

SPRINGFIELD TOWN BOARD

MEETING MINUTES

Tuesday, November 7, 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 Road Patrolman Darin Ripp, Clerk Dianah Fayas, Elizabeth Koehl, Bill Acker, Beth Wagner, Roy Hietpas.

Pledge of Allegiance was recited.

II. CONFIRMATION OF COMPLIANCE WITH OPEN MEETINGS LAW

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

III. INFORMAL PUBLIC COMMENT TIME

None.

IV. MINUTES OF PREVIOUS MEETINGS: Oct. 17th and Oct. 24th, 2017

There are two changes to the October 17th minutes:

- VI. Schneider Road Business Centre, Unit 6 Lighting & Landscaping Plan
 - “Sup. Pulvermacher ~~proffered~~ offered a friendly amendment...”
- XII. Clerk/Treasurer’s Report
 - XII.b. “...to convert *Deputy Clerk/Treasurer Barman’s* unused vacation time...”

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to approve the minutes with the noted changes. Motion carried, 5-0.

V. OPERATORS’ LICENSES (as needed)

- a. Lori Sorenson, The Keg

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to table until Ms. Sorenson can appear. Motion carried, 5-0.

- b. Sara Mazanet, Connie’s Home Plate

Motion by Sup. Pulvermacher, seconded by Sup. Dresen to grant the operator’s license. Motion carried, 5-0.

VI. SHAMROCK GLEN UPDATE

Town Engineer Joe DeYoung updated the Board on the status of the Shamrock Glen project, which has a final walk through scheduled for Nov. 8th. MSA costs were more than estimated for a combination of reasons that includes delays due to utility work, communication and neighborhood involvement, obtaining easements as the former road was not centered on the surveyed right of way, etc. Changes in the level of customer service and engagement can be made on future projects, decreasing time and costs.

VII. LRIP APPLICATION FOR ENCHANTED VALLEY ROAD

The Local Roads Improvement Program (LRIP) Application to replace the pavement on Enchanted Valley Road has been submitted. The Dane County review committee will be meeting Nov. 16th at 9:00 a.m. to review the applications; the Town should know how likely we are to receive the award after that meeting with final determination and notification occurring in Spring 2018.

VIII. SCHNEIDER ROAD AND CAPITOL VIEW INTERSECTION

Town Engineer Joe DeYoung presented and discussed the memo that was prepared at the Town's request looking at the feasibility of an all-way traffic stop at the Schneider Road and Capitol View intersection. After reviewing traffic accidents, speed, volume and sight distance, MSA's recommendation was to not install an all-way stop at that intersection. No action by the Board was taken.

Sup. Pulvermacher excused himself during the presentation to take a Town call and returned to the meeting while the discussion was ongoing.

IX. DAYBREAK VALLEY, PHASE II ROAD RE-ALIGNMENTS OF KOCH/VOSEN INTERSECTION AND KOCH/BRONNER CURVE

The Board instructed staff to request a road maintenance agreement from the Town of Middleton that details each Town's responsibility for road maintenance for the portion of Koch Road which was not vacated by the Town of Springfield.

Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to request a written road agreement for the northern section of Koch Rd. that the Town of Middleton is going to be taking over the maintenance and snow plowing. Motion carried, 5-0.

X. 2017 FALL ROAD TOUR REPORT

The Board wants to focus on maintenance and planning for future road work in 2018 as there are currently no big road projects planned for 2018. They would like to do a lot of ditching to allow for better drainage in advance of future work and to prolong the life of Town roads. Sup. Pulvermacher provided information about a different ditching technique that should be easier and less costly; Pahl Road was determined to be a good candidate for trying the new technique. The Board requested general per mile

cost estimates for shouldering, ditching, seeding, and seal coating from the Town Engineer and asked Patrolman Ripp to rate the condition of the roads to help them prioritize 2018 work.

- XI. 2017 LOAN FOR SALT SHED AND ROAD WORK (RESOLUTION 2017-10) - \$130,000 FOR TWO YEARS
 - a. State Bank of Cross Plains – no loan fees, 2.59% interest
 - b. Monona Bank - \$275 loan fee, 2.59% interest

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to go with the State Bank of Cross Plains. Motion carried, 5-0.

- XII. TDR
 - a. Rules and Procedures

Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to adopt the revised TDR Rules and Procedures dated Oct. 23, 2017. Motion carried, 5-0.

- b. TDR Administrator

Motion by Sup. Dresen, seconded by Sup. Pulvermacher to appoint Mark Roffers as the TDR Administrator. Sup. Pulvermacher offered a friendly amendment that was accepted, requesting Mr. Roffers amend page two of his proposal to include language specifying the initial TDR consult would be \$125/hr. Motion carried, 5-0.

- c. Density studies

We have not been able to contract with CARPC yet to do density studies. Mark Roffers has indicated a willingness to do them if necessary and GEC also provides density studies, so we have multiple options available.

XIII. COMMITTEE REPORTS

Sup. Dresen: The City of Middleton balked at the proposed Middleton Fire budget, wanting to cut their portion by \$16,000 which means a \$26,000 overall cut to the department. It will be revisited by the City Council but no action yet. It seems like a lot of the fire calls are related to roads, responding to accidents and such.

Sup. Meinholz: Nothing at this time. There's a meeting this week.

Sup. Pulvermacher: Waunakee Fire is looking to change their air packs and have talked to Middleton about grant writing for funding. They are looking at long term staffing needs. The Town of Vienna has discussed dropping out of the fire commission and just contracting with the fire district for services.

Sup. Laufenberg: No report.

XIV. ROAD PATROLMAN'S REPORT

Wrapping up on mowing and getting trucks ready for winter. Working on the Oshkosh and getting tires on the Western Star. Plow drivers are lined up for the winter.

XV. CLERK/TREASURER'S REPORT

- a. Interest rate review – money market at Monona Bank

The interest rate is better from the State Bank of Cross Plains however during the tax collection months, we would go over our insured limits. The Board directed staff to look at rates from a credit union and from Associated Bank.

- b. September financial reports
- c. Citizen correspondence

The Board received a letter from the owners of a non-conforming driveway which stated they did not feel the invoice they received from the Town was their responsibility and had never been discussed so they would not be paying it.

The Westbridge development work has been pushed back until Spring 2018. The Clerk requested and received permission to close Town hall the morning of Nov. 14th so staff could attend tax training. With the Board's permission we will have the portable toilet removed from Pape Park for the winter. No notice or permission is required from the Board for that purpose in future years.

XVI. APPROVAL OF BILLS AS PRESENTED

Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to pay the bills. Motion carried, 5-0.

XVII. ADJOURN

Motion by Sup. Meinholz, seconded by Sup. Laufenberg to adjourn the meeting at 9:37 p.m. Motion carried, 5-0.