SPRINGFIELD TOWN BOARD

MEETING MINUTES

Tuesday, May 15, 2018, 7:30 P.M.

Regular Meeting

Springfield Town Hall

1. 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 and Art Meinholz present. Sup. Dresen is absent.

Also present were Road Patrolman Darin Ripp, Clerk Dianah Fayas, and members of the public: Julie Bowes, Gregory Jelinek, Katie Varney, Jim Wills and Ron Wolfe.

Pledge of Allegiance was recited.

1. CONFIRMATION OF COMPLIANCE WITH OPEN MEETINGS LAW

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

1. INFORMAL PUBLIC COMMENT TIME – Resident Julie Bowes addressed the Board inquiring about a driveway permit for her residence on Shamrock Glen. After discussion, the Board informed Ms. Bowes that a driveway permit was not needed for that location as a result of Shamrock Glen’s total reconstruction last year and the driveway accesses to the road that were repaved as a part of that project.
2. MINUTES OF PREVIOUS MEETING: May 1, 2018

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to approve the minutes. Motion carried, 4-0.**

1. OPERATORS’ LICENSES (as needed): None.
2. BREAKFAST ON THE FARM UPDATE BY KATIE VARNEY, COORDINATOR

Ms. Katie Varney addressed the Board with an update on Dane County’s Breakfast on the Farm that will be held June 9th at the Hensen Farm in the Town of Springfield. New this year will be mandatory shuttle bussing; only handicap and volunteer parking will be available on site.

1. DRIVEWAY PERMIT APPROVAL: GREG & KATHY JELINEK, 5011 HIGH ROAD

**Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to grant the driveway permit and approval for Greg and Kathy Jelinek, 5011 High Road, noting they will be contacting our Road Patrolman for compliance and approval before paving. Motion carried, 4-0.**

1. RECOMMENDATION OF PLAN COMMISSION:
	1. DESIGN REVIEW APPLICATION APPROVAL: SCHNEIDER ROAD LLC, LOT #2

This is the first lot, next to Encore. This will be a building of office suites with storage area and multiple units ranging from approximately 1,700-4,000 sq. ft., with each having a bathroom. There’s no loading dock. Site prep will start now, with the building expected to be delivered in October.

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to approve the Design Review Application for Schneider Road LLC, Lot #2 as presented. Motion carried, 4-0.**

* 1. APPOINTMENT OF RON WOLFE TO PLAN COMMISSION

**Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to approve the Plan Commission’s recommendation and appoint Ron Wolfe to the Plan Commission. Motion carried, 4-0.**

1. SALT SHED UPDATE AND FUNDING

MSA is working on the grading plan. Patrolman Ripp was given a rough estimate of $5,200 - $5,300 to tear down the existing shed, backfill and grade the area. He noted this includes ripping out the concrete between the two buildings (town hall and salt shed). Because it is less than $25,000 for demolition, it does not need to be bid out, but the Board would like Patrolman Ripp to get two or three local bids.

The Board discussed various funding options for the salt shed, including using the one time ATC money and/or borrowing funds.

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to look at the cost to borrow $80,000-$100,000 for two years for the salt shed. Motion carried, 4-0.**

1. WAUNAKEE FIRE AIR TANK FUNDING

Many of the Waunakee Fire municipalities do not have the funds available to purchase the air tanks and will need to borrow. The cost of the air tanks was included in the Town of Springfield’s 2018 capital outlay budget.

**Motion by Sup. Laufenberg, seconded by Sup. Pulvermacher to pay the Town’s share of $13,754. A friendly amendment was made by Sup. Pulvermacher, and accepted by Sup. Laufenberg to send notice of the Board’s action to the Waunakee Fire administrator. Motion carried, 4-0.**

1. BENEFIT RIDES

The Town has received the Coverage of Insurance from Capitol View Events for their May 20th triathlon. The Board instructed the Clerk to remind event organizers that they are responsible for notifying and making arrangements with public safety and emergency responders.

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to approve the request from Capitol View Events. Motion carried, 4-0.**

The Town has not received a certificate of insurance for the request from Starting Line Events for an August 12th Roll and Stroll for Pancreas Cancer event.

**Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to approve the request for the August 12th event pending proof of insurance and noting event organizers are responsible for notifying safety officials. Motion carried, 4-0.**

1. COMMITTEE REPORTS

Sup. Meinholz: The Waunakee EMS meeting had to be rescheduled due to lack of quorum. The Village of Waunakee has started sending a staff member to sit in on the EMS meetings to report back to the Village Board in an effort by village officials to ensure they are receiving all of the information from the meetings. There have been problems with attendance and participation at meetings. The Waunakee EMS Board has seen big improvements with the new Administrator qualified as an EMT that can go out on calls; they have a better chance of being able to take a second call out.

Sup. Pulvermacher: The Village of Waunakee has started sending a staff member to sit in on the Fire District meetings to report back to the Village Board in an effort by village officials to ensure they are receiving all of the information from the meetings. Representatives on the Waunakee Fire District from the Village of Waunakee that the Towns Association meeting has a meeting tomorrow night at Cottage Grove introducing their new attorney Eric J. Larson, who will be giving a presentation on new town laws.

Sup. Laufenberg: Cross Plains EMS is having trouble staffing the ambulance and have to report to 911 dispatch when they don’t have enough staff. There is concern that if this continues, there may be repercussions from the State. They are exploring alternate staffing options such as hiring a full time EMT and recruiting drives for volunteers.

1. ROAD PATROLMAN’S REPORT

Large Item Drop Off day went well. There was only a small pile of garbage near the dumpster Saturday morning and a single TV left over the weekend after the event. We collected approximately $500 in scrap metal.

Patrolman Ripp finished with the brush mower today; it extends high so he was able to do some limb removal.

There was a culvert failure on the end of George Road. Patrolman Ripp can rent a mini to do the work himself but needs all of the small equipment. He will look into contracting the work out versus doing the work in house.

The part-time road patrolman has been working at Kingsley Cemetery landscaping and getting it ready for the summer in time for Memorial Day.

A home in Autumn Pond is experiencing pooling water in the ditch between two driveways. Patrolman Ripp will follow up with MSA to look at the development design to identify the reason for the failure.

Hellenbrand Road got broken up during the recent construction; Patrolman Ripp and Sup. Pulvermacher contacted the contractor who will cut out the three bad spots and repave it when they’re out there paving.

A driveway on Ripp Road was repaved without a permit; no back slope, but no water problems. The Clerk will send a letter and invoice for the violation.

Shouldering will begin towards the end of the week or the beginning of next week.

1. CLERK-TREASURER’S REPORT

Clerk-Treasurer Fayas updated the board on the implementation of the new financial software and thanked them for their patience; financials will are expected to be available for the next meeting. The Board advised Clerk-Treasurer Fayas to wait until a land transaction involving a single purpose road is on the agenda for approval to discuss single purpose roads. A meeting with the Opt Out towns is scheduled for June 11th. We still don’t have anyone lined up to conduct density studies for the Town. Mark Roffers will do the pending density in the interim.

1. APPROVAL OF BILLS AS PRESENTED

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to pay the bills. Motion carried, 4-0.**

1. ADJOURN

**Motion by Sup. Meinholz, seconded by Sup. Laufenberg to adjourn the meeting at 9:37 p.m. Motion carried, 4-0.**