

VILLAGE OF PALMYRA

TAX NEWSLETTER WINTER 2023 - 2024

Property Tax Payment Options. Personal Checks made payable to the Village of Palmyra, escrow checks (please remember to sign the back of the check), money order, or cashier's check or cash (exact amount) are acceptable. The Village collects the taxes and pays the other taxing jurisdictions for the amount collected.

IN FULL OR IN TWO INSTALLMENTS. If you choose to pay your taxes in full, payment must be made to the Village Treasurer by January 31, 2024. If you choose the postponed payment plan, the first half of the taxes must be paid to the Village Treasurer on or before January 31, 2024. The second half, as well as any other tax payment made after January 31st, must be paid to the Jefferson County Treasurer on or before July 31, 2024, 311 S. Center St. Jefferson WI. 53549

BY MAIL Make all checks payable to the Village of Palmyra and enclose the stub of your tax bill. Payment by mail must be sent to P.O. Box 380 and postmarked on or before the due date. Do not post date checks. If you pay in cash, bring the exact amount. Please use separate checks for real estate tax, personal property tax, and dog licenses. Mortgage company checks made out to property owners and the Village of Palmyra must be endorsed by ALL payees prior to payment to the Village. Overpayment refunds will be mailed within 3 weeks of amounts that exceed \$10 only. If you cannot wait for your refund check, please have your mortgage company make out 2 checks, one to the Village for the tax due amount and one to you for the balance in your escrow account. **No receipts will be mailed unless you provide a self-addressed stamped envelope.**

IN PERSON Payments can be made at the Village Clerk-Treasurer's Office, 100 W. Taft Street. There is a deposit box near the office door on Taft St. for payments after hours. Office hours are: Mon. thru Thurs. 8:00 a.m. to 4:00 p.m. and Friday 8:00 a.m. to 12:00 noon. **We will be closed ALL day Dec. 22, 25, and 26, 2023 and Jan 1, 2024. We will close at noon Dec. 29, 2023.** We accept postmarks or drop box payments.

LOTTERY and FIRST DOLLAR CREDIT: The lottery credit is \$199.22 and a first dollar credit of \$53.52 is included in the total tax due on each tax parcel that qualifies and is a primary residence. If you did not get these credits and feel you are entitled to them, contact the Village Treasurer at 262-495-8316. You are eligible for a lottery credit if you lived in your home in the Village of Palmyra as your PRIMARY RESIDENCE as of January 1, 2023. For more information, visit <https://www.revenue.wi.gov/Pages/FAQS/slf-lottr.aspx> Your tax bill includes other taxing jurisdictions.

- 1. Dog and Cat Reminder.** All dogs and cats 5-months or older must be licensed annually by April 1. Forms can be found on the Village Website: <https://villageofpalmyra.com/forms-permits/> or in the tax bills. The cost is \$10 for each male/female and \$5 for neutered/spayed pets. **A \$10 late fee will be assessed for each animal not licensed by April 1.** Please include a current rabies certificate with completed form for each pet and the exact payment amount by cash or check made payable to the Village of Palmyra. **Please include a stamped self-addressed envelope so pet registrations and tags can be mailed to you.**

UTILITY BILL DUE DATES

Future Utility Bill

Due Dates

- Quarter 1 Sent by March 31, Due April, 2024
- Quarter 2 Sent by June 30, Due July 2024
- Quarter 3 Sent by September 30, Due October 2024
- Quarter 4 Sent by December 31, Due January 2025

Penalties will be added to all outstanding amounts at the rate of 3% per of the unpaid balance.

Sewer and Water Utility

Payments. The drop box near the entrance to Village Hall can be used for all utility payments, you can pay at the local bank or by mail. Please use the memo section to write your account number on the check. Online payments can be made from the Village website www.villageofpalmyra.com. Pay utilities online, this takes you to Payment Service Network where you can register

2. **Election Information.** Please watch the Village Website for polling locations. Polls are open from 7 am – 8 pm. Voting will be at 123 Burr Oak St. Palmyra. To register to vote or request an absentee ballot, visit www.myvote.wi.gov. **2024 Elections: Feb. 20th primary if needed, April 2nd, Aug. 13th, Nov. 5th General Election**
3. **Catch Basins.** If you have a catch basin near your home, please keep it clear of leaves, snow, ice and other debris. Your neighbors and the Department of Public Works greatly appreciate your effort.
4. **Fire Hydrants.** Please keep the safety of your family and neighbors in mind by removing the snow surrounding any fire hydrant that is located on or near your property. The Palmyra Fire Department would like to thank you in advance for your cooperation!
5. **Winter Parking Restrictions.** Parking permits are needed to park on any "Village" side street between November 1, 2023, and April 1, 2024. 2 am – 6 am. **There is NO overnight parking allowed and could cause citations to be issued.**
6. **Discharge of sump pump water into sanitary sewer system is prohibited.** In accordance with Village Ordinance No person shall discharge or cause to be discharged any unpolluted waters such as stormwater, groundwater, roof runoff, subsurface drainage or cooling water to any sanitary sewer.
7. **Snow Removal.** The owner, occupant, or person in charge of every building, lot, or part of a lot within the Village shall remove all snow and ice from said sidewalk within 24-hours from the time the snow ceases to fall. If the snow/ice is not removed the Village may clear the snow/ice from the sidewalk without written notice and return the cost to the property owner (\$50 minimum). **It is unlawful to shovel, blow, or plow snow into ANY street within Village limits.** If you use a cluster mailbox or have a cluster mailbox located on or near your property, please take the time to remove the snow and ice around the box and keep the sidewalk leading to the mailbox clear.
8. **Garbage and Recycling Pickup 2024 Calendar** - is inserted with your tax bill or you can get a copy at Village Hall and on the Village's website. BULK PICKUP – for larger items you need to call John's Disposal 262-473-4700.
9. **Electronic Waste Disposal Event** - June 8, 2024 from 8 am – noon at 430 Jefferson St.
10. **UTVs/ATVs are allowed on all Village Streets-** Follow DNR Code 64 regulating operation and WI Laws. Operation is not allowed between the hours of 10 pm and 5 am. Check with local Police for details.
11. **Village Hall Hours.** Monday – Thursday 8 am – 4 pm, Fridays 8 am – noon.
12. **Important Contacts:**
 - Village Hall – 262-495-8316
 - Village Clerk/Treasurer – Laurie Mueller 262-495-8316
 - Deputy Clerk/Treasurer – Dee Dee Morateck 262-495-8316
 - Public Works – Scott Halbrucker Superintendent 262-495-4106 emergency 262-753-3178
 - Recreation Director - Stephanie Butler 262-468-1174
 - Police Department – Chief Scott Pavlock 262-495-4200 (non-emergency)
 - Fire and EMS Department – Scott Pavlock 262-495-4200 (non-emergency)
 - Building Inspector, John Moosreiner 262-490-0277
 - Assessor- Associated Appraisal Consultants 920-749-1995
 - Garbage and Recycling - John's Disposal 262-473-4700
 - Municipal Court – Carol Nigbor 262-495-4459

Village Board meets the 1st & 3rd Mondays each month @ 6 pm in the meeting room at 100 W. Taft St.

Village President: Kathy Weiss 262-495-8294			
Trustee Tim Gorseigner	262-495-2006	Trustee Tammie Smith	262-490-8047
Trustee Nick Troiola	262-470-8346	Trustee Tom Ball	262-495-4494
Trustee John Kinjerski	262-719-9415	Trustee Angela Petruska	414-333-4776

Contact Village Hall if you are interested in running for a position on the Village Board

2024 Street Construction Projects: Northwest St. from 1st to Maple, Anemone St., Eighth St.

