SPRINGFIELD TOWN BOARD

MEETING MINUTES

Tuesday, August 21, 2018, 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, and Deputy Clerk-Treasurer Doreen Jackson.

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 – None.
2. MINUTES OF PREVIOUS MEETING: August 7, 2018

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

1. OPERATORS’ LICENSES (as needed):
	1. COLLEEN GLADEM, KELLEY’S MARKET
	2. DAVID HYATT, JR., SPRINGFIELD BAR
	3. MARC T. GROSSE, SPRINGFIELD BAR

**Motion by Sup. Laufenberg, seconded by Sup. Pulvermacher to approve item 5 a, b, and c. Motion carried, 5-0.**

1. *FLOOD UPDATE*

Patrolman Ripp updated the Board about the conditions of the town roads after the storm. Schneider Road was the only road structurally affected; a culvert failed and the water flowed around it, washing away that section of the road. Northwestern was called in to perform emergency repairs to get the road opened back up to traffic. Chair Hoffman and Sup. Pulvermacher coordinated with Patrolman Ripp to inspect roads and properties around the town and assist in repairing the number of washouts that occurred on town roads and addressing citizen inquiries regarding storm damage to private driveways and property. A large percentage of the ditch work just finished will need new erosion mat installed, which should be covered under warranty.

1. *EMERGENCY REPAIRS AND PROCEDURES*

The Town Clerk had not made contact with Dane County Emergency Management Services to determine what paperwork needed to be filed with the County and/or State to declare a state of emergency for the Town. The Clerk will contact the County for guidance.

Upon learning the Town did not have a sufficient quantity of Type II & Type III barricades to address all the need, supervisors directed town staff to check prices and place the item on a future agenda.

1. BLIGHT 7166 CTH K

No new information or updates were available at the time of the meeting; Public Health had re-inspected the premises and deemed the property owner not in compliance with their order and were going to ask corporate counsel to proceed with the court case, however nothing had been scheduled. The Board weighed the merits of filing a suit on behalf of the Town and instructed staff to provide the town attorney with an update and seek an opinion as to how to proceed.

1. J.A.R. STORAGE

The Board approved and directed the Clerk to send the draft correspondence to the property owner.

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to send the letter and a copy of rezone #9095 to J.A.R. Enterprises and add the item to the next agenda. Motion carried, 5-0.**

1. ADMINISTRATIVE ASSISTANT WAGE

**Motion by Sup. Pulvermacher, seconded by Sup. Laufenberg to set an hourly rate of $14 with no benefits for temporary office help. Motion carried, 5-0.**

1. RECOMMENDATIONS OF PLAN COMMISSION FROM AUG. 6, 2018
	1. GRANT THE CSM & REZONE: DON HOFFMAN, KOPP RD., PARCEL #: 0808-022-9050-0. 2.26 ACRES TO SFR.
		1. *THE DRIVEWAY WILL REQUIRE A 33’ WIDE AND 50’ LONG (FROM ROAD RIGHT OF WAY TO THE SOUTH) EASEMENT ON THE ADJOINING PROPERTY;*
		2. *A JOINT ACCESS, EGRESS, AND MAINTENANCE AGREEMENT WILL HAVE TO BE FILED WITH THE LOT;*
		3. *THE LOT WILL HAVE TO INCLUDE A RIGHT TO FARM NOTICE; AND*
		4. *IT IS NOTED THAT THE PLAN COMMISSION IS REQUIRING THE DRIVEWAY BE RELOCATED APPROXIMATELY 53’ TO THE WEST WITH AN EASEMENT ON THE PROPOSED LOT AND THE LOT TO THE WEST SO AS TO IMPROVE THE SIGHT DISTANCE CRITERIA AS PUT FORTH BY MSA.*

Chairman Hoffman stepped off the Board for the discussion and deliberation of this item.

**Motion by Sup. Dresen, seconded by Sup. Pulvermacher to appoint Sup. Laufenberg as temporary chairman. Motion carried, 4-0.**

Sup. Pulvermacher explained to the Board that the Plan Commission requested the driveway be relocated approximately 53’ west of the original proposed placement, to improve the sight distance criteria as put forth by MSA; an easement with the adjoining lot will be required for driveway access, in addition to a joint driveway agreement. It was also noted that no full split remains on the property, only .91 of a split remains.

**Motion by Sup. Dresen, seconded by Sup. Pulvermacher to grant the CSM and rezone for Donald Hoffman for parcel number 0808-022-9050-0 for 2.26 acres to SFR, incorporating the four conditions of the Plan Commission as noted above, and a deed restriction noting that no whole splits are left. Motion carried, 4-0.**

Chairman Hoffman rejoined the Board and resumed his duties as Chair.

* 1. GRANT THE DESIGN REVIEW APPLICATION – BEST LAWN CARE
		1. *IT IS NOTED THAT THEY NEED TO MEET THE REQUIREMENTS AND PROVIDE EVERYTHING NOTED IN MSA’S JULY 31ST MEMO;*
		2. *NOTE THAT THE TOWN WILL ACCEPT THEIR LIGHTING PLAN AS PROVIDED AS LONG AS THE 150 WATT LIGHTS ARE LED; AND,*
		3. *THE FENCING WILL BE WROUGHT IRON TYPE FENCING USED THROUGHOUT THE REST OF THE PARK.*

The Board discussed the application and asked for specifics on any limits to be imposed regarding the number or type of equipment to be stored outside, what type of landscaping business it is, and would like the Clerk to provide copies of the applications in their entirety to the Town Board for review.

**Motion by Sup. Pulvermacher, seconded by Sup. Dresen to table and put on the next agenda and ask the Bolligs to attend. Motion carried, 5-0.**

1. NON-CONFORMING DRIVEWAY—BLUE LINE DESIGNS, 5032 SPRING BLOSSOM COURT

The driveway was poured wrong back in June. Patrolman Ripp has been in contact with the contractor numerous times and has been repeatedly told the driveway will be fixed in approximately two weeks. The Board instructed staff to send another letter giving the applicant 30 days to correct the problem or the driveway will be torn out at the applicant’s expense.

1. REGISTER OF DEEDS SOFTWARE

**Motion by Sup. Pulvermacher, seconded by Sup. Meinholz to move forward with the acquisition of the Register of Deeds software. Motion carried, 5-0.**

1. FINANCIALS: JUNE & JULY

**Motion by Sup. Pulvermacher, seconded by Sup. Dresen to approve the financial reports for June and July. Motion carried, 5-0.**

1. COMMITTEE REPORTS

Sup. Dresen: It looks as though Middleton will not be annexing land from the Fire Commission as originally proposed. The preliminary budget for 2019 only went up approximately $1,000.

Sup. Meinholz: Nothing to report for EMS. Sup. Meinholz was contacted with questions about the BioGas Digester by a Supervisor from another town that is currently considering a similar operation. Sup. Meinholz directed staff to email the road maintenance agreement and PILT information to the supervisor for information purposes.

Sup. Pulvermacher: Nothing to report.

Sup. Laufenberg: The 2019 preliminary budget for EMS adds one additional part-time staff member, with an overall budget increase of $700 for the year. The capital outlay requests include the purchase of a new ambulance, which will need an additional $130,000 of funding, 13% of which is the responsibility of the Town.

1. ROAD PATROLMAN’S REPORT

The salt shed has been demolished; the concrete was hauled out for crushing with no change to the price. The building permit from the state should be issued by August 29th. The Town of Middleton took delivery of some salt for the Town of Springfield, to be stored in their shed until ours is complete. We were notified after the fact that the salt was very, very wet and samples were not sent in for return purposes. Because this vendor has already been paid and is no longer a supplier for the County, it is unlikely we can get a refund or exchange. The next pass of mowing has started in the town and we expect to have the Oshkosh truck up for sale in the next week or so.

1. CLERK/TREASURER’S REPORT

The opt out towns zoning meeting and the Board of Adjustment meeting both scheduled for August 22nd have been cancelled. No new scheduling information is available at this time.

1. APPROVAL OF BILLS AS PRESENTED

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

1. ADJOURN

**Motion by Sup. Dresen, seconded by Sup. Pulvermacher to adjourn the meeting at 9:05 p.m. Motion carried, 5-0.**