

TOWN OF PRIMROSE
BOARD OF SUPERVISORS
Minutes
MONDAY, June 1, 2015 – 8:00 pm
8468 County Hwy A, Verona, WI 53593

1. Call to Order at 8:09pm, with Dale Judd, Martha Gibson, Alex Elkins, Kristy Gorman, and Ruth Hansen in attendance.
2. Reading and approval of Board Minutes: Martha moved to approve the May minutes as presented, Alex seconded. Motion to accept passed 3-0.
3. Financial Reports
4. 1) Treasurer's Report. Martha moved to approve the Financial Report, Alex seconded. Motion passed 3-0.
2) Approval of Bills: none
5. Esser's retirement house, site plan presented by Walter Hershey.

As per Scott Hinkle's recommendations (Wisconsin Department of Public Works and Highways), the Essers will be using the second driveway (330' from son, Tom Esser's driveway instead of 500' approved by State representative), and disabling the current driveway which was closer to Tom's driveway. Driveway was moved only 2' from that as seen by Planning Commission during site visit. Nearness of proposed retirement house to neighboring house being less than 500' is waived by the Board, because original home was even closer. Martha moved to approve the site plan for the retirement house as presented, Alex seconded. Motion passed 3-0.

6. Discussion and possible action regarding bridge on Old JG.
Bruce met with Greggar Peterson. Peterson recommended closure of bridge for safety. That has been done. Dale recommended that Town proceed with applications for grants for replacement of the bridge. Clerk to get estimate from Peterson, and notify the Board if there is no response from him. Clerk to send a letter to residents that the bridge and roadway is closed, and that Town is investigating the costs to replace the bridge. Alex felt that if that particular bridge replacement is too costly, Town should explore improving access at other end of JG. The Board members agreed that it might be less expensive to do own oversight of project. Martha moved to close the bridge, notify emergency services and residents, and proceed with funding applications. Dale seconded the motion. Motion passed 3 - 0.
7. Discussion and possible action regarding renewal and/or replacement of Planning Commission members whose terms are expiring.
Dave Cordray's term is expiring, and he is willing to continue, and Dale reported that he is willing to Chair. Steven Flach has agreed to sit on the Planning Commission. Martha moved to reappoint Dave Cordray and make him Planning Commission Chair, and to appoint Steven Flach to replace Josh Dein. Alex seconded the motion. Motion passed 3-0.
8. Appointment of Clerk to Board of Review.
Alex made motion to appoint Ruth Hansen to Board of Review, Martha Seconded. Motion passed 3 -0.
9. Discussion and possible action on future funding for the Dane Com system.

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Alex attended the meeting regarding DaneCom. If many towns back out of paying the current fees, the group may be sued for breach of contract by the provider. Alex recommended that we pay this year's fees, but not continue with the next phase of the contract, but rather, wait and see if system becomes functional and a better contract drafted. Martha moved to table this discussion, Alex seconded 3-0

10. Discussion and possible action regarding development of a Town Building Permit form and the Applications Guide upgrade.

Martha pointed out that barns and accessory buildings will be needing TB approval. Clerk to have Julie Raasch remove incorrect building permit wording from web site, and replace it with a recommendation to contact Clerk. Martha also recommended that the Board post any site view of staked driveway and buildings. If rezone has already gone through the Board approval process, no further meeting should be required. Dawn pointed out that to follow Open Meeting Law, the Board cannot vote at a site visit, but must vote at a posted public meeting. One possibility could be posting a public meeting at the Town Hall directly after site visits, where a vote could be taken. Alex recommended that applicants be required to have the proposed site and driveway fully staked at the time of the initial Town Board site view, and prior to the TB meeting that reviews the proposal. Clerk to change flow chart to reflect this. New website to also have the same information. Building site approval applications, driveway permits will be in files for Treasurer's review. Alex recommended that we could differentiate by approving driveway to a building site, and driveway permits to Non-building sites. Martha suggested differentiating between three types of driveways: Residential driveways, agricultural driveways leading to agriculture buildings, and agricultural field roads. Clerk to send building permit notes to Dave Cordray for development of Building Permit procedure for Application Guide.

11. Clerk's comments:

Website: Board approved Clerk and Treasurer to pursue development of a new website that was administrated by Town. Also approved removal of use of RingCentral if it was deemed by Clerk as more efficient to do so.

12. Public Comments; Dawn requested that Clerk generate a budget report showing expenses to date for the year. Dale agreed that it should be presented at the next TB meeting.

13. Proposed Agricultural Buildings; none

14. Agenda for next meeting.

Esser property for driveway permit.

Clerk to present 1st and 2nd Quarterly budget/expenditures.

15. Motion for adjournment was moved by Martha and seconded by Alex. Motion passed 3-0 at 9:40pm

Posted July 7, 2015

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