

TOWN OF SUN PRAIRIE
Town Board Meeting
April 25, 2022

Call to Order: Chairman L Updike called the board meeting to order at 4:40 p.m. at the Town Hall, 5556 Twin Lane Road. Supervisor D Yelk, Supervisor J Seltzner, Assistant Patrolman B Dodge, Clerk R Wiedenbeck, and Treasurer K Weisensel were present. Guests: Cyndi O'Connell, Scott and Colleen Thomas, Martin Comer, Kayla and Adam Weisensel, and JoAnn Ramsfield were also present. Absent: Patrolman J Schuster.

Statement of Public Notice: Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards on April 21, 2022.

Pledge of Allegiance: Supervisor J Seltzner led the pledge.

Approve Minutes of Prior Meetings: Supervisor D Yelk motioned to approve minutes from 4-11-22. Supervisor J Seltzner seconded. Aye Votes: D Yelk, J Seltzner. Nay Votes: None. Abstain: L Updike. Motion carries.

Presentation from the Public: None.

Consider and take action: Discuss Ordinance Amendment #6 Amending the Text of the Town Zoning Ordinance related to Variances. The Town Board discussed the language of the Town of Springfield's Ordinance Amendment #6. Chairman L Updike stated the motion before the board is whether to approve the language of Springfield's Ordinance Amendment for the Town of Sun Prairie. Aye Votes: L Updike. Nay Votes: D Yelk, J Seltzner. Motion not approved.

Consider and take action: Approve request from Adam Weisensel, to rezone Parcel#0811-133-9345-0, 4 acres, currently zoned RH-1 (Rural Homes District), located at 1794 County Highway T. Adam would like to pursue a custom furniture building business. He would like to rezone 1 acre to COM (Commercial) and build a shop including a store front with a Conditional Use Permit and leave the other 3 acres zoned SFR (Single Family Residence) to build a home. Supervisor D Yelk made a motion to approve rezone at 1794 Hwy T, 1 acre to (COM) Commercial and 3 acres to SFR (Single Family Residence) and also a CUP (Conditional Use Permit), for a Metal and Wood Fabrication Operation to include the following verbiage:

- Limited to Operation of a Woodworking/Fabrication and resale facility.
- Hours of Operation will be 8AM to 9PM, 7 days a week.
- Limit of 4 equivalent full-time, non-family employees.
- Low outdoor lighting for security purposes only.
- Minimum signage.
- No outdoor storage of materials or vehicles.
- Permitted to have educational classes for children.
- Permitted to have outdoor compost piles.

Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Consider and take action: On a request from Cynthia O'Connell, for Parcel #0811-244-9560-2, 12.7 acres, currently zoned RH-3 (Rural Homes District) & Parcel #0811-244-9540-6, 5.6 acres, currently zoned RH-2 (Rural Homes District), located at 5297 Ridge Rd. Cynthia would like to change the lot lines as it encroaches onto both parcels. A motion was made to rezone Parcel #0811-244-9560-2, to AG (Agriculture) and Parcel # 0811-244-9540-6, to SFR (Single Family Residence). Cynthia O'Connell stated that there will not be a shared driveway. Supervisor D Yelk motioned to approve the rezone. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Consider and take action: Resident Lisa Reed, located at 2777 Olin Way, would like to put in a culvert connecting her driveway culvert to the culvert that takes the water under Olin Way. Patrolman J Schuster told Lisa he would bring it to the boards' attention. Patrolman J Schuster recommended possibly putting in wash stone in ditch instead of doing a culvert. Need board approval for either option, because it is in Town's right of way. Supervisor D Yelk made a motion to not approve a culvert being placed in the ditch and recommends she seek Highway Patrolman approval for improvements at her cost. Seconded by Supervisor J Seltzner. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Consider and take action: Discuss complaint from resident about a commercial business being operated at 5325 Stark Road. Supervisor D Yelk explained that the Town Zoning does allow for a Home-Based Business, but does not allow for outdoor storage. The owner's driveway was full of barrels and these barrels have been removed. Corrective action has been taken to address this situation.

Recognition of Parks Committee Chair, Diane Powelka. Diane Powelka did not show up, no action was taken.

Consider and Take Action: Approve CSM for 1786 State Hwy 19. Supervisor D Yelk motioned to approve CSM for 1786 State Hwy 19. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Consider and Take Action: Approve Employee Handbook Revisions. Clerk R Wiedenbeck and Treasurer K Weisensel needed clarification on Workman's Comp and Funeral Leave. If an employee is injured on the job, he does not have to file a workman's Comp. The employee can go home that day and get paid for that day. He will be required to provide written documentation on what happened. This is part of the Town of Sun Prairie's Workman's Comp policy, not Rural Mutual. On the funeral leave, Chairman L Updike stated to everyone to bring their proposals to the next board meeting when discuss the Employee Handbook. No Action was taken.

Road Report: Patrolman B Dodge reported that they started shouldering and are still picking up garbage. The concrete for the Trench Drain is being replaced. Supervisor D Yelk asked what account this repair was budgeted. Treasurer K Weisensel will contact Wesley Dorshorst to find out where it is in the budget.

Committee Updates:

- a. **EMS:** Supervisor J Seltzner reported they are discussing what is going to be done with the EMS building located in Marshall, WI. Nothing has been decided yet. They will be selling the Marshall EMS ambulance to the City of Sun Prairie EMS.
- b. **Parks:** None.
- c. **Fire:** Supervisor D Yelk reported new fire truck has been delayed. No official date yet.
- d. **Town Zoning:** Variance meeting on April 28, 2022.
- e. **Planning Commission:** Discussed the Comprehensive Plan.

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:

Treasurer K Weisensel reported that we are still getting bids for the new water bubbler and security cameras for the Town Hall.

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: None.

Adjournment. Supervisor D Yelk moved to adjourn the meeting. Meeting adjourned at 7:11 p.m. Next meeting will be on May 9, 2022 at 6 p.m.

Rhonda L Wiedenbeck, Clerk
Town of Sun Prairie