

MINUTES

TUESDAY, MAY 17, 2022 AT 7:00 P.M.
MEETING 1: BOARD OF REVIEW MEET TO ADJOURN

1. **Call to order and certification of compliance with open meetings law** at 7:00 p.m. Quorum of members present at Town Hall. Admin/Clerk Arthur confirmed that the hybrid meeting was posted on 4/26 in accordance with the legal requirement to post 15 days in advance during a maintenance year (30 days in revaluation years).
2. **BOR meet to adjourn. MOTION** (Hefty/Schwenn) to adjourn the Springdale BOR until completion of the assessment roll scheduled for Tues. 8/16 from 3 - 5:00 PM at Town Hall. 3 ayes, 0 nays, motion carried.
3. **Adjournment. MOTION** (Schwenn/Hefty) to adjourn at 7:03 p.m. 3 ayes, 0 nays, motion carried.

MEETING 2: SPRINGDALE TOWN BOARD MEETING

1. **Call to order and certification of compliance with open meetings law** at 7:03 p.m. by Rosenbaum. Admin/Clerk confirmed that the hybrid meeting was posted in accordance with the open meeting law on 5/13 (online & Mt. Horeb Mail) and 5/16 (Town Hall). Quorum of Rosenbaum, Hefty and Schwenn present along with Admin/Clerk Arthur, Deputy Clerk Milcarek, Treasurer Boelhower-Santi and Patrolman Dahlk. Various residents present in-person and via Zoom.
2. **Approval of the agenda. MOTION** (Rosenbaum/Schwenn) to move item 17 (changes to public hearing language in land division code) to before item 8 (public hearing on Lust Rd. CSMs). 3 ayes, 0 nays, motion carried.
3. **Minutes of previous Town Board meetings.**
 - 4/19 TB meeting – **MOTION** (Rosenbaum/Schwenn) to approve with an edit to #13, adding “may be” before the word “necessary” regarding the Town ROW ownership. 3 ayes, 0 nays, motion carried.
 - 4/25 Joint PC/TB meeting – **MOTION** (Schwenn/Hefty) to approve with no changes. 3 ayes, 0 nays, motion carried.
 - 5/3 TB meeting to open proposals – **MOTION** (Hefty/Schwenn) to approve with no changes. 3 ayes, 0 nays, motion carried.
4. **Public comment.** S. Gauger discussed bike trail signage with Patrolman Dahlk.
5. **Treasurer report.** Town received check from DOA for ATC project, should the Town open a separate account or use a current Town account? Board consensus was to open a separate account. Nothing out of balance for the month. Boelhower-Santi stated for the record that she would like to be consulted prior to future Town financial discussions, such as the 5/3 decision to fund roadwork with ARPA monies.
6. **PUBLIC HEARING – Springdale Sign Ordinance 08-06-1 revisions.** S. Gauger concerned about the grandfathered billboards along 18-151. A. Jester concerned regarding the new variance section and the broad powers given to the Board. No further comments from members of the public. Discussion amongst the Board continued regarding lighted signs and the newly created section on variances. For lighted signs, Hefty stated that it was the original intent of the Sign Ordinance Review Committee that tavern signs could remain lit until the business closed. As written, the current ordinance draft only allows lighted signs between the hours of 5:01 a.m. and 8:59 p.m., which would require taverns to shut off the light while they were still open for business. Concerning variances, Rosenbaum felt that the ability to grant a variance would have been helpful with Hearts & Hands and Riley Tavern sign applications. Concerns were expressed by Hefty and Jester that, as written, the variance section is too wide open and needs further review. It was agreed that Hefty would revise section 4.12, *Variances*. **MOTION** (Hefty/Schwenn) to table further action until work on the variance section is complete. 3 ayes, 0 nays, motion carried.

MINUTES

- 7. Proposal opening for garbage and recycling contract (formal acceptance to occur at a later date).** Joe Spair from Pellitteri Waste Systems present at Town Hall. The only two proposals received by the deadline were opened from Town & Country Sanitation (current hauler) and Pellitteri. Rosenbaum instructed admin/clerk to prepare comparison spreadsheet for the June meeting. Admin/Clerk will also follow up with other haulers who were sent the opportunity to submit an RFP.
- 17. Land Division and Subdivision Code – changes to public hearing language.** Admin/clerk explained that the land division code requires a Town Board hearing to be held at the preliminary CSM stage of a land division, according to 3.25(4) of the Springdale Land Division and Subdivision Code. Past practice has been to hold the hearing at the concept plan stage. Admin/clerk will draft language for next meeting and forward to Town attorney after Board approval to review and to ensure statutory compliance.
- MOTION** (Rosenbaum/Schwenn) to authorize admin/clerk to draft an amendment that would allow the Town to continue holding hearings at the concept plan stage, *not* the preliminary CSM stage. No further discussion. 3 ayes, 0 nays, motion carried.
- 8. PUBLIC HEARING (pursuant to the Springdale Land Division and Subdivision Code, Subchapter 5, 3.25 (4)) on Plan Commission recommendation that the Town Board approve Lust Rd. preliminary CSMs reflecting lot line adjustments.** No public comments.
- MOTION** (Rosenbaum/Schwenn) to approve the preliminary CSMs for Kahl and Zimmer as presented. 3 ayes, 0 nays, motion carried.
- 9. R. Kahl/ J. Zimmer rezone – Lot 1, AT35 to RM8; Lot 2, RM16 to RR4; and Lot 3, RR2 to RM16.**
- MOTION** (Rosenbaum/Schwenn) to approve the rezoning of Lot 1 from AT35 to RM8; Lot 2 from RM16 to RR4; and Lot 3 from RR2 to RM16. No further discussion. 3 ayes, 0 nays.
- 16. Lust Rd. survey update** moved to accommodate Randy and Linda Kahl so that they could leave early. Town engineer expects to start survey end of May so that the project could be out for bid by early July.
- 10. Adoption of Ordinance 2022-5-1, repealing Springdale Code 3-3-7 and re-creating with the adoption of the 2022-5-1, Wisconsin municipal records schedule.** Admin/clerk explained the need to have an ordinance formally adopting the records schedule before the Town can begin using it to dispose of unneeded records.
- MOTION** (Hefty/Schwenn) to adopt the model ordinance as presented. 3 ayes, 0 nays.
- 11. Driveway safety discussion, 2789 Town Hall Rd.** As initially discussed at the April 12 TB meeting, there is concern that a northbound driver turning left into the driveway would not be able to see a fast-moving southbound vehicle because of the terrain. After a site visit, Town engineer Berquist found that, while the driveway *does* meet the Town standard, a car waiting to turn left (assumed ~ 25' south of the driveway) cannot see the required 495'. In addition, a 6" high object in the road at the driveway (assuming a person has tripped or fallen) is not visible 495' away, though that has always been the case on Town Hall due to the terrain. Suggested next steps are to leave as-is (satisfies Town standards); to pursue a speed limit lowering to 45 mph; or re-grade about 200' of the road to lower it ~1 foot. Rough cost for re-grade is ~\$50,000. As determined previously, Dane County will not allow altering the speed limit. County did offer to install "hill blocks view" sign with recommended speed. After further discussion, Hefty agreed to contact someone at WisDOT for further information.
- 12. Old town hall discussion – cleaning & status of citizen committee to rehab.** S. Gauger to lead a resident committee to explore uses for possible restoration/preservation, will need key access as well as help from admin/clerk on distributing an e-blast. Patrolman will lend Town shop vac with HEPA filter to ensure safe cleaning.
- 13. BIL update from patrolman/clerk.** 3 sections of Town Hall Rd. to be submitted, separate app for each section. June 3 application deadline; Patrolman and admin/clerk will work to get it submitted on-time.
- 14. 2023 Dane County Bridge Aid Program – application due 06/13/22.** Bridge on Town Hall Rd. just south of the trail crossing needs to be replaced, could use the 50% County aid to complete the bridge in

MINUTES

2023 if petition is accepted. Hefty, patrolman and admin/clerk will be in contact with KL Engineering for required engineering estimates to be submitted with the petition.

- 15. Davis/Ben Franklin tree trimming report, update on Lester visit (1668 Liberty St.) regarding overgrown arborvitae.** Trees were trimmed/removed from 1700 and 1706 Ben Franklin St. 5/3; property owner took most of the wood. Patrolman has not had time to stop by Larry Lester's house.
- 16. covered earlier in meeting**
- 17. covered earlier in meeting**
- 18. Plan Commission Membership Ordinance changes.** Ordinance 2022-5-2 was drafted by admin/clerk as directed at April's meeting to reflect a 7-member commission instead of 9.
MOTION (Rosenbaum/Schwenn) to approve Ordinance 2022-5-2 as submitted, reflecting 7-member PC instead of 9, and removing the TB member from the ordinance. 3 ayes, 0 nays.
- 19. Plan Commission appointments for expiring 2022 terms (Mike Healy, Ellen Bunn).** Both Healy and Bunn agreed to continue serving on the PC. Rosenbaum and Jester met with several possible appointees to fill the vacancy left by the removal of the TB member from the ordinance. The Board appreciates the willingness of those considered to serve the Town on the commission. Rosenbaum nominated resident Kelly Altschul as the 7th PC member.
MOTION (Rosenbaum/Hefty) to reappoint Mike Healy and Ellen Bunn, and to appoint Kelly Altschul for 3-year terms to the Springdale Plan Commission. 3 ayes, 0 nays, motion carried.
- 20. Hybrid meeting rules draft, Resolution 2022-5-1, for Board consideration/adoption.**
 Background: As Springdale will continue to hold hybrid meetings for the foreseeable future, admin/clerk Arthur submitted draft meeting rules via Resolution 2022-5-1 – a combination of a sample UW Extension policy and the Village of Cottage Grove's adopted rules. Springdale Code 2-3-13(c) states that the Board shall be governed by Roberts Rules of Order, which only allows for electronic meetings when authorized by the body's bylaws. Springdale bylaws do not currently authorize electronic (hybrid) meetings, nor do they address the unique challenges presented by electronic meetings.
 Discussion/action: Rosenbaum moved to adopt Resolution as-written as it strongly encourages – but does not require – in-person attendance. Motion failed for lack of a second as Hefty and Schwenn felt it necessary to require member and applicant attendance in-person. Rosenbaum – table discussion until we have better wording to satisfy Hefty/Schwenn desire for in-person attendance requirement, as well as Rosenbaum's preference for health exemptions to in-person requirement and applicability only to the TB. Admin/clerk will revise to the best of her ability for June.
- 21. Intergovernmental boundary agreement discussion.** No board action taken.
- 22. Open records training update from admin/clerk.** Admin/clerk will follow-up with Town attorney.
- 23. Bathroom remodel update.** Patrolman anticipates a fall timeline for completion.
- 24. Elections training report from admin/clerk and deputy clerk.** Deputy reported on Dane Co. elections security and emergency preparedness training in Village of Dane on 5/11. Admin/clerk and deputy identified and will revise deficiencies in current emergency plan, as well as review plan with elections workers. Future tour of Springdale Lutheran (emergency election day location) will be set up with Arthur and Milcarek to better understand implementation of an emergency transfer to this location. A Badger Book demonstration was also part of the training, representatives indicated 3 Badger Books would be recommended for Springdale's population. Potential to use ARPA funds to purchase for future elections.
- 25. Calendar of upcoming events.** 5/23 PC meeting; 5/24 Friends of Donald Park annual meeting at Town Hall; 6/11 annual spring cleanup/large item pickup
- 26. Bills**
- 27. Adjournment, MOTION** (Schwenn/Hefty) to adjourn at 10:02 p.m. 3 ayes, 0 nays, motion carried.

Minutes taken and submitted by Administrator/Clerk Jackie Arthur.

5/17/22 TB Minutes

Page 3 of 3