor I; Phil Durrant, Supervisor II; Kathy Kasza, Treasurer; Anjela Hamm, Clerk; and seven citizens.

**Approve Agenda:** A motion by Craig Nelson seconded by Phil Durrant to approve the minutes of the Regular Board Meeting of September 16, 2024. Motion carried by unanimous voice vote.

**Approve Minutes of November 18, 2024:** A motion by Craig Nelson seconded by Phil Durrant to approve the minutes of the Regular Board Meeting of November 18, 2024. 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:**

- Phil Durrant – Attended Parks and Rec meeting on December 5<sup>th</sup>. Mentioned Farmington is willing to help pay for it, but made it clear the town will not oversee any maintenance at the park. Also had a phone conversation with Justin Barrens, Director of Public Works for City of Waupaca, about the year-end maintenance on Covered Bridge. The city will do the year-end maintenance, and Farmington will do the monthly maintenance. Agreement to be written up in spring, if needed.
- Craig Nelson – Attended Fire District Commission Meeting December 3<sup>rd</sup>. Introduced the Fire Chief who was present.

**Public Input:**

- Jake Waller, the Full-Time Fire Chief of Waupaca, was present. He discussed the recent house fire on Smith Lane, noting that the house lacked functioning smoke detectors. Fortunately, there were

no injuries. He expressed a willingness to collaborate with Farmington to improve fire safety. He provided his office hours: Monday – Friday, 7:30am – 4:00pm.

**Old Business:** No old business.

**New Business:**

1. **Clerk/Treasurer/Chair to pay year-end bills:** A motion by Craig Nelson, seconded by Phil Durrant to pay year end bills. Motion carried by unanimous voice vote.
2. **Approve fireworks application request by Ryan Anderson:** Ryan does not know if the Fireworks will happen this year, but knows he needs to get the permit before December 31<sup>st</sup>. The chair asked the board to give permission to issue the permit if the event does happen, with the stipulation that all his paperwork gets turned in. A motion by Craig Nelson, seconded by Phil Durrant to approve fireworks application, subject to all the terms mentioned. Motion carried by unanimous voice vote.
3. **Ordinance 12/16/24A(2024) for Accommodating Utilities in the Town Road Right-of-Way:** The ordinance was designed to ensure that the town is informed about upcoming utility work, including the location, timing, and responsible parties. It also requires that the area be restored after the work has been completed. A motion by Craig Nelson, seconded by Phil Durrant, to approve Ordinance 12/16/24A(2024) for Accommodating Utilities in the Town Road Right-of-Way. Motion carried by unanimous voice vote.
4. **Ordinance 12/16/24B(2024) Citation Ordinance** – request removal by Supervisors
  - **4a) Open Records response status and requestors seeking Town to waive cost:** The town received an open records request, and the requestors have asked that the town waive the costs for processing the request due to the delay in our response. The typical cost for such a request would range from \$250 to \$400. The Treasurer is still reviewing the 1,500 emails related to the request. The treasurer expects to have the request submitted by the end of the week. The usual response time is 10-12 days. A motion by Craig Nelson, seconded by Phil Durrant, to waive the cost for the open records request.
5. **Establish Caucus date for January 20, 2025 – informational:** The town Caucus will be held January 20<sup>th</sup>, 2025, at 6:00pm at Farmington Town Hall, followed by our regular board meeting.
6. **MOU agreement with City of Waupaca for Youth Recreation Funding from Townships:** Farmington will contribute \$60,586.80, with a cap set at \$65,000. Phil explained that there was a verbal agreement to continue for another year until the transition from the current registration system to a new one is complete. Also mentioned that youth participation is down, and seniors is up. The new system will provide more accurate participation data and is set to be implemented by

July 31st, 2025. A motion by Craig Nelson, seconded by Phil Durrant, to approve the MOU agreement with The City of Waupaca for Youth Recreation Funding from Townships.

**7. Towns of Dayton and Lind Tree Removal Request and Review of Maintenance for Landfill – Farmington to Send Letter to Dayton:** Our landfill is in the Town of Dayton, and there is cost-sharing for monitoring its upkeep between Town of Dayton, Lind, and Farmington. A resident of Dayton, who lives on a private road near the landfill, requested approval to remove some trees. Dayton approached Farmington to contribute a percentage of the cost for the tree removal request. John Gunderson, the vendor responsible for mowing the grounds, provided a quote for this but expressed concerns about the location of the trees, suspecting they may not be on landfill property. This raised questions for Farmington about whether they are obligated to pay. Caroline located documentation from September 3, 1991, which indicated that the Town of Dayton is responsible for maintaining the topsoil and vegetation at the landfill. Annual maintenance has also been conducted by Dayton. Farmington has been paying 62% of the mowing costs, but according to the documentation found, we may not be required to do so. However, no monitoring landfill documentation was found. Motion by Craig Nelson, seconded by Phil, to approve sending a letter to Towns of Dayton and Lind, that Farmington has documentation explaining we should not be responsible for the tree removal.

**8. Operator/Retail Liquor License Application(s) Received in Clerk's Office:** None.

**9. Land Use Permit Applications – informational:**

- Sherita Shores, LLC (Sheridan) – N4440 Oakland Dr – Two decks for park models, two campground accessory structures (pergola & tiki bar), & amended to allow for the relocation of caboose “cabin” to compliant location.
- Kellner – E530 Cobbtown Rd – Gazebo on floating deck and steel garage with slab.
- Whitetail Valley Dairy, LLC (Trinrud) - E1596 Haase Rd – Original application denied. Applied for variance that was granted for a barn addition within the required highway and road right of way setbacks. Accessory structure, addition to barn for manure pump enclosure, animal shelter, parlor addition, and addition to animal shelter.
- Silver Mist Gardens, LLC – Dwelling additions, living space, attached garage, deck, and roadside landing with stairs. Accessory structure patio. Structural modification, roof, doors, and windows.

**10. Culvert/Driveway Application(s) – informational:** None.

**11. Intent to Cut Wood Products – informational:** None.

**12. Roads – Otter Dr Repair/Cost Share:** It is believed that one of the previous owners installed the drain at the residence, and it is not the town's responsibility. The Otter Drive home is a VRBO

rental, and the resident has requested assistance from the town to help cover some of the costs to mitigate flooding in the area. This house happens to be located at the lowest point on Otter Drive. The Chair expressed that it might be in the town's interest to have Faulks handle the town's portion of the work, as Silver Mist can be costly. REL provided viable solutions to mitigate the flooding and problem areas. The town is willing to assist with the work needed to improve water flow. A meeting with REL and the landowner is still necessary. Phil will contact the property owner. Motion by Craig Nelson, seconded by Phil Durrant, to go forward with REL's suggestions for flooding maintenance on Otter Dr.

**13. Issues/Projects Discussion (30 minute maximum) – No Action Required:**

- The town received an email regarding an excess of sand on a few roads. Both Phil and Craig agreed it was too much when they went to look at it. Phil expressed concern that Faulks Brothers does not usually provide communication about their plowing and salt/sand application plans. He suggested holding a pre-season meeting to ensure everyone is on the same page for next winter. This would allow the town to provide accurate information to residents if they have concerns about snow plowing. Craig will talk to Nick from Faulks about this.
- The Town Chair applied for disaster funds due to the collapse of Pebble Run Rd and received \$12,055.40, covering 75% of the total bill.
- Harter's issued a notice informing the Town that their landfill fees have increased by approximately 10%. As a result, the town's fees will rise by an additional 2%.
- We Energies sent municipalities a natural gas pipeline safety notice, encouraging townships to watch the webinar on the topic. Phil mentioned he would take the time to watch it when he has availability.
- There were 135 sheriff reports.
- Phil inquired about the timeline for White Pine Road. Craig was unaware of the full issue. A special board meeting is scheduled for January 15th to discuss potential solutions. Jake will provide information on the state requirements and regulations related to the issue. A public hearing will eventually need to be held. The board emphasized the importance of keeping residents on that road as informed as possible.

**14. Communications and Recommendations of the Chair: None.**

**15. Bills:** Motion by Craig Nelson seconded by Phil Durrant, to pay the bills. Motion carried by unanimous voice

**Adjournment:** Motion by Phil Durrant, seconded by Craig Nelson, to adjourn at 7:19pm.

**Submitted By:**

**Anjela Hamm, Town Clerk**