

**TOWN OF SUN PRAIRIE**  
**Regular Town Board Meeting**  
**August 8, 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, Clerk R Wiedenbeck, and Treasurer K Weisensel were present. Guests: Jerry Bradley, Mark Bradley.

**Statement of Public Notice:** Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards on August 4, 2022 and August 5, 2022.

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

**Approve Minutes of Prior Meetings:** Supervisor D Yelk motioned to approve minutes from 6-27-22. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Supervisor D Yelk motioned to approve minutes from 7-25-22. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Presentation from the Public:** None.

**Road Report:** Patrolman J Schuster reported that Town Hall Drive was paved last week, and the shouldering will be starting this Thursday. All roadwork for 2022 will then be completed.

**Consider and Take Action:** Urban Service Area Expansion for Village of Cottage Grove. Chairman L Updike and Supervisor D Yelk met with Erin Ruth and their engineer from the Village of Cottage Grove to discuss this issue.

They raised four different issues which were:

- Potential connection to Alvin Road
- Water
- Sewer
- Storm water issues

The Town of Sun Prairie did send letters to the residents at the end of Faber Road and to Gerald and Mark Bradley to attend this board meeting to discuss these issues. These issues were discussed and no actions were taken.

**Consider and Take Action:** Review and Discuss the Town of Sun Prairie EMS Termination Proposal. Chairman L Updike stated we need to start a work group that includes the Towns of York and Medina to determine the final details of this EMS Termination Proposal. Supervisor J Seltzner agreed to be the representative for the Town of Sun Prairie and would be contacting Marshall EMS to get this set up. No action was taken.

**Consider and Take Action:** Review and Approve Fence Ordinance #2022-2. Only needed signatures. Already approved at the 7-25-22 board meeting. No action was taken.

**Committee Updates:**

- a. **EMS:** None.
- b. **Parks:** Will be scheduling a meeting next month. Still need more committee members.
- c. **Fire:** Supervisor D Yelk reported they will be going over budget due to truck repairs. They will be increasing their repair budget from \$20,000 to \$35,000 next year. The City of Sun Prairie is running 81% of the calls.

- d. **Town Zoning:** Chairman L Updike reported there was an upcoming meeting of the 6 towns to review the zoning code on 8-25-22 via zoom.
- e. **Planning Commission:** The Town of Sun Prairie issued their first zoning citation.

**Audit and Pay Bills:** Supervisor J Seltzner motioned to approve bills as presented. Supervisor D Yelk seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

**Old Business/New Business:**

Supervisor D Yelk brought up that a property owner on Bailey Road put up a building without a Building Permit or a Land Use Permit. Property owner did come in and fill out the Land Use Paperwork after the fact. Paperwork was sent it to GEC, it was approved. Property owner refused to pay for the Land Use Permit because the fee had been doubled since he was applying after the fact. The Land Use Permit was sent to the building inspector to obtain a building permit, but could not be issued until the property owner paid for the Land Use Permit. Currently, property owner does not have a Land Use Permit or Building Permit. A certified letter will be sent to the property owner, requesting payment of the Land Use Permit. If property owner continues to refuse to pay, a zoning violation citation will then be issued.

Chairman L Updike talked with Tom Wilson, former attorney/clerk for the Town of Westport. Mr. Wilson provided a couple of referrals for a Town Attorney for the Town of Sun Prairie to check out. This was discussed. No action was taken.

Supervisor J Seltzner talked with a resident from the Town, who is an IT person and he offered his services if the Town was interested or in need of an IT service. The Town currently has Horstman Networks that takes care of all our IT issues. This was discussed. No action was taken.

Supervisor D Yelk attended a Trade Show where they were selling AED Defibrillators. Are we interested in installing one at the Town Hall using the ARPA money? They sell for about \$1,000, \$1,400 with a LED screen. This was discussed. No action was taken.

Supervisor D Yelk talked with a resident of the Town of Sun Prairie who has worked in the HR department for EPIC, and now works for the State of Wisconsin. Would we be interested in hiring this individual as a consultant to review our employee handbook or on a as needed basis? This was discussed. No action was taken.

Supervisor J Seltzner wanted to know if the Town of Sun Prairie is still required to mow S. Bird St. The Town of Sun Prairie needs to continue to mow S. Bird St. until we get the transfer paperwork completed with the City of Sun Prairie.

**Correspondence:** None.

**Items for next meeting agenda:** Finance Update. Solar Energy Ordinance. Lawyer for Town of Sun Prairie.

**Adjournment.** Supervisor J Seltzner moved to adjourn the meeting. Meeting adjourned at 5:57 p.m. Next meeting will be on August 22, 2022 at 4 p.m.

Rhonda L Wiedenbeck, Clerk  
Town of Sun Prairie