

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

**April 14, 2022**

The monthly meeting of the Town Board of Town of Marshall was held on Thursday, April 14, 2022.

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

Those present were Chair Durst, Supervisor Sebranek, Supervisor Buroker, Treasurer Spencer, Patrolman Paasch, Clerk Hubbs, and five citizens. Supervisor Sebranek moved to approve the posting and agenda. Supervisor Buroker seconded. Passed.

**Minutes:** Supervisor Buroker moved to approve the February 21, 2022, Special Board Meeting minutes, the March 8, 2022, Monthly Board Meeting minutes, and the March 17, 2022, Road Check Meeting minutes. Chair Durst seconded. Motion passed.

**Treasurer's Report:** Treasurer Spencer presented the Treasurer's Report. Revenues and balances were reviewed. Supervisor Sebranek moved to accept the report. Supervisor Buroker seconded. Passed.

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

Gravel and sealcoat bids have been received. Board members opened the bids. They are as follows:

Gravel delivered and spread		
Darrell Rossing Trucking, LLC		\$14.50 per yard
Milestone Materials		\$12.15 per yard
Sealcoat, per mile 20' wide	single	double
Fahrner	\$21,614	\$43,288
Scott Construction	\$20,770	\$41,540

Supervisor Sebranek moved to approve the Milestone gravel bid. Supervisor Buroker seconded. Passed

Supervisor Buroker moved to approve the Scott bid. Supervisor Sebranek seconded. Passed.

Paul Goethel requested a conditional use permit to replace an existing mobile home less than 24' wide with another also less than 24' wide on Spring Hill Road. The Board had no objection. Necessary paperwork was signed and given to Mr. Goethel.

A representative from Egge House Movers examined the Town Hall to see if it could be raised and assured that it could be at a cost of \$15,500. Carpenters available to do the work evaluated the floor and sills. They are rotted and would need replaced. The carpenters would only work based on time and materials and gave a range of \$5-15,000. Wall framing is tenoned into the rotted sills and will also require sistering up the bottoms to create a solid connection with the

new sills. Asbestos is only present in the chimney flashing and the electrical entry panel of the Town Hall. Cost of a permit plus removal is quoted at \$600.

Replacement of the Town Hall with either a new building, or an addition to the shop, or renting or leasing a space, will require approval at a Special Meeting of Electors. The Board can schedule one with proper notice or it can be discussed at our April Annual Meeting.

Lindsey Byrnes, owner of the old Gillingham School building, gave an option to move Town meetings to the old school. She presented plans for renovation of a space there. The space would not be ready until mid-2023. She suggested a 3-year lease at \$500 per month. The chairman stated that amount probably wouldn't work financially, since we only need space on one or two days per month.

New Federal grant monies for infrastructure are set to become available soon. \$8 million per year will be available to Wisconsin Towns for each of the next 5 years. These projects are funded 90% by the grant and 10% by the Town. Because these are federally funded projects, they will be bid by the State and will require engineering, environmental, and historical studies. I spoke to representatives from Ron Johnson and Ron Kind's offices at the WTA county meeting to encourage them to change the way the money was being distributed so that it made more sense for the Towns.

Road grants are evaluated based on the following priorities: safety; state of good repair; economic impacts, freight movement, and job creation; climate change, resiliency, and the environment; equity, multimodal options, quality of life, and innovation. Additional considerations include cost effectiveness; demonstrated project readiness, which includes technical assessment, financial completeness, and environmental review and permitting risk; and geographic diversity among recipients, including a balance between the needs of urban and rural projects. If you recently received a competitive grant, you should expect your request to go to the bottom of the pile, regardless of need.

We need to pass a motion to select the \$10 million standard loss allowance as our calculation for using the ARPA Grant monies. This allows us to use the funds for general government expenses. We should be able to use our entire amount wherever it is most needed. I will file the necessary report this month. Supervisor Buroker moved to use the standard loss allowance. Supervisor Sebranek seconded. Passed.

Josh Elder, Richland County Highway Superintendent, says for the County to provide a 50/50 cost share on the Cribben Hill culvert project they must do the work. Bids are not required. He says they could do it yet this summer and reimbursement would be made in 2023. The Board will continue to discuss this.

Patrolman Paasch and I attended a webinar hosted by Southwest Regional Planning and the DNR on Thursday, March 10, regarding flood damage control on town roads. Much of the emphasis is on creating records on road maintenance including a culvert inventory and surface history using a uniform inventory method. The County has a flood mitigation plan that also covers the Town, although I don't think we have ever seen it. FEMA and several other grant programs will now require we use this uniform reporting record. DNR has cost share grants for trout streams. Wisconsin Emergency Management has planning, mitigation, scoping and actual project grants. There are a couple of other grants I will look into also.

A potential grants project might be replacing the Fancy Creek culvert on Cribben Hill with a bridge.

The Board reviewed our Rural Mutual Insurance policy. They felt our agent needs to be present during a review. Several changes will be made.

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

The first quarter 941 Federal Tax reconciliation was filed timely.

First quarter State Income Tax was filed and paid timely, on-line.

The first quarter Unemployment Report was filed timely, on-line.

Annual salary and expense payments are included with tonight's bills.

Our May Regular Monthly Board meeting will be held on Tuesday, May 10, as usual.

Our Annual Town Meeting will be held on Tuesday, April 19, at 7:00 PM at the Town Hall.

Spring Clean-Up Day is scheduled for Saturday, May 7. A 50-yard dumpster and a metals trailer have been reserved. Ads will run the last week of April.

Elections training for all elections workers was held on Wednesday, March 30.

A public test of the voting machine was held on Thursday, March 31.

An election was held on April 5. First shift workers were Barbara Duerksen, Chief, Kathryn Berner and Dillon Louis. Second shift workers were Julie Durst, Chief, Sheri Scott, and Evelyn Byrnes. 98 total ballots were cast. Results were as follows:

Court of Appeals Judge, District 4

Brian Blanchard 79

County Supervisor, District 5

Richard D McKee 87

School District of Richland, School Board Member, Area 2 West

Erin R. Unbehaun 44

Cole Mueller 51

School District of Richland, School Board Member, Area 3 (City)

Neil Huntamer 79

Remaining 2022 elections: 8/9 – Partisan Primary, 11/8 – General Election.

As part of elections security, the Wisconsin Elections Commission may require us to change our email from gmail to a .gov account. There may be some expense involved in doing this. The State plans to offer a \$600 grant to help defray expenses.

The Wisconsin Elections Commission has issued a warning to Clerks to be aware that a major phishing campaign is in progress to try to gain access to passwords for elections information. I have received many such emails.

Required annual maintenance on the voting machine will be completed this month. We pay for this with our annual maintenance contract.

John Gillingham has volunteered to mow the Ballpark again this year. He also said he would like to do some painting there. Treasurer Spencer said that 4-H will assist him with painting.

Our annual housing survey is due. We apparently had one house removed and one built.

Fiber optic cable installation continues. Homes should be connected by early Spring according to Josh Lien, Operations Manager at Richland-Grant/LaValle Telephone.

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, Dan Buroker 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 WTA Richland County Unit Meeting was held on Wednesday, March 23. An explanation of the County Smart Growth Program was given by Jason Glassbrenner, Richland Economic Developer, and Troy Maggied of SWCAP. Maggied says he can get our plan updated at no cost to us whenever we have it ready.

Supervisor Buroker moved to accept the Clerk's Report. Supervisor Sebranek seconded. Passed.

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

The sealcoat plan is currently to do Marshall Drive from end to end.

Turkey, Wildflower, Sneath and Woods all need gravel added.

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

#### **Richland County Fire/EMT/Ambulance/911**

Supervisor Sebranek says the Fire Department will need a new backup generator for the new building.

Town of Marshall had two fire calls last year, which is 4% of the total calls made by the department.

**Correspondence:** Current correspondence was reviewed.

**Payment of Bills:** Monthly bills were reviewed. Supervisor Buroker moved to pay all bills in full. Supervisor Sebranek seconded. Passed.

Supervisor Buroker moved to adjourn. Sebranek seconded. Meeting adjourned at 9:00 pm.

Don Hubbs, Clerk