

# **TOWN OF MARTELL TOWN BOARD WORKING MEETING MINUTES**

**Tuesday, August 26th, 2025 at 5:30 PM**

**at Martell Town Hall, W5581 800<sup>th</sup> Ave, Spring Valley, WI**

**1. Call to Order:** Chairman Brathol called the meeting to order at 5:31 PM.

**2. Roll Call:** All board members were present.

**3. Verification of Public Notice:** Public notice of the meeting was verified.

**4. Budget Process Check-in:**

- **2025 Facilities budget impacts:** The Chair authorized the Clerk & Fred Lehman to contact vendors for the following work: cleaning the duct work(Happy Ducts), rodent control (AMP), HVAC tune-up (Steiner P&E, & bell tower work (Brady Keeps). Total under \$5,000. Should look into if this falls under PC scope.
- **2025 Budget Amendments/Adjustments:**
  - The 870th box culvert will not be installed this year. Chip Seal work will happen.
  - Clerk will provide draft of 2025 budget amendments for September Board Meeting
- **2026 Budget Timeline:**
  - Clerk will send employee contracts and wage amounts for all paid positions to the board one week prior to the board meeting, September 3rd.
  - Discussion occurred regarding leveraging training when necessary.
  - Kam requested the budget process be as sustainable as possible, ideally with a "click of a button."
- **Assign 2026 Budgeting Tasks:**
  - Timeline and task assignments received and filed by board.
    - Budget more for 2026 elections
  - Inquiry was made regarding whether Friends of Martell are paying their rent, potential revenue stream?

**5. Planning Commission:**

- **Building Permit and Inspections Ordinance Discussion:**
- All Croix suggests omitting the Town Notification form. Suggests that steps already exist. Discussion: What's the goal? To be aware of projects in a timely manner; this can happen through the county & All Croix. Concern about projects being "snuck" in, but this form would not pre-empt this from happening. Possibility to combine the form with the Driveway permit form. Clerk to send request to the land use office to send lists and all PDF materials more frequently and comprehensively, possibly at the time of permit issuance from All Croix, or at post-inspection from All Croix.
- **Driveway Ordinance Recommendations from PC:**
  - Kaminski suggested using Google Gemini to determine alignment with state statutes.
  - Two items were identified for Loberg to review. Motion for review will be made at the September meeting.

**6. Begin Drafting Agenda for September 9th Board Meeting:**

- Multiple complaints: junk cars, junky looking properties, and fence issues.
- Resolution to open a non-interest bearing account for the Building Permit Ordinance
- Discussion around the school house, including a follow-up to the township's vote to dispose of it. Also, discuss Friends of Martell's fiscal responsibility for upkeep of the property.
- Driveway ordinance.
- Closed session for wage discussion.
- Discuss contract for legal representation: Loberg.

**7. October Meeting Moved:** The October meeting will be moved to October 7th to accommodate the Wisconsin Towns Association Annual Convention

**8. Adjournment:** Kidd made a motion to adjourn the meeting, 2nd by Brathol. All in favor, motion carries