

# *Town of* **SPRINGFIELD**



## MEETING MINUTES

Wednesday, Apr. 3, 2019, 7:30 P.M.

Town Board 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, Art Meinholz, and Dan Dresen present.

Also present were Road Patrolman Darin Ripp, Clerk-Treasurer Dianah Fayas, Deputy Clerk-Treasurer Doreen Jackson, Nick Konopacki, Jason Franzen, Bill Statz, Julie Loeffler, and Carla Gogin and Paul McEvilly of Baker Tilly.

Pledge of Allegiance was recited.

2. 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.

3. INFORMAL PUBLIC COMMENT TIME –

Resident Julie Loeffler informed the Board that she has been appointed to the City of Middleton's Airport Master Plan Development Advisory Committee; their first meeting is scheduled for Thursday, April 11<sup>th</sup> at 5 p.m. in the airport conference room. Ms. Loeffler would like to inform the public and was granted permission to have a notification sent out on the Town's email list. Ms. Loeffler also asked for information regarding the status of Town zoning and whether the Town would be rejoining Dane County zoning or continuing with the Opt-Out town zoning. Ms. Loeffler would like to see a costs detail for Town zoning for its first year of activity.

Resident Nick Konopacki who is on the agenda for a driveway permit addressed the Board with complaints on his difficulty obtaining a Land Use permit for his accessory building. Mr. Konopacki was not happy with the detail required during the application process, questioned whether the zoning administrators were being paid by the hour as he felt they were wasting his time, was unhappy with the permit application saying there were things that were incorrect on the application and that there are references to Dane County ordinances/requirements that were no longer applicable. Staff reported that GEC has received conflicting answers from Dane County as to what shoreland and erosion items should be referred to the County and which items the County does not need to see/approve.

4. MINUTES OF PREVIOUS MEETING: March 19, 2019

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

5. OPERATORS' LICENSES (as needed): None.

6. DRIVEWAY PERMIT:

a. NICK KONOPACKI, 6700 HARVEST HILL RD.

Mr. Konopacki would like to install a gravel driveway to an accessory shed. There is no ditch there requiring a culvert; he plans to shed water around both sides of the building. Patrolman Ripp indicated there were no flooding issues this winter resulting from the drainage correction and culvert extension installed near the site last fall.

**Motion by Sup. Pulvermacher, seconded by Sup. Dresen to grant the driveway permit for the Konopackis at 6700 Harvest Hill Road. Motion carried, 5-0.**

b. HART DENOBLE BUILDERS FOR TIM & JEN BLACK, KOPP RD. (LOT 1 OF CSM 14580 FOR D. ESSER)

The driveway location was marked on the CSM for the lot. Jason Franzen of Hart DeNoble indicated the site won't allow for a negative pitch if a culvert is put in; they plan to sheet drain across the driveway to get the negative pitch. Patrolman Ripp thought it best to not require a culvert, as it wouldn't be doable with the contour of the land and the design of the road.

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to grant the driveway permit to Hart DeNoble for Lot 1 of Don Esser's CSM #14580, with no culvert. Motion carried, 5-0.**

7. 2018 AUDIT PRESENTATION FROM BAKER TILLY

The Town's undesignated fund balance equals approximately five months' worth of operating expenses; Town debt of \$250,000 is 4% of the Town's allowable debt burden (5% of assessed value, or \$22 million USD). Baker Tilly representative Carla Gogin described the Town's audit as showing solid financial results. The limited number of staff does not allow for the preferred amount of segregation of duties with regard to financial matters which emphasizes the importance of the Board's regular monitoring and review of Town finances. Staff will work with the State Bank of Cross Plains to secure additional collateralization during the months of December and January. The Kingsley Cemetery Fund may need to be structured differently so that the principal amount invested is never able to drop below the original amount that was turned over to the Town with the cemetery.

8. 2019 ROAD PROJECTS

The ad has gone out for the blacktop project; bids will be in for the April 17<sup>th</sup> meeting. There was a shoulder that washed out onto the golf course on Highway 19 that needs to be swept up. This has not happened in the area in the past. A fix for the area would be approximately \$20,000, skimming and brooming cleanup will be approximately \$700. The Board directed Patrolman Ripp to hire the cleanup and perhaps add some rip rap, but work was not to start until the property owner signed an agreement authorizing the Town and its designees to perform work on the property.

A resident inquired about ditching on Hyer Road and whether the area to be ditched was the Town's responsibility or the land owner's. Sup. Pulvermacher will view the site and report back to the Board.

Patrolman Ripp toured the Town with a crack fill professional to prioritize 2019 work and sought direction from the Board as to the amount of the road maintenance budget that should be used for crack sealing. The Board would like to wait and see what the asphalt bid comes back at before giving a final number, but estimated it would be around \$30,000 as in past years.

9. OLD BUSINESS

a. J.A.R. STORAGE

b. BLIGHT, 7166 COUNTY HWY. K

c. EMERGENCY SUPPLIES

Patrolman Ripp informed the Board that he now has enough signs to close one road legally.

d. ROAD SIGNAGE

No additional contact has been made with the school regarding signage on Schneider. The current signs aren't legally enforceable; the area is kind of in limbo as to what can/should be there and what can legally be done there for what is basically a routine intersection.

10. COMMITTEE REPORTS

Sup. Dresen: The Fire District had 54 calls last month, one was for the Town of Springfield. Six new sets of ballistic gear have arrived for the fire fighters. The sidewalk issue with the City of Middleton has not been resolved and appears to be in permanent limbo, with the Fire department retaining their land.

Sup. Meinholz: Nothing at this time.

Sup. Pulvermacher: No report for Waunakee Fire. Local support is imperative to their successful volunteer force; local employers allow fire fighters to leave work to respond to calls. Sup. Pulvermacher formally thanked Chairman Hoffman for his many years of service, dedication and leadership to the Town.

Sup. Laufenberg: Cross Plains hired a new part-time chief. The new chief works full time in Marshall in a combined Fire and EMT unit and really impressed the interview committee. The Assistant Chief will continue to handle most of the day to day responsibilities as with the previous chief. If the Chief position becomes full time in the future, the person will likely be responsible for Fire and EMT.

11. ROAD PATROLMAN'S REPORT

The tractor with the arm mower is expected to arrive next week. Cold patch is now available so potholes will begin being filled throughout the Town tomorrow, with shoulder work tentatively scheduled for next week. The new trailer arrived today. On the south end of Pahl Road, the Wipperfurths got stuck and tore a 1 ½" gouge about four feet long on the road; not enough to patch, but enough to note. The Spahn farmette on Enchanted Valley has new owners that report being unaware of the CSM note requiring the accessory building in the right of way be removed by 2022. The Board directed staff to invite the new owners to an upcoming town meeting to discuss. The Town of Cross Plains returned the Oshkosh and reported having no problems or difficulties with it. They self-reported 80 hours of use and will be invoiced in accordance with the rental agreement. The rest of this winter's salt is being delivered tomorrow and will be tarped to allow for storage of other items if space permits.

12. CLERK/TREASURER'S REPORT

The recent rezone approval for the applicant that wanted a Dependent Living Arrangement included in their new home has been notified that their existing plans exceed the maximum size of 8,000 ft.<sup>2</sup> for homes in SFR. GEC has confirmed with Attorney Hazelbaker that the goal was to limit home sizes for future homes. The applicant will work with GEC to explore their options. Staff requested guidance on a request to rent Pape Park for a flea market or community rummage sale. The Board indicated that a certificate of liability listing the Town as an additional insured would be required if it was not a private event.

13. APPROVAL OF BILLS AS PRESENTED

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

14. ADJOURN

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