

**TOWN OF PRIMROSE  
BOARD OF SUPERVISORS  
MONDAY, NOVEMBER 5, 2012**

**MINUTES**

1. The meeting was called to Order by Chairman, Dale Judd at 8:00 p.m. In attendance were, Chairman Dale Judd, Supervisors Dave Garfoot and Alex Elkins, and Kristy Gorman, Treasurer and Jamie Baker, Clerk.
2. It was identified that the agenda had a typo in the date and should have indicated October 1, 2012 not October 4 Minutes. Motion was made by Supervisor Garfoot to approve the minutes, Supervisor Elkins seconded the motion and the motion carried 3-0.
3. Treasurer Gorman presented the Financial Reports explaining that she would be presenting the reports with a line item indicating the amount set aside by quarter to carry over to accommodate the loan payment that will be due the first quarter of 2013. Supervisor Elkins made motion to approve the Financial Reports, and October Expenses. Supervisor Garfoot seconded the motion and the motion carried 3-0.
4. Florence Connors inquired about beer and liquor license that was listed on the financial reports. Florence inquired about making comments related to the budget during the budget section of the meeting. Chairman Judd indicated that he would allow her to make her comments during that time.
5. Tom Lemke presented a handout to the Board Members regarding the recruiting and retention of qualified planning commission members. He wanted to share his perspectives from attending meetings over the past four years. Mr. Lemke indicated that there is a division in the township and that participation is limited to those individuals trying to get their message across. Mr. Lemke asked that everyone truly listen to other individuals and not have their mind made up prior to hearing the others point of view. He asked that the Board review the appointments that have been made to the planning commission. Supervisor Elkins thanked Mr. Lemke for his comments. Chairman Judd indicated that the commission terms are set and terms are two years. He inquired as to the Board's intention to take action regarding citizen concerns and possible disciplinary action. Supervisor Elkins encouraged Mr. Lemke and others to directly communicate their concerns to the planning commission members and that he is willing to speak to any members if their conduct warrants it and he truly believes that everyone should be treated civilly. Clerk Baker indicated that it might be advantageous for the township to embrace rules of civility and bring awareness of civil behavior to the Primrose Community. Clerk Baker is in touch with other area community members who are actively attempting to bring awareness of civility to their communities as well and will keep board informed of ways that we might employ strategies to accomplish this goal.

6. Chairman Judd raised the issue of a non-resident interested in renting Town Hall. Clerk Baker indicated that it was her understanding that only residents have been allowed to rent the space and raised concerns regarding security, access issues and lack of rental agreement. She also indicated that there are several other organizations in the community that have space that is available for rental and that would be more appropriate. Supervisor Elkins agreed that lack of rental agreement and that Town Hall is not set up to accommodate outside rentals. Clerk Baker announced receipt of information regarding possible other banking relationships if the board is interested in exploring this possibility. Dane County Planning & Development made announcement regarding the Town of Oregon Comprehensive Plan
7. Malcolm Austin was present to address any concerns or questions the Board would have regarding New Glarus Fire Department Budget. He indicated that no changes were made since the townships discussion last month and indicated that he had communicated the Board's desire that the department hold off on the purchase of a new Truck for a year and a half until the debt associated with the last truck is satisfied. However, township budget numbers will require adjustment to accurately reflect the 4.85% increase presented in the NG Fire Department budget. Supervisor Garfoot made motion to approve the New Glarus Fire Department Budget, Supervisor Elkins seconded the motion and the motion carried 3-0.
8. Chairman Judd indicated that concerns exist regarding approach to the left side of the driveway near the mailbox. Both Supervisors Elkins and Garfoot concurred. Chairman Judd indicated that he would follow up with the Rindys to communicate adjustments needed before re-inspection.
9. Review of the Budget resulting from the October 29<sup>th</sup> budget workshop was reviewed. Florence Connors presented an article regarding amounts paid in other communities for services related to budget items, planning commission secretary to take minutes at meetings and website maintenance.
10. Adjustments were made in the following areas: The New Glarus Fire Department; funding for the Deputy Clerk position raising the total amount and setting an hourly wage of \$10 per hour which is commensurate with the skills needed for the position, Discussion regarding the possible statutory ability to recover increased costs for joint fire services. Clerk Baker to clarify with Department of Revenue.
11. Clerk Baker communicated the installation of the 45-day trial of software to facilitate automated records management at the township. The board was in support of exploring the use of this software that works with the new copier/printer/scanner that is now installed in the office.
12. Bill Haack presented another year of field data from the FSA regarding the two residences he has proposed off of G. Mr. Haack indicated that differentiation of field usage is difficult to determine from the aerial maps is difficult to determine The Board again indicated the requirement for Mr. Haack to obtain a letter from FSA confirming that no other records exist related to the fields in question. A

letter of this nature would allow the planning commission and the board to revisit his request.

13. Mr. Haack presented his position regarding his CUP application for a Secondary Farm Residence in the southwest corner of his property. Mr. Haack indicated that rehabbing his current residence to make it handicap accessible isn't feasible. It was determined that there was a need to have issues clarified from the county and that the clerk would draft an e-mail to Roger Lane addressing the time period required to show 20% income related to be eligible for a secondary farm house, if marital status is a factor in occupancy and whether the need for handicap accessibility is a factor. The Board and Mr. Haack will be copied on the e-mail communications.
14. The amended CUP #2220 made by Dane County Board of Supervisors was read. Discussion was had regarding the need to have the section regarding the screening of the trees be modified. Alex Elkins made motion to approve the amendments made by the Dane County Board of Supervisors on Steve Ottman's CUP #2220 Application for a Residence for Farm Owner or Operator on October 23, 2012. The motion was seconded by Supervisor Garfoot. The motion carried 3-0.
15. Discussion of the Assessor bids was postponed until next board meeting as clerk Baker had not been able to accomplish the follow-up needed.
16. Karl Whisler provided materials regarding a proposed shop which were presented by Chairman Judd. Chairman Judd indicated that Mr. Whisler was made aware that he will be required to get permits from the county prior to building his structure. Supervisor Elkins made motion to approve the proposed site for the Whisler shed/shop. The motion was seconded by Supervisor Garfoot and the motion carried 3-0. No other agricultural buildings were proposed.
17. Business for next month's agenda:
  - Discussion and possible action on Assessor's bids.
18. Supervisor Elkins made motion to adjourn the meeting. Supervisor Garfoot seconded the motion and the motion carried. The meeting was adjourned at 10:51 p.m.

Submitted by:

Jamie Baker, Clerk