

TOWN OF PRIMROSE
BOARD OF SUPERVISORS MEETING
Minutes
Monday, April 1st, 2024, 7:30 pm
8468 County Hwy A, Verona, WI 53593

1. Call to Order: Dale Judd called the meeting to order at 7:36 pm. Also present were Martha Gibson, Alex Elkins, Dave Garfoot, Victor Wahl and Mike Sutter.

2. Reading and approval of Board minutes of March 4th, 2024.

Alex moved to approve the minutes. Martha seconded. Motion passed 3-0.

3. Treasurer's report and approval of bills.

Dave read the March financial report.

Alex moved to approve the report. Martha seconded. Motion passed 3-0.

4. Public comments: Only agenda items may have action taken.

5. Opening Road Bids: Discussion and possible action regarding allocation of 2024 road work.

Representatives from Farhner Paving and Scott Construction were present. Bids from Farhner, Scott Construction and Payne & Dolan were opened.

The bids were compared for extent of work and material prices.

Dale explained that he and Mike Sutter have decided to go with wedging first to alleviate "dishing" on roadway edges due to heavy ag vehicles as far as the budget allowed. Sealcoating would be done with any monies left over. The clerk reported that the town has a budget of \$109,492 for 2024.

Farhner bid only sealcoat, with a total of \$133,592.37 for all roads (Oak Grove, Erfurth, Bowers).

Payne & Dolan bid wedging at \$86,670 with \$107 per ton of asphalt.

Scott Construction bid wedging at \$145,183 with \$101 per ton of asphalt.

As the 2024 budget amount is \$109,492, Dale suggested going with Scott Construction and stopping work when that budgeted amount is reached. Alex asked if we could use ARPA funds for a distinct and separate road project. Dale agreed that a secondary round of bidding could be done for that.

Alex moved to go with Scott's as they bid about 5% lower in material price for the wedging.

Martha seconded. Motion passed 3-0.

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6. Discussion and possible action regarding bids for painting the town hall.

Dale got bids from Fox and Capitol painting.

Capitol will paint walls, ceiling, bathrooms, office for \$1,850 and outside for \$7,450.

Fox interior painting was bid at \$2,800 and outside power wash, scrape loose paint, clean and paint roof, paint two signs for \$9600.

Marta moved to use ARPA funds to go with Capitol Painting at \$9,300 total. Alex seconded.

Motion passed 3-0.

7. Discussion and possible action regarding website improvement, emails, and phone.

Vic presented website options and email possibilities. He explained that most towns are using one of 3 vendors. He has had Zoom meetings with all three. All three are geared to local government. Our current website with Blue Host does not provide service or design and support.

Vic likes Town Web due to their size and ability to provide support (not limited to 15 minutes/month). ARPA funds can be used for set-up and content migration fees.

Martha moved to go with Town Web for our new website provide using ARPA funding for the set-up and migration fees of \$1,200. Alex seconded. Motion passed 3-0.

Martha moved to use regular budgetary funds for annual hosting fees and any email account charges. Alex seconded. Motion passed 3-0.

Vic suggested that Board members consider getting official emails for the purposes of record retention and privacy. Martha suggested that the Board email could be considered and then discussed at the next meeting.

8. Discussion and possible action regarding ARIP application process and Primrose project eligibility.

The Clerk explained that the grant criteria is that a project provides the highest possible improved transportation of agricultural goods for a significant number of farmers.

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Dale and Mike felt that LaFollette and Britt Valley were the most in need as there is a high volume of very heavy vehicles using it; milk trucks, silage trucks, semi-trailers, bag trucks and feed trailers. Both roads have been weight limited for years.

Alex suggested Ridge Drive. Dale agreed that it was in need but is used by heavy vehicles only seasonally. The Clerk was asked to provide the deadline for the application submission.

9. Discussion and possible action regarding Lewis Road Bridge: Guardrail or parapet design. In-person or virtual meeting for Operation Planning Meeting. Project timeline.

The Board agreed to use open guardrail as it easier to plow snow off of the bridge and that virtual meetings are most efficient. Dale to continue as representative for the Town on this.

10. Discussion and possible action regarding completion of the Land Use Plan and setting a date for the public hearing.

Martha stated that she had called this morning and that the County corrections are not ready. She asked that the item be put on May schedule.

11. Clerk's comments: Open Book date, bridge inspection fees

Open Book: Thursday, June 6th, 11am – 1pm

Board of Review: Tuesday, June 25th, 5pm – 7pm

Bridge inspection fees include possible add-ons: Underwater profile \$100, scour plan of action \$200, structure inventory and assessment \$200.

Martha suggested a newsletter with Open Book, Board of Review, spring clean up, DCTA presentation and Land Use Plan notice of hearing.

12. Business for next month's agenda and other business: emails, secondary road bids, Land Use Plan finalization, and Roehrig, Carey, Losenegger projects.

13. Adjournment: Alex moved to adjourn at 9:30pm. Martha seconded. Motion passed 3-0.

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Minutes submitted by Ruth Hansen

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