

MINUTES
TOWN OF MARSHALL
MONTHLY BOARD MEETING
February 13, 2024

The monthly meeting of the Town Board of Town of Marshall was held on Tuesday, February 13, 2024. Chair Durst called the meeting to order at 7:04 pm.

Present: Chair Durst, Supervisor Buroker, Treasurer Spencer, Clerk Berner, Patrolman Paasch, and 7 citizens. Supervisor Sebranek was absent. Supervisor Buroker moved to approve the posting and agenda. Chair Durst seconded. Passed.

Minutes: Supervisor Buroker moved to approve the meeting minutes from the Monthly Board Meeting held on January 9, 2024. Chair Durst seconded. Motion passed.

Treasurer's Report: Treasurer Spencer presented the Treasurer's Report.

Revenue and balances were reviewed. February Settlement checks are not ready to process due to a delay at the County. Chair Durst moved to accept the report. Supervisor Buroker seconded. Motion passed.

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

All monthly bills from our January Town Board meeting along with January Settlement checks to Richland County Treasurer, SWTC, and Richland School District were mailed out on 1/11/24.

A list of building permits for 2023 were sent to Gardiner Appraisal.

All federal form W-2s for 2023, were filed online with the Social Security Administration on 1/18/24. W-2s were mailed out to Town of Marshall employees.

The Wisconsin form WT-7 for 2023, Employers Annual Reconciliation of WI Income Tax Withheld was filed online at DOR on 1/23/24.

On 1/24/24 I ordered 1000 checks from People's Bank for \$363.73.

I responded to an email from Lereta (a tax service company) regarding tax payments on 1/24/24.

1099-NECs were filed online with the DOR on 1/31/24. 1099s for 2023 were mailed out to the IRS and all Recipients.

The January 941 Federal Tax Withholding was paid timely, online.

The January WT-6 State Income Tax Withholding was paid timely, online.

The annual DSPS 2% Fire Dues self-certification was completed on 2/5/24. Fire Chief Gald completed his on 1/8/24.

Check #9645 in the amount of \$10,000 was issued to Vernon Yoder and mailed out on 2/6/24.

The annual DSPS Summary of Work-Related Injuries and Illnesses Report for 2023 was completed on 2/7/24. The Summary Report was posted on the bulletin board at the Shop on 2/8/24.

The voting machine was charged up for the required 8 hours minimum on 2/8 - 2/9/24.

Election worker training was held on Friday 2/9/24 at 1:30 in the shop. Nine people went through training. Since the appointment in December two people have dropped out.

Julie Durst and Barbara Duerksen have completed the required 6 hours of election training to maintain their certification as Chief Inspector for the 2024-2025 election term. Brenda Cupp will be training as Chief Inspector.

I responded to an email from Jason Klein on 2/12/24. He and his wife own the property at 16314 English Ridge Road. They asked about permits & approval for a new storage barn. I referred them to Zoning.

Election Dates for 2024: April 2 (Spring Election & Presidential Preference Primary), August 13 (Fall Primary), November 5 (General Election)

In the Board folders is an email from Josh Elder regarding the new WisDOT 6-20ft Bridge/Culvert Program (inventory & inspection). Also, in your folders are two emails from the WTA regarding clarification on the same program and webinar info.

Chair Durst and Supervisor Buroker are registered to attend the WTA District Meeting held on Saturday, 2/24/24 in the Wisconsin Dells.

The next regular Town Board meeting is March 12, 2024.

Future 2024 regular town board meeting dates are as follows:

April 9, May 14, June 11, July 9, August 15 (Thursday), September 10, October 8, November 12, December 10

Gravel and seal-coat bids were discussed. It was decided to open bids at the next town board meeting.

I responded to an email from Howard Marklein's office on 2/12/24. He wants to know what road projects are planned for 2024. I shared with him our plan for Merry Hill Road.

Chair Durst discussed the town hall building. Wertz spent a few days installing ductwork. All work is on hold until Wertz finishes the HVAC. We discussed the interior doors – what type and where to buy them.

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

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

Inventorying road culverts is on hold until after the WTA District Meeting held on 2/24/24.

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

Richland County Fire/EMT/Ambulance/911: Chair Durst reviewed the ambulance meeting. A used ambulance was purchased from Muscoda.

Correspondence: Current correspondence was reviewed.

Payment of Bills: Monthly bills were reviewed. Supervisor Buroker moved to pay all bills in full. Chair Durst seconded. Motion passed.

Chair Durst moved to adjourn. Supervisor Buroker seconded. The meeting adjourned at 8:09 pm.

Katherine Berner, Clerk