

**TOWN OF SUN PRAIRIE**  
**Town Board Meeting**  
**April 11, 2022**

**Call to Order:** Supervisor D Yelk called the board meeting to order at 4:00 p.m. at the Town Hall, 5556 Twin Lane Road. Supervisor J Seltzner, Patrolman J Schuster, Clerk R Wiedenbeck, and Treasurer K Weisensel were present. Absent: Chairman L Updike.

**Statement of Public Notice:** Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards on April 6, 2022.

**Pledge of Allegiance:** Supervisor J Seltzner led the pledge.

**Approve Minutes of Prior Meetings:** Supervisor D Yelk motioned to approve minutes from 3-28-22. Supervisor J Seltzner seconded. Aye Votes: D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Presentation from the Public:** None.

**Consider and take action:** Conduct Annual Audit of Town's Financial Records. The Audit of 2021 Financial records was completed. Five checks were picked from the check book and all five checks were found and confirmed. One bank statement was picked and was found and confirmed. Supervisor J Seltzner moved to approve the Annual Audit of the Town's Financial Records. Supervisor D Yelk seconded. Aye Votes: D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Consider and take action:** Discuss Employee Handbook Revisions. Did not discuss. No action was taken.

**Review 2021 Annual Report:** 2021 Annual Report was reviewed. Corrections will be made by the Clerk and Treasurer.

**Road Report:** Patrolman J Schuster reported he ordered another load of salt. ADT came today and will be providing us with a quote on the cameras, J Schuster is still working on getting 2 other quotes. Patched Bailey Road twice and a few other places. Picked up garbage from ditches on Bailey Road, and Town Hall Drive to Hwy N. Sealcoating representative came, prices are about 20% higher this year. Supervisor J Seltzner brought up that a resident contacted him about the culvert on Yelk Road and County Hwy VV, and said it look bad. Patrolman J Schuster will take a look at it. The Park trailer is at Wisconsin Surplus to be sold; it will be listed in 2 weeks.

**Committee Updates:**

- a. **EMS:** Meeting next Wednesday,
- b. **Parks:** There are still 3 to 4 vacancies on the Parks Committee.
- c. **Fire:** None.

- d. **Town Zoning:** Discussed Ordinance Amendment #6 Amending the Text of the Town Zoning Ordinance related to Variances for the Town of Springfield. Discussed, but no action was taken. This Ordinance Amendment will be added onto our next Town Board Meeting agenda to be discussed further.
- e. **Planning Commission:** Adding the above Ordinance Amendment #6 to the Planning Commission agenda to discuss on Monday, April 18, 2022.

**Audit and Pay Bills:** Supervisor D Yelk made a motion to approve the bills as presented to include \$1500 for the poll workers. Supervisor J Seltzner seconded. Aye Votes: D Yelk, J Seltzner. Nay Votes: None. Motion carried.

**Old Business/New Business:**

Discussed possible storage shed for the Park Committee equipment. Patrolman J Schuster stated we have enough room to store the mower, weed whacker, and chainsaw in our current buildings. He will get the Parks trailer sold first, and then further discuss the storage options.

Treasurer K Weisensel brought up weight limit signs. Do we really need to have these signs? Board discussed. No action was taken.

Treasurer K Weisensel brought up and asked the board what they thought of solar farms in the Town of Sun Prairie. Solar panels need to be addressed in our Comprehensive Plan. This was discussed, but no action was taken.

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:** Ordinance Amendment #6 Amending the Text of the Town Zoning Ordinance related to Variances. Employee Handbook.

**Adjournment.** Supervisor D Yelk moved to adjourn the meeting. Meeting adjourned at 5:51 p.m. Next meeting will be the Annual Meeting on April 19, 2022 at 6:00 p.m. and Regular Board Meeting on April 25, 2022 at 4 p.m.

Rhonda L Wiedenbeck, Clerk  
Town of Sun Prairie