

**VILLAGE OF MARSHALL
BOARD MEETING MINUTES
April 12, 2016**

President Hensler called the regular Village Board meeting to order at 7:00 p.m. Roll call: Shepler, Bunch, Schuepbach, Spencer, Diedrick and Peters were present. Absent: Others present: Shane Sledschlag, Erica Bothe, Christie Eilders, Ryan Frey, Brynn Fitzsimmons-Courier, Police Chief Lee Hellenbrand, John Nault-Lieutenant, Millner-Recreation Director, Brian Koll-Public Works Director, Sue Peck-Village Administrator and Michelle Murphy-Village Clerk

Pledge of Allegiance

Public Comments: Hensler stated he received a letter from a concerned citizen that is wondering why there are no new condos being built in the Village at this time. Hensler stated condos are being built, but they are being built to rent and not to buy at this time. Hensler stated that the village is concerned about senior living in Marshall.

Hensler stated he would like to recognize William Spencer for serving on the Village Board. Hensler stated he has been very dedicated and his time served is very much appreciated.

MINUTE APPROVAL

Approve the March 15, 2016 regular board meeting minutes for publication as presented. **A motion was made by Schuepbach and seconded by Spencer to approve the March 15, 2016 regular board meeting minutes for publication as presented. Roll call votes carried 7-0.**

VOUCHER APPROVAL

1. Approval of March & April ACH debits for all funds, general vouchers #42026-#42075, payroll vouchers #12137-#12194 and water/sewer vouchers #13326-#13342 for payment. **A motion was made by Peters and seconded by Schuepbach to approve of March & April ACH debits for all funds, general vouchers #42026-#42075, payroll vouchers #12137-#12194 and water/sewer vouchers #13326-#13342 for payment. Roll call votes carried 7-0.**

UNFINISHED BUSINESS

NEW BUSINESS

1. Consideration on request for operator licenses expiring 6-30-16. (Joyce Whiting, Tiffany DeYoung) **A motion was made by Diedrick and seconded by Shepler to approve the request for operator licenses expiring 6-30-16 for Joyce Whiting and Tiffany DeYoung. Roll call votes carried 7-0.**
2. Consideration on request for cigarette license expiring 6-30-16: Marshall Petroleum Company, 510 W Main Street. **A motion was made by Schuepbach and seconded by Bunch to approve the request for cigarette licenses expiring 6-30-16: Marshall Petroleum Company, 510 W Main Street. Roll call votes carried 7-0.**
3. Consideration of postponing Board of Review until June 16, 2016. **A motion was made by Shepler and seconded by Spencer to approve the postponing Board of Review until June 16, 2016. Roll call votes carried 7-0.**

4. Consideration on a parade permit for Marshall American Legion, May 30, 2016. A motion was made by Diedrick and seconded by Schuepbach to approve a parade permit for Marshall American Legion, May 30, 2016. Roll call votes carried 7-0.
5. Consideration on Temporary Class “B”/”Class B” Retailer’s Licenses for Marshall Lions Club on the following dates & locations:
 - a) May 6 & 7, 2016; 203 Hubbell Street; Lions Park
 - b) June 17 & 18, 2016; 203 Hubbell Street; Lions Park
 - c) June 26, 2016; 203 Hubbell Street; Lions Park
 - d) July 15 & 16, 2016; 203 Hubbell Street; Lions Park
 - e) August 13 & 14, 2016; 329 W. Park Dr.; Fireman’s Park

A motion was made by Shepler and seconded by Peters to approve the Temporary Class “B”/”Class B” Retailer’s Licenses for Marshall Lions Club on the following dates & locations:

 - a) **May 6 & 7, 2016; 203 Hubbell Street; Lions Park**
 - b) **June 17 & 18, 2016; 203 Hubbell Street; Lions Park**
 - c) **June 26, 2016; 203 Hubbell Street; Lions Park**
 - d) **July 15 & 16, 2016; 203 Hubbell Street; Lions Park**
 - e) **August 13 & 14, 2016; 329 W. Park Dr.; Fireman’s Park**

Roll call votes carried 7-0.
6. Consideration on appointing Administrative Assistant-Clerk of Court Lindsey Reno to full-time permanent status. A motion was made by Schuepbach and seconded by Diedrick to approve appointing Administrative Assistant-Clerk of Court Lindsey Reno to full-time permanent status. Roll call votes carried 7-0.

COMMITTEE & COMMISSION REPORTS

- Finance & Oversight
- Public Works & W/S Utility
 1. Director of Public Works Report.
 2. Consideration on awarding contract for Lewellen Street paving project. A motion was made by Diedrick and seconded by Peters to approve awarding the contract to Payne & Dolan Inc. for Lewellen Street paving project for \$44,938.92. This is a by unit price and could possibly change some. Roll call votes carried 7-0.
 3. Consideration on changing logo on the water tower when it is repainted. Koll stated this was discussed at the last meeting. The three logos that are presented will be an additional \$6,500. Diedrick was concerned that if the village decides to go with a certain font or a certain branding and then changing the focus without a study being done first. Shane, a graphic designer from Marshall had put together a few options very quickly, but would like to research more and eventually get a branding to use on banners and signage. Bunch stated that maybe Shane could work within a price range and design something that will work for the tower. Diedrick asked if Shane and Koll could get together and come up with something for the next village board meeting and both agreed. **A motion was made by Peters and seconded by Schuepbach to table changing the logo on the water tower when it is repainted until the next village board meeting. Roll call votes carried 7-0.**

- **Planning Commission**

- **Parks & Recreation**

1. Park & Rec Update. Millner stated that the pitcher's mound was rebuilt at Fireman's Park. They brought in about 20 tons of mix for the low spots. They will be replacing some of the sprinkler heads, there are about 8. Converse Park youth baseball practice started this week. Scoreboard for field C came in and will be installed in the next couple weeks. Millner is working with McKay nursery to help fix the water puddling by the natural playground. Langer Park is doing a work day with the disc golf club this Saturday. A control burn will be taking place next week or the following week. The shelter addition at Lion's Park is scheduled to open the last week in May. Hensler asked about the portable restroom at Fireman's Park. Millner said he talked with all the teams and if they wanted to have one, it will not be handicapped. Diedrick stated to try a season without a portable restroom. Peters, Bunch and Schuepbach agreed. Millner stated that once he gets the bathrooms open to the public he will have the portable restroom removed.
2. Consideration on waiving fees for Marshall Rock River Baseball team. Millner stated that he received a letter from the Marshall Rock River Baseball team asking to waive the fees. Millner stated that they are not part of youth club. This is a private team, but the kids on the team are from Marshall. Diedrick stated he was hung up on the fact that the team is from the community, but the whole community doesn't have access to it.

A motion was made by Schuepbach and seconded by Shepler to approve waiving fees for Marshall Rock River Baseball team. Roll call votes carried 4-3.

- **Police**

1. Monthly Police report. Chief Hellenbrand reported that there were 299 calls for the month of March. He stated that calendar parking is done for the year as of April 1st. Tuesday April 19th, Dane County Sheriff's department is putting on Preparedness for Active Shooter and Violence with the workplace and Community at the Marshall High School, and that the event is being sponsored by Marshall Area Business Association.

- **Library**

Schuepbach stated that the library initiated two new programs. They had a spring break program, which teamed up with Auburn Ridge and made bird houses. He also reported that the library's Facebook page is up to 600 people and that this week is national library week

- **EMS/Public Safety Building Commission**

Bunch stated she had nothing to report, but more discussion will take place in closed session.

LEGISLATIVE UPDATES/MISCELLANEOUS CORRESPONDENCE

Notice of a public hearing that was held by the Dane County Zoning and Land Regulation committee on March 22, 2016 at 7:00 p.m. in Room 201 of the City-County Building, for the property known as 399 Canal Road, zoning change from A-1 Exclusive Ag district to R-1 residential.

IDENTIFICATION OF TOPICS FOR FUTURE DISCUSSION AND/OR ACTION

OTHER BUSINESS

1. Wisconsin Statutes §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or

bargaining reasons require a closed session. (Community Pride Development hotel proposal and EMS future staffing/platform change) **A motion was made by Schuepbach and seconded by Bunch to approve to convene into a closed session per Wisconsin Statutes §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Community Pride Development hotel proposal and EMS future staffing/platform change) Motion carried unanimously.**

2. Reconvene to an open session per Wisconsin Statutes §19.85(2). **A motion was made by Schuepbach and seconded by Shepler to reconvene to an open session per Wisconsin Statutes §19.85(2). Motion carried unanimously.**
3. Recognize members and others present. B. Spencer, M. Bunch, M. Peters, C. Diedrick, M. Shepler, J. Schuepbach, M. Hensler and R. Frey
4. Action from closed session as deemed necessary.

ADJOURNMENT

Having no further business a motion was made by Spencer and seconded by Bunch to adjourn at 10:30 p.m. Motion carried unanimously.

Respectfully submitted,
Michelle Murphy
Village Clerk

Board approved: May 10, 2016

A copy of the complete minutes are on file at the Village Clerk's office at 130 S. Pardee Street, Marshall for public inspection during office hours or can be viewed on the web at: www.marshall-wi.com