

MINUTES

SPRINGDALE TOWN BOARD

AUGUST 15, 2023 AT 7:00 PM

1. **Call to order and certification of compliance with open meetings law** by Rosenbaum at 7:00 PM. Quorum of Supervisors Rosenbaum, Hefty and Schwenn present at Town Hall, along with Admin/Clerk Arthur, Deputy Clerk Kalscheur, Treasurer Boelhower-Santi, and Patrolman Dahlk. Meeting broadcast live via Zoom. Arthur confirmed meeting was posted online 8/11 and 8/14 at Town Hall (Mt Horeb Mail notified 8/14) in accordance with the open meetings law.
2. **Approval of the agenda.** No changes.
3. **Minutes of previous Town Board meetings**
 - 7/18 TB meeting – Rosenbaum suggested changes: On item 6, “Town made \$23,000 in interest,” indicate what time period that was for (2023 on all accounts except Lust Rd.). On pg. 3, item 12, didn’t actually approve the solar ordinance, just voted to submit it to legal counsel. Item 16 under Rural Insurance, motion to reduce coverage limit to \$37,000 doesn’t specify “old town hall.” Hefty and Schwenn think this is clear enough. Item 18, Town letter to the PSC, rephrase to requesting “*possible* approval” as the Town will not apply money to all of the mentioned uses. Kalscheur will make the edits to the minutes.

MOTION (Hefty/Schwenn) to approve with the corrections mentioned by Rosenbaum. 3 ayes, 0 nays, motion carried.
 - 7/26 TB meeting (old town hall door and steps) **MOTION** (Schwenn/Hefty) to approve. No discussion. 3 ayes, 0 nays, motion carried.
4. **Public comment.** Resident Pat Anderson present to discuss Arbor Trace shouldering and Erb Rd. school bus safety. Sent an email memo to TB a few weeks ago concerning patrolman’s work to re-seed and rake gravel from private property on Arbor Trace, concerned that Town resources are serving private taxpayers. Dahlk explained that this work was an experiment because all the gravel shoulder and road edge has been washing out due to the volume of water. Didn’t rake any gravel out of yards. Experiment with planting grass to prevent washing. Will be putting cold mix down to try and save the edge of the road. Erb has 2 cement bridge abutments that are covered with grass. When a school bus comes around the corner, can’t see cars coming from Highway. Bridge abutments need to be marked along with S curve sign, but they are laying down in the brush. Dahlk will take a look at the safety concerns with this signage.
5. **Treasurer’s report and bills.** Nothing significant financially this month.

MOTION (Schwenn/Hefty) to pay the bills. No further discussion. 3 ayes, 0 nays.
6. **Patrolman’s report**
 - Roadwork update – have been cold mix patching all over Town.
 - Paulson Rd. bridge update – waiting to get high school kids together before they go back to school to place the riprap by hand. This will help stabilize the channel and bring the bridge into compliance as per the 10/2022 DOT inspection report.
 - Town Hall shop door replacement – Dahlk emailed the vendor but received no response. Will follow up.
7. **Operator License for Kelly Baker, Riley Tavern.** Kelly Baker present at Town Hall. Clerk confirmed application was complete and no issues with the background check.

MOTION (Hefty/Schwenn) to approve operator license for Kelly Baker. No further discussion. 3 ayes, 0 nays.
8. **Dan Maki, Facility Engineering Inc. (FEI), proposal to coordinate the remediation of known disrepair with the roofing system in situ for the 1980 town hall.** Dan Maki joined at 7:43 PM via Zoom. The latest FEI proposal was previously distributed to the Board. Rosenbaum mentioned that the Board was looking for one or more RFPs to review at this meeting, perhaps this was a

MINUTES

SPRINGDALE TOWN BOARD

AUGUST 15, 2023 AT 7:00 PM

miscommunication. Maki responded that there was not time to produce written RFP since last meeting. Impression from the last meeting was that FEI would propose service to author RFP for repair to the existing roof. Proposal that was initially presented (8/14/23) was to author a report to change out all the existing fasteners, then have that as a basis for issuing an RFP. Rosenbaum and Hefty both expressed also wanting to understand the cost of brand-new steel, as well as the cost of keeping current steel and just replacing fasteners. Current roof hasn't been re-coated in many years; if we keep the same steel we would need to re-coat it. Maki responded that re-coating is not recommended or necessary. Can sign on to an alternate bid to remove the panels themselves and replace them with new, like-for-like, but do not advocate coating as a remedy. Schwenn wondered if the seal would be compromised by some of the nails coming out rough, and if the warranty would cover leaks. Maki acknowledged Schwenn's point and offered that replacing the panels in-kind would remedy that concern, however, believe that it is possible to remove fastener and replace with a proper oversized fastener in its place. Hefty questioned whether roof vents could be incorporated with the existing panels, or if we are better off replacing steel for roof/peak vents. Maki confirmed this can be achieved with existing panels with no modification to the soffits as they are venting very well with an energy heel. Rosenbaum offered that another possible argument for steel replacement are the obsolete chimneys/vents that will require patching, which is a possible leak point in the future. Maki explained confidence in soundness of repair, but good point to a benefit of a full-panel replacement. Rosenbaum requested a clearer path forward for the latest proposed amount of \$5,500. Maki will revise for clarity and reach out to potential contractors in the meantime, with a new draft proposal by the end of day on Friday. Maki left the Zoom call at 8:11 PM.

- 9. **Old town hall - update on steps and door replacement.** Finks was awarded the contract for repair of steps; Bob Hanson has been contracted for the new front door. Lead time on the specialized handicap accessible doors is long (8-10 weeks), so needed to approve it at the special TB meeting on 7/26. Will be September/October before concrete is laid.
- 10. **Resolution 2023-8-1, passage of emergency management plan and submission to Dane Co.**
Kalscheur explained that the original plan template was from Dane Co., and also received input from another municipality's plan. After the resolution is passed by the Board, we will pass it on to Dane Co.
MOTION (Hefty/Schwenn) to adopt Resolution 2023-8-1 to adopt the emergency operations plan as presented. No further discussion. 3 ayes, 0 nays, motion carried.
- 11. **Draft Solar Ordinance – feedback from Atty. Fleming, Murphy Desmond SC.** Board voted last month to submit the solar ordinance to an attorney for review. Was submitted initially to Stafford Rosenbaum, but there was a conflict of interest with that firm so Matt Fleming (Murphy Desmond) was recommended to handle it. Phone conference was meant for this morning, but poor internet prevented the meeting until next week. Will be discussed at September meeting.
- 12. **Town Ordinance update project – recap of clerk/deputy meeting with Attorney Alan Harvey, Community Code Service.** Meeting detailed process of updating the Town's ordinances for a very reasonable cost, including policy review meetings with Atty. Harvey and the Board before final adoption of the code. Kalscheur will work to schedule this meeting. Rosenbaum expressed concern about not having the editable electronic code (Community Code Service would take over updates going forward) but will discuss further at the meeting.
- 13. **Update on levy limit penalty and DOR determination for Springdale's shared revenue payment.** Arthur explained that levy limit worksheet has been amended and re-submitted to the DOR, awaiting final approval and confirmation of receipt of full 2023 shared revenue amount from Andrea (DOR).
- 14. **Springdale Capital Planning Committee – update, Treasurer/Committee lead Boelhower-Santi.** Boelhower-Santi summarized the 1st meeting on 8/8/23. Introductions for members and overview of the Town's situation. Members: Karl Hacker, Lisa Lemberger, Devin Dahlk, Rod Hise, Kieth Sadler, and

MINUTES

SPRINGDALE TOWN BOARD

AUGUST 15, 2023 AT 7:00 PM

Bill Garfoot (interested in the committee but was not present). Talked about committee priorities and process, starting with making a list of all of capital assets and identifying asset lifespans. Before the next meeting, Dahlk and Boelhower-Santi will complete the asset list with benchmarks for lifespan/replacement. Boelhower-Santi clarified that the goal is to have committee recommendations for next year’s budget, as working to get recommendations for this year with such a tight turnaround isn’t feasible. Goal is to have monthly meetings and provide short status updates to the Board each month.

15. Lust Road (approval of finished road, beginning of warranty period, review of final expenditures and refund of partial deposit to the Kahls). Board reviewed final Lust Rd. expenditures before issuing the final refund as per the road upgrade agreement. Road upgrade ended up costing less than originally anticipated. Checked with Town Engineer, Brian Berquist, and all bills have been submitted. All legal bills have also come in as well. Dahlk and Berquist have both separately viewed the road as satisfactory. A summary of all of the costs was presented via PowerPoint to the meeting and shared in paper copy with R. Kahl. Remaining balance of \$108,346 exists after all bills have been paid. The legal agreement was re-read by both Hefty and Schwenn. Page 4 (Section 3) states that the Town shall disburse the remaining balance of the second deposit within 30 days after project completion, minus the withheld amount of \$36,250 to cover engineering and legal costs during the warranty period. Kahl – what does \$36,250 cover? If the road broke apart in the spring, that would be a warranty problem and Northwest Stone’s responsibility under the agreement. Board consensus that there shouldn’t be a need for any additional engineering/legal during the next period, so the \$36,250 allowable withholding from the refund of the second deposit will not be utilized. Boelhower-Santi also added that the final refund amount may be slightly higher than 108,346 since interest has accrued since July 30.

MOTION (Hefty/Schwenn) to refund the final account balance plus any interest accrued after July 31, 2023 to the Kahls. Will not withhold the \$36,250 amount stated in Section 3 of the agreement. No further discussion. 3 ayes, 0 nays, motion carried.

16. PSC feedback on possible uses of ATC funds. Rosenbaum reviewed that the Town has received \$271,965.73 in ATC money last year for the construction of the Cardinal Hickory Creek line through a portion of Springdale. As per the Department of Administration, this one-time environmental impact fee is required to be used for environmental or conservation uses, with variance requests needing prior approval (ATC annual payments to the Town of \$32,635 do *not* have required environmental restrictions). Rosenbaum sent a letter suggesting possible variance uses to the PSC (insulation/ventilation improvements, broadband, concrete salt shed pad, Mt. Vernon park, cemetery maintenance, restoration of old town hall, Upper Sugar River Watershed Assoc., etc.). In their response, the PSC OK’d all of the potential uses. Resident S. Gauger present at Town Hall questioned whether the Board will decide unilaterally on final use of the funds, or if the public will be allowed input. Rosenbaum clarified that final decisions won’t be made until more is known about the cost of repairs to the 1980 town hall.

17. Fly Dane imagery – Dane Co. funding request, determination on Springdale’s buy-in. Dane Co. is looking for municipal participation in a higher resolution imagery of the entire county (3” resolution vs. current 6” resolution). Admin/clerk Arthur had asked the County for a sample imagery to compare the difference, but they have not yet responded. Will have a comparison image and will confirm the cost for the September meeting.

18. Rural Insurance – town shop/garage inventory update. Spreadsheet done and submitted with inventory to Rural. Arthur has added the inventory update/forwarding to Rural task to Deputy Clerk job description.

MINUTES

SPRINGDALE TOWN BOARD

AUGUST 15, 2023 AT 7:00 PM

- 19. Review of draft broadband conduit communication for residents applying for new building permits.** Rosenbaum revised Hefty’s initial draft. Consensus that content is fine, admin/clerk will try to remember to send to new home builds in the future as building permit is issued from Johnson Inspection.
- 20. Staff training – UW GB Clerk Institute completion recap, Admin/Clerk Arthur.** Admin/clerk recapped the third and final year of the clerk institute. Main takeaway is that the Town should have an employee handbook (none currently) as it is a potential liability. Would need to work with Town’s attorney to draft.
- 21. Calendar of upcoming events**
- 8/28 – PC meeting
 - 8/24 – Open Book
 - 9/12 – Board of Review
- 22. Adjournment.**
MOTION (Schwenn/Hefty) to adjourn at 8:49 PM. 3 ayes, 0 nays, motion carried.

Minutes taken and submitted by Admin/Clerk Jackie Arthur.