

SPRINGFIELD TOWN BOARD

MEETING MINUTES

Tuesday, August 15, 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, and Dan Dresen present; Supervisor Art Meinholz absent.

Also present were Road Patrolman Darin Ripp, Clerk Dianah Fayas, Dave Ripp, Bill Acker, Scott Hoyer, Tobin Jansenberger, Patty Esser, Elizabeth Koehl, Bob Dreps, Beth Wagner, Roy Hietras, Daniel Wagner and other unidentified residents.

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, on the Town website, emailed to the Town List Serve and local newspapers. Meeting is being recorded.

III. INFORMAL PUBLIC COMMENT TIME

None.

IV. MINUTES OF PREVIOUS MEETING: AUGUST 1, 2017

**Motion by Sup. Dresen, seconded by Sup. Laufenberg to approve the minutes of August 1, 2017.  
Motion carried, 4-0.**

V. DEPUTY BENNETT

Deputy Bennett reported he would be late. This item will be revisited upon his arrival.

VI. DRIVEWAY PERMITS

- a. Herbrand – Lot #2 Harvest Hill Road. The Board reiterated to the home owner and builder the need to comply with the driveway ordinance, specifically the backwards slope off of the road. The Board instructed Patrolman Ripp to view the site location and meet with home owner for discussion about culvert necessity and site distances.

**Motion by Sup. Laufenberg, seconded by Sup. Dresen to approve the driveway permit for Lot 2 Harvest Hill Road.  
Motion carried, 4-0.**

- b. Burow – Lot #14 Amethyst Drive. This item was discussed in tandem with agenda item X as it was the same driveway. The property owner showed the Board two driveway options, one in compliance with plat covenants that say all driveways for Lots 1-14 of Springfield Ridge Subdivision must exit off Amethyst and his preferred option with the driveway exiting off of Tanzanite Drive. The property owner's understanding is that plat modification can be a long, arduous and expensive process, but he may pursue that option in the future.

**Motion by Sup. Dresen, seconded by Sup. Laufenberg to grant the driveway permit for Lot 14 Amethyst Drive, to come out on Amethyst Drive. Motion carried, 4-0.**

V. DEPUTY BENNETT

(Cont.)

Deputy Bennett addressed the Board, informing them of a new Failure to Appear scam being reported in Dane

County, and asking Supervisors to encourage residents to report these types of scam calls; emphasized the importance of locking vehicles and not leaving purses/wallets in plain view; and inquired about and discussed various traffic concerns in the Town.

VII. BLIGHT/PUBLIC HEALTH - 7166 CTH K

Supervisors stated some of the weeds around the fire number have been taken down, making it visible again and the piles of boxes have not reappeared. The Town will continue to monitor the situation.

VIII. SINGLE PURPOSE ROADS (SPRs)

The rezone by Mr. Esser prompted another review of remaining SPRs; Esser Road is no longer being considered for a second driveway, leaving it a SPR. Springfield Road may be used as a connection in the future between Muskie Drive and the Lodi-Springfield Road. Woodland Drive was noted to service only one property with only a barn at the location. Patrolman Ripp indicated he spends more time on the Highway 12 add-ons Endres Road, Meffert Court and Kalscheuer Drive mowing, plowing, crack filling etc., due to their size, than he does on the other SPRs, and that he doesn't typically mow the Town SPRs. It was noted that the Town cannot vacate the add-ons. The Town receives money per mile to maintain the SPRs. Staff was tasked with researching how much money the Town receives from SPRs per year.

**Motion by Sup. Dresen, seconded by Sup. Laufenberg to table. Motion carried, 4-0.**

IX. LARGE ITEM DROP OFF DAY DETAILS—RESIDENCY, LIMITS, FEES, ETC.

The Board discussed implementing various protocols for electronic drop off day in the spring. The Board didn't feel the need to implement a residency verification or fee structure for large-item drop off day in the fall, but would like to research neighboring communities' prices and protocols used for their e-waste collections. The Board would like to revisit the topic in September to make decisions for spring drop off in time to inform citizens about those changes at the fall drop off.

X. SPRINGFIELD RIDGE SUBDIVISION *(See also item VI-b)*

The Springfield Ridge Subdivision plat has language indicating, "Lots 1 thru 14 shall not have vehicular access to Lodi-Springfield Road, to County Trunk Highway P and Tanzanite Lane. Access to Lots 1-14 shall be off of Amethyst Drive." The owner of Lot 14 would prefer to have driveway access off Tanzanite and may pursue amending the plat.

XI. REVIEW/APPROVAL OF OFFICE POLICIES

A review of office policies was conducted, with proposed updates as follows:

#14 Posting Places: amended in 2015; update to reflect that,

#17 Underground Permit: add "aka Road Excavation Permit" and update procedural methodology,

#21 Charge Cards: update to reflect card issuance authorization due to personnel changes,

#29 Ag Buildings: change the fee, "will be as set by the building inspector."

**Motion by Sup. Meinholz, seconded by Sup. Laufenberg to do a resolution to accept the office policies as written 8/15/17 by way of Resolution 2017-7, but item #29 needs to have clarification, before approval on that sentence, but move that we approve the rest of the policies. Motion carried, 4-0.**

XII. COMMITTEE REPORTS

Sup. Dresen:

Fire commission meeting Thursday.

Sup. Meinholz:

Waunakee EMS didn't have a quorum for their meeting last week. Next meeting is later this week.

Attended Middleton Fire Department's last meeting. They discussed communication issues related to DaneComm and the wide variety of tasks the volunteer department handles beyond firefighting, many of which are Public Works related.

Sup. Laufenberg:

None.

Chairman Hoffman:

None.

XIII. ROAD PATROLMAN'S REPORT

The No Parking signs have been put up on Highway K. Finished up second pass on mowing. Shamrock should resume ditching next week; MG&E appeared unannounced to put in a new gas line which stalled the project for two weeks. Supervisors questioned the Town's ability to bill MG&E and/or other utilities to recoup costs that result from their utility work delaying timely completion of the Town project. Supervisors asked Patrolman Ripp to check with MSA to see if there is any recourse for delays caused by utilities. Patrolman Ripp has looked at neighboring municipalities' spray equipment and has started researching education and certification to allow him to spray for weeds.

Crack sealing is complete, with the following areas filled: the parking lot crack, Springfield Ridge, Vosen, Schneider from Vosen all the way to Parmenter, the north chunk of Springton, and Wipperfurth Road. Spray patch was done at the intersection on Pape, Mildred and some on Kopp Road.

XIV. CLERK/TREASURER'S REPORT

- a. Clerk/Treasurer Fayas requested approval to purchase Workhorse municipal financial software at an approximate cost of \$14,000, with half to be paid from the 2017 budget and the other half to be paid from next year's budget.

**Motion by Sup. Dresen, seconded by Sup. Meinholz to spend \$7,000 on the new computer software this year and \$1,000 for the new desktop computer. Motion carried, 4-0. Resolution 2017-8.**

- b. The Board requested additional information on RENEW Wisconsin's request for sponsorship of their 2017 bike tour before making a decision.
- c. Financial reports were provided to the Board for July 2017.
- d. The Clerk/Treasurer reported a number of customer service complaints received from citizens with regard to the refuse and recycling pick up.
- e. Townhall will be closed Tuesday, Aug. 22<sup>nd</sup> for continuing education.
- f. A 2018 Budget Calendar will be provided at the next regular Board meeting.

XV. APPROVAL OF BILLS AS PRESENTED

**Motion by Chairman Hoffman, seconded by Sup. Laufenberg, to approve payment of the bills as presented. Motion carried, 4-0.**

XVI. ADJOURN

**Motion by Sup. Dresen, seconded by Sup. Laufenberg to adjourn at 10:16 p.m. Motion carried, 4-0.**