

**TOWN OF PRIMROSE  
BOARD OF SUPERVISORS  
MONDAY, JULY 8, 2013**

**MINUTES**

1. The meeting was called to order by Chairman Dale Judd. In attendance were Chairman Judd, Supervisors Gibson and Elkins, Treasurer Gorman and Clerk Baker. Plan Commission Members present were Martha Gibson, Josh Dien, and arriving late Jerry Judd.
2. Supervisor Gibson made motion to approve the June 3, 2013 Minutes Supervisor Elkins seconded the motion and the motion passed 3-0.
3. Treasurer Gorman presented the reports. Treasurer Gorman indicated that she didn't have expenses to prepare that portion of the report. Clerk Baker didn't receive a request and thought that the Treasurer had the information from bill Processing. Clerk Baker indicated that she would make sure to just automatically send this report electronically after processing the months expenses and will update the report in the event that any additional items are processed. Supervisor Elkins motioned to approve the Financial Reports. Supervisor Gibson seconded the motion and the motion passed 3-0. Treasurer Gorman left the meeting.
4. The DeRouin's Builder presented and reviewed documentation for the driveway and building site plans for the property on Nessa Road. Aerial photos of the property from 1980 to the present on Parcel/PIN # 0507-273-9515-0, on Nessa Road were provided, reviewed and discussed. They indicated that a recent perc test was conducted to reconfirm the findings of the original test. Culverts checked and no drainage will affect other properties, as the runoff will drain to their own ditch. Power is at the driveway/roadway. The proposed driveway would be about 160' and little to no disruption of trees would occur along the route. The Tacy DeRouin indicated that they had a letter from Dane County confirming the property was properly rezoned to RH-4 and single family homes is a permitted use of the property and therefore doesn't require a density study they will forward this document to clerk Baker. Concerns were raised about whether the land had been farmed and therefore Ag Land. The DeRouins are going to gather documentation confirming that the land has not been farmed since 1981. It was determined that a site visit would be necessary and was scheduled for July 13, 2013 at 9:30 am. The DeRouin Driveway will be on the August Board Agenda.
5. Clerk Baker read the additional conditions that were imposed by Dane County Zoning and Land Regulation Committee on the Haack Conditional Use Permit DCPCUP-2012-2219 as approved with additional conditions by Dane County Zoning and Land Regulation Committee. Supervisor Gibson explained how the county arrived at the balance of densities. Supervisor Gibson motioned to accept the additional conditions imposed by Dane County Zoning and Land Regulation Committee for CUP #2219. Chairman Judd seconded the motion and the motion carried 3-0.
6. The Plan Commission members provided an update on the ordinances. No additional changes were to the proposed to the Non-Metallic Mine Operators License and Blasting ordinances.

7. Discussion was had regarding possible dates and required noticing to hold the public hearing. Josh Dein motioned that the Public Hearing regarding the Non-Metallic Mine Operators License and Blasting Ordinances be held at 7:30 pm on Monday, August 5, 2013 with the Board Meeting to follow. Martha Gibson seconded the Motion and the motion carried 3 in favor, 0 opposed and 2 absent.
8. Discussion was had regarding a memo received from Dane County proposing the purchase of new voting equipment with 50% cost sharing with the county for the purchase of the new equipment and the need to budget for this in 2014. Since our municipality relies on the County for many voting related services it was determined that it would be cumbersome and costly if we didn't participate in the system upgrade. Concerns were raised regarding whether the handicap accessible equipment was being replaced as a result of this process. Clerk Baker will inquire about this prior to the August 5<sup>th</sup> meeting. Supervisor Elkins made motion to have the purchase of this equipment addressed during the 2014 budgeting process. Chairman Judd seconded the motion and the motion carried 3-0.
9. Clerk Baker presented the written estimate that had been received regarding sandblasting and painting of '98 Truck box to ward off rust and corrosion. Review of budget to actual on Repair and Maintenance was discussed. Supervisor Gibson made motion to have the sandblasting and painting of the '98 Truck box to be revisited and incorporated in the 2014 budget. Supervisor Elkins seconded the motion and the motion carried 3-0.
10. Clerk Baker made mention of the upcoming Bike ride taking place in the area. Clerk Baker also indicated that she had looked into access to posting directly on the website and discovered that the program being used limited her ability to do so. She also indicated that she and Julie have discussed redoing the website but that task will have to wait until late this year or early next year.
11. Concerns were again discussed regarding website postings. Making sure that the draft ordinances are available for public review on the website in advance of the meeting. Further discussion was had regarding the need to formalize the procedures for applying for permits and issuing permits and forms that support this process
12. No information had been received regarding agricultural buildings.
13. Business for next month's agenda included:
  - Discussion and possible action regarding the DeRouin driveway.
  - Discussion and possible action regarding updated procedures for Driveway and House Siting permit procedures and forms.
14. Supervisor Elkins made motion to adjourn, which was seconded by Supervisor Gibson. The motion carried 3-0.

Submitted by: \_\_\_\_\_

Jamie Baker, Clerk