

TOWN OF RUSSELL ANNUAL MEETING

April 16, 2024 7:00 p.m.
Community Center – 32500 W Old County K

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Town Clerk at 715 779-5338, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

Notice is hereby given that on April 16, 2024 at 7:00 p.m. the Annual Meeting is called pursuant to Section 60.12(1)(c) of Wisconsin Statutes by the Town Board for the following purposes:

1. Call to Order
2. Pledge of Allegiance
3. Approve Minutes of the November 14, 2023 Electors Meeting ****.
4. Present 2023 Financial Report and approval by the Town Electors****.
5. Report on actions being taken regarding property tax impacts from Federal Court of Appeals decision.
6. Updates on Little Sand Bay Marina and Valley View Campground.
7. Any other business that may legally come before the electors at the Annual Meeting per **Wisconsin §60.10 Powers of a Town Meeting**
8. Set date, time, and location of 2025 Annual Meeting – 3rd Tuesday (7 p.m. - April 15, 2025 – Community Center).
9. Adjourn.

Posted Monday, March 18, 2024 at 4 p.m.

David L. Good – Clerk/Treasurer
TOWN OF RUSSELL

2024 Budget Hearing – November 14, 2023

Posted October 23, 2023 at 4:00 p.m. at the Town Garage, Buffalo Bay Store, Peterson Foods and the Town website. Published in the Ashland Daily Press on October 27 and October 31, 2023.

Eight Town Electors were present.

Supervisor and Vice-Chairman Mark Bugher called the Budget Hearing to order at 6:30 p.m. at the Community Center. Supervisors Jeff Benton, Larry Meierotto and Don Sullivan were present as well as Clerk/Treasurer David L. Good and Deputy Clerk Judy Meierotto. Chairman Paul “Rocky” Tribovich was excused.

Documentation of hearing and electors meeting notices – Clerk Good stated the following notice was posted, placed on the Town website as noted above. A detailed 2023 and 2024 budget document was posted on the Town website on October 23, 2023.

	General Fund	Current Budget	Proposed Budget	%Change
		2023	2024	
Revenues				
General Property Taxes (Levy)		\$132,755	\$132,755	0.00%
Other Taxes		\$0	\$0	
Intergovernmental Revenues		\$322,077	\$285,445	
Licenses & Permits		\$4,674	\$4,515	
Public Charges for Services		\$120,820	\$116,810	
Excess Revenues to Reduce Levy		\$0	\$99,108	
Other Financing Sources		\$3,500	\$5,900	
TOTAL REVENUES		\$583,826	\$644,533	10.4%
Expenditures				
General Government		\$151,376	\$150,574	
Public Safety		\$55,801	\$58,592	
Conservation & Development		\$0	\$0	
Public Works		\$220,292	\$262,890	
Culture, Recreation, Education		\$72,239	\$67,802	
Capital Outlay		\$0	\$30,000	
Debt Service		\$84,118	\$74,675	
Other Financing Uses		\$0	\$0	
TOTAL EXPENDITURES		\$583,826	\$644,533	10.4%

Clerk Good provided a brief overview of the budget explaining the various increases and decreases. It was pointed out that the Town levy will remain the same as the prior year.

Bugher asked if anyone had any questions or comments.

A motion to adjourn the Budget hearing at 6:40 p.m. was made by Meierotto and seconded by Sullivan. The motion carried.

Minutes Respectfully Prepared by:

David L. Good – Clerk/Treasurer

Town Electors Meeting – November 14, 2023

Posted October 23, 2023 at 4:00 p.m. at the Town Garage, Buffalo Bay Store, Peterson Foods and the Town website. Published in the Ashland Daily Press on October 27 and October 31, 2023.

Eight Town Electors were present.

Supervisor and Vice-Chairman Mark Bugher called the Electors Meeting to order at 6:40 p.m. at the Community Center.

The Pledge of Allegiance was recited by those present.

Vote to adopt the 2023 Town Tax Levy to be paid in 2024 pursuant to section 60.10(1)(a) of Wisconsin State Statutes – A motion was made by Judy Meierotto and seconded by Larry Meierotto to set the 2023 tax levy at \$132,755 which is payable in 2024. Bugher called for a vote. The motion carried by a vote of 8-yes, 0-no and 0-abstentions.

Approve Minutes of the April 18, 2023 Annual Meeting - A motion was made by Jeff Benton and seconded by Larry Meierotto to approve the minutes. The motion carried by a vote of 8-0-0.

Bugher called for a motion to adjourn the meeting. A motion was made by Larry Meierotto and seconded by Don Sullivan to adjourn at 6:44 p.m. The motion carried by a vote of 8-0-0.

Minutes Respectfully Submitted by:

David L. Good – Clerk/Treasurer

Proof of Posting; I, David L. Good, Clerk/Treasurer for the Town of Russell certify that the minutes of the Electors Meeting held November 14, 2023 were posted at the Town Garage and on the Town website at 4:00 p.m. on November 16, 2023.

**TOWN OF RUSSELL
2023 ANNUAL REPORT
(Unaudited Statement)**

REVENUES	2023 Final Approved Budget	2023 Actual (Compilation)	Variance	
Operating Revenues				
Property Tax Levy + Other Taxes	\$132,755	\$132,755	\$0	
Other Taxes	\$179	\$179	\$0	
PP Aids/Exempt Computer Aids, Sale Tax	\$0	\$7	\$7	
Intergovernmental				
Shared Revenues	\$114,191	\$114,191	\$0	
Road Aids	\$78,477	\$78,457	(\$20)	
BIA Road Maintenance	\$3,800	\$2,995	(\$805)	
Room Tax Donation	\$600	\$0	(\$600)	
County Timber Sales	\$18,200	\$19,850	\$1,650	
Managed Forest (tax collection)Severence	\$5,083	\$15,882	\$10,799	
Other Intergovernmental	\$804	\$820	\$16	
Sales & Excise Tax Refunds	\$980	\$1,049	\$69	
State Fire Dues Payment	\$1,204	\$1,398	\$194	
Municipal Services Payment	\$1,762	\$2,702	\$940	
Recycling Grant Flow Through	\$8,943	\$8,940	(\$3)	
Federal/County Grants	\$83,354	\$0	(\$83,354)	
Local Road Grants	\$4,500	\$5,500	\$1,000	
Total Intergovernmental Revenues	\$454,832	\$384,725	(\$70,107)	
Licenses & Permits				
Liquor & Cigarettes & Dog	\$4,674	\$4,508	(\$166)	
Total Licenses & Permits	\$4,674	\$4,508	(\$166)	
Public Charges				
Snowplowing	\$9,600	\$18,808	\$9,208	
Campground & Boat Ramp	\$110,870	\$103,206	(\$7,664)	
Services Rendered/Sales	\$0	\$702	\$702	
Community Center Hall Rental	\$350	\$887	\$537	
Total Public Charges	\$120,820	\$123,603	\$2,783	
Miscellaneous				
Interest Income	\$3,000	\$3,154	\$154	
Refunds & Credits	\$500	\$2,863	\$2,363	
Sales of Used Equipment	\$0	\$0	\$0	
Insurance Recovery	\$0	\$3,796	\$3,796	
Other Income	\$0	\$0	\$0	
Excess Revenues Applied to Budget	\$0	\$81,758	\$81,758	
Miscellaneous	\$0	\$0	\$0	
Total Miscellaneous Income	\$3,500	\$91,571	\$88,071	
Total Operating Revenue	\$583,826	\$604,407	\$20,581	
Loan Balances	12/31/2022	12/31/2023		Interest Rate
Bremer Bank - Land Nov 2024	\$6,369	\$3,172	(\$3,197)	2.35%
Bremer Bank - Tractor/Mower Jul 2023	\$9,317	\$0	(\$9,317)	2.69%
Bremer Bank - Old K, Turner, Equip Jul 2030	\$376,065	\$330,195	(\$45,870)	1.96%
Northern State Bank - Pickup & Plow Oct 2025	\$15,438	\$9,699	(\$5,739)	3.50%
Bremer Bank - Turner Road 2016 Aug 2026	\$43,983	\$32,105	(\$11,878)	2.38%
Total Outstanding Debt	\$451,172	\$375,171	(\$76,001)	

EXPENDITURES	2023 Approved Budget	2023 Actual (Compilation)	Variance
Operating Expenditures			
General Government			
Board of Directors	\$12,824	\$12,799	(\$25)
Legal/Audit	\$5,900	\$0	(\$5,900)
Clerk/Treasurer Office	\$42,836	\$43,448	\$612
Elections	\$10,200	\$4,267	(\$5,933)
Assessor	\$9,342	\$8,770	(\$572)
Community Center-Shooting Range	\$26,619	\$20,197	(\$6,422)
Property Surveys	\$0	\$408	\$408
Town Garage	\$16,400	\$27,613	\$11,213
Economic Development/Broadband	\$0	\$0	\$0
General Town Expense	\$7,150	\$11,757	\$4,607
Total General Government Expenditures	\$131,271	\$129,259	(\$2,012)
Public Safety			
Fire Protection	\$30,645	\$30,645	\$0
Ambulance	\$25,156	\$25,156	\$0
Total Public Safety Expenditures	\$55,801	\$55,801	\$0
Public Works			
Road Maintenance	\$93,190	\$77,195	(\$15,995)
Road Reconstruction	\$0	\$0	\$0
Equipment Purchases	\$0	\$0	\$0
Wages/Fringe Benefits/UI/SS&Medicare	\$127,102	\$154,686	\$27,584
Total Public Works Expenditures	\$220,292	\$231,881	\$11,589
Culture & Recreation			
Town Recreation Area	\$71,239	\$82,229	\$10,990
Other Cultural	\$0	\$0	\$0
Total Cultural & Recreation Expenditures	\$71,239	\$82,229	\$10,990
Loans			
Northern State Bank - Pick-up	\$5,742	\$6,193	\$451
Bremer Bank - Land	\$3,370	\$3,370	\$0
Bremer Bank - Tractor/Mower	\$9,443	\$9,273	(\$170)
Bremer Bank - Turner Road Paving	\$12,643	\$12,643	\$0
Bremer Bank - Old K, Turner, Equipment	\$52,920	\$52,920	\$0
Total Loan Expenditures	\$84,118	\$84,399	\$281
Other Funds & Expenditures			
Recycle Grant Flow Through	\$8,961	\$8,940	(\$21)
BRB Town Contribution	\$1,144	\$1,144	\$0
Property Liability Insurance	\$11,000	\$10,338	(\$662)
Small Balance Write-offs	\$0	\$9	\$9
Miscellaneous	\$0	\$407	\$407
Total Other Funds & Expenditures	\$21,105	\$20,838	(\$267)
Total Expenditures	\$583,826	\$604,407	\$20,581
NET REVENUES vs EXPENDITURES	\$0	\$0	

CASH BALANCES	12/31/2022 Balance	12/31/2023 Balance	Variance
General Checking Account - Bremer Bank	\$25,447	\$63,809	\$38,362
Cash	\$1,452	\$2,446	\$994
Money Market - Northern State Bank	\$452,879	\$449,292	(\$3,587)
Freedom Investors - Bremer	\$149,041	\$62,706	(\$86,335)
Tax Collections Due Others	(\$11,060)	(\$53,653)	(\$42,593)
Accounts Receivable	(\$1,751)	\$586	\$2,337
Accounts Payable	\$1,341	(\$772)	(\$2,113)
Sub totals	\$617,349	\$524,414	(\$92,935)
Restricted Funds WHEDA-Bremer	(\$185,000)	(\$185,000)	
Total Cash - Unrestricted Funds	\$432,349	\$339,414	
Outstanding principal owed on loans	\$451,172	\$375,171	
TOTAL CASH AVAILABLE TO TOWN	-\$18,823	-\$35,757	

NARATIVE EXPLANATION OF 2023 BUDGET DEVIATIONS

2023 BUDGET VERSES 2023 ACTUAL REVENUES AND EXPENSES

Total revenues and expenditures are \$604,407 for the year. Revenues were under the budget by \$522,649. However, expenditures exceeded the budget by \$20,581. This required the Town to use \$81,758 of cash reserves to meet expenditures.

2022 MAJOR ACCOMPLISHMENTS

The Town focused on a number of significant issues in 2023:

1. Efforts continued to seek funding to re-pave West Old County K but none were successful.
2. Discussions were held regarding methods to increase revenues to support Town operations. Items under consideration are a new campground on property north of the Community Center and a marina facility at Little Sand Bay.

2023 REVENUE EXPLAINATIONS

The Little Sand Bay Recreation Area experienced decreased revenues of \$7,664.

Unanticipated withdrawals of lands from Forest Crop/Managed Forest Law by property owners prior to their contracts expiring generated one-time payments of \$10,799.

The Town was anticipating using ARPA grant funds of \$83,354 which did not materialize.

These items comprise the majority of the revenue budget underrun. Small over/under runs comprise the balance for the difference. (See the details on the 2023 Annual Revenues Statement).

2023 EXPENDITURE EXPLAINATIONS

The Town expended \$32,100 for a feasibility study and preliminary design for a marina at Little Sand Bay. This data was utilized for filing a Boating Infrastructure Grant.

The Town also expended \$3,500 to submit a LRIP Supplemental Grant for West Old County K repaving which we did not receive.

Road crew labor costs were over budget \$15,995 primarily related to the costs of winter road maintenance due to the record snow fall.

Two high bay garage doors were replaced at the Town Garage for \$9,000. These new insulated doors will improve energy efficiency.

Little Sand Bay Recreation Area costs were over budget \$10,990 which are in part related to installing a sand volleyball court at LSB. This was partially offset by a grant from Bayfield County Health Department.

These items comprise the majority of the expense budget over run. Small over/under runs comprise the balance for the difference. (See the details on the 2023 Annual Expenses Statement).

2022 CASH RESERVES

Unrestricted cash reserves decreased from 432,349 to \$339,414 in 2023. Operating fund liquidity is adequate to meet the Town's ongoing cash flow requirements. (See the details on the 2023 Annual Expense Statement under Cash Balances).