

SPRINGFIELD TOWN BOARD

MEETING MINUTES

Tuesday, June 20, 2017, 7:30 P.M.
Springfield Town Hall

I. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

Chair Don Hoffman called the meeting to order at 7:30 p.m.

Roll call shows Chair Hoffman and Supervisors Dave Laufenberg, Jim Pulvermacher, Art Meinholz and Dan Dresen present.

Also present were Clerk Dianah Fayas, Deputy Clerk Jan Barman, Road Patrolman Darin Ripp, Vern Acker, Don and Ann Esser, Tom Meier, and Beth, Ivan and Tyler Hellenbrand.

Pledge of Allegiance was recited.

II. CONFIRMATION OF COMPLIANCE WITH OPEN MEETINGS LAW

The Clerk confirmed that the agenda was posted at the town hall and on the website. Meeting is being recorded.

III. INFORMAL PUBLIC COMMENT TIME

Deputy Clerk/Treasurer Barman welcomed the new Clerk/Treasurer.

IV. MINUTES OF PREVIOUS MEETING: JUNE 6, 2017

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to approve the minutes of June 6, 2017. All ayes, motion carried.

V. REZONE & CSM FOR DONALD ESSER, 6600 KOPP RD FOR 5.04 AC FROM A-1EX TO RH-2 TO CREATE A HOME SITE.

The request was brought before the Plan Commission and MSA has provided feedback. Sup. Pulvermacher informed the Board that the Plan Commission didn't have any issues with the creation of a lot but there were questions about driveway access, site distance and the possible designation of Wipperfurth Rd. as a Single Purpose Road if the new lot's driveway was off Kopp Road. The Board discussed those issues as well as any existing or necessary animal restrictions. RESOLUTION #2017-3

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to grant the request to rezone 6600 Kopp Rd. for 5.04 acres from A-1 Exclusive to RH-2. All ayes, motion carried.

VI. CSM FOR JACEK & ROSEMARY CIANCIARA, 7313 CLOVER HILL DR, SPLIT 3.46 AC LOT INTO 1.92 AC AND 1.50 AC TO ALLOW FOR A HOME SITE.

Sup. Pulvermacher reported the Plan Commission had asked the land owners to include the septic system on the CSM and decided against requesting the building envelope be included on the map due to the limited number of

potential placement sites on the lot. The only question that came up was whether or not a TDR was required on an existing subdivision. The Board indicated this is something they've allowed in the past, prior to the TDR plan, but will need to be addressed during the upcoming joint Plan Commission/Town Board meeting.

Motion by Sup. Meinholz, seconded by Sup. Pulvermacher to accept the CSM change to split the lot at 7313 Clover Hill Dr. into two lots: 1.92 acres and 1.5 acres. A friendly amendment was made by Sup. Pulvermacher, accepted by Sup. Meinholz, and seconded by Sup. Laufenberg that if a shared driveway is used, a shared driveway and maintenance agreement will be executed. All ayes, motion carried.

VII. IVAN & BETH HELLENBRAND, 7432 KICK-A-BOO RD, POSSIBLE SEPARATION OF FARMHOUSE FROM FARM

At the petitioner's request, this item was postponed until later in the meeting as they awaited the arrival of an interested party.

VIII. NATHAN WAGNER INTERVIEW FOR PLAN COMMISSION APPOINTMENT

Mr. Wagner was not able to attend due to a scheduling conflict; Sup. Pulvermacher indicated the Plan Commission had the opportunity to interview Mr. Wagner, he's a long term resident of the Town and none of the Commission had any issues with him. Mr. Wagner's interested in the Town and brings things to the table that others on the Plan Commission may not. No other applications were received. For edification, Sup. Pulvermacher informed the Clerk that the Chairman has the ability to appoint the representatives on the Plan Commission but often seeks the input of the other Board members.

Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to appoint Nate Wagner to the Plan Commission. All ayes, motion carried.

IX. GREENBRIAR ROAD LLC NEXT STEPS AND FEES

No fees have been paid by the petitioner at this point; expenditures thus far include an \$800 attorney invoice and a \$400 invoice from the town planner. The petitioner has been in front of the Plan Commission numerous times for discussion, which is not the typical process. The petitioner has agreed to pay a \$7500 retainer fee, equal to the fee for a new subdivision plat, with the agreement that 50% of the two expenses listed above will be paid out of said retainer.

Motion by Sup. Dresen, seconded by Sup. Laufenberg to table the request until after the joint July 3rd meeting. All ayes, motion carried.

X. PROJECT HERO TOWN HALL

Deputy Clerk Barman relayed the request from Project Hero to use the Town Hall Aug. 10th to host a lunch for their cycling event. Dep. Barman explained Project Hero facilitates events like this throughout the country to raise money and awareness for veterans. There will be approximately 150 wounded, ill and injured veterans and first responders participating in the event, arriving in three separate and staggered groups for up to three hours, starting at 11 a.m. Deputy Barman will notify local citizens and civic organizations that may be interested in volunteering their time and support to help with the event.

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to waive the Town Hall rental fee. All ayes, motion carried.

A discussion ensued regarding contributions by the Board collectively versus individually and privately.

Motion by Sup. Pulvermacher, seconded by Sup. Dresen to table the discussion until the July 5th meeting. All ayes, motion carried.

VII (Cont.). IVAN & BETH HELLENBRAND, 7432 KICK-A-BOO RD, POSSIBLE SEPARATION OF FARMHOUSE FROM FARM

A lengthy debate ensued between town supervisors and petitioners regarding the requested separation of the farmhouse from the farm and the advisability and marketability of a decision either way. It was noted that when a separation of property occurs, it is typically the house and buildings separated from the land, not the house separated by itself. It was noted that the question brought before the Plan Commission was, "Does the lot size for a home need to be an acre". There has been no formal application, nor was the question of separating the house with or without the buildings ever formally brought before the Plan Commission.

XI. OPERATOR LICENSE –

- Mark Hagan, The Keg of Martinsville, LLC
- Stephanie Sayles, Kelley's Market

The Chairman confirmed with the Clerk that background searches had been done and that nothing was found to preclude them from receiving licensure.

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to grant operator licenses to Mark Hagan and Stephanie Sayles.

XII. FINANCIAL REPORTS – MAY 31, 2017

The Board reviewed the Town financial reports ending May 31, 2017. A discussion was held regarding how money from the powerlines was handled, whether the large payment and annual payments were deposited into the general fund or a separate account.

Motion by Sup. Dresen, seconded by Sup. Pulvermacher that money from the powerlines gets earmarked to be put in a separate account.

During the ensuing discussion, the handling of other receivables was discussed, including annual ATC payments and Biogas payments.

Sup. Dresen amended his motion, seconded by Sup. Pulvermacher to earmark and move the large one-time ATC payment into its own account. All ayes, motion carried.

Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to create a separate account for the annual \$15,000 Biogas payment to be used for the maintenance of Schneider Road and Vosen. All ayes, motion carried.

It was noted that that money had provided for the chip sealing of Schneider Road. It was also noted that some of the money from the large ATC payment was used for paving the Town Hall parking lot.

Patrolman Ripp explained to the Board that he had spent all of his allotted garage funds for the year (\$3,500), the bulk of which was used on vehicle maintenance and tools. The Patrolman and Clerk's Office will work to separate the expenditures by shop supplies and truck maintenance. Some of the garage expenditures will also be charged to capital expenses.

Sup. Dresen requested a copy of the monthly statement from the Kingsley Cemetery account.

XIII. HEALTH INSURANCE COVERAGE - CLERK

The Board was asked to clarify language in the Town of Springfield Employee Manual under the health insurance heading to determine when a new employee becomes eligible for health insurance payment contributions from the employer.

Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to strike the probationary line for health insurance in the employee manual and add, "must follow State rules." All ayes, motion carried.

XIV. DROP OFF DAY LARGE ITEM AND ELECTRONICS

The Board looked at Westport/Waunakee's collection criteria and debated options to minimize dumping by non-residents. The Board instructed the Clerk to research the cost of microwave disposal and to add to the August agenda.

XV. DOG LICENSES— ABBEY RUST/DANIEL HOWARD IN VIOLATION

Deputy Barman updated the Board; we've received documentation for two of the dogs and are awaiting documentation on the third dog. Deputy Barman explained the next step is to contact Dane County Animal Control. The Board directed the Clerk's Office to try and make contact one more time before contacting the County.

XVI. CIVIC SYSTEMS – UPGRADE/TRAINING

The Clerk updated the Board on the progress of researching various municipal financial software packages, the initial costs, including at least one new updated PC to comply with software specifications, as well as the ongoing cost of annual maintenance agreements. Research will continue, with possible on-site demonstrations.

XVII. DRIVEWAY PERMITS

The Board discussed the number of driveways, both residential and commercial that are not in compliance with Town requirements and explored various enforcement and penalty options with regard to non-compliant driveways. Some towns require the home owner or developer to come before the Board for approval prior to the issuance of a permit. In 2016 there were three residential driveways and one commercial driveway that were not in compliance with the ordinance. Sup. Pulvermacher reminded the Board that the Board had already basically granted the commercial driveway a variance.

Motion by Sup. Dresen that all driveways that received a permit with language stating what the specifications are have to be done that way. Motion died from lack of support.

Motion by Sup. Meinholz, seconded by Sup. Dresen, that the three residential driveways put in in 2016 that are not in compliance with the ordinance have to be corrected and the one commercial driveway put in in 2016 that is not in compliance with the ordinance needs a variance by the Town Board. A friendly amendment was made by Sup. Pulvermacher, accepted by Sup. Meinholz and Sup. Dresen, to amend the motion to remove the blacktop, commercial driveway from the motion. All ayes, motion to amend carried. 4-1, Chair Hoffman opposed, amended motion carried.

XVIII. COMMITTEE REPORTS

Sup. Dresen:

Fire Department - Personnel stayed the same, three calls to Springfield. They need a whole new computer system, software and computers, at a cost of approximately \$15,000, which they have in the general fund, so the Town won't be receiving a bill for that.

Sup. Meinholz:

None

Sup. Pulvermacher:

The Donald Esser driveway issue needs to be put on an agenda to discuss if status as a Single Purpose Road has changed now that the last split on the property has been used and will access Kopp Road directly, along with the SPR issue with regards to Wipperfurth Road, Woodland Drive and all other SPRs that only serve one residence.

Sup. Pulvermacher asked the towns he represents on the Towns Association if they were in favor of AB109, which allows the towns that are withdrawing from Dane zoning to do an immediate tax levy without having to go to Court, a transfer. It opens the timeline up and gives the towns that are withdrawing the ability to do the tax levy transfer; we'll figure out what our percentage is of the taxes that the Town residents pay for zoning at the County. We'll be able to assess our Town residents for that. The Town Board supports AB109 as amended.

The Town of Berry has concerns with the increasing number of bicycling events as cyclists aren't obeying the rules of the road, leading to traffic hazards and safety concerns.

Sup. Pulvermacher is concerned with engineering firms telling communities to use DOT specs for their roads, which isn't always appropriate for Town roads, as the amount of traffic and the weight of traffic is different. Sup. Pulvermacher advocates using more oil to the Town mix to help keep the roads soft. He would like to put together an educational meeting with paving companies and other interested parties to identify the types of blacktop appropriate for Town traffic. The Town of Middleton oil fogged their chip sealing on Airport Road with excellent preliminary results; we have a neighboring test area to evaluate a new procedure that might be longer lasting.

Sup. Laufenberg:

None

XIX. ROAD PATROLMAN'S REPORT -

Patrolman Ripp provided the Board with a list of potential projects for 2017 to use up the remaining road budget, as well as a list of future projects for consideration. The Balzer Rd. culvert project is \$1,500 and the culvert fix on Schneider Road is approximately \$750, plus \$1,500 for Riles. It was noted that the Schneider Road repairs can be paid with the Biogas money and there is \$44,000 in a special roads savings fund that could be used to cover any unbudgeted repairs. Patrolman Ripp and Sup. Pulvermacher were both impressed with the results of the fogging procedure done on Airport Road.

Motion by Sup. Pulvermacher, seconded by Sup. Dresen to put out for bid all items 1-19 through MSA with a change of the Poelma Drive project to include an alternate bid for a single chip seal with fogging. All ayes, motion carried.

Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to authorize Patrolman Ripp to spend up to \$15,000 for crack sealing. All ayes, motion carried.

Motion by Sup. Pulvermacher, seconded by Sup. Meinholz for approval of the two Hellenbrand bids for the emergency road repairs. All ayes, motion carried.

Patrolman Ripp received a call requesting No Parking signs be put up on K and Church Road for church events. The Board instructed Patrolman Ripp get quotes for two permanent signs.

Patrolman Ripp met with Jerome Gilles to look at the salt shed to put together some numbers. Gilles suggested bringing it out 8', and go 4' higher. It was noted by Sup. Pulvermacher we'd likely need to request a variance from the County.

Patrolman Ripp will be picking up a shoot for the Western Star for shouldering. Sup. Pulvermacher looked into purchasing a used broom tractor and a discussion ensued regarding retrofitting the tractor to carry a broom or purchasing a self-propelled broom or using the broom on the truck.

XX. CLERK/TREASURER'S REPORT

Clerk/Treasurer Fayas informed the Board that a new laptop is not needed and that the phone system is currently operational, but will need to be replaced soon; the Clerk will begin researching replacements for next year's budget. The Clerk requested direction from the Board for agenda item requests from the public and updated the Board on upcoming week long training in July.

Deputy Clerk/Treasurer Barman updated the Board about the upcoming joint Plan Commission/Town Board meeting and asked for agenda items. Sup. Pulvermacher indicated the required 1320' distance from mineral extraction and large livestock operations to housing sites is in the TDR plan but will have to be added to the Town Plan. The Middleton Fire Inspector informed the Town of a party barn on Hwy. K; Dane County zoning has been informed of the situation and will address zoning concerns, and the building inspector has since been to the site as no permits were filed with the exception of a permit for a new deck. There is also ADA concerns, no liquor license, fire safety and code concerns, sanitation concerns, etc. The Town of Vienna has a couple of "Party Barns" which they issue a 180-day Temporary Use Permit-Seasonal to and add conditions to the permit as they deem appropriate, such as lighting, parking, etc.

Suggestions for the newsletter were solicited and included an opting out update, Project Hero, and park use availability.

XXI. APPROVAL OF BILLS AS PRESENTED

Motion by Sup. Dresen, seconded by Sup. Laufenberg to approve the bills as presented. All ayes, motion carried.

XXII. ADJOURN

Motion by Sup. Dresen, seconded by Sup. Laufenberg to adjourn at 10:47 p.m. All ayes, motion carried.

Respectfully Submitted,
Dianah Fayas Clerk/Treasurer

Approved July 5, 2017