

TOWN OF SUN PRAIRIE
Regular Town Board Meeting
November 27, 2023

Call to Order: Chairman L Updike called the board meeting to order at 4:05 p.m. at the Town Hall, 5556 Twin Lane Road. Supervisor D Yelk, Supervisor J Seltzner, Clerk R Wiedenbeck, Treasurer K Weisensel, and Patrolman J Schuster were present. Guests: Gary Ziegler, Jordan Schulz.

Statement of Public Notice: Record in the minutes that the notice of this meeting was posted on the three Town bulletin boards on November 21, 2023.

Pledge of Allegiance: Supervisor D Yelk led the pledge.

Approve Minutes of Prior Meetings: Supervisor D Yelk motioned to approve minutes from 11-13-2023. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Presentation from the Public: None.

Consider and Take Action: Approve the Conditional Use Permit for Felix Jaramillo, Parcel # 0811-313-8500-2 to provide temporary housing for farm employees. Resident did not show up. No Action was taken. This will be added to the next agenda on 12-11-23.

Consider and Take Action: Approve Conditional Use Permit for Jordan Schulz, Parcel # 0811-162-8070-6, for bathroom facilities in his office/workshop. This was approved with a combined motion. See below.

Consider and Take Action: Approve Conditional Use Permit for Jordan Schulz, Parcel # 0811-162-8070-6, for bathroom facilities in their Air-b-b rental. Supervisor D Yelk made a combined motion to Approve the Conditional Use Permits for both the bathroom facilities in his office/workshop and bathroom facilities in their Air-b-b rental, located at 2553 Bailey Road, Sun Prairie, WI, with the following Conditional Use Permit (CUP) conditions:

1. CUP shall be for plumbing in an accessory building that is to be used as an office for the owner and family members.
2. CUP shall also be for overnight accommodations (Air B-N-b) in a different accessory building.
3. Installation of plumbing fixtures does not authorize use of an accessory structure that is being used for an office for human habitation.
4. Plumbing fixtures shall drain to an approved on-site waste treatment system or sewer and shall meet all plumbing code requirements.
5. A building permit shall be obtained for all plumbing improvements or modifications.
6. Subject property shall be in compliance with all local, county, and state stormwater and erosion control requirements.
7. The property shall be maintained in a clean and orderly manner. 8. This CUP shall expire upon sale of the property to an unrelated third party.

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

Consider and Take Action: Approve CSM for Gary Ziegler, Jr., for Parcel #0811-303-9110-0, Lot 2. Supervisor D Yelk motioned to approve CSM for Gary Ziegler Jr. Supervisor J Seltzner seconded. Aye Votes: L Updike, D Yelk, J Seltzner. Nay Votes: None. Motion carries.

Consider and Take Action: Approve CSM for Doug Yelk for Parcel #0811-234-9000-1. Chairman L Updike motioned to approve CSM for Doug Yelk, Supervisor J Seltzner seconded. Aye Votes: L Updike, J Seltzner. Nay Votes: None. Abstain: D Yelk. Motion carries.

Consider and Take Action: Discuss and Approve Rural Mutual Insurance Quote with changes. Discussed. Clerk R Wiedenbeck is to verify what's included in the Towing endorsement. Will put on next meeting agenda for approval.

Consider and Take Action: Discuss Town Bulletin Boards. This was discussed. Clerk R Wiedenbeck to research if the Town website and the outside Town Hall Bulletin Board is sufficient for posting. Will discuss at the next board meeting.

Road Report: Patrolman J Schuster reported he made through the first snow fall of the year without any issues or concerns. Everything is going well.

Committee Updates:

EMS: No meeting in December.

Parks: They are looking to meet quarterly and will be work sessions at Generations Park.

Fire: Nothing new to report, but will be scheduling a NEDCFU meeting.

Town Zoning: Meeting on 11-30-23.

Planning Commission: Amended Comprehensive Plan to be approved by Feb/Mar 2024.

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: None.

Correspondence: None.

Items for next meeting agenda: Rural Mutual Insurance Quote, Conditional Use Permit for Felix Jaramillo, and Posting on Town Bulletin Boards.

Set Next Meeting Date: The next town board meeting will be December 11, 2023 at 4:00 pm. This will be the only meeting in December 2023.

Adjournment: Supervisor D Yelk moved to adjourn the meeting. Meeting adjourned at 5:50 p.m.

Rhonda Wiedenbeck, Clerk
Town of Sun Prairie