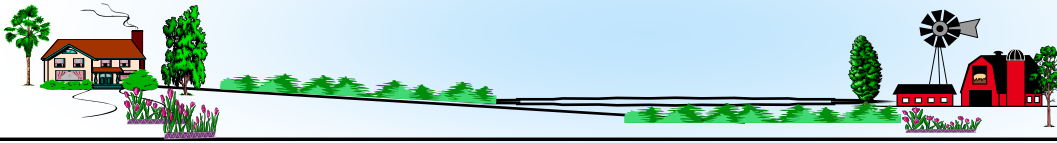


# Town of Sun Prairie Newsletter

5556 Twin Lane Road, Marshall, WI 53559, 608-837-6688



March 2013

Volume 20 Issue 1

## IT'S OFFICIAL!

**The Town of Sun Prairie Board Members at the regular town board meeting February 25, 2013 voted to officially designate Generations Park as a town park.**

This action by the board puts into motion the creation of a Park Advisory Committee. Town Supervisor, Doug Yelk, volunteered to be the board's representative. The board would prefer the committee consists of 5 to 7 volunteer members for a 3 year term. Nominees appointed March 11, 2013 are Doug Yelk, Joe Powelka, & Claudia Quick for a 3 year term.

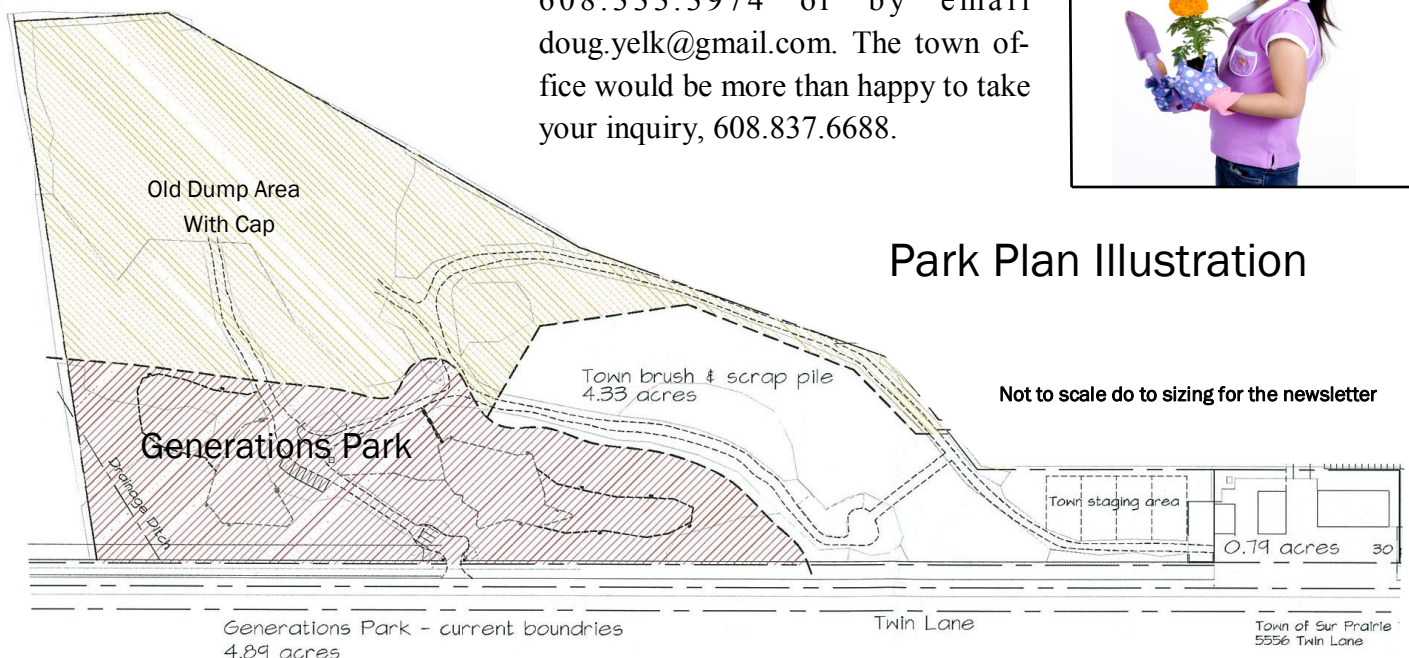
The first order of business for the committee is to compose a mission statement for the town park, develop a management plan, and evaluate costs.

Generations Park, otherwise known as the old town dump, is located on Twin Lane Road just north of the current Town Hall. For a number of years volunteers have planted native plants and the area has seen many Eagle Scout projects. The current park is about 4.89 acres, part of an old quarry, and the dump area is behind the nature park.

If you are interested in volunteering for the Park Advisory Committee please contact Doug Yelk at 608.333.3974 or by email [doug.yelk@gmail.com](mailto:doug.yelk@gmail.com). The town office would be more than happy to take your inquiry, 608.837.6688.

### Inside this issue:

<i>Fire Department</i>	2-3
<i>Burn Permit</i>	2
<i>Building Permits</i>	3
<i>Safety First</i>	3
<i>Weather Spotter</i>	4
<i>Annual Meeting Invite</i>	4
<i>Mailboxes</i>	5
<i>Board of Review</i>	6
<i>Wood Mulch</i>	6
<i>Farm Technology Days</i>	7
<i>Dog License</i>	7
<i>Credit Cards</i>	7



## SUN PRAIRIE VOLUNTEER FIRE DEPARTMENT RECEIVES GRANTS

The Sun Prairie Volunteer Fire Department recently received a Federal Grant to provide smoke alarms and installation, free of charge, to those in need in our Fire District. This program will provide 10-year Lithium battery smoke alarms that DO NOT require yearly battery changes. Please follow the checklist below to ensure you qualify for this program:

### BOTH REQUIRED:

I live in the City of Sun Prairie, Town of Burke,  
Town of Bristol, or Town of Sun Prairie

I own the home that I live in

### 1 of 4 REQUIRED:

My household contains residents that are 65 years  
of age or older with smoke alarms that are  
more than 10 years old

My household contains residents that are 5 years  
of age or younger with smoke alarms that are  
more than 10 years old

A resident of my household is deaf or hard of  
hearing with smoke alarms that are more than  
10 years old or has no hearing impaired alarms

My home is more than 30 years old with smoke  
alarms that are more than 10 years old

If you qualify based on the above information, are  
willing to participate in this program and the follow-  
up interview, please contact the Sun Prairie Volunteer  
Fire Department using the contact information listed  
below:

[awhite@cityofsunprairie.com](mailto:awhite@cityofsunprairie.com) with subject line  
"Smoke Alarm" or phone: 608-837-5066 x2 (Angela)

The Sun Prairie Volunteer Fire Department recently received a Federal Grant to provide fire extinguisher training classes, free of charge, to residents and businesses in our Fire District. This program provides a one-hour fire extinguisher training class and one free extinguisher per household to those who complete the course.

(Businesses are eligible for this course as well, and we will deliver the course to your location!)

Please visit our website for more information and class dates! [www.cityofsunprairie.com/fire](http://www.cityofsunprairie.com/fire)

To register for this course, please contact the Sun Prairie Volunteer Fire Department using the contact information listed below:

[awhite@cityofsunprairie.com](mailto:awhite@cityofsunprairie.com) with subject line "Fire Extinguisher" or phone: 608-837-5066 x2 (Angela)

Please visit our website for more information and class dates! [www.cityofsunprairie.com/fire](http://www.cityofsunprairie.com/fire)

## BURN PERMITS

Burn Permits are available by calling the Sun Prairie fire department number 837-5066. Leave the requested information. There is no charge. You need to call in anytime that you burn outside of a burn barrel.

Burn Permits do not allow for burning of oil substances, asphalt, plastic, vinyl, rubber or food scraps. Burning these items harms human health and the environment. It also is a BIG nuisance to your neighbors. Smoke from burning these items may contain arsenic, carbon monoxide, formaldehyde, sulfuric acid and other undesirable gases.

# Spring Election is April 2, 2013

# TOWN OF SUN PRAIRIE FREE TO THE PUBLIC! FIRE EXTINGUISHER TRAINING

APRIL 22, 2013

5:15 P.M.

TOWN OF SUN PRAIRIE  
TOWN HALL  
5556 TWIN LANE ROAD



PARTICIPANTS ATTENDING WILL RECEIVE A FIRE EXTINGUISHER TO TAKE HOME

## SAFETY FIRST



Believe it or not, spring is right around the corner, and it is time for a friendly reminder to be careful and considerate when sharing the road with our neighbors' farm

equipment. You use the road to commute back and forth to work and so do our farmers. At any time, a tractor (possibly pulling another piece or two of equipment) may turn left into a field drive directly from the road. Turn signals may not always be viewable, so please recognize the signs of a possible turn off the road. These might include a slowdown of the actual equipment, hand signals by the operator, or an upcoming intersection or field drive. Farm equipment is very solid and heavy and could really do severe, unintentional damage to you or your vehicle. We live in this community because we like rural living, so let's give our neighbors who work hard to maintain our way of life a little room to operate. Thank you!



## BUILDING PERMITS

Do I need a building permit?

Yes....when your project involves:

- An addition or change in the footprint of your house or accessory building.
- Any type of electrical, heating or plumbing work.

For **exterior** work, a permit is needed to:

- Add a screen porch or deck
- Replace window and doors with different size windows and doors
- Install any type of swimming pool
- Build a new structure
- Wood furnace or other outdoor heating device

For **interior** work, a permit is needed to:

- Replace a furnace or central air
- Finishing or remodeling of a basement
- Extensive bathroom or kitchen remodel
- Moving walls
- Installation of woodstoves, fireplaces

**A permit is not required to :**

- Change flooring, carpet, tile
- Install sidewalks and flat work
- Roofing, siding

Building permits are issued by the building inspector. He is in the office on Monday 9-10 a.m. Call the office, 837-6688 with questions.

## SEVERE WEATHER SPOTTER TRAINING OPPORTUNITY



The Town of Sun Prairie will serve as a host site for Severe Weather Spotter Training. Dane County Emergency Management is sponsoring these classes taught by Rusty Kapela, Warning Coordination Meteorologist with the Milwaukee/Sullivan National Weather Service Forecast Office. These classes will be presented

via webinar at no charge to anyone interested in attending. We will be viewing these webinars in the comfort of our own Town Hall, so this is a great opportunity for any interested individuals to attend without the hassle and expense of driving and parking elsewhere in Dane County.

Dates for the classes are as follows:

**April 3<sup>rd</sup> 6-8pm (Basic)**

**April 4<sup>th</sup> 1-3pm (Basic) and**

**April 4<sup>th</sup> 6:30-8:30pm (Advanced)**

There is no requirement to attend the Basic class before the Advanced Class, but the Advanced class builds on what is taught in the Basic class. Because severe weather is the most prevalent hazard in Dane County, Dane County Emergency Management highly recommends this training. Severe weather warning information is heavily reliant on trained weather spotters. Severe Weather Spotter training clearly outlines the type of information needed, the format it is needed in, and how to accurately report it. This training will expand your abilities to provide accurate and timely severe weather information in support of public safety.

As noted above, this training will be held at the *Town Hall, 5556 Twin Lane Road, Marshall, WI 53559*. There is a 10 minute break during the class, and there will be opportunities to ask questions during the webinar. Please join us. At the very least, you will learn about different types of weather conditions and when you should be concerned for your safety! Attendance and/or questions can be directed to Cindy Yelk, [treasurer@townofsunprairie.info](mailto:treasurer@townofsunprairie.info), or 837-6688.

*You are invited to Attend the Annual Town Meeting  
On Monday, April 22, 2013—7:00 p.m.*

*At the Town Hall,*

*5556 Twin Lane Road*

*Review of 2012 Financial Statement*

*Update on EMS and Fire Dept.*

*Refreshments will be served*

*Everyone Welcome!*

## TOWN OF SUN PRAIRIE MAILBOX REPLACEMENT POLICY

Snowplow operators use a great deal of care when plowing our Town roads under sometimes very difficult conditions. However, accidents can happen and mailboxes may be damaged.

Upon written or telephone notification by the property owner within one (1) week of damage, the Town will conduct an investigation of the alleged damage. The investigation will be conducted by the Highway Patrolman or his/her designee.

Should the Highway Patrolman or designee determine the damage was due to improper installation or other defects as described in "A" below, the Town of Sun Prairie will not be responsible for damage and replacement will be at the property owner's expense. Should the Highway Patrolman determine that Town equipment actually hit and damaged the mailbox, the Town will reimburse the property owner an amount not to exceed \$50.00.

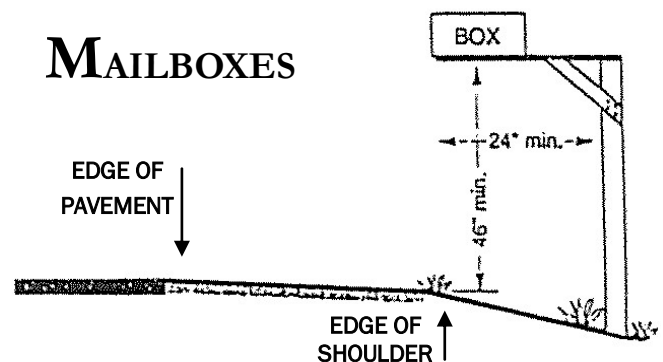
- A. The Highway Department will not be responsible for damage to mailboxes that are determined to have been improperly installed, have deteriorated posts and mounting material, or were not physically hit by the Town equipment.

- B. The Town shall not replace decorative mailboxes or posts of any kind. Should the investigation determine that the Town equipment damaged a decorative mailbox; the property owner shall receive a check not to exceed \$50.00.
- C. Should the property owner dispute the findings of the highway patrolman, they may request the matter be placed on the agenda for the next Town Board meeting for discussion.
- D. When it is determined that the Town is responsible for the damage to the mailbox, the highway personnel shall deliver a mailbox and/or post within ninety-six (96) hours of notification of damage.
- E. As a service to our residents the Highway personnel may install a temporary mailbox where the existing mailbox is deemed unusable, regardless of fault. The temporary mailbox may remain until the permanent mailbox has been installed for duration, not to exceed four (4) months.

Adopted: February 23, 2004

Make sure your mailbox and post are secure. If you are replacing a mailbox, consider a black one, as they are easier to see in a snowstorm.

The front of the box should be aligned with the outside edge of the shoulder. (The shoulder is the gravel portion of the roadway.) Under no circumstances should the roadside face of the mailbox project onto the usable shoulder or onto the traveled way of the road.





## PROPERTY ASSESSMENT QUESTIONS OPEN BOOK & BOARD OF REVIEW DATES

### Open Book Session—April 25, 2013 from 2:00 to 4:00 P.M. at the Town Hall.

At Open Book, you will have the opportunity to discuss your assessment, present any information you feel is relevant, learn what records are maintained on your property, and what factors were considered to determine the new assessed value. If based on this discussion the Assessor believes an adjustment to the assessed value is warranted, a notice will be sent to you reflecting the new assessed value.

We encourage anyone who has questions about their assessment to make an appointment. Property owners may review the assessment roll, check for errors and compare assessments. Taking the time to meet with the assessor can be very helpful and informative. Those who think they may want to appear before the Board of Review need to first meet with the assessor during the Open Book session.

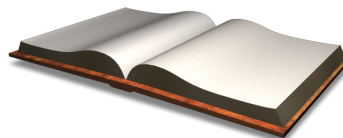
You don't have to wait for open book to talk with our Associated Appraisal Rep.; you may call or email him right away.

<b>Associated Appraisal</b>	<b>phone:</b> (920) 749-1995
<b>% Tony</b>	<b>toll-free:</b> 1-800-721-4157
<b>P.O. Box 2111</b>	<b>fax:</b> (920) 731-4158
<b>Appleton, WI 54912-2111</b>	<b>email:</b> <a href="mailto:info@apraz.com">info@apraz.com</a>

### Board of Review—Thursday May 16, 2013 from 5:00 p.m. 7:00 p.m.

If after attending the Open Book session you decide to appeal the assessed value, you will have an opportunity to appear before the "Board of Review". The Board of Review is a panel that includes local officials and/or citizens appointed by the governing body. It is the Board's duty to hear evidence presented by the property owner and the assessor. It is important to note that the Board's function is not one of valuation, but of deciding the validity of the facts presented, under oath, before it. All deliberations must be done in open session and the Board of Review is required to decide each objection by a roll call vote. If, based on testimony the Board decides to change the assessed value, a notice of change will be sent to the property owner.

Check the WI Department of Revenue website for informative publications <http://www.revenue.wi.gov/pubs/slf/pb060.pdf>. You may also call the Town Clerk at 837-6688 with assessment questions.



## WOOD MULCH

For the last few years, the Town has purchased wood mulch from the City of Madison. The mulch has been available to residents at the Town Hall site. Last year (2012) the delivery charge for each semi-load increased from \$100 to \$200. This covered the trucking costs to the outlying areas. In order to continue to offer this service, we asked that residents contribute **\$10 per pickup load or portion thereof**. In order to continue this service for \$10 a load, all residents picking up mulch need to make the appropriate contribution. The money collected is used to pay for additional loads. Residents picking up a load during office hours can stop at the office to pay. After business hours people can deposit the fee in the drop box at the town hall.

## 2015 FARM TECHNOLOGY DAYS

### IT'S NOT THE FIRST TIME COUNTY ROAD VV HAS BEEN THE TRAVELED PATH TO FARM TECHNOLOGY DAYS!

The Lloyd Krebs farm, October 13-15, 1970, 2 miles north of State Road 19 on County VV, was host to the Farm Technology Days once known as "Farm Progress Days". 45 years later, Farm Technology Days 2015, will be hosted by the Statz Brothers Farm August 25-27, just down the road!

Wisconsin Farm Technology Days is a three-day outdoor event showcasing the latest developments in production agriculture, including practical applications and recent research and technological developments. It is the largest agricultural show in the research and technological developments. Plus, the largest agricultural show in the state with more than 600 commercial and educational vendors.

Congratulations to the Statz Brother Farms!

## WE NOW ACCEPT CREDIT CARDS!

Credit Cards will now be accepted for payments on items such as dog licenses, hall rent, building permits, etc. Tax payments are pending approval. The payor is responsible for all charges associated with the payments.

The fee schedules will be added to the website soon. If you have any questions regarding payments or fees associated with paying by credit card, contact the Treasurer, Cindy Yelk for more details.



## DOGS, DOGS, DOGS

According to Wisconsin State Statutes, dogs owned and kept within the Town of Sun Prairie are required to be licensed and vaccinated for rabies by the age of 5 months. The fee for neutered and spayed dogs is \$11 per year, and dogs that are not spayed or neutered have a licensing fee of \$16 per year. If you have not licensed your pet, there is still time to do so. You can stop in at the office during regular office hours (M – Th, between 9am and 2pm) or download an application from the website [www.townofsunprairie.info](http://www.townofsunprairie.info) and mail it to the Town of Sun Prairie, 5556 Twin Lane Road, Marshall, WI 53559. You may also email the application to Cindy at [treasurer@townofsunprairie.info](mailto:treasurer@townofsunprairie.info). **Please include a copy of the rabies vaccination.**

If your pet is revaccinated during the year, please send in an updated rabies certificate. This can be mailed, emailed or faxed to 825-4864. We keep a copy of the rabies certificate on file, so updates are greatly appreciated. Questions can be directed to Cindy by mail or email at the addresses listed above, or she can be reached at 837-6688.



## Town of Sun Prairie

5556 Twin Lane Road  
Marshall, WI 53559

Phone: 608-837-6688  
Fax: 608-825-4864  
Email: [tspclerk@spwl.net](mailto:tspclerk@spwl.net)

TIME SENSITIVE  
INFORMATION INSIDE

**MARCH 2013**  
**Volume 20 Vol.. 1**



The Town of Sun Prairie Newsletter is a communication service of the Town Board for the residents of the Town of Sun Prairie.

### Contacts

Fire, EMS and Sheriff Emergency	911
Sheriff NE Precinct non-emergency #	266-3456
Lyle Updike, Board Chairperson	837-0069
Vernon Pogue, Board Supervisor	837-6749
Doug Yelk, Board Supervisor	333-3974
Jo Ann Ramsfield, Clerk	837-6688
Cindy Yelk, Treasurer	837-6688
Jerry Hahn, Constable	837-9860
Waste Management, trash & recy.	273-2500
Burn Permit (answering machine)	837-5066
Dane County Planning & Development	266-4266
Building Inspector	1-800-422-5220

### BOARD & PLAN COMMISSION MTGS.

The Town Board's regular monthly meetings are on the 2nd and 4th Monday of the month. Meetings begin at 7:30 p.m., at the Town Hall, 5556 Twin Lane Road.

The Plan Commission meets on the 3rd Monday of the month. Periodically it has been necessary to change the dates and times because of conflicts. You can confirm the meeting date and time by checking the posted meeting notices or the official publication in the weekly Sun Prairie newspaper, The Star. You can also check the town website or call the office.

Meeting notices, ordinance adoptions and other information are posted on the website and three town bulletin boards. The bulletin boards are located at the Town Hall, 4167 CTH TT and west side of Lonely Lane near the intersection with CTH N.

**Building Permits & Ag Site Permits** are issued by the building inspector, Chris Butschke. He has office hours at the town hall on Monday 9-10 a.m., 837-6688. He can also be reached by calling 1-800-422-5220. **Dane County** requires a zoning permit for all new structures and additions. The phone number is 266-4266, Rm 116, City County Building, 210 Martin Luther King Jr. Blvd., Madison.

**We're on the Web**  
**[www.townofsunprairie.info](http://www.townofsunprairie.info)**