

TOWN OF SUN PRAIRIE
Regular Town Board Meeting
April 28, 2025

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, Clerk R Wiedenbeck, Treasurer K Weisensel and Patrolman J Schuster were present. Guests: Marjorie Kriel, Mitch Gallitz from Payne & Dolan, Darren Bosshard from Wolf Paving, and Andrew Sackett from Tri-County Paving.

Statement of Public Notice: Record in the minutes that the notice of this meeting was posted on the Town bulletin board located at the Town Hall and the Town's website on April 24, 2025 and April 26, 2025.

Pledge of Allegiance: Treasurer K Weisensel led the pledge.

Approve Minutes of Prior Meeting: Supervisor J Seltzner motioned to approve minutes from 3-24-25. 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 4-14-25. 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: Open and Award overlay bids. We received overlay bids from Wolf Paving, Tri-County Paving and Payne and Dolan. Chairman L Updike opened the bids.

Supervisor J Seltzner made a motion to accept the overlay bid from Payne & Dolan to do an overlay on the hill on Ridge Road. The total for this project is \$173,785.00. Supervisor D Yelk seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Consider and Take Action: Approve the Resolution to Discontinue and Vacate Lens Rd. Supervisor D Yelk motioned to approve the Resolution to Discontinue and Vacate Lens Rd. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Consider and Take Action: Discuss and Approve Don McDermott to perform the IT upgrade project for the Town to bring us into compliance and provide on-going IT services in the future. Supervisor D Yelk motioned to approve Don McDermott to do initial estimate to upgrade the Town of Sun Prairie's IT System for an estimate of 4 hours at the cost of \$125 per hour. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Consider and Take Action: Approve the Conditional Use Permit for Melissa Huston, on Parcel #0811-262-9811-0, located at 5180 County Road TT. Supervisor D Yelk motioned to approve the Conditional Use Permit for Melissa Huston, as presented by the Planning Commission. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion Carries.

"Conditional Use Permit Conditions"

1. *Conditional Use Permit shall be for operation of estate sales in the barn/shed facility.*
2. *Operations shall be from 9:00 a.m. – 5:00 p.m. (Friday & Saturday) and 1-2 times per month.*
3. *No outdoor activities shall be permitted during estate sales.*
4. *Outdoor storage of estate sales items shall be permitted on sale days only.*
5. *Limited number of customers per day/at a time on premises due to parking limitations of property.*
6. *Parking on one side of the driveway only.*

7. *Improvements to the driveway, an average of 18' wide of improved surface and still maintain 4' away from neighboring lot line.*
8. *Absolutely no parking on County Highway TT.*
9. *Signage no larger than 36" x 36", and erected and taken down within 24 hours of the sale days.*
10. *Subject property shall be in compliance with all local, county, and state stormwater and erosion control requirements.*
11. *The property shall be maintained in a clean and orderly manner.*
12. *This CUP shall expire upon sale of property to an unrelated third party.*

Consider and Take Action: Future plans for Bailey Road. Patrolman J Schuster put together numbers using the BIL (Bipartisan Infrastructure Law) grant, and without using the BIL (Bipartisan Infrastructure Law) grant. These numbers were discussed. Supervisor D Yelk motioned not to use the BIL (Bipartisan Infrastructure Law) Federal Grant money for the road work on Bailey Rd. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Road Report: Patrolman J Schuster reported they patched Bailey Road again last Thursday. Tentatively installing culverts on Ridge Road this coming Saturday weather depending.

Consider and Take Action: Approve and Adopt Ordinance 2004-3 amendment. Supervisor D Yelk would the board members to read this ordinance and consider it for adoption at the next meeting. No action was taken.

Consider and Take Action: Conduct Annual Audit of Town's Financial Records. Audit of the checks written in 2024 was completed and verified.

Supervisor D Yelk motioned to approve Annual Audit of the Town's Financial Records. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Chairman L Updike requested a Summary of the Debit Card purchases for 2024, Summary of Direct Deposits, and Bank account summaries for 12-31-24, and 3-31-25, to be presented at the next Town Board meeting to complete the 2024 Annual Audit.

Consider and Take Action: Approval of the 2024 Annual Financial Report. Supervisor D Yelk motioned to approve the 2024 Annual Financial Report. Supervisor J Seltzner seconded. Aye votes: L Updike, D Yelk, J Seltzner. Nay votes: None. Motion carries.

Consider and Take Action: Reappoint Joe Tatar and Mark Lydon to the Plan Commission for another 3-year term. Chairman L Updike reappointed Joe Tatar and Mark Lydon to the Plan Commission for another 3-year term. No motion is required for this action.

Committee Updates:

EMS: In the process of getting quotes for EMS Service.

Parks: Brush clean up in progress, about 1/3rd done.

Fire: Still working on 2024 Fire Contract.

Town Zoning: Meeting was cancelled, still 2 outstanding issues.

Planning Commission: Nothing to report.

Audit and Pay Bills: Supervisor J Seltzner motioned to approve the bills in the amount of \$26,484.19. This includes an additional \$1000 for Board Member's pay, due to increased meeting(s) attendance in

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

Old Business/New Business:

Supervisor J Seltzner reported that the speed board was placed on Bailey Road. He also asked if we could put new signage up for the weight limit on the Bridge on Bailey Rd., he is concerned about all the semi-trucks using it. This is a 10-Ton Bridge. Chairman L Updike stated we should look into new signage and also amend our ordinance requiring to have a permit to go over the bridge.

Treasurer K Weisensel reported that Open Book is scheduled for May 13, 2025, from 11:00 a.m. to 1:00 p.m. Board of Review is scheduled for May 28, 2025, from 1:00 p.m. to 3:00 p.m. This information is also on our website.

Correspondence: None.

Items for next meeting agenda: Fire Contract, Appointment of Land Trust Committee Members, Financial Summaries.

Set Next Meeting Date: The next town board meeting is Tuesday, May 27, 2025 at 4:00 p.m.

Adjournment: Supervisor D Yelk motioned to adjourn the meeting. Meeting adjourned at 6:42 p.m.

Rhonda Wiedenbeck, Clerk
Town of Sun Prairie

TOWN OF SUN PRAIRIE 2025 OVERLAY PROPOSAL WORKSHEET	Tons, Square Yds or Cubic Yds	Type of Measure ment	Price per Ton, Sq Yd or Cubic Yd	Sub-Total	Price per Ton, Sq. Yd or Cubic Yd	Sub-Total	Price per Ton, Sq. Yd or Cubic Yd	Sub-Total
			Payne & Dolan		Tri-County		Wolf Paving	
Ridge Road								
Mill & remove 5,375 sq. yards of asphalt approximately 5" thick to location 4 miles away. Approx. 748 Cubic yards.	5375	Sq Yds	\$ 2.52	\$ 13,545.00	\$ 2.65	\$ 14,243.75	\$ 2.63	\$ 14,136.25
Undercut up to 30% of 1,000 cubic yards of material to location 5 miles away and refill with fabric, 6" of breaker rock & 6" of 1" with fines	1	Cubic yds	\$ 56.50	\$ 56.50	\$ 60.00	\$ 60.00	\$ 51.00	\$ 51.00
Undercut 30% to 60% of 1,000 cubic yards of material to location 5 miles away and refill with fabric, 6" of breaker rock & 6" of 1" with fines	1	Cubic yds	\$ 56.00	\$ 56.00	\$ 55.00	\$ 55.00	\$ 50.00	\$ 50.00
Undercut 60% to 100% of 1,000 cubic yards of material to location 5 miles away and refill with fabric, 6" of breaker rock & 6" of 1" with fines	1000	Cubic yds	\$ 55.50	\$ 55,500.00	\$ 50.00	\$ 50,000.00	\$ 50.00	\$ 50,000.00
Fine grading, to get a 2% slope from center of road to curbline or edge of road with 5" of asphalt. Because the road has already sank, and the project requires the milling and removal of the 5" of existing asphalt to a location 4 miles away, along with possibility of undercutting the contractor may need to haul back some of the milled asphalt material or stack some on site in the closure. Material is incidental to fine grading assuming existing material is enough.	5375	Sq Yds	\$ 0.50	\$ 2,687.50	\$ 1.55	\$ 8,331.25	\$ 1.40	\$ 7,525.00
1st lift 3" 3LT, asphalt one pass - per specifications as stated in special provisions. 22' wide, approximately 975' linear feet, with tack oil. 26' wide approximately 1,035' linear feet, with tack oil.	925	Tons	\$ 63.00	\$ 58,275.00	\$ 63.40	\$ 58,645.00	\$ 72.00	\$ 66,600.00
Overlay 2" 4LT asphalt one pass, per specifications as stated in special provisions. 22' wide, approximately 975' linear feet, with tack oil. 26' wide approximately 1,035' linear feet, with tack oil.	630	Tons	\$ 65.50	\$ 41,265.00	\$ 71.05	\$ 44,761.50	\$ 79.00	\$ 49,770.00
Mill 2 Butt Joints at locaton marked by Head Patrolman.	1	Ea	\$ 100.00	\$ 100.00	\$ 2,750.00	\$ 2,750.00	\$ 1,550.00	\$ 1,550.00
2' shoulders: \$ /ton x approx. 100 tons 3/4" limestone with fines gravel compacted.	100	Tons	\$ 23.00	\$ 2,300.00	\$ 30.00	\$ 3,000.00	\$ 37.00	\$ 3,700.00
GRAND TOTAL of PROJECT				\$ 173,785.00		\$ 181,846.50		\$ 193,382.25
Contract awarded to: Payne & Dolan								
Work to be completed by: August 15, 2025								