

Town of **SPRINGFIELD**

6157 County Hwy P. Dane, WI 53529
townhall@town.springfield.wi.us

Phone 608-849-7887
www.town.springfield.wi.us

MEETING MINUTES

Tuesday, August 20, 2025, 7:00 P.M.
Town Board Meeting

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

Chairman Laufenberg called the meeting to order at 7:00 p.m.

Roll call shows Chairperson Dave Laufenberg and Supervisors Tyler Jankowski, Matt Wright, Art Meinholz, and Leon Zinck III present.

Also present were Clerk-Treasurer Dianah Fayas, Deputy Clerk-Treasurer Doreen Jackson, Road Patrolman Darin Ripp, Dean Vandeberg, Ann Vandeberg, Dan Paulson, Tom Bremmer, Kevin Fisher, Tyler and Shannon Hellenbrand, Anthony Deanz, and Linda Bremmer.

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.

3. INFORMAL PUBLIC COMMENT TIME – None.

4. MINUTES OF PREVIOUS MEETING: August 5, 2025

Motion by Sup. Wright, seconded by Sup. Jankowski to approve the meeting minutes of August 5th. Motion carried, 5-0.

5. OPERATOR'S LICENSE: COURTNEY VANSCHOONHOVEN

Motion by Sup. Jankowski, seconded by Sup. Meinholz to approve Courtney VanSchoonhoven's operator's license. Motion carried, 5-0.

6. RECOMMENDATIONS OF THE PC:

a. CSM & Rezone to SFR to create 2 residential lots; Kevin & Anja Heppner, 6863 Woodland Dr.

PC Action: Motion by Commissioner Wright, seconded by Commissioner Wolfe to approve the CSM and rezone to SFR at 6863 Woodland Drive for two residential lots and one 22-acre EA lot, following recommendations 1-6 of Town Planner Mark Roffers' August 7, 2025 review memo*. Motion carried, 6-0.

Motion by Sup. Zinck III, seconded by Sup. Wright to accept and adopt the Plan Commission's action to create and rezone two residential lots at 6863 Woodland Drive. Motion carried, 5-0.

b. CSM & Rezone to SFR to relocate vacant, residential lot; T. Hellenbrand, 5666 U.S. Hwy. 12

PC Action: Motion by Commissioner Wright, seconded by Commissioner Weiland to approve the CSM relocating the vacant residential lot and rezoning it to SFR for Tyler Hellenbrand, 5666 US Highway 12 adjacent, and adopt the recommendations of Town Planner and TDR Administrator Mark Roffers' August 7, 2025 review memo**. Buildings' rooflines shall be no more than 15' above current high point of 1,089'; no site improvements or regrading to increase the hill height or alter elevations. Motion carried, 5-0; Chair Endres abstained.

Motion by Sup. Wright, seconded by Sup. Zinck III to approve the CSM and rezone to SFR relocating the residential lot with the recommendations of the Plan Commission. Motion carried, 5-0.

7. 2012 WESTERN STAR SNOWPLOW SALE PARAMETERS
The Board has no objection to selling the plow privately rather than using an auction house and discussed pricing options.
8. JULY FINANCIALS
Motion by Sup. Zinck III, seconded by Sup. Meinholz to approve the July financials. Motion carried, 5-0.
9. 5155 SUNRISE RIDGE TRAIL ZONING VIOLATION INSPECTION AND REPORT
Staff will invite the property owner to an upcoming meeting to discuss the report.
10. OLD BUSINESS
 - a. BLIGHT, 7166 COUNTY HWY. K
A raze permit has been applied for indicating the home is to be razed the last week in August.
 - b. 2025 ROAD PROJECTS
The roll test will be this week, with paving about three weeks out. There is some brush on Schneider that may be in the right-of-way and may require a letter to the property owner to remove.
11. COMMITTEE REPORTS
Supervisor IV: Middleton Fire is working on their 2026 budget and looking at succession. Chief Harris will be at the next Town Board meeting.
Supervisor III: Waunakee EMS budget is in progress, with a potential 10% increase to Springfield's share. Waunakee EMS has been offering support to Lodi EMS as a result of staffing issues.
Supervisor II:
Supervisor I:
Chairperson: Interviewing for planning and stormwater administration services. Met with Town of Westport Clerk and attorney to discuss various issues. The Village of Cross Plains is researching providing their own EMS services and leaving the District. Cross Plains EMS has a budget meeting next week.
12. ROAD PATROLMAN'S REPORT
Patching and mowing continue.
13. CLERK-TREASURER'S REPORT AND CORRESPONDENCE
14. TRAINING UPDATE FOR BOARD OF REVIEW
15. APPROVAL OF BILLS AS PRESENTED
Motion by Sup. Zinck III, seconded by Sup. Meinholz to pay the bills. Motion carried, 5-0.
16. ADJOURN
Motion by Sup. Meinholz, seconded by Sup. Zinck III to adjourn the meeting at 8:25 p.m. Motion carried, 5-0.

See Item 6a.

*1. The recommendation is for rezoning and residential land division for proposed CSM Lots 1 and 2 only. The Commission generally supports a third new residential lot in the location proposed, but only after the owner acquires another development right and submits a new rezoning and CSM application for that third residential lot.

2. The Commission advises that the Town Board per Section 6.17 of the Town Land Division Ordinance waive the normal requirement under Section 6.13(6)(d) that every lot shall front or abut on a public street, based on practical limitations associated with land ownership and greater compliance with Town Plan standards without such frontage, and provided that the applicant submits, has approved by the Town Attorney, and then records a joint driveway easement agreement in conjunction with the CSM recording and designs the driveway to meet Town ordinance requirements subject to Town Engineer approval.
3. Prior to its recording, the CSM shall be revised to address associated comments in the August 7, 2025 memo of the Town Planner.
4. The rezoning shall not take effect and no building permit shall be issued for residential construction on CSM Lots 1 or 2 until the following have occurred:
 - a. The CSM and the joint access easement agreement have been recorded and shared driveway design has been approved.
 - b. A conservation easement on the Ziegler Joint Revocable Trust lands, or on other qualifying TDR super sending area property, has first been recorded against such property.
 - c. A TDR Deed Notice has been recorded against both the CSM area and the Acker Living Trust parcel 0808-261-9825-0 denoting the transferred development right.
 - d. The applicant has verified that Lots 1 and 2 are capable of supporting conventional, mound, or alternative waste water treatment systems (i.e., no holding tanks).
5. With building permit issuance, each new home will be subject to a park and recreational facility impact fee of \$1,125.
6. Other conditions identified by the Town Zoning Administrator, Engineer, and Attorney shall be addressed.

See Item 6b

** No building permit shall be issued for residential construction on CSM Lot 1 until:

1. The CSM has been signed by the Town Clerk and recorded.
2. A deed notice indicating that this division will result in all residential development rights/splits being extinguished from the entire CSM area has been submitted by the applicant and recorded.
3. A shared driveway easement has been submitted by the applicant, approved by the Town Attorney, and recorded.
4. Driveway design meeting the Town's driveway ordinance, minimizing the removal of mature trees or key screening vegetation, and incorporating strategic plantings for screening, has been approved by the Town Engineer.
5. A revised landscape plan approved by the Town Planner, with all landscaping installed before home occupancy.
6. A park and recreational facility impact fee of \$1,125 has been paid to the Town.
7. Other conditions identified by the Town Zoning Administrator, Engineer, and Attorney have been addressed.