

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

**July 13, 2021**

The monthly meeting of the Town Board of Town of Marshall was held on Tuesday, July 13, 2021. Those present were Chair Durst, Supervisor Buroker, Supervisor Sebranek, Treasurer Spencer, Clerk Hubbs, Patrolman Paasch and five citizens. 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 June 8, 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.

Veterans' Graves forms need signed. Forms for Spring Hill, Fancy Creek, Ash Ridge, Bailey and English Ridge Cemeteries were all signed.

Mike and Brenda Gillingham appeared and requested a zoning change on their residence on Rosses Road. They wish to change three to five acres from Ag/Forest to Ag/Residential. The Board had no objection. Necessary paperwork for Richland County Zoning was signed.

Barbara Duerksen requested maintenance on Merry Hill Road on the hill above her driveway. Chair Durst responded that rebuilding that portion of road was a high priority but would have to wait for next year. Various temporary patching options were discussed. Patrolman Paasch will make temporary repairs.

Scott Construction is asking for feedback on their recent services. Chair Durst stated they had done a wonderful job.

I filed all necessary paperwork to complete the Berry Hill LRIP grant by the June 30 deadline. The State shows all necessary reviews have been completed. We should receive \$40,950 in the near future.

Our Workers' Compensation audit is completed and information submitted to Rural Mutual.

Premier Co-op sent a bid for propane for the coming season. Their price would be \$1.499 per gallon with tank sensors for refill and no delivery or tank rental fees. United Cooperative sent us a proposed contract at \$1.549 per gallon. Chair Durst said to go with United again since the tanks were already in place. He signed their contract.

I need to complete 5 more hours of training to maintain my elections 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.

Seven voters failed to return postcards confirming their current residence as Town of Marshall: Jenelle Beech, Joshua Legaard, Nathan Luttig, Jerome Lux, Daniel Miller, Samantha Shaw and Julie Wenham. All were sent cards by the Wisconsin Elections Commission based on evidence that they had changed residence. All postcards were returned as undeliverable. They will be removed from the voter role.

Our voting machine vendor, Command Central, will upgrade the machine software on August 23. The upgrade is approved by the Wisconsin Elections Commission.

A Freedom of Information request for town officer and employee salaries has been completed without charge for [wisconsin@openthebooks.com](mailto:wisconsin@openthebooks.com). A second request was completed for "LocalLabs" for information on our Center for Tech and Civic Life grant. They greatly reduced the scope of their previous request, so they were also not charged.

Letters were sent to two residents about leaving trash outside of regular hours. Nick Craig responded that they were doing no such thing, but that we needed to start cleaning up the trash getting into his pasture. Supervisor Sebranek stated he was not seeing trash in the pasture.

The application for American Rescue Plan Act funds was submitted timely. We have received \$28,731.52 and will receive a similar amount in June of 2022. Final rules on acceptable uses of the funds are still being written. We have until the end of 2024 to commit the funds and the end of 2026 to complete any projects.

The US Treasury Department is accepting comments on the ARPA Grant rules until June 16. Treasurer Spencer suggested I should ask them to allow funds to be used for roads, something

that is not currently allowed in our situation under the proposed rules. I will submit the comment.

I have updated our SAMS registration. This is necessary to receive any funding through the federal government including FEMA and the ARPA grant.

I participated in the on-line WTA Spring Town Officials Workshops. I also did training on the new grants information submittal program that will be used for FEMA and other state grants.

The June 941 Federal Tax Withholding was paid timely, on-line. The 2<sup>nd</sup> Quarter 941 Federal Tax Return is ready to file. The 2<sup>nd</sup> Quarter Unemployment has been filed timely. The 2<sup>nd</sup> Quarter State Income Tax has been filed timely.

All officers signed a new signature card for Peoples Community Bank.

Fiber optic cable installation continues.

Current home sales in Richland County are off 3.7% from last year. Prices are up 37%. 2020 median price was \$135,000, 2021 is \$185,000.

Our Town of Marshall website is live. You may access it at [townofmarshallwi.org](http://townofmarshallwi.org). The website allows a great deal of information to be readily available to citizens. It increases transparency and encourages participation in civic life. I will update information on English Ridge Cemetery as soon as it is available. Our web address is now included in our meeting notices.

The Town Comprehensive Plan was last done in 2009 and is due to be updated. 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. All members have currently expressed a willingness to meet without masks.

John Gillingham has been mowing the Ballpark at his own expense. 4-H has been playing ball this summer, so lights are now on. John also suggested the kitchen and tables could use a coat of paint. He wondered if that could be a 4-H project.

Mary Ann Metz has requested to reserve the park shelter house and tables for a ladies' picnic on Wednesday, August 4. She plans to clean on Tuesday, August 3 and has requested a rain date of Monday, August 9.

Steve Chupp has resigned all duties for English Ridge Cemetery effective June 8, 2021. He is willing to help train someone new. I have worked with him to create an information sheet which is now posted to the website. New enlarged copies of the cemetery maps have also been made. No action was taken to assign duties.

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.

Some residents on Ewers Lane have requested dust control of the graveled roadway. The Board declined any action.

Sneath Road has been graded and gravel added to the hill.

All sealcoat projects have been completed as planned.

The fuel barrel meter is malfunctioning. The Board authorized the purchase of a new meter.

The newer truck had a broken leaf spring. He replaced it.

A front tire on the backhoe blew out. A new tire and rim are on order.

He will be on vacation from July 30 through August 3.

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

**Richland County Fire/EMT/Ambulance/911:** No report. A new ambulance facility is still not decided.

**Correspondence:** Current correspondence was reviewed.

**Payment of Bills:** Monthly bills were reviewed. Supervisor Buroker moved to pay \$50,000 towards the Scott Construction sealcoat bill and to pay all other bills in full. Supervisor Sebranek seconded. Motion passed.

**Executive Session:** The Board adjourned to executive session at 8:50 pm to review the road supervisor's compensation.

**Regular Session:** The Board returned to regular session at 9:25 pm. Supervisor Buroker moved to give Road Supervisor Paasch a \$1 per hour raise to \$21 per hour effective July 1, 2021, with future annual reviews. All other benefits are to remain the same. Supervisor Sebranek seconded. Passed.

Supervisor Sebranek moved to adjourn. Supervisor Buroker seconded. Meeting adjourned at 9:27 pm.

Don Hubbs, Clerk