

**MINUTES**  
**TOWN OF MARSHALL**  
**MONTHLY BOARD MEETING**

**May 11, 2021**

The monthly meeting of the Town Board of Town of Marshall was held on Tuesday, May 11, 2021. Those present were Chair Durst, Supervisor Buroker, Supervisor Sebranek, Treasurer Spencer, Clerk Hubbs, Patrolman Paasch and one resident. Supervisor Sebranek moved to approve the posting and agenda. Supervisor Buroker 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 April 13, 2021 Monthly Board Meeting minutes. Supervisor Buroker seconded. Motion passed.

**Treasurer's Report:** Treasurer Spencer presented the Treasurer's Report. Current revenues and balances were reviewed.

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

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

Our Annual Town Meeting was held on Tuesday, April 20, at 7:00 PM at the Town Hall. Attendance was very small and the meeting quite brief.

A letter of reprimand has been sent to Fish & Son Drainage of Janesville for bringing heavy equipment onto weight-limited town roads.

Jared Wilson appeared and requested a zoning change for a 24-acre parcel at 18218 Merry Hill Drive with an existing dwelling from ag/forest to ag/residential. Supervisor Sebranek moved to approve the request. Supervisor Buroker seconded. Motion passed.

The following are Zoning Rules for Town of Marshall as explained by Cheryl Dull at Richland County Zoning on April 29, 2021.

Marshall zoning ordinance was passed on June 15, 1982. Any residence built since that time will have to be zoned ag/residential or residential to be legal if it is on a parcel less than 35 acres. This applies even if the residence was previously part of a parcel of 35 acres or more but has been split off.

Most mortgage lenders, but not all, currently require the zoning to be correct before financing or refinancing. Only residences constructed before June 15, 1982 are exempt legally, but the lender may still require rezoning.

Parcels may be subdivided for building, down to a minimum of two acres. Any parcel less than ten acres requires a certified survey to be split.

Parcels less than 35 acres also require the approval of the Town Board before County Zoning will approve the site for construction of a residence.

John Gillingham has volunteered to begin mowing the ballpark. He would use his own equipment. After discussion, Supervisor Sebranek moved to accept Mr. Gillingham's offer. Supervisor Buroker seconded. Motion passed.

Seven voters who had previously requested to automatically receive absentee ballots due to being "indefinitely confined" did not return ballots for this election. As required by Wisconsin law, all were sent letters informing them that they had 30 days to respond if they wished to continue the "indefinitely confined" status. None did, so all will be removed.

I participated in an on-line elections webinar from the WEC on absentee voting and elections administration. I need to complete 5 more hours of training to maintain my certification. Chief Inspectors also need to complete 6 hours each to recertify for the 2022-23 election cycle. Barbara Duerksen, Julie Durst and Sheri Scott are chief inspectors.

The State Legislative Audit Bureau is conducting a review of the November election. I have responded to their survey.

Open Book is Wednesday, May 12, from 10:30 to 12:30.

Board of Review is Wednesday, May 19, from 6:30 to 8:30.

Veronica from Richland County Health and Human Services is requesting our assistance in reaching the under-65 community in Town of Marshall to encourage them to get vaccinated. Almost 70% of the over-65's in Richland County are now vaccinated but only 30-ish percent of the under 65's. She would like to know what objections the Board might be hearing from younger residents and any suggestions you would have for how to get more people vaccinated. The Board had no suggestions.

Form CT for 2020 has been filed timely on-line.

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

FEMA now says that we can't use the new truck purchase to receive our administration payment on the 2017 flood. The contact in Madison is trying to find a way to get us at least a partial payment. We should be eligible for about \$250.

Spring Town Officials Workshops are available by live webinar May 10-14 in the mornings and again May 17-21 in the afternoons. I am participating.

The US Treasury Department just today issued further guidance on the use of the \$54,000 covid stimulus grant we have been awarded. We will not need to use it for broadband. Discussion was held on possibly using it for water and sewer needs on a new Town Hall, or possibly combining several Town's grants to benefit ambulance service.

We recently received a request from Richland Grant Telephone and La Valle Telephone for use of road right-of-way to install fiber optic cable throughout the Town. Chair Durst expressed hesitation about signing, saying he needed more information.

Discussion was held concerning creation of a website for the Town. A website allows a great deal of information to be readily available to citizens. It increases transparency and encourages participation in civic life

Wordpress Premium is a website service which includes the domain name, server, and the template the site is built on. Cost is \$300 per year, every year. Chris Hubbs is willing to do the initial site set-up and train and support Clerk Hubbs to maintain the site for \$200, one time cost. Ongoing site updates are something the Clerk should be able to handle once the site is set up, so there would be no additional cost there. Supervisor Sebranek moved to approve the website for a one-year trial, based on the costs presented. Supervisor Buroker seconded. Motion passed.

The WTA Town Advocacy Council sponsored "Capital Day" virtual meetings with Howard Marklein and Tony Kurtz. I participated in the training meeting and in-person meetings with the legislators, all on-line. Both legislators are on the Budget Committee. We addressed four primary issues, transportation, fire/ems, PILT, and broadband.

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. Chair Durst asked Supervisor Buroker to join and he agreed. I have copies of the current plan printed for the new members to review but have not yet distributed them. The Clerk suggested scheduling meetings beginning in June but Supervisor Sebranek wants to wait until everyone feels safe meeting without masks.

Steve Chupp is resigning all duties for English Ridge Cemetery effective June 8, 2021. He is willing to help train someone new. Patrolman Paasch indicated he would be willing to assume some duties. A decision on the extent of his duties and his compensation will be made at the June Regular Monthly Meeting.

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

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

Spring Clean-Up Day was slow. Only 54 people brought items.

Water is running under an old concrete box culver on Cribben Hill. The culvert was repaired several years ago but needs replacement.

We do not have enough "Loose Gravel" signs to mark all the roads to be sealed. Chair Durst directed him to borrow extras from Richland County.

Chair Durst reported that both Scenic Valley and English Ridge had been damaged by local heavy equipment. After discussion, it was decided that the damage on Scenic Valley would be forgiven. The person damaging English Ridge has agreed to make repairs himself.

Discussion was held about replacing the large overhead doors on the Town Shop. Supervisor Buroker moved to accept a proposal from Swenson Garage Doors for \$7,118 to replace the two doors. Supervisor Sebranek seconded. Motion passed.

Discussion was held about replacing the heating unit in the Town Shop. Supervisor Buroker moved to accept a proposal from Jelinek Heating and Cooling for \$2490 for a new furnace installed. Supervisor Sebranek seconded. Motion passed.

Patrolman Paasch stated that he had completed four years as Patrolman and asked that he be considered for a raise. He did not make a specific proposal. The Board agreed to give it some consideration.

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

**Richland County Fire/EMT/Ambulance/911:** There is still confusion about if, when and where a new facility may happen. We had two recent fires in the Town, one at Jim Craig's for \$1400 and one on Bell Hollow Lane for \$600.

**Correspondence:** Current correspondence was reviewed.

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

Supervisor Sebranek moved to adjourn. Supervisor Buroker seconded. Meeting adjourned at 9:15 pm.

Don Hubbs, Clerk