

**TOWN OF SUN PRAIRIE**  
**Town Board Meeting**  
**February 14, 2022**

**Call to Order:** Chairman L Updike called the board meeting to order at 4:00 p.m. at the Town Hall, 5556 Twin Lane Road. Supervisor D Yelk, Supervisor J Seltzner, Patrolman J Schuster, Assistant Patrolman B Dodge, Clerk R Wiedenbeck, and Treasurer K Weisensel, were present. Guests: Chris Janssen, JoAnn Ramsfield, Carlie Rademacher, Dan Grady-Superintendent of Marshall Schools, and Adam Schleicher with the City of Sun Prairie.

**Statement of Public Notice:** Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards on February 10, 2022.

**Pledge of Allegiance:** Clerk R Wiedenbeck led the pledge.

**Approve Minutes of Prior Meetings:** Supervisor J Seltzner motioned to approve minutes from 1-10-22. Supervisor D Yelk seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes. None. Motion carries.

Supervisor D Yelk motioned to approve minutes from 1-24-22. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Presentation from the Public:** Adam Schleicher with the City of Sun Prairie brought up the proposed “Intergovernmental Agreement Between the City of Sun Prairie and the Town of Sun Prairie”. The Town proposes to transfer the jurisdictional authority over and the responsibility for the maintenance of portions of Town Hall Road and Bird Street to the City. Chairman L Updike stated that the transfer of the roads and road aids were not a problem, but not the properties on the roads. Copies of the proposal were provided. The City of Sun Prairie will have a public hearing on 3-28-22. There will be separate public hearings for the Town and the City.

Resident Chris Janssen brought up the issue of the Amazon building being built off of County Hwy TT and County Hwy N. Chairman L Updike addressed the issue, explaining this property was annexed into the Village of Cottage Grove and there is not a lot that the Town can do at this point.

Resident Carlie Rademacher brought up the vision hazard at the intersections of Burke and Bailey roads. Trees are blocking the view causing it difficult to cross or turn at the intersection. The Town of Sun Prairie will contact the Trim Trimmer and have him trim the trees to eliminate this hazard.

**Presentation from Dan Grady, Marshall School District.** Dan Grady, Superintendent of Marshall School District gave a presentation on the upcoming Marshall Public Schools Operational Referendum and its cost. A flyer was provided with all the referendum facts. The Town of Sun Prairie will provide copies of this during the election on April 5, 2022 if requested.

**Consider and take action:** Approve CSM for Schuster rezone of Parcel# 0811-123-8000-7, located at 1746 State Hwy 19, Marshall, WI. CSM was not provided. No Action was taken.

**Consider and take action:** McCarthy Park Improvement Project. Supervisor D Yelk made a motion to authorize sending a letter of support to the Dane County Land & Water Resources Department urging them to upgrade the current bathroom facility as soon as possible. Supervisor J Seltzner seconded. Yay Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Consider and take action:** Accepting Oak Savannah Court as a Town Road. Supervisor D Yelk motioned to accept Oak Savannah Court as a Town Road. Supervisor J Seltzner seconded. Yay votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries. The Town needs to modify the Town map and send to WIDOT.

**Consider and take action:** Discuss Employee Handbook Revisions. Clerk R Wiedenbeck and Treasurer K Weisensel will make revisions and will be put on the next board agenda.

**Road Report:** Patrolman J Schuster reported that the new signs came in for Runaround Road, they also put up new road name signs on Bailey Road. and County Hwy T, fixed the road name sign on Burke Road and County Hwy T, it was crooked. Also ordered new signs for Yelk Road and County Hwy VV, went missing last Thursday. Approved driveway permit for Josh Disch on Midthun Lot 5. Assistant Patrolman B Dodge has been staying busy cleaning the shop. Discussed culvert stored at Don Keyes, that needs to be moved to the Town Hall. Discussed STP-Rural/Urban and Local Bridge Program/Application for Bailey and Nelson Roads. Have to apply yearly through 2026.

#### **Committee Updates:**

- a. **EMS:** Meeting tomorrow night, the city has a meeting tomorrow night, both meeting will be discussing our contract with EMS.
- b. **Parks:** Chairman Jim Van Pelt has resigned. The Parks Committee currently only has 3 members. They can have up to 7 members and they serve 3-year terms. Park Committee Chairman and members are appointed by the Town Chairman L Updike.
- c. **Fire:** There were 5 calls in January for the Town of Sun Prairie, which is 3% of all calls. 19% for the year. The New Truck will be coming in about 2 months. Supervisor D Yelk is invited to the Town of Burke's Annual Meeting on April 19, 2022 to explain the financial structure of NEDFU.
- d. **Town Zoning:** Deferred petition still pending from previous meeting, waiting for Town of Springfield, once information is received, they will then have another Board of Adjustments meeting.
- e. **Planning Commission:** Have 5 or 6 items for the next meeting on February 21, 2022. Supervisor D Yelk invited our building inspector Chris Butschke to our annual meeting to explain building permits. We had only 1 building permit and 1 raze permit for 2021.
- f. **Comprehensive Plan:** Chairman L Updike reported that they had a good working session via live and zoom with Sean Higgins from CARPC. Sean gave advice and technical assistance, like mapping. They are looking to have a public meeting to get more resident input in March or April of this year. There are no real major changes to the Comprehensive Plan at this time.

**Audit and Pay Bills:** Supervisor J Seltzner made a motion to approve the bills as presented. Supervisor D Yelk seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carried.

**Old Business/New Business:** None.

Review Highway Patrolman Job Description. Tabled. No action was taken.

Review Assistant Highway Patrolman Job Description: Tabled. No action was taken.

**Correspondence:** None.

**Items for next meeting agenda:**

**Closed Session (ss. 19.85):** Supervisor J Seltzner made a motion to go into closed session at 6:42 pm.

Seconded by Supervisor D Yelk. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None.

Motion carries.

Reconvened in Open Session at 10:00 pm.

**Adjournment.** Supervisor D Yelk moved to adjourn the meeting. Meeting adjourned at 10:15 pm.

Next meeting will be February 28, 2022 at 4:00 p.m.

Rhonda L Wiedenbeck, Clerk

Town of Sun Prairie