

Springdale Town Board Meeting Tuesday, February 11, 2020, 7 PM

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

MINUTES

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

Call to Order; Fagan 7:07 PM

Certification of compliance with the open meeting law. Quorum present, Clerk confirmed Posted 2/7/2020/Published 2/6/2020 **Approval of the Agenda;**

Minutes of the previous 2019 Town Board Meetings:

- Jan 21, Regular TB meeting. MOTION Schwenn/Fagan to approve as presented MOTION carried 3-0
- Jan 27, TB w PC RAB Hayes MOTION Rosenbaum/Schwenn to approve as presented MOTION carried 3-0

Public Input: Non-Agenda items;

Rosenbaum reminded everyone that the WTA is sponsoring a training session March 13. It was recommended that our Deputy Clerk/Election Specialist attend. The Town will pay for officers that attend.

Citizen commented that culvert on Hwy G near 92 is fully blocked. Dane Co. did confirm; but, has not taken action. Fagan gave them the number of our contact at Dane Co.

Patrolman Update - Patrolman attended via telephone.

- 2020 Snow Plow MOTION Fagan/Schwenn to pay balance of \$108,067 once Patrolman confirms the amount is as quoted when the truck was ordered. MOTION carried 3-0 (2/13/2020 Patrolman confirmed amount)
- Finks 2018 invoices - Discussion: Find internal audit discovered two August 2018 storm related invoices that were not sent to us in 2018. MOTION to pay will be included when all bills for this month are reviewed later tonight.
- Dane County Bridge Inspections. Discussion: State Statue 84.17 requires municipal bridges to be inspected in 2020. For Springdale, two bridges requiring inspection cross the Sugar River, one on Spring Rose Road, and the other on Paulson Road. Dane Co DOT offers to inspect the bridges at group rates; or we could contract our own inspector. The cost is estimated at \$300/bridge but could exceed that amount if further/more in-depth inspecting is needed. MOTION Fagan/Schwenn to contract with Dane Co engineers. MOTION carried 3-0. A copy of the agreement is on file at Town Hall.
- Set up date for Town Board and Patrolman Road Tour (select projects for bids) NO ACTION TAKEN -

Carry forward to next monthly TB agenda.

- Other roads/Patrolman related topics may be discussed- NONE

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Public Hearings - Plan Commission Recommendations.

Rezoning Dane Co. 11518 of new CSM lots/Karl & Judy Hacker CTH G Sec. 25,

Discussion: The Hackers had completed the concept plan and Certified Survey Map for a three-lot division by the 11/25/2019 PC meeting. This rezoning is the necessary step required with this new lot configuration. The original Lot 1, approximately 16 acres, and Lot 2, approximately 4 acres, of CSM 9688 were zoned RM-16 and RR-2. Land was redistributed among the original two lots to create the third lot. The new Lot 3, approximately 3.29 acres, shall be zoned RR-2. Hacker's Dane Co. public hearing is scheduled for February 25, 2020. Fagan thanked the Hackers for working with the Plan Commission to come up with a plan that supports the Town's current Land Use Plan.

MOTION Rosenbaum/Schwenn to approve rezoning petition #11518 as detailed on the submittal to Dane County Zoning and with the conditions that there shall be:

1. All lots: No further divisions for development per the current Town of Springdale Land Use Plan.
2. New lots, Lot #1 and Lot #3 are subject to a Town-approved building envelope, the location document is on file in the Town Hall.
3. As a result of this rezone,
Lot 1 will be zoned RM16
Lot 2, approximately 4 acres, shall be zoned RR2, and
Lot 3, approximately 3.29 acres, shall be zoned RR2

MOTION carried 3-0 TB Action Report sent to Dane Co, Lane, 2/19/2020

Conditional Use Permit, CUP Dane Co. 2491 limited family business - Hardscapes landscaping, Josh Zimmer, CTH G Sec. 34,

Discussion: Town Board went over every condition recommended by the Plan Commission and Dane County item by item with Zimmer. The results are documented in the motion. TB read and then voted on whether the Eight Standards of Conditional Use and found Zimmer's planned use to satisfy all with the exception on #8 which did not apply.

MOTION Rosenbaum/Fagan to approve Dane Co. CUP 2491 with the following conditions:

1. Type of Activity: Hardscapes LLC is a small landscape construction company with zero employees and no plans for expansion beyond the definition of a limited family business. It is the intent of the Zimmer's to retain their residential property looking like a farmette.
2. The hours of operation shall be from **7 a.m. until 7 p.m.**, Monday through Friday.
3. Number of employees shall not exceed the limited family business standard of no more than one or one full-time equivalent who is not a member of the family residing on the property.
4. No business shall be conducted on site; no sales, no services.
5. No outdoor storage of equipment or materials shall be permitted except for the outdoor parking of two pick-up trucks in the area designated on the site plan as the cattle yard. The equipment and material stored indoors includes two trailers and a skid loader and truck and equipment attachments.
6. The area of the residential lot to be used for the limited family business includes the cattle yard and southern-most shed as depicted on the site plan, dated 1/27/2020 and on file in the Springdale Town Hall.
7. Outside business activity shall be prohibited.
8. On site burning of materials and refuse associated with the business shall be prohibited.
9. Hauling debris and refuse associated with the business to the site shall be prohibited.

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10. All lights shall comply with the Town of Springdale Dark Sky Lighting Ordinance and pertinent.
11. Signage and loudspeakers shall be prohibited.
12. Structures must not be used as commercial accessory buildings.
13. The limited family business conditional use permit shall automatically expire upon sale of the property or the business to an unrelated third party. Rezoning or relocation of the business may be necessary or become necessary if the business is expanded.
14. The physical development and operation of the conditional use must conform, in all respects, to the approved site plan and operational plan.
15. The applicant shall apply for, receive and maintain all other legally required and applicable local, county, state and federal permits. Copies of approved permits or other evidence of compliance will be provided to the zoning administrator upon request.
16. Any ongoing business operation must obtain and continue to meet all legally required and applicable local, county, state and federal licensing requirements. Copies of approved licenses or other evidence of compliance will be provided to the zoning administrator upon request.
17. All vehicles and equipment must access the site only at approved locations identified in the site plan and operations plan.
18. Off-street parking must be provided, consistent with s. 10.102(8).
19. If the Dane County Highway, Transportation and Public Works Department or the town engineer determine that road intersection improvements are necessary to safely accommodate the conditional use, the cost of such improvements shall be borne by the landowner. Costs borne by the landowner shall be proportional to the incremental increase in traffic associated with the proposed conditional use.
20. The Zoning Administrator or designee may enter the premises of the operation in order to inspect those premises and to ascertain compliance with these conditions or to investigate an alleged violation. Zoning staff conducting inspections or investigations will comply with any applicable workplace safety rules or standards for the site.
21. The owner must post, in a prominent public place and in a form approved by the zoning administrator, a placard with the approved Conditional Use Permit number, the nature of the operation, name and contact information for the operator, and contact information for the Dane County Zoning Division.
22. The owner or operator must keep a copy of the conditional use permit, including the list of all conditions, on the site, available for inspection to the public during business hours.

MOTION carried 3-0 TB Action Report sent to Dane Co, Lane, 2/19/2020

Agenda items that the Town Board (TB) may act upon during joint meeting with the Plan Commission (PC).

- Discussion: The Town Board's goal is to maximize use of Town Board, Plan Commission, and citizen's time by expediting item brought to the town when prudent. To this mean, the TB previously approved joint meeting with the PC on pre-determined PC agenda items. When, at the sole discretion of the TB, it is determined the TB has enough information and has had ample time to analyze a PC recommendation, the TB may choose to immediately go into open session and take action on the agenda item. Due to recent zoning changes at the county level, the TB would like to add rezones as an option to a process that has proven efficient. MOTION: Fagan/Schwenn to make Accessory Buildings and potentially related driveways, Lot Line Adjustments, and Rezones eligible for TB consideration during Plan Commission meetings when posted as TB Action possible. MOTION carried 3-0 Election **Security (KerberRose) Update-**

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Discussion: Clerk reported KerberRose was unable to meet the WEC deadline for implementation of sub-grant funded goods and services. The Town applied for and was granted an extension. Meanwhile, the Town will reevaluate KerberRose as our provider (no contracts has been signed). NO ACTION WAS TAKEN

Resolution 19-12-1 Code of Ordinance Title 9 Chapter 3.16 Administrative Fees: Violations - Penalty/Fees/Forfeitures NO ACTION WAS TAKEN - this item will be moved to a future TB agenda.

TownHall Software, Inc - Financial Software (Marge) Update -Discussion: Treasurer and Clerk report nothing but good things being promised about this software which was written solely for the use of Municipalities. It will replace our current Quicken software with software capable of assisting in payroll, payroll reporting, and nearly all budget and mandatory government and insurance reporting. Several towns report the system offers regularly updated, user friendly, and efficient services with outstanding help desk staffing We are scheduled for set-up and exposure training tomorrow. Payment for set-up of Marge cloud version for two users, \$3585 was budgeted and is included in this month's bills for TB approval. Quicken and historic data will be backed up for on and off-site storage; but, will remain available for reference on the Treasurer and Clerk PC until deemed no longer needed for quick reference.

Calendar of upcoming events:

- February 18, Spring Primary Tuesday 7:00 AM to 8:00 PM VOTE
- February 24, Joint Plan Commission & Town Board meeting Monday, 7 PM
- March 5 TB/PC Training Wisconsin Act 67 and changes to the processing of Conditional Use Permits, Verona Town Hall Thursday, 3:30 PM (posted 2/20/2020)
- March 10, Town Board Meeting - Moved to accommodate TB member. Tuesday, 7 PM
- March 13, WTA Meeting - Barneveld BOR, Cyber Security, Legislation Update 7:30 AM

Note Change in Date for March Town Board Meetings

Bills –Treasurer Report;

Referendum to move funds in 2019 budget No action taken

Tax Bills -Shared Revenue Tax Payments made after Jan 31 go directly to Dane Co, not the Town
Payment on Truck

MOTION Rosenbaum/Schwenn to pay bills as presented contingent on Patrolman confirmation of amount billed for snow plow truck is as quoted. MOTION Carried 3-0 (Patrolman confirmed =quote)

MOTION Fagan/Rosenbaum to go into closed session per Wis. Stats. §19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the closed session is to discuss contracts for Town employees and possible position openings. MOTION carried 3-0

Adjourn Closed Session

MOTION Fagan/Rosenbaum to return to open session:

Call to Order in Open Session; Fagan 8:55 PM

Action on issues discussed in closed session. No Action Taken

Potential action on any other issues related to the staff No Action Taken

Adjourn. MOTION Schwenn/Fagan to adjourn. Motion carried 3-0

Respectfully Submitted

Town Clerk, Susan Duerst Severson