

Springdale Town Board Meeting Tuesday, December 17, 2019, 7 PM

Town Hall at 2379 Town Hall Road, Mt. Horeb, WI

MINUTES

Call to Order; 7:03 PM Fagan

Certification of compliance with the open meeting law. Clerk confirmed posted 12/12/19.

Town Board in Attendance: Town Chair, Fagan; Supervisor I, Rosenbaum; Supervisor II, Schwenn; Treasurer, Boelhower Santi; Patrolman Dahlk; and Clerk, Duerst Severson. Quorum present,

Approval of the Agenda;

Minutes of the previous Town Board Meetings

Oct. 15 Regular Monthly Meeting MOTION Schwenn/Rosenbaum to approve as presented. MOTION carried 3-0

Oct. 28 Joint meeting with PC. Only TB agenda item was Accessory Building: Scott Friedl-Mueller lands/Accessory Building/CTH P/Sec. 4. Friedl cancelled before the meeting began.

Nov 18 Budget/Elector meetings -Minutes expected to be ready for approval in January.

Nov 19. Regular Monthly Meeting MOTION Schwenn/Rosenbaum to approve as presented. MOTION carried 3-0 Rosenbaum request the new CSM#s for Holler be added when assigned.

Public Input: Non-Agenda items;

- Pat Downing, Dane Co. Board of Supervisor for Springdale, requested electors support in the upcoming election and reviewed a few of his accomplishment this term. Fagan thanked him for his service.
- Fagan- Dane Co. informed him that they applied for WI DOT 90/10 aid 90/10 for work on Hwy G.
- Duerst-Severson confirmed that the Joint 90/10 aid application with Primrose to replace the bridge on Lewis Rd was submitted on Dec. 6. Awards are expected to be announced by April.

Tax bills with informative enclosure were delivered to the Post Office on December 11.

The Historic Riley Tavern -- Transfer of Liquor License is pending final sale which is scheduled for Dec 27.

Public Hearings - Plan Commission Recommendations.

CSM/Zoning Karl & Judy Hacker County Highway G. Sec. 25 CSM to be consistent with approved-concept plan and zoning district: Discussion comparing preliminary CSM submitted on Nov 27 to that requested/recommended by PC on Nov 25; especially the notation of Lot 2 which was pointed out in this meeting as required by Dane Co. Fagan thanked the Hackers for working with the Plan Commission to retain all the farmland together in one lot as required by the Springdale Land Use Plan. All 3 lots will need to be rezoned to comply with Chapter 10 rezoning by Dane Co. The Hackers will apply for a rezoning and be on the PC, TB and DC ZLR meeting agenda. MOTION: Schwenn/Rosenbaum to approve preliminary CSM as presented with no further division for development of lots 1, 2, and 3 per the current Springdale Land Use Plan. In addition, the CSM must state that Lot 1 and Lot 3 are subject to a town-approved building envelope, the location being on file in the Town Hall. Hacker to file a copy of the shared driveway agreement at town hall. MOTION carried 3-0.

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□ Revised building envelope: Burger Land/John Stevens –Lewis Rd SEC. 29 Lot 3:

Discussion: Stevens is seeking TB approval to move a same sized building envelope and associated driveway access to the shared driveway. Since 11/25/PC recommendation:

- M. Nortmann, represented for Burger, has approved discussion of this property by Stevens, a potential buyer of this parcel.
- 12/9 Stevens submitted a drawing of his desired building envelope/driveway location.

Background:

- On 2/23/2015, Burger's concept plan split a 20 acre parcel into a 17 (with the existing residence) and a 3 acre lot. The 2015 Town-approved building envelope is nestled near the eastern edge of the Lot, near the woods in the southern section of the Lot. This location keeps the development off of agricultural land and off of a high point of the land. The Burgers retained a slice of land as an access point to the woods on their property.
- On 11/26/2018, the PC approved the preliminary CSM consistent with a slight alteration to the 2015 concept plan "...to include a small slice of land adjacent to the existing driveway in the new 3-acre lot. This was considered an improvement since it provides...a better access to the agricultural field In 2015, the Burgers had retained this slice of land as an access point to the woods on their property
- On 11/25/19 PC Meeting, the Stevens hope to purchase the 3 acre lot. They are proposing moving the building envelope closer to Lewis Rd., tucked in the tree line off of agricultural land and accessed via a driveway shared with the residence on the 17 acre lot of the mother parcel. This will greatly reduce the length of driveway, to approximately 20', that will be shared. Stevens stated they are not looking to change the envelopes approved size.
- Tonight, 12/17/19 Stevens submitted proposed building envelope, 63' E of Lewis road, 25' from northern lot line (from lot 2), and 1/6 acre in size.
- Next: Burger or Stevens will need to do a CSM and apply for rezoning and thus need to contact the PC, TB and DC ZLR when ready to be on meeting agenda. NOTE, Clerk called Burger's Rep, Nortman, -left VM the CSM/Zoning was in place for this lot before Chapter 10; no CSM/Rezone needed at this time.
- MOTION: Fagan/Schwenn to approve moving the building envelope as drawn by Stevens on 12/9/19 with the 1/6 acre building envelope on file with the town. MOTION carried 3-0

□ DANE COUNTY CODE OF ORDINANCES CHAPTER 10 PROPOSED

AMENDMENTS: Discussion referencing amendments Dane Co. is making to match State law. Since adoption of the comprehensively revised Chapter 10, DC staff have submitted amendments to clean up some omissions. For example, cemeteries and limited farm businesses are proposed for appropriate zoning districts. The document is available on Dane Co.'s website.<https://dane.legistar.com/View.ashx?M=F&ID=7823108&GUID=812D7FB4-E720-4D68-8E47-6FA25DA52293>. MOTION: Rosenbaum/Fagan to approve proposed amendments to Dane County Code of Ordinance Chapter 10 as presented. MOTION carried 3-0 Clerk Town Action Report sent to Dane Co 12/19/20

Springdale Town Board Meeting Tuesday, December 17, 2019, 7 PM

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MINUTES

CUP 2466 Airport William Garfoot Springdale Center Rd. Sec. 28, Dane Co Chapter 10 Zoning - Discussion: Garfoot has been in contact with Dane Co Zoning (Lane and Violante) regarding his concerns that the change to Chapter 10 zoning may affect future options with his land.

Lane's written response to Garfoot on Nov 4 did not satisfy Garfoot's concerns. Rosenbaum agreed to attend a meeting with Garfoot if he sets one up with Dane County. No action was taken.

Rosenbaum to meet w Dane Co. and Garfoot.

Appoint Election Inspectors: Discussion: We anticipate large turnouts in 2020 and therefore are pleased to learn we have two additional Election workers. Election workers must be eligible to vote and live in the County. They are not required to be eligible to vote in the district they work in. MOTION: Fagan/Schwenn to appoint Lois Schmidt and Marilyn Zurbuchen as Election Inspectors to work at TOS Elections for a two-year term of January 1, 2020 through December 31, 2021

Policy Re Reimbursement for Mailboxes damaged by Town equipment/action. Discussion: Rarely is a mailbox damaged by the actual snowplow. It is more likely damage is caused by the snow as it is moved from the roadway. Post/boxes in bad shape are at high risk. There are actions owners can take to reduce risk, including adding a snow shield. Currently, upon notice of damage related to town plowing, the Patrolman makes a site visit to confirm the likelihood that the damage occurred as a result of the town's snowplowing and that the post/box appear to have been stable and in good condition before the incident. If plausible it was related to town action, we ask the owner to purchase replacements for related damaged items (mailbox, post, or both). The owner installs the new mailbox - which may mean putting it up temporarily until the ground is thawed. The town reimburses the owner for parts - not labor. Until recently, all request for replacement cost have been under \$65.

In that some owners have opted to install boxes above the standard, the TB questions the tax payer's responsibility to cover the cost of replacing deluxe receptacles. The thought is similar to how insurance company's payout when owner add extras/specialty item to their vehicle.

MOTION: Rosenbaum/Fagan to make it the Town's policy to require the claimant to notify the town of the damage and allow the Town Patrolman to verify the likelihood that the damage was in fact the result of Town activity. Once verified, and upon receiving copies of receipts for the replacement parts, the Town will reimburse the owner for the actual cost of the materials or \$75, whichever is less. MOTION carried 3-0.

Town of Springdale Building and Mechanical Code Ordinance Title 9 Chapter 1 -2018-08-01 Electric-Building Inspections - Amend Language Issuance of Permit Discussion: Effective January 1, the State has put in place new requirement for electrical inspections. As a result, the Town is required to update our Ordinance to reflect current laws. The Town contracts these inspections through Johnson Inspections. Owner Tracy Johnson understands and agrees to the new requirements. MOTION: Fagan/Schwenn to adopt the following change to section 1-1-10 (correction 1-1-11) Issuance of Permit:

Remove that which is stricken in the following:

4. The Inspector shall issue the requested permit if the owner or contractor demonstrates that all state, county and local submission requirements are satisfied. If a permit card is issued, it shall be posted at the job site in a visible location from the street. ~~Permits are~~

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~~valid for two years. Permit may be extended for 30, 90, or up to 180 days with the Building Inspector's approval and payment of permit fees.~~

Replace stricken words with:

Per Wis. Admin. Code § SPS 316.012(3)(b): A permit required under sub. (1) shall expire 12 months after the date of issuance, if installation of the electrical wiring has not commenced.

MOTION carried 3-0 POSTED

Election Security Requirements -Grant funds -selecting an IT vendor and purchasing a PC
Discussion: The town was recently granted \$1200 to be applied towards specific election security measures which include the purchase of a town owned PC to be used for election related activity and IT support to insure security on all town equipment used related to election activities. Wisconsin Towns Association and the Wisconsin Elections Commission have screened and have approved a few IT vendors; some of which offer a PC as a part of their package. Fagan will work with the Town Clerk to determine which vendors best meets the Town's needs and secure a three year contract with the selected vendor. The grant requires this be in place by January 28, 2020. No Action Taken

Resolution 15-9-1 Amendment -Fees -Ordinance Title 9, Chapter 3.16 Administrative Fees.

Discussion: the Board worked together to update the Resolution and associated fee schedule.

MOTION Fagan/Rosenbaum to amend Resolution 15-9-1 to reflect updated fee schedule effective 1/1/2020. The amended resolution, 2019-12-x is on file at Town Hall. MOTION carried 3-0. Posted/Published

Calendar of upcoming events:

- January 20, Martin Luther King Jr. Day
- January 21, Town Board Meeting, Tuesday, 7:00 PM
- January 27, Plan Commission Meeting, Monday, 7:00 PM
- February 18, Spring Primary Tuesday, 7:00 AM to 8:00 PM
- **February Town Board meeting moved to Tuesday, February 11. 7:00 PM**
- **March Town Board meeting moved to Tuesday, March 10, 7:00 PM**

Bills –Treasurer Report/Updates;

Tax Bills Treasurer listed new efficiencies this year and thanked Marta Cantrell and Shane Santi for their help. She has spoken to the Post Office to expedite delivery.

Ordinance Finance Sec 3-1-14 - Board Bond of Town Treasurer. Renewed Annually
MOTION: Fagan/Schwenn to adopt the ordinance to accept the responsibility for tax collection: Whereas, Subsection (2) of Section 70.67 of the 1951 Wisconsin Statutes provides that the Treasurer of each town or village shall be exempt from filing the bond or bonds provided under Section 70.67(1) upon the condition that the governing body thereof shall by Ordinance obligate such municipality to pay, in case the Treasurer thereof shall fail to do so, all taxes required by law to be paid by such Treasurer to the County Treasurer. Now therefore: The Town Board of Springdale, Dane County, Wisconsin, does ordain as follows: That pursuant to Section 70.67 (2) Wisconsin Statutes of 1951 do, and hereby does, obligate the said Town of Springdale to pay in case the Treasurer, Rebecca Boelhower Santi,

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thereof shall fail to do so, all taxes required by law to be paid by such Treasurer, Rebecca Boelhower Santi, to the County Treasurer for the taxes of 2019 payable in 2020 and all taxes payable in subsequent years. This terminates upon a change in the Treasurer
MOTION carried 3-0.

Referendum to move funds in 2019 budget Resolution Not needed at this time. No Action Taken.

Ordinance Finance 3-1-7(c) & 2015-11-01 Ordinance for Alternative Claim Procedure for Refunds of Tax Payment in Excess of Tax Bill Amounts and Prompt Payment of Fixed Expenses. Amendment Discussion: Wis. Statue Sec. 60.44(2). Allows TB to adopt an alternative claim procedure for approving financial claims against the town which are in the nature of bills and vouchers.

In recent years more systematic bills are charging late fees/interest and cannot negotiate payment cycles that coincide with our TB meetings. They suggest we automate payments. Hard copy invoices will continue to be examined by the Town Clerk & Treasurer, and reviewed monthly by the TB. This procedure is similar to how we currently handle payments of payroll tax, tax redistribution, EFT payroll for the Patrolman, payroll for public works extra labor, and refunds of excess payments of taxes. Payment of fuel delivery was already pre-approved by the TB; however, we are currently using their prepay options in hopes of hedging of price increases. This amendment to authorize auto pay of certain bills and tax overpayments and prompt payment of fixed expenses in addition to those currently being processed that way.

MOTION: Fagan/Rosenbaum to authorize setting up auto payment for Alliant Energy, MG&E, Mt. Horeb Telephone Co. and U.S. Cellular. Invoice/payment records will continue to be submitted for Board review with the regular monthly bills. MOTION carried 3-0 Posted

Adjourn. MOTION Schwenn/Rosenbaum to adjourn. MOTION carried 3-0

Respectfully Submitted

Susan Duerst Severson, Town Clerk