

**MINUTES
TOWN OF MARSHALL
MONTHLY BOARD MEETING
December 10, 2024**

The monthly meeting of the Town Board of Town of Marshall was held on Tuesday, December 10, 2024, in the Town Hall. Chair Durst called the meeting to order at 7:00 pm.

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

Minutes: Supervisor Buroker moved to approve the meeting minutes from the Budget Public Hearing, Special Town Elector Meeting, and the Monthly Board Meeting held on November 12, 2024. Supervisor Sebranek seconded. Motion passed.

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

Revenue and balances were reviewed. Tax bills were mailed out today. Supervisor Buroker moved to accept the report. Supervisor Sebranek seconded. Motion passed.

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

Patricia Turnipseed asked for approval to rezone parcel 018-1123-1000 for the purpose of selling off a portion of the property. She would like to keep the house and a few acres around the house. Discussion took place regarding the acreage size. It was recommended that Patricia seek out the advice of the Zoning Department for an appropriate size of acreage to retain with the house. Supervisor Buroker moved to approve the request. The approval is for Residential, or Residential and any combination of the current classes assigned to the parcel. Supervisor Sebranek seconded the motion. Motion passed. The Rezoning Request form was signed by the Board.

Clerk Schweiger for the Town of Bloom would like to confirm that they still have permission to use our town hall as a back-up site on election day if they have an emergency. Supervisor Sebranek moved to approve this request. Supervisor Buroker seconded. Motion passed.

The mowing contract from Jeff Oler Caretaking will be reviewed at next month's meeting. The Board would like to see the mowing expenses before deciding.

The 2025 Town Advocacy Council letter and membership invoice will be reviewed at next month's meeting.

The Board selected a date for the caucus. The caucus will be held at 1:00 PM on Tuesday, January 7, 2025, at the Town Hall.

A Notification of Noncandidacy form was given to each elected official, if they should decide not to run for an elected position in the April 2025 election. These forms are due back to the Clerk by 5:00 PM on 12/27/24.

The Syresville Starlets 4-H club would like to provide some kind of community service to the township. Some ideas for improvements at the Gillingham ballpark included painting the shelter, sanding & staining the two new picnic tables, or pulling weeds under the bleachers. The Board is open to other ideas from the 4-H club.

I received a call from someone interested in buying property in our township. They would like to use it as a wedding venue and wanted to know if we would issue them a Liquor License. Discussion took place regarding licensing fees and an ordinance, but no decisions were made.

Richland County Comprehensive Plan is ready for review and public comment. Comments are due by January 13, 2025, to Dan Hauck of SWWRPC.

All monthly bills from our November Town Board meeting were mailed out on 11/13/24.

Discussion took place regarding the iron bacteria in the well water. Chairman Durst has talked to Kouba Drilling and Advanced Pump & Well. It has been recommended to shock the well and flush the system. This will be done at a time convenient for Advanced Pump & Well.

Genuine Telecom has finished the work on the exterior of the building. They plan to finish installing the internet at the town hall on Friday, 12/13/24.

DOR emailed the 2024 Approved Chargeback Requests form to the township on 11/15/24. The taxing jurisdictions have until 2/15/25 to pay the municipality back. The municipality will receive \$2,937.45. See the breakdown below:

Richland County	\$ 990.54
Town of Marshall	\$ 248.85
School District	\$1,541.51
SW Tech	\$ 156.55
Total	\$2,937.45

The Type A Notice, for the Spring Election, was published in the Observer on 11/21/24, in the Shopping News on 11/26/24 and posted at the town hall and online on 11/26/24.

The 2024 Municipal Levy Limit Worksheet was completed and submitted to the Department of Revenue on 11/19/24.

On 11/21/24, the following forms were submitted to the Richland County Real Property Lister to generate our tax bills: the Richland County Mill Rate Worksheet, Form PA-687 Property Tax Bill – Referenda/Resolution Data, the 2024 Municipal Levy Limit Worksheet, and the Special Assessments and Charges form.

Patrolman Paasch finished the Local Small Structure Culvert Inventory on 11/22/24. A copy of the document was dropped off at the Richland County Highway Department on 11/25/24.

Federal diesel and gas exemption certificates for 2025 were emailed to Premier Cooperative on 12/2/24.

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

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

On 11/21/24, I responded to an email inquiry from MaiSee Thao, Dane County Dept. of Human Services. This request was meant for the clerk in Marshall, WI in Dane County.

On 11/22/24, I responded to the following email inquiries:

- Jack Kasper wanted to know if there are any town official seats up for election in our township in April 2025.
- Justin Brown, Advanced Business Systems in La Crosse, wanted to sell us automated mail services.
- Deb Vesling, American Realtors of Madison, was trying to contact the clerk in Marshall, WI in Dane County.
- I responded to (2) email inquiries from Owen Wang with SW Wisconsin News & Northwoods Reporter. I referred him to the Richland County Clerk for the information he wanted regarding 11/5/24 voter registrations.

The revision to the Records Management Policy was reviewed by the Board. A decision on the policy will be made at next month's meeting.

Our next town board meeting is Tuesday, January 14, 2025, at 7:00 pm.

Future regular town board meeting dates: Feb 11, Mar 11, Apr 8, Apr 15.

Upcoming Elections: 1/7/25 Town Caucus, 2/18/25 Spring Primary (if required), 4/1/25 Spring Election

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

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

Patrolman Paasch replaced the yard light on the shop building, installed a new hydraulic hose on the ditch mower, and has been moving dirt on Merry Hill for the last two days. Ditch mowing is on-going. New tires are on the truck. Supervisor Buroker moved to approve the Road Supervisor's Report. Supervisor Sebranek seconded. Motion passed.

Richland County Fire/EMT/Ambulance/911: Fire District and Ambulance Meetings were reviewed.

Correspondence: Correspondence was reviewed.

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

Supervisor Buroker moved to adjourn. Supervisor Sebranek seconded. The meeting adjourned at 8:22 PM.

Katherine Berner, Clerk