

# APPROVED MINUTES OF THE SPRINGDALE TOWN BOARD MONTHLY MEETING

Tuesday, January 19, 2021

Via Zoom due to Covid-19

## **1. Call to order,** Fagan, 7 p.m.

Present: Chair Mike Fagan, Supervisor 1 John Rosenbaum, Supervisor 2 Richard Schwenn, Admin/Clerk Jackie Arthur, Treasurer Rebecca Boelhower Santi, Recording Secretary-Interim Deputy Clerk Vicki Anderson.

## **2. Certification of compliance with Open Meetings Law.** Confirmed posted TH and online.

## **3. Approval of the agenda.** No changes.

## **4. Minutes of previous Town Board meeting.**

12/15/2020 TB meeting. Rosenbaum requested text of Town Mailbox Replacement policy be inserted into the minutes for a permanent record. MOTION (Fagan) to approve, Schwenn seconded, 3 ayes, 0 nays. Motion carried.

## **5. Public input/non-agenda items.** Fagan opened to public input.

Oak Hill Cemetery mowing: Schwenn has spoken to a gentleman who would be interested in the mowing job. Once the snow has cleared and he evaluates the terrain and size of the job, he will submit a bid. Fagan has spoken to another interested individual. Suggested the job description be posted to inform all Springdale citizens of the job opening. The Town will request bids from all interested parties.

Village of Mt. Horeb proposed annexation of Baker lands for Kwik Trip and impact on Ridgeview Road, a Town road. Generally agreed that questions regarding ownership and maintenance of the Town road to be used for access to the proposed Kwik Trip must be detailed before the Town would commit to any agreement. There was an article about this land in a recent issue of the *Mt. Horeb Mail* but no specific written information has been received by the Town at this time.

Village and Town of Springdale boundary agreement. Generally agreed that it would be beneficial for the two municipalities to discuss this again.

## **6. Monthly Treasurer update/approve Resolution 2021-1-2, amending the 2020 Town Budget.**

Tax collection: Treasurer Boelhower Santi collected \$2.3 million in taxes monies between 12/21 – 12/31/2020. The tax monies collected for the school districts, Verona Area, Mount Horeb Area, MATC, and Dane County and State have been dispersed by 1/15/2021. Dog licenses are up-to-date.

Office hours: On Sunday, 1/24/2021 from 6-8 p.m. and Wednesday, 1/27 from 10 a.m. – 2 p.m. the Treasurer will hold office hours in the Town Hall for tax collection, no appointment needed. Taxpayers may also deposit their payments in the drop box installed on the side of the Town Hall. It is emptied frequently.

Budget Amendment: Now that December revenues and expenses are finalized, a budget amendment is needed to align the books. There were no surprises at the end of the year and the Town is in good shape financially. As discussed during the budget hearing, the Town will establish a capital account for future big purchases such as trucks. The Treasurer will research the type of account and interest rates for discussion at the February TB meeting. MOTION (Fagan) to approve, Rosenbaum seconded to adopt Resolution 2021-1-2, 3 ayes, 0 nays, motion carried.

### *Resolution 2021-1-2 Amending the 2020 Town Budget*

*A resolution changing the 2020 budget of the Town of Springdale, Dane County, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the Town Board.*

*That at year end, the General Government Expense Account has a deficit of \$28,152.87 (due to unforeseen expenditures due to clerk and deputy clerk compensation changing and Covid 19 pandemic extra election costs.)*

*That at year end, the Intergovernmental Revenue Account has a surplus of \$12,000 (due to Routes to Recovery Grant, Cares Subgrant for election costs, and FEMA grant awarded for 2018 expenses) ; and the Licenses and Permits Revenue Account has a surplus of \$20,000 (due to number of permits issued.)*

*NOW THEREFORE BE IT RESOLVED by the Town Board of the Town of Springdale as follows:*

*That the sum of \$28,153 is hereby added to the General Government Expense Account, \$12,000 is added to the Intergovernmental Revenue Account, and \$20,000 is added to the Licenses and Permits Revenue Account.*

**7. Nizamuddin lands/concept plan/County Road S/Sec. 5, discussion and possible action for allowing four homes to a driveway in two locations as discussed by the PC in regards to the approved concept plan.**

Background Fagan – Even though the Nizamuddin lands have been discussed for a while by the PC, this concept plan is a new proposal based on the Sept. 2020 approval by Dane County Highway of different access points on County Road S. The Town has no control over these access points. The TB does not act on original concept plans. The TB is looking at this concept plan because it was approved by the PC in October 2020 and is dependent upon two driveways which did not meet the Town Driveway Ordinance in effect at that time. The TB is asked to consider applying the exception to the driveway ordinance adopted in December 2020.

The exception would allow an increase from a maximum of three to four dwelling units on a shared driveway when the layout would better meet the goals and policies of the Town of Springdale Land Use Plan. The exception is not to allow development that could not occur if required access and frontage were not available elsewhere. If the TB were to deny the application of the exception to one or two of the driveways on the concept plan, the concept plan would return to the PC for further review.

The concept plan shows a single lot A, with a new driveway on the north side of County Road S; a single lot, B, to be served by an existing shared driveway for three existing houses on the west edge of Nizamuddin property and four new lots, C, D, E, F to be served by a new shared driveway for four lots on the east edge of Nizamuddin farm.

Discussion in opposition to two exceptions – Rosenbaum - To conform to the Plan, Rosenbaum considered the land better suited for an Option 1 concept plan for five lots vs. this Option 2 concept plan for six lots. He requests that the lot B, proposed as the fourth lot for the existing shared driveway serving three existing houses, be removed because (a) it is entirely on agricultural land and (b) located along the highway would contribute to strip development.

Discussion in support of two exceptions – The majority considered the location of lot B to conform to the Plan because: (a) It would require less agricultural land than moving this lot B to an alternative location on the north side of the road requiring a long driveway/frontage strip on agricultural land. (b) It was not considered strip development. (c) In October, 2020, the PC voted 5 ayes, 2 nays to support it.

MOTION (Fagan) to approve, Schwenn seconded, the exception, the proposed driveway to the four new lots, C, D, E, F at the eastern-most access point on County Road S as depicted on the Nizamuddin submittal dated 12/15/2020 with the condition the driveway be built in conformance with the Town Driveway Ordinance and a shared driveway agreement be approved by the Town. Motion to approve carried, 3 ayes, 0 nays.

MOTION (Fagan) to approve, Schwenn seconded, the exception, the proposed addition of a fourth lot, B, to the existing shared driveway at the western-most access point on County Road S as depicted on the Nizamuddin submittal dated 12/15/2020 with the condition the driveway and shared driveway agreement be upgraded for four users in conformance with the Town Driveway Ordinance. Motion to approve carried, 2 ayes, 1 nays. 8:30 p.m.

**8. Red Code Book, update? Put online?** Discussion-no action: The TB and Admin/Clerk continue to research the best way to update the 1986 Red Code of Ordinances book. The book contains the Wisconsin State Statutes in effect in 1986 and Town of Springdale specific ordinances adopted since 1986. The Admin/Clerk has reached out to gather information from the WTA, Town Attorney, various code services and neighboring Town Clerks. It was generally agreed that the Admin/Clerk would continue to research the best way to accomplish the following goals:

- a. Post the ordinances on the Town website in a citizen-friendly, easy-to-access and update format;
- b. Identify the following three categories: i. existing state laws which apply to town government vs. village or city government; ii. Springdale specific ordinances such as the Town Driveway Ordinance, Accessory Building Ordinance, etc. iii. the updating needed for consistency among our Springdale specific ordinances such as references to Town or State ordinances in the Town Land Use Plan.
- c. Establish the process to update them every two years to conform with the State legislative two-year cycle once the ordinances pertinent to Springdale Town government are brought up-to-date.

### **9. Approval of Resolution 2021-1-1 Facsimile signatures for specific activities**

MOTION (Fagan) to table Schwenn seconded Resolution 2021-1-1 A Resolution to Approve the Use of Facsimile Signatures for Disbursement of Town Funds and for Approving Documents Signed by the Town Chair.

Discussion: The TB has the authority by Wis. Statutes to use facsimile signatures in lieu of the personal signatures of the Clerk, Treasurer and Town Board for checks and in lieu of the personal signature of the Town Chair for ordinances, resolutions, bylaws, orders, regulations, commissions, licenses and permits adopted by or authorized by the Town Board. It is stressed that the checks and other documents shall be adopted or authorized, pre-approved by the TB. It is stressed that the use of the facsimile signatures does not relieve an official from any liability to which the official is otherwise subject. The Admin/Clerk Arthur had researched the law and TB authority in preparation for her short-term maternity leave in case the Interim Deputy Clerk would be required to sign paperwork during Arthur's leave. Since the TB has designated Richard Schwenn as an alternate for the purposes of signing checks with the State Bank of Cross Plains and since the Interim Deputy Clerk has the authority to sign Admin/Clerk paperwork, not checks, there is no immediate urgency. Chair Fagan wants to continue the discussion in the February TB meeting; the use of facsimile signatures could be useful in the future. Motion to table carried, 3 ayes, 0 nays.

### **10. Calendar of upcoming events**

Feb. 16, 2021 - Spring primary

Feb. 17, 2021 – February Town Board meeting

April 6, 2021 - Spring election

### **11. Bills.**

Bridge Inspections- Fagan-The required inspections of the bridges on Spring Rose Rd. and Paulson Rd. have been completed by Dane County Highway and Transportation Department. Town Patrolman Devin Dahlk plans to schedule the maintenance recommendations as part of the annual roadwork so there are no specific costs at this time.

Compressor – MOTION (Fagan) to authorized the Town Patrolman to order a replacement compressor for the Town Garage not to exceed a cost of \$2574.99. Schwenn seconded. 3 ayes, 0 nays, motion carried.

Monthly bills-MOTION (Schwenn) to pay the bills. Rosenbaum seconded. 3 ayes, 0 nays, motion carried.

**12. Adjournment.** MOTION (Schwenn) to adjourn. Rosenbaum seconded. 3 ayes, 0 nays, motion carried.

Minutes taken and submitted by Interim Deputy Clerk Vicki Anderson