

Minutes of the Regular Monthly Board Meeting of the Township of Spring Green

Proceedings of the Town of Spring Green Regular Board Meeting, held at 7:00 pm on Thursday, January 8, 2015 at the Town Hall located at E4411 Kennedy Road, Spring Green, Wisconsin:

1. **Call to Order:** Dennis Polivka, Town Chairperson called the meeting to order at 7:00 pm.
2. **Legal Posting:** Jenny Pappas, Clerk certified compliance with the open meeting law.
3. **Roll Call:** Members present were Chairperson Dennis Polivka, Supervisor Dave Radel, Clerk Jenny Pappas and Treasurer Karen Shelton. Also present were: Marian Copus, Carla Carmody, Joanne Bohnsack, Jerome Carmody, Doug Jones, Louis Weston, David Mack, Judy Ettenhofer, Jerry Bindl, Michael Bindl, Andy Ringelstetter and Fred Iausly.
4. **Adopt Agenda:** Radel moved and Polivka seconded to adopt the agenda as presented. Motion carried.
5. **Approve Minutes:** Shelton stated an adjustment had to be made to the actual ending balance to \$29,942.68. Radel moved and Polivka seconded to approve the minutes of the December 4, 2014 Regular Board Meeting with the noted change. Motion carried.
6. **Treasurer's Report:** Karen Shelton reported a beginning balance of \$29,942.68. With receipts of \$118,071.96 and disbursements of \$42,819.52 leaving a balance of \$105,195.12. Polivka moved and Radel seconded to approve the Treasurer's Report as presented. Motion carried.
7. **Monthly Bills/Invoices:** Radel moved and Polivka seconded to approve the monthly bills/invoices for payment as presented. Motion carried.
8. **Chairman & Supervisors Reports:** Polivka stated he received a resignation letter from Jim Blau and a special meeting was held on December 9. Polivka stated at the December 9 Special Meeting, Mike Paulsen resigned his position as Supervisor and Jenny Pappas was appointed as the Clerk. Radel stated he had received several phone calls: several Woodbury residents stated they would like more sand placed on the roads and others stated there was too much sand on the roads. Radel also received a phone call from a resident who was confused about the hours at the dump and suggested better signage. Radel stated he received a phone call at 4:00 am from a Garden Path resident complaining that they had no water. Radel explained to the resident that they had a private well and would need to contact their landlord to resolve the issue.
9. **Comment from the Public:** there was no public comment.
10. **Reports:**
 - a. **Patrolman:** Haas stated there was little snow in December and he used 45 yards of sand as opposed to 267 yards of sand used last year. New road signs were installed in the pines and four of them are already missing. Equipment maintenance was performed. Some vacation was taken as well.
 - b. **Building Inspector:** Shelton stated she received the town's share of the 2014 permits: \$1,452.62. There were 27 building permits issued in 2014, two of them in December.
 - c. **Emergency Planning:** No meeting
 - d. **Plan Commission:** No meeting
 - e. **Extraterritorial Zoning Committee:** Iausly stated the JECZ met on December 10 and discussed accessory uses and structures within the Village of Spring Green Zoning Ordinance. Allowable height of an accessory structure was discussed. Side yard placement requirements were discussed as well. No action was taken on these items.
 - f. **Fire District:** No meeting
 - g. **Sauk County Board:** Polivka stated there was a discussion on an increase in supervisor compensation which failed on a 28-2 vote. They are starting to review the comprehensive plan, making Chapter 7 language changes and making changes to the fee schedule at the Sheriff's Office.
11. Agenda Items for discussion and/or action by the Town Board:
 - a. **Purchase of Town Hall Software:** Pappas went over pricing for Quickbooks On-line versus Town Hall Software On-line. Pappas noted the up-front cost of Town Hall is more expensive, but over five years, the two programs would cost approximately the same price. Pappas stated she spoke

with several clerks who use Town Hall and are very pleased with it. Pappas further noted Town Hall is recommended by the Wisconsin Towns Association. Pappas stated while either choice would be suitable, Town Hall has a few advantages over Quickbooks: it is written specifically for municipalities, includes accounting and payroll, and will produce the Form CT Report at year end. Polivka moved and Radel seconded to purchase Town Hall Software at a cost not to exceed \$2,800. Motion carried.

- b. **Prairie Sanitary District**: Polivka stated there is a meeting scheduled next Monday, January 12 at 6:00 pm. Jim Blau and Luann Dischler have resigned from the committee and Lew Averill has also stated he would like to get off of the committee. Jeff Montpas from MSA will be attending the upcoming meeting. The Township took over the Prairie Sanitary District about a year ago, and it is now a sub-committee of the Township, which consists of three persons. A committee member (which can be a town board member) and treasurer are needed at this time. Monday's meeting will be a re-organization meeting.
 - c. **Job Duties**: Polivka stated there are lists of duties as laid out in the State Statute for each position: Chairperson, Supervisor, Clerk and Treasurer available at the Town Hall.
 - d. **WTA District Meetings**: Two district meetings are being held 2/6/15 in Belmont and 2/7/15 in Mineral Point. Polivka noted an inter-governmental meeting has been tentatively scheduled for 3/27/15 at the River Valley High School little theater.
 - e. **Town Audit**: Pappas stated an audit engagement letter has been received from Johnson Block and Company for the year ending December 31, 2014. The objective of the audit is the expression of opinions as to whether the basic financial statements are fairly presented, in all material respects in conformity with the modified cash basis of accounting and to report on the fairness of additional information when considered in relation to the financial statements as a whole. The board discussed the potential cost of the audit and Pappas noted the quote for the audit is \$3,750 - \$5,250; the cost will depend on how long the audit takes to complete and it is probably safe to assume the cost will come in at the higher end. Pappas inquired whether the board would like the auditors to prepare the Annual Form CT, which would be an additional cost. The consensus of the board was to proceed with the audit, but hold off on the Form CT preparation at this time. Radel moved and Polivka seconded to proceed with the Town Audit for the year ending December 31, 2014. Motion carried.
 - f. **Town Board Supervisor – Vacant Position**: The consensus of the board is to not appoint someone for the vacant Supervisor position at this time.
12. Adjourn: Radel moved and Polivka seconded to adjourn at 7:43 pm. Motion carried.