

MINUTES

SPRINGDALE TOWN BOARD

TUESDAY, DECEMBER 19, 2023 AT 6:00 and 7:00 P.M.

1. **Call to order and certification of compliance with open meetings law** by Rosenbaum at 6 PM.
Quorum of Rosenbaum, Hefty and Schwenn present at Town Hall. Also present were Admin/Clerk Arthur, Deputy Kalscheur, Patrolman Dahlk along with Dan Maki (Facility Engineering), former town chair Karl Hacker and various members of the public. Arthur confirmed posting in accordance with the open meetings law on 12/14 springdalewi.gov and 12/18 at Town Hall. Mt. Horeb Mail notified 12/15.
2. **Approval of the agenda.** No changes.
3. **Meeting with Dan Maki, Facility Engineering, to discuss RFB for Town Hall roof repair.**
Bonding discussion: Don't want to discourage contractors from bidding, but the Town may want to require a bond in the event that the contractor reneges on the contract. Bid bonds are essentially insurance that the bids submitted are valid, good for certain contract amount. Can also require a certified check for a certain amount of insurance in lieu of a bid bond. Also performance, labor and material bonds should be considered as surety that the contractor will not leave during the project. Performance bond would be 100% of the contract amount. Labor/material payment bond, 100% of the material amount, making sure that they spend our money on the material. If they subcontract and the crew gets sent off somewhere else, labor & material payment bond takes care of getting it done. If the pool of contractors is known well enough, familiarity can be accepted instead of bonding. Discussion – possibility of eliminating some smaller companies with these bonding requirements. Total project cost is estimated at \$75,000. Board consensus was reached on getting labor & material payment bond. Work dates were discussed so that work and equipment staging in the parking lot would not coincide with 2024 elections: start April 10 through August 1.
Maki discussed the base bid and alternate. Base bid is to one-for-one replacement all the fasteners, removal of abandoned equipment and patch metal roof with the old metal sheets. Alternate is to take it all off, discard old metal, and put on new metal and modern fasteners. Need to stay one-for-one metal because of the structure, if new panels will weigh more, then will need to structural analysis.

Maki will distribute in mid-late January. 3-4 weeks to consider the advertisement is generous. Bidders could be discouraged by being too urgent with the timeframe. Rosenbaum would like to advertise in WTA magazine as well.
MOTION (Hefty/Schwenn) to pursue bid process as presented to have it finalized and ready for publication. Discussion – Rosenbaum would like bids due by 3rd Tuesday in March. 3 ayes, 0 nays, motion carried.
4. **Adjournment**
MOTION (Schwenn/Hefty) to adjourn at 6:59 PM. 3 ayes, 0 nays, motion carried.

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Meeting 2, 7:00 PM

1. **Call to order and certification of compliance with open meetings law** by Rosenbaum at 7:02 PM. Quorum of Rosenbaum, Hefty and Schwenn present at Town Hall. Also present were Admin/Clerk Arthur, Deputy Kalscheur, Patrolman Dahlk, and Treasurer Boelhower-Santi. Arthur confirmed posting in accordance with the open meetings law on 12/14 springdalewi.gov and 12/18 at Town Hall. Mt. Horeb Mail notified 12/15.
2. **Approval of the agenda.** No changes.
3. **Minutes of previous Town Board meetings**
 - 11/21 TB Mtg. – **MOTION** (Hefty/Schwenn) to approve minutes with the edit for item #22, should have something like “no discussion” or no action taken. 3 ayes, 0 nays.
 - 11/30 TB Mtg. – Schwenn was not present at the meeting but Rosenbaum wrote minutes as if he was present. Arthur will fix. **MOTION** (Hefty/Rosenbaum) to approve with corrections. 2 ayes, 1 abstain, motion carried.
4. **Public comment.** No public comment.
5. **Treasurer’s report and bills.** Updated balance sheet was passed out. Doesn’t include payroll or any checks that came in yesterday or today. Took some out of General Government expenses to put into Public Works, but now just barely over in General Government. This amendment fixes that and adds a bit more to public works. Transferred \$144,000 from tax account into checking so we’re ready to take taxes. Over \$200,000 in 2 days already collected.
 - Resolution 2023-12-1, amending the 2023 budget. Not spending any more in Public Safety this year. Also not taking in any money for building inspections and then paying that out, which was included in the budget, giving us the cushion in that account. We have more money in income, just making the budget whole.
 - Transferring \$5,000 from the Public Safety Expense Account to the General Government Expense Account.
 - Transferring \$15,000 from the Public Safety Expense Account to the Public Works Expense Account.

MOTION (Rosenbaum/Schwenn) to pass resolution 2023-12-1 changing the 2023 budget as presented. 3 ayes, 0 nays, motion carried.
 - WTA Town Advocacy Council membership. Question of whether or not to stay members and what billing schedule to choose. Consensus was that Town benefits from the TAC, especially considering the shared revenue gains that were successfully achieved with the help of TAC.

MOTION (Rosenbaum/Schwenn) to continue to participate in TAC and to chip in dues for the 18-month plan (AMOUNT). 3 ayes, 0 nays.
 - Hefty’s additional reimbursement for trip to Iowa for shop racking – discussion. Rosenbaum thanked Hefty for sourcing the pallet racking from Montecello, Iowa, and for driving down to pick it up. Was put together by Wayne, John and Devin. Only expense Wayne submitted was \$50 for gas. Rosenbaum wants to double it to thank him as his expenses were more than this. Check is already printed for \$100 for approval this evening. Hefty – total came to ~\$2,600, we budgeted \$5,000 for 2024 – a savings for next year’s budget.

MOTION (Schwenn/Rosenbaum) to pay the bills as presented. 2 ayes, 1 abstain (Hefty). Motion carried.

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6. **Patrolman's report.** Dahlk - \$691 worth of metal recycling was collected. Sold old lawn mower for \$110. Still need to do tree trimming on Town Hall Rd. Burns' are still interested in doing it for same price, after 1st of year. We never spent the \$5,000 we budgeted for this year. Will start up by Ridgeview and come down to Hwy 92, save the good wood and chip the other stuff. Town Hall brush pile was burned and will get a no dumping sign out by entrance. Another individual has since come by to dump brush.

7. **Plan Commission member nomination, Rami Aburomia.** Rosenbaum – final vacancy on the Plan Commission, nominating Rami. He has lived in town 10+ years, apple orchard north of Mt. Vernon. His views align with the Town Land Use Plan.

MOTION (Rosenbaum/Hefty) to nominate Rami Aburomia to the PC. 3 ayes, 0 nays.

8. **Driveways – Hefty proposed changes to driveway ordinance.** Hefty – Town's driveway ordinance (construction guide) prohibits concrete directly abutting a town road. Frost causes concrete to rise and fall differently than asphalt, presenting a safety hazard to the plow blades. Proposal (red below) is that any changes to a surface requires a driveway permit:

(9) **Surface Paving.** Concrete driveways and/or decorative paving shall not be any closer than fifteen (15) feet from the edge of a town street or road surface unless the road surface begins with concrete curb and gutter. Non-decorative asphalt paving may abut the edge of a town street or road surface. When a driveway intersects a state highway or a county road, contact that agency for their requirements.

(9) Surface Paving.

- (a) A surface upgrade to asphalt or concrete from any other surface requires a site visit and a Driveway Permit.
- (b) Concrete driveways and/or decorative paving shall not be any closer than fifteen (15) feet from the edge of a town street or road surface unless the road surface begins with concrete curb and gutter. Non-decorative asphalt paving may abut the edge of a town street or road surface. When a driveway intersects a state highway or a county road, contact that agency for their requirements.

Both Springdale and Dane County require 15' of blacktop between concrete and road. Dahlk commented about a Mt. Vernon driveway that is only 25' long, would look stupid with only 10' of concrete. Consensus was that shortening the 15' requirement to 10' was reasonable. Rosenbaum – mixed feelings about the permit/site visit requirement. Feel that instead of requiring a site visit and permit, have Hefty draft an email blast to residents about the prohibition on concrete abutting town roads.

MOTION (Rosenbaum/Schwenn) only proposed change to ordinance would be to change 15' to 10.' Direct Hefty to create an email blast to all residents about this issue. No further discussion. 2 ayes, 1 abstain (Hefty). Motion carried.

9. **Mad City Techs contract renewal for 2024.** Renew at same rate as past two years, \$460/month for Microsoft packages, cloud storage and tech support.

MOTION (Hefty/Schwenn) to approve contract for 2024. No further discussion. 3 ayes, 0 nays.

10. **ATVs on Town roads – update from Hefty.** Hefty further investigated state law, very confusing. Town can authorize routes on town roads with 55 mph speed limits, but we cannot authorize routes on any roads not under our control. Couldn't cross a county road or state road unless county approves. Whole ordinance would be required if we wanted to proceed with it. Rosenbaum – if a club has specific routes, they could approach the Board and we could consider it.

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11. **Dark Sky Ordinance discussion.** Rosenbaum – suggest we put on hold again. Alan Harvey looking at updating our ordinances, question out to him on this.
12. **Springdale welcome packet update.** Not ready to show anything tonight, leave for next month.
13. **Building inspector contract expiration 5/1/24, results of survey to other DC towns.** Kalscheur did research on what building inspectors other towns are using. 29 towns were surveyed, most towns happy with inspectors. Identified 5 inspectors that we would like to solicit. Arthur composed a letter and included questions to ask in the form letter. Rosenbaum instructed the letter to be sent out.
14. **ARPA funds discussion – Badger Books.** Arthur provided an overview of the Badger Books and how they function as electronic poll books. Questions were addressed to allay concerns that these “books” are not connected to the internet, and therefore cannot be hacked in the same way a connected computer can. Will be stored in the same location as our DS200 (tabulator) machine, which similarly does not also connect to the internet. Badger books will help streamline election day, providing a way for voters to check themselves in and even register to vote using the kiosk with the aid of a poll worker. The machine then prints off a voter number to hand to the ballot table.
MOTION (Rosenbaum/Hefty) to authorize Arthur to proceed with purchase of 2 badger book electronic poll books. No further discussion. 3 ayes, 0 nays.
15. **2024-2025 Springdale Election Inspector Approval.** 2 Republican appointees submitted by the deadline; no Democrat nominations submitted.
MOTION (Rosenbaum/Hefty) to approve the 34 election inspectors shown on the screen for the 2024-25 term. No further discussion. 3 ayes, 0 nays, motion carried.
16. **Dane County Zoning Ordinance Amendment 2023 OA-068, RE: Conditional Use Permits & Rezones.** Amendment would require someone to wait one year after CUP denial to reapply for the same or similar permit.
MOTION (Rosenbaum/Hefty) to support proposed amendment. 3 ayes, 0 nays.
17. **Ridgeview Rd. Mt. Horeb striping payment update.** Arthur confirmed payment was received.
18. **ATC Cardinal-Hickory Creek road repair for Witte Rd. – payment update.** Arthur confirmed that \$40,718.26 was received for Witte Rd. damage repair and the additional overweight trips.
19. **Old town hall - update on steps and door replacement.** Steps are re-poured, and the portico is supported with the columns we had in the shop. However, white door was sent incorrectly - door was supposed to be black. Door will be replaced with black at no charge.
20. **Mt. Vernon bridge replacement update.** New bridge will be wider with bike lanes, most likely replaced in ‘25, may be moved up to ‘24.
21. **ROW vacation for Mt. Vernon Hills update.** Arthur went over the proposed timeline for the ROW vacation for the Mt. Vernon Hills development. Contingent on conversation with developer and town attorney to ensure process is followed correctly.
22. **Springdale Capital Improvement Planning Committee update, Treasurer/committee lead Boelhower-Santi.** The last meeting set up our first project, replacement of the 2016 Peterbilt 348 single axle (“medium” plow truck). Proposed for replacement in 2025 budget to be on-track for 10-year replacement schedule (goal), giving a cushion of 1-2 years build time. Committee’s goal is to have a binder of 5 years’ worth of capital projects.
23. **Calendar of upcoming events**
 - 1/16 tb meeting
 - 1/22 PC meeting
 - 2/20 spring primary election
 - 2/23 – WTA district meeting

24. Adjournment

MOTION (Schwenn/Hefty) to adjourn at 9 PM. 3 ayes, 0 nays, motion carried.

Minutes taken and submitted by Administrator/Clerk, Jackie Arthur.