

MINUTES
TOWN OF MARSHALL
MONTHLY BOARD MEETING

January 12, 2021

The monthly meeting of the Town Board of Town of Marshall was held on Tuesday, January 12, 2021. Those present were Chair Durst, Supervisor Chupp, Supervisor Sebranek, Treasurer Spencer, Clerk Hubbs, Patrolman Paasch and one citizen. Supervisor Sebranek moved to approve the posting and agenda. Supervisor Chupp seconded. Motion carried.

Chair Durst called the meeting at 7:00 pm and led the Pledge of Allegiance.

Minutes: Supervisor Sebranek moved to approve the December 8, 2020 Monthly Board Meeting minutes. Supervisor Chupp seconded. Motion passed.

Treasurer's Report: Treasurer Spencer presented the Treasurer's Report. Current revenues and balances were reviewed. Tax collections are underway. John Lichtig has agreed to pay \$50 per month on his fire calls.

Supervisor Chupp moved to approve the Treasurer's Report. Supervisor Sebranek seconded. Motion passed.

Clerk's Report: Clerk Hubbs presented the Clerk's Report.

Jason Gerner appeared to request approval for a zoning change to property he recently purchased on Allison Lane. He requested the land be rezoned from Ag/Forest to Ag/Residential. Supervisor Chupp moved to approve the request. Supervisor Sebranek seconded. Motion passed.

There is a dog problem on Cribben Hill. Chairman Durst has been in contact with a friend of the owner of the dogs and the County Sheriff's office is aware.

The Statement of Taxes has been filed with the County Treasurer and the State DOR and a copy has been included in the Town Treasurer's Tax Documentation booklet.

Form W-2 has been distributed to employees and 1099's have been sent to vendors. Forms W-2, W-3, 1096 and 1099 have been submitted to the Federal Government.

Form W-2 has been filed with the State. I'm still struggling to get Form WT-7 Annual Tax Reconciliation to go through.

4th quarter State Unemployment report has been filed on-line.

The January Caucus is scheduled for Saturday, January 16 at 1:00 PM. Necessary notices have been published.

An audit of our voting machine was held on November 25. A State reimbursement of \$88 to defray the cost has been received.

Our new voting machine arrived, and training was held on December 29. Julie Durst and I received training, along with other town's Clerks and elections workers. A training for our other election workers will be scheduled before the next election.

Final reports have been submitted for the Routes to Recovery Grant and the Wisconsin Elections Commission grant and payment for the new voting machine has now been received.

Two privately funded grants from The Center for Tech and Civic Life have been approved. We have received two checks totaling \$10,000. It paid for increased election worker costs, hazard pay, voting equipment costs, drive-thru voting costs, PPE, etc. Election workers and tent assemblers all received \$20 per hour for their work. A final report will be submitted yet this month.

We will hold two elections in 2021. A Spring Primary will be held on February 16 for State Superintendent of Public Instruction and an election for local, school board, county and state judges will be held on April 6.

At the suggestion of the Wisconsin State Elections Commission, I will send letters to the 50 voters currently registered as indefinitely confined, asking if they wish to continue to automatically receive ballots through the mail at each election. They must respond by mail or email requesting to change their status before I can make a change. If they do not respond, no change may be made.

Bids for sealcoat need to be let in February and opened in March. The Board instructed the Clerk to also publish bids for gravel at the same time.

The State Fuel Tax Refund of \$668 has been received.

Existing structures built without permits continue to be located by County Zoning. I have forwarded the information to the assessor. Bruce Gardiner says no revaluation should be necessary before 2025 at the very soonest.

Gardiner is tracking MFL non-renewals through the State.

The December 941 Federal Tax Withholding was paid timely, on-line.

The Annual Federal Income Tax reconciliation has been filed.

4th quarter State Income Tax has been paid timely, on-line.

2% Fire Dues forms will be filed this month.

The annual Tobacco License Report has been filed on-line.

The Board approved the \$50 cost of the Clerk's registration for the WTA Fall Workshops. They are available for viewing on-line. They also requested an update on what was learned.

2021-23 State Budget projections are explored in the January WTA Journal. Any State budget shortfall appears to be small and more than offset by the "Rainy Day" fund.

25 The Town Comprehensive Plan was last done in 2009 and is due to be updated. Jeremy Layer, Mike and Lindsey Byrnes, Julie Durst and I have agreed to join Calvin Sebranek, Steve Chupp and Barbara Duerksen on the committee. I have copies of the current plan printed for the new members to review but have not yet distributed them.

The Clerk requested making the VISA payment an automatic withdrawal. After explanation of the benefits, Supervisor Chupp moved to approve automatic payments. Supervisor Sebranek seconded. Motion passed.

Supervisor Chupp moved to approve the Clerk's Report. Supervisor Sebranek seconded. Motion passed.

Road Supervisor's Report: Road Supervisor Paasch presented the Road Supervisor's Report.

Three new tires and one new rim have been installed on the backhoe.

Extensive repairs are being made to the ditch mower tractor.

He is waiting on furnace replacement to see if the price comes down in the spring.

Temporary repairs have been made to the overhead shop doors. The doors must be replaced. Supervisor Chupp moved to have the Patrolman get prices for both materials only and for installed doors. Supervisor Sebranek seconded. Motion passed.

Supervisor Sebranek moved to approve the Road Supervisor's Report. Supervisor Chupp seconded. Motion passed.

Richland County Fire/EMT/Ambulance/911: Chair Durst is meeting with other area leaders to discuss alternatives for the location of a new emergency services building to be constructed.

Western Richland County First Responders: No report.

Correspondence: Current correspondence was reviewed.

Payment of Bills: Monthly bills were reviewed. Supervisor Sebranek moved to approve the payment of all bills. Supervisor Chupp seconded. Motion passed.

Supervisor Sebranek moved to adjourn. Supervisor Chupp seconded. Meeting adjourned at 8:25 pm.

Don Hubbs, Clerk