

## **Blooming Grove Town Board Meeting Minutes for January 10, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, Supervisor Linzmeier and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commission member Cheryl Larson, legal counsel Chris Hughes (telephonically only during the Closed Session), Jennifer Orth and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Conditional Use Permit #2017-02406 for 4560 Rustic Drive:** Supervisor Bristol reported that this was on the agenda of the Plan Commission earlier this evening. The Commission had several questions and concerns about the CUP, having to do with septic, parking, another building and traffic. The applicant was not in attendance, so the Commission decided to defer this issue until their meeting on February 14.

Chair Johnson made a motion to defer this item until the Town Board meeting on February 14. Supervisor Young seconded the motion and it passed 5-0.

**2b. Conditional Use Permit #2017-02409 for 3325 Thurber Avenue:** Supervisor Bristol said this issue was also on the agenda for the Plan Commission earlier this evening. The Plan Commission heard from City staffer Karin Wolf about the process from the City's point of view. Concerns were raised about the potential for noise and other nuisances as a result of the use of the Quonset hut. Karin and Plan Commission members agreed that these issues can be addressed as part of the City's vetting process and/or the lease.

Supervisor Bristol made a motion to approve Conditional Use Permit #2017-02409 as presented. Supervisor Young seconded the motion and it passed 5-0.

**2c. Existing sidewalk at 429 Powers Avenue:** The owner of the property, Jennifer Orth, said the sidewalk in front of her property is virtually never used, and is in disrepair and would cost a lot to fix. She would prefer to remove the sidewalk, and plant grass in its place.

It was noted that the sidewalk terminates to the north, east and west. It runs just a little over one block to the south, then stops.

Chair Johnson made a motion to allow the owner to remove the sidewalk at 429 Powers Avenue, with the condition that the material be removed from the property, and with the understanding that this decision is specific to this property and in no way establishes a precedent for any other properties in the Town. Supervisor Young seconded the motion and it passed 5-0.

**2d. Benefits and wages for Town employees:** Mike Wolf explained that one of the Town's employees was injured (not on the job), and will require surgery. Because he is a relatively new employee, his accumulated sick time won't be enough. Mike went on to say that he and Cory Buske would be willing to donate their earned sick time in 2018 to the injured employee.

Supervisor Young made a motion to allow Cory Buske and Mike Wolf each to donate up to 80 hours of paid sick time to the injured employee, and furthermore to allow the injured employee



to utilize unearned sick time up to 160 hours with the understanding that this would be a liability for the employee which he would have to earn or pay back – and furthermore that this decision is specific to this particular situation and in no way establishes a precedent for any similar or dissimilar situation in the future. Supervisor Linzmeier seconded the motion, and it passed 5-0.

**3a. Approval of December 13, 2017 Meeting Minutes:** Chair Johnson made a motion to approve the minutes as presented from the December 13, 2017 Town Board meeting. Supervisor Linzmeier seconded the motion and it passed 5-0.

**3b. Approval of December 29, 2017 Meeting Minutes:** Chair Johnson made a motion to approve the minutes as presented from the December 29, 2017 Town Board meeting. Supervisor Larson seconded the motion and it passed 3-0, with Supervisor Bristol and Supervisor Young abstaining.

**3c. Approval of Vouchers:** Chair Johnson made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.

**3d. Approval of Property Tax Refunds:** Chair Johnson made a motion to approve the vouchers as presented. Supervisor Linzmeier seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers suggested the Town consider holding a meeting at the Quonset hut at 3325 Thurber Avenue.

**2e. Closed Session:** Chair Johnson made a motion to go into Closed Session, pursuant to State Statute 19.85(1)(e), to deliberate the possible sale of Town property. Supervisor Young seconded the motion and a roll call vote was taken: Supervisor Larson – aye; Supervisor Linzmeier – aye; Chair Johnson – aye; Supervisor Bristol – aye; Supervisor Young – aye. The motion passed 5-0 at 6:53pm.

**2f. Open Session:** Chair Johnson made a motion to return to Open Session. Supervisor Young seconded the motion and it passed 5-0 at 7:04pm.

**2g. Sale of Town-owned land:** Chair Johnson made a motion to defer this agenda item. Supervisor Young seconded the motion and it passed 5-0.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 7:05pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for January 24, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, Supervisor Linzmeier and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Crosswalk Signage across Siggelkow Road at Carncross Drive:** Emails provided the Board revealed that the flashing LED signs that were being considered are no longer recommended for installation due to a patent dispute. This is a federal mandate.

After some discussion the Board asked Mike Wolf to work with the Village of McFarland to find other alternatives for improved signage at this crossing.

**3a. Approval of January 10, 2018 Meeting Minutes:** Supervisor Bristol made a motion to approve the minutes as presented from the January 10, 2018 Town Board meeting. Supervisor Young seconded the motion and it passed 5-0.

**3b. Approval of Vouchers:** Chair Johnson made a motion to approve the vouchers as presented, explicitly authorizing the Truck Country bill of \$4,037.07 (which paid for a major repair to the older plow truck) be paid out of the Public Works vehicle outlay fund. Supervisor Young seconded the motion and it passed 5-0.

**3c. Approval of Property Tax Refunds:** Supervisor Bristol made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers asked Town staff to clear snow from the hydrants at the corners of Furey and Powers, and Thurber and N. Fair Oaks. She also asked the Town to consider replacing rusty signposts in the neighborhood.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 6:38pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for February 14, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Linzmeier and Supervisor Young. Supervisor Larson was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, Deborah Sellers and Jeff Bond.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Conditional Use Permit (CUP) #2017-02406 for 4560 Rustic Drive:** Supervisor Bristol reported that this issue was on the Plan Commission meeting agenda earlier this evening. He said there was a public hearing, and nobody in attendance voiced opposition. One person did call the Town Office to say they opposed it based on a concern about too much noise. The Plan Commission unanimously recommended to the Town Board to approve the CUP as presented.

Supervisor Bristol made a motion to approve Conditional Use Permit #2017-02406 as presented. Supervisor Young seconded the motion and it passed 4-0.

**2b. Consideration of Holding Tank for parcel 0710-352-0159-0:** Jeff Bond told the Board he is considering purchasing this vacant lot, but it doesn't perk. Thus he would need a holding tank. He said he's talked with County officials, who indicated it would be okayed by them if the Town was all right with it. Mike Wolf provided Jeff with the applicable Town ordinance. The Board was in general agreement they would consider allowing a holding tank on this property as long as the conditions in the ordinance were met.

**2c. Town Road Projects:** Cory Buske suggested the Board not proceed with any road projects in Gallagher Plat this year, due to possible underground infrastructure improvements that may be necessary. He said the last thing we'd want to do is put a new surface on a road and then see it dug up. Instead Cory suggested the Board consider repaving Bruns Avenue and Alvarez Avenue this year. The Board asked Cory to get an estimate and return at a later date for a decision.

**2d. Improvement of Crosswalk on Siggelkow Road at Carncross and Black Walnut:** Cory Buske reported he attended a meeting with McFarland officials. He said all parties (Blooming Grove, McFarland, Madison, and McFarland School District) are interested in making this intersection safer. That said, the LED-sign solution is being held up due to the federal government – as it has indefinitely put the installation of these kinds of signs on hold due to a patent dispute. Cory said the cost of the solution being looked at is \$25,000.

McFarland is spearheading this project, and is currently waiting for Madison to respond as to what kind of involvement they will provide (financial, logistical, etc.). Mike Wolf pointed out that because five forms of government are involved, it may take a while to get this resolved.

**2e. Increase in fees for Blooming Grove Cemetery:** Supervisor Bristol made a motion to increase the cost of opening a grave during normal work hours from \$825 to \$950 and increase the cost during evenings and weekends from \$1000 to \$1200, and increase the cost of burying an urn from \$300 to \$400 during the summer and from \$400 to \$500 during the winter – and furthermore to make these changes effective March 1, 2018. Supervisor Young seconded the motion and it passed 4-0.





**2f. 2017-18 Operator's Licenses:** Chair Johnson made a motion to approve the 2017-18 Operator's Licenses for April Marie Elliott, Melissa M. Young, and Kathleen L. Corbin. Supervisor Young seconded the motion, noting he was not related to Melissa. The motion passed 4-0.

**2g. Implementing a fee for rezone and conditional use permit applications:** Mike Wolf explained that new state law (Act 67) requires public hearings for conditional use permits. The administrative costs associated with both rezones and conditional use permits have always been borne by the Town as a whole. The recommendation is to charge applicants a fee to cover these costs. Mike is recommending a \$150.00 application fee be instituted for both rezone applications and conditional use permit applications.

Supervisor Bristol asked if an ordinance would be needed for this, and Mike said he will check that out and bring this issue back to the Board in the future.

**2h. Lease of Town building at 3325 Thurber Avenue:** Supervisor Bristol reported that this issue was discussed at the Plan Commission meeting earlier this evening. The City has not provided a current version of the lease for final consideration. That said, the City has concerns about the accessibility of the bathrooms in the building – and the fact that upgrades may need to be made. Mike Wolf said the latest version of the lease indicates the City would need to pay for necessary improvements to the bathrooms to meet accessibility requirements.

Mike Wolf said the County's public hearing for the conditional use permit for this building is being held on Tuesday, February 27, and he will represent the Town at this hearing.

**3a. Approval of January 24, 2018 Meeting Minutes:** Chair Johnson made a motion to approve the minutes as presented from the January 24, 2018 Town Board meeting. Supervisor Young seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Bristol seconded the motion and it passed 4-0.

**3c. Approval of Property Tax Refunds:** Supervisor Young made a motion to approve the property tax refunds as presented. Supervisor Bristol seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers asked Town staff to clear snow from around the hydrants, asked that Furey Avenue be repaved, and asked the Town staff to investigate the dip in N. Fair Oaks Avenue north of the railroad tracks.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 7:07pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for February 28, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, Supervisor Linzmeier and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, and Cheryl Larson.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. New playground equipment:** Supervisor Bristol said the Plan Commission reviewed this issue at their last meeting two weeks ago. The Plan Commission unanimously recommended to the Board the acquisition and installation of the new playground equipment as presented, in Severson Park.

Supervisor Bristol made a motion to purchase and install the playground equipment as presented, at a cost of \$15,603.00. Supervisor Young seconded the motion and it passed 5-0.

**2b. Town Ordinance 99-02 regarding holding tanks:** Chair Johnson asked the Board to reconsider the distance for which notifications be given if/when a property owner would want to install a holding tank on their property. The current ordinance indicates every surrounding property owner within 900 feet be notified. Discussion ensued that this seemed excessive.

Chair Johnson made a motion to amend Town Ordinance 99-02 such that property owners within 200 feet be notified if someone wishes to install a holding tank. Supervisor Linzmeier seconded the motion, and it passed 5-0. It was noted that as of now, no such application is pending.

**2c. Quonset hut lease:** Mike Wolf reported that the City is still attempting to move this through their various committees and commissions. He said the latest concern is the accessibility of the bathrooms. The Board took no action, indicating their desire to wait until further information is forthcoming from the City.

**2d. 2018 Road Projects:** Cory Buske reported that the estimates for Alvarez Avenue and Bruns Avenue were each about \$51,000. Given that the Town's road outlay fund has about \$86,000 in it, combined with the fact that Alvarez is in worse shape than Bruns (due to additional traffic from the businesses there), Cory recommended that Alvarez Avenue be repaired this year.

Supervisor Young made a motion to have Town staff move forward with a Request for Proposal for the repair of Alvarez Avenue. Supervisor Bristol seconded the motion, and it passed 5-0.

**3a. Approval of February 14, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the February 14, 2018 Town Board meeting. Chair Johnson seconded the motion and it passed 4-0; Supervisor Larson abstained.

**3b. Approval of Vouchers:** Supervisor Bristol made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.



**4. Public Comment:** Mike Wolf said he would be on vacation all of next week. Jay Punwar will be working 8:00am to noon every day.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 6:52pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for March 14, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, Supervisor Linzmeier and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commission member Cheryl Larson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Reappointment of Plan Commission members:** Supervisor Bristol said the Plan Commission unanimously recommended the reappointment of the three commissioners whose current terms are ending at the end of next month: Michael LaForest, Cheryl Larson and Dave Young.

Supervisor Bristol made a motion to reappoint Michael LaForest, Cheryl Larson and Dave Young to three-year terms on the Blooming Grove Plan Commission commencing May 1, 2018. Chair Johnson seconded the motion and it passed 5-0.

**2b. New process for conditional use permits (CUPs):** Supervisor Bristol reported that this issue was discussed at the Plan Commission earlier this evening. He said Mike Wolf has put together a draft process that takes into consideration new state law (Acts 67 & 68).

One decision point is whether or not the Town could or should have the final decision for CUPs be done at the Plan Commission level – and thus not include the Town Board. The rationale is that the public hearing and subsequent deliberation of CUPs are under the auspices of new state laws, which dictate that only substantial evidence be considered. The process is now considered quasi-judicial, and therefore begs the question: why would the Town choose to go through that twice – once in front of the Plan Commission and again in front of the Town Board. Mike Wolf will check with Dane County Zoning and, if needed, attorney Chris Hughes to see if this is a viable option.

Chair Johnson made a motion to defer this issue to a future meeting. Supervisor Linzmeier seconded the motion and it passed 5-0.

**2c. Implementing a fee for rezones and conditional use permits:** Chair Johnson made a motion to defer this issue to a future meeting. Supervisor Young seconded the motion and it passed 5-0.

**2d. Cost of installing new playground equipment:** Supervisor Bristol indicated this issue went before the Plan Commission earlier this evening. The cost of the playground equipment that was approved last month did not include the cost of installation. The Plan Commission unanimously recommended to the Town Board to approve the \$3500.00 to install the new equipment in Severson Park.

Chair Johnson made a motion to approve the \$3500.00 to pay for the installation of new playground equipment in Severson Park. Supervisor Young seconded the motion and it passed 5-0.





**2e. Town representatives on the City's neighborhood plan:** Supervisor Bristol said the Plan Commission recommended Cheryl Larson be appointed as the Plan Commission representative for the City's neighborhood plan which encompasses the Voit farm property.

Supervisor Young made a motion to appoint Cheryl Larson and Dean Larson as the two Town representatives for the City's neighborhood plan which includes the Voit farm property. Chair Johnson seconded the motion and it passed 5-0.

**3a. Approval of February 28, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the February 28, 2018 Town Board meeting. Supervisor Bristol seconded the motion and it passed 5-0.

**3b. Approval of Vouchers:** Supervisor Bristol made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers said it would be a shame if the old Town Hall and former Waunona Sanitary District building at 3325 Thurber Avenue were to be demolished, and encouraged the Town not to do so.

Mike Wolf said the Town's Annual Meeting is being held on Wednesday, April 18 at 6:30pm at the Town Hall.

**5. Adjournment:** Supervisor Young made a motion to adjourn the meeting, and it was seconded by Chair Johnson. The motion passed 5-0 at 6:45pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for March 28, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, and Supervisor Young. Supervisor Linzmeier was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Contractor for road work on Millpond Road:** Supervisor Young made a motion to approve the bid of \$45,650.00 from Payne & Dolan as presented. Supervisor Bristol seconded the motion and it passed 4-0.

**2b. Contractor for road work on Alvarez Road:** Chair Johnson made a motion to approve the bid of \$40,820.00 from Payne & Dolan as presented. Supervisor Young seconded the motion and it passed 4-0.

**2c. Lease of Town building in Thurber Park:** Mike Wolf said the City is requiring the bathrooms be made ADA-compliant, but are having trouble coming up with the funding to make that happen. The Board discussed options for how to move forward. No action was taken.

**2d. Operator's License of Daniel M. Koch:** Supervisor Young made a motion to approve the 2017-18 operator's license for Daniel M. Koch. Supervisor Larson seconded the motion and it passed 4-0.

**3a. Approval of March 14, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the March 14, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Bristol seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers said the Madison Water Utility is doing a lot of infrastructure repair in her neighborhood, and aren't always repairing the road surface adequately after they're done.

**2e. Closed Session:** Chair Johnson made a motion to go into Closed Session pursuant to State Statute 19.85(1)(e). Supervisor Young seconded the motion and a roll call vote was taken: Supervisor Larson – aye; Chair Johnson – aye; Supervisor Bristol – aye; Supervisor Young – aye. The motion passed 4-0 at 6:47pm.

**2f. Open Session:** Chair Johnson made a motion to return to Open Session. Supervisor Young seconded the motion and it passed 4-0 at 6:58pm.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 6:59pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for April 11, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, Supervisor Linzmeier, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commissioner Cheryl Larson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Rezone and CUP at 4425 Libby Road:** Supervisor Bristol reported the Public Hearing was held at the Plan Commission meeting earlier this evening. Nobody spoke in opposition to the proposed rezone or CUP, and the Plan Commission subsequently and unanimously recommended approval of both to the Town Board.

Chair Johnson made a motion to approve CUP #DCPUP-2018-02418 and rezone #DCPREZ-2018-11279 as presented. Supervisor Bristol seconded the motion and it passed 5-0.

**2b. Road Repair on Hermsdorf Road:** Chair Johnson made a motion to approve an allocation of up to \$2000 for gravel (from the Town's road outlay fund), and to accept the generous offer from the Town of Pleasant Springs to regrade Hermsdorf Road. Supervisor Larson seconded the motion and it passed 5-0.

**2c. First Quarter Treasurer's Report:** Mike Wolf said the Town has collected about ½ of 1 percent more than anticipated through the first quarter of this year, and spent about 2% less than expected.

**2d. Red Cross Smoke Alarm Installation Event:** Mike Wolf reported that this event's goal is to install 700 smoke alarms throughout Blooming Grove on Saturday, May 5. The Red Cross is coordinating the event, with assistance from the Madison Fire Department and the Town of Blooming Grove. Residents will soon receive door hangers and a letter, letting them know what they need to do to sign up for free smoke alarms.

**3a. Approval of March 28, 2018 Meeting Minutes:** Chair Johnson made a motion to approve the minutes as presented from the March 28, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 4-0. Supervisor Linzmeier abstained.

**3b. Approval of Vouchers:** Supervisor Bristol made a motion to approve the vouchers as presented. Supervisor Linzmeier seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers said the City's work on curb stops in her neighborhood have compromised the surfaces of roads.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Bristol. The motion passed 5-0 at 6:36pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



**Town of Blooming Grove  
Annual Town Meeting Minutes  
6:30 PM -- April 18, 2018**

Chair Johnson called the meeting to order at 6:30pm. The Pledge of Allegiance was recited.

Dwight introduced Town Board Supervisors Ron Bristol, Dave Young, Kathie Linzmeier and Dean Larson. He also introduced Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, and Public Works employee Steve Kearney. Also in attendance were Kayla Schmidt from Johnson Block, Dane County Sheriff Mike Butler, and Town resident Deborah Sellers.

**Auditor's Report**

Auditor Kayla Schmidt of Johnson Block presented the 2017 Financial Report to the Board. She said that they were able to provide an unmodified opinion. She reported the Town's reserves were about 62% of the operational budget, which is more than adequate. Kayla answered a few questions from residents in attendance, and indicated there were no significant issues for the Town in 2017.

**Dane County Sheriff's Report**

Deputy Sheriff Mike Butler handed out a report of the calls the department responded to in Blooming Grove in the past 12 months. He said there wasn't anything out of the ordinary in terms of incidents or issues in the Town. He asked everyone to lock their car doors and hide any and all valuables – both of which would help cut down on car break-ins and car thefts. Those present thanked Mike for the work he does for the Town.

**Plan Commission Report**

Plan Commission Chair Ron Bristol said the Commission is adapting to the new state law (Act 67) that changes the processes for conditional use permits. He reported that the Town is also assisting Dane County in rewriting the zoning code for the first time in decades; that process should be completed by the end of the year. Ron thanked all members of the Plan Commission for their time and commitment to the Town.

**Public Works Department Report**

Public Works Supervisor Cory Buske reported that a new 1-ton was recently purchased, and a new plow truck is in the process of being purchased and built out. He said, unless unforeseen circumstances occur, these should be the last new vehicles the Town ever has to buy. Cory said new playground equipment will be installed in Severson Park sometime this summer. He reported that road repairs were done last year in April Hill and on Lake Farm Road – and this year the plan is to do Millpond Road, Alvarez Avenue, and the frontage road in front of the Town Hall.

**Action Item: 2017 Town Elector Budget Meeting Minutes**

A motion was made by Chair Johnson to approve the Budget Meeting minutes of November 14, 2017 as presented. Dave Young seconded the motion, and it passed 5-0 with one abstention.





### **Action Item: 2017 Annual Town Meeting Minutes**

A motion was made by Chair Johnson to approve the Annual Meeting minutes of April 19, 2017 as presented. Dave Young seconded the motion, and it passed 5-0 with one abstention.

### **Location, Time, Date of Next Year's Annual Meeting**

A motion was made by Dave Young to hold next year's Annual Meeting on Wednesday, April 17, 2019 at 6:30 PM in the Town Hall. Ron Bristol seconded the motion and it passed 6-0.

### **Citizen Comments/Concerns/Questions**

Deborah Sellers wondered what the Town was getting for the room tax revenue that was sent to the Greater Madison Convention & Visitors Bureau. It was explained that they spend the money promoting tourism in the greater Madison area.

Dave Young made a motion to authorize the Town Board to sell the two green spaces the Town currently owns in the Village of McFarland (outlot #3 and outlot #4 in the Freeway Manor subdivision). Chair Johnson seconded the motion. Deborah Sellers said she believes these properties should remain green spaces. It was explained that this motion is not about the use of the property, but rather one of ownership. Chair Johnson called for a vote, and the motion passed 5-1.

### **Adjournment**

A motion was made by Chair Johnson to adjourn. Dave Young seconded the motion, and it passed unanimously at 7:16pm.

Written and Submitted by Mike Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for April 25, 2018**

Chair Johnson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Bristol, Supervisor Larson, and Supervisor Young. Supervisor Linzmeier was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Town Attorney Chris Hughes, Plan Commissioner Cheryl Larson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Johnson asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Appointment of new Town Board Chair:** Chair Johnson submitted his resignation from the Town Board last Thursday, effective April 30, 2018. Supervisor Young made a motion to appoint Supervisor Bristol to Town Chair effective May 1, 2018. Supervisor Larson seconded the motion and it passed 4-0. Mike Wolf voted in favor, along with Supervisor Larson, Supervisor Young and Chair Johnson. Supervisor Bristol abstained.

**2b. Operator's License:** Chair Johnson made a motion to approve the 2017-18 Operator's License for Kimberly A. Gillen. Supervisor Young seconded the motion and it passed 4-0.

**2e. Road Repair on Millpond Road:** There was a discussion about the proposed development by the Ho-Chunk Nation and how that might impact Millpond Road. No action was taken, which leaves the previous Board decision (of March 28, 2018) intact.

**3a. Approval of April 11, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the April 11, 2018 Town Board meeting. Supervisor Bristol seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Supervisor Bristol made a motion to approve the vouchers as presented. Chair Johnson seconded the motion and it passed 4-0.

**4. Public Comment:** Supervisor Bristol presented Chair Johnson with Town Board Resolution 2018-02, and a plaque, which commends Chair Johnson on his 18 years of service to the Town. Those present gave the Chair a standing ovation and expressed their sincere appreciation.

**2c. Closed Session:** Chair Johnson made a motion to go into Closed Session pursuant to State Statute 19.85(1)(e), to deliberate the possible sale and/or lease of Town-owned property. Supervisor Young seconded the motion and a roll call vote was taken: Supervisor Larson – aye; Chair Johnson – aye; Supervisor Bristol – aye; Supervisor Young – aye. The motion passed 4-0 at 6:47pm.

**2d. Open Session:** Supervisor Young made a motion to return to Open Session. The motion was seconded by Supervisor Larson and passed 4-0 at 7:24pm.

**5. Adjournment:** Chair Johnson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 7:24pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for May 9, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commissioner Cheryl Larson, Ed Stube, Jeff Teuscher, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Appointment of new Town Board Supervisor:** Chair Bristol thanked all four individuals who submitted letters of interest for the opening on the Town Board. Supervisor Linzmeier noted that, because she will be moving out of the Town, she will be resigning within the next couple of months – thus creating another open seat on the Town Board.

Chair Bristol stated that Jeff Teuscher is a former Dane County Sheriff, is currently on the Town Plan Commission, and resides in a neighborhood that has no representation on the Board. Chair Bristol then made a motion to appoint Jeff Teuscher to the open Town Board seat. Supervisor Young seconded the motion and it passed 5-0. Mike Wolf voted in favor, along with the other Board members present.

**2b. Appointment of Town Vice-Chair:** Supervisor Young made a motion to appoint Supervisor Larson to Vice-Chair of the Town Board. Supervisor Linzmeier seconded the motion and it passed 4-0.

**2c. Appointment of Chair to the Plan Commission:** Chair Bristol reported that the Plan Commission, at their meeting earlier this evening, unanimously recommended Dave Young to be appointed Chair of the Plan Commission. Chair Bristol then made a motion to appoint Dave Young to be Chair of the Plan Commission. The motion was seconded by Supervisor Larson, and it passed 3-0. Supervisor Young abstained.

**2d. 2018-19 Class B Beer & Class B Liquor License for Jerry's Place:** Supervisor Young made a motion to approve the 2018-19 Class B Beer and Class B Liquor License for Jerry's Place, 601 N. Fair Oaks Avenue. Supervisor Larson seconded the motion and it passed 4-0.

**2e. 2018-19 Class B Beer & Class B Liquor License for Blue Plate Catering:** Supervisor Young made a motion to approve the 2018-19 Class B Beer and Class B Liquor License for Blue Plate Catering doing business at Harley-Davidson, 3510 Millpond Road. Supervisor Linzmeier seconded the motion and it passed 4-0.

**2f. 2018-19 Class B Beer & Class C Wine License for the Magnuson Hotel:** Mike Wolf said the application and fee have not yet been received. Supervisor Larson made a motion to defer this item. Supervisor Linzmeier seconded the motion and it passed 4-0.

**2g. 2018-19 Class A Beer & Class A Liquor License for Kwik Trip:** Supervisor Young made a motion to approve the 2018-19 Class A Beer and Class A Liquor License for Kwik Trip, 4112 Milwaukee Street. Supervisor Larson seconded the motion and it passed 4-0.

**2h. 2018-19 Operator's Licenses:** Supervisor Young made a motion to approve the 2018-19 Operator's Licenses for Abbey Bailey, Erik Moran, Christina Barnes, David J. Porto, Timothy Michael DiMenna, Gary Breedlove, Jon Polnow, and Maria Kurolapnik. Supervisor Linzmeier seconded the motion and it passed 4-0.



**2i. 2018-19 Cigarette License for Kwik Trip:** Supervisor Larson made a motion to approve the 2108-19 Cigarette License for Kwik Trip, 4112 Milwaukee Street. Supervisor Linzmeier seconded the motion and it passed 4-0.

**2j. 2018-19 Cigarette License for Jerry's Place:** Supervisor Young made a motion to approve the 2108-19 Cigarette License for Jerry's Place, 601 N. Fair Oaks Avenue. Supervisor Larson seconded the motion and it passed 4-0.

**2k. 2018-19 Restaurant Permit for McDonald's:** Mike Wolf stated the application and fee have not yet been received. No action taken.

**2l. 2018-19 Restaurant Permit for Jerry's Place:** Supervisor Young made a motion to approve the 2018-19 Restaurant Permit for Jerry's Place, 601 N. Fair Oaks Avenue. Supervisor Larson seconded the motion and it passed 4-0.

**2m. 2018-19 Restaurant Permit for Magnuson Hotel:** Mike Wolf stated the application and fee have not yet been received. No action taken.

**3a. Approval of April 25, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the April 25, 2018 Town Board meeting. Chair Bristol seconded the motion and it passed 3-0. Supervisor Linzmeier abstained.

**3b. Approval of Vouchers:** Supervisor Linzmeier made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers said the Dean House is having a garage sale May 18-19, and encouraged people to attend and buy things.

Supervisor Young thanked Mike Wolf for helping to facilitate the smoke alarm project that took place last Saturday in the Town.

Supervisor Young thanked Cory Buske, Steve Kearney and Mike Wolf for their efforts in the successful Clean Sweep that occurred in the Gallagher Plat neighborhood on April 28.

**2n. Closed Session:** Supervisor Young made a motion to go into Closed Session pursuant to State Statute 19.85(1)(e), to deliberate the investment of public funds related to the repair of Raywood Road for competitive and bargaining reasons. Supervisor Larson seconded the motion and a roll call vote was taken: Supervisor Larson – aye; Supervisor Linzmeier – aye; Chair Bristol – aye; Supervisor Young – aye. The motion passed 4-0 at 6:45pm.

**2o. Open Session:** Chair Bristol made a motion to return to Open Session. The motion was seconded by Supervisor Larson and passed 4-0 at 7:07pm.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 7:08pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator





## **Blooming Grove Town Board Meeting Minutes for May 23, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, Town Attorney Chris Hughes, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf reported that it had been.

**2a. Open 2018 Board of Review:** Supervisor Young made a motion to open the 2018 Blooming Grove Board of Review, and to immediately adjourn until 5:30pm on Thursday, June 21, 2018. Supervisor Linzmeier seconded the motion and it passed 5-0.

**2b. Appointment of Town Board Supervisor for the monthly financial review:** Chair Bristol noted that he used to perform this function, but because he now has check-signing authority it makes more sense for another Board member to do this. The goal is to maintain checks and balances, and proper oversight, with regard to Town finances.

Chair Bristol made a motion to appoint Supervisor Larson to perform the monthly financial review alongside Supervisor Young. Supervisor Linzmeier seconded the motion and it passed 4-0. Supervisor Larson abstained. It was noted that now Chair Bristol and Supervisor Linzmeier have check-signing authority, and Supervisor Larson and Supervisor Young perform the monthly financial review.

**2c. Number of seats on the Plan Commission :** Chair Bristol and Supervisor Teuscher have recently resigned from the Plan Commission, which currently has seven positions and five Commissioners. Chair Bristol said a few years ago the Town went from five members to seven members because two of the commissioners went south for the winter and it was difficult to get a quorum. Nobody currently on the Commission travels south for the winter. The Board asked Mike Wolf to provide a draft of an amended ordinance for the next meeting, which would reduce the Plan Commission membership from seven to five.

**2d. 2018-19 Operator's Licenses:** Supervisor Linzmeier made a motion to approve the 2018-19 Operator's Licenses for Joanne F. LeMoine, Dennis D. LeMoine Sr., Sandra Jo Opitz, and Ronald C. Opitz. Supervisor Young seconded the motion and it passed 5-0.

**2e. Libby Road Repair:** Cory Buske said the Town can fix the worst part of Libby Road this year, by focusing on the eastern 1/3 of the road (which is in the worst condition), and partnering with the City of Madison (which owns the northern side of this road). It is estimated this repair will come in at about \$70,000, and each municipality would pay half. Town staff has reached out to the City and they are amenable to this arrangement.

The Board was in agreement to move forward with distributing a Request For Proposal for this project. Mike Wolf said the proposals received would be provided to the Town Board for their next meeting on June 13. Supervisor Linzmeier asked about how the arrangements would be finalized with the City, and Mike said we would sign a contract with them once we've selected a bid.



**3a. Approval of May 9, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the May 9, 2018 Town Board meeting. Supervisor Linzmeier seconded the motion and it passed 4-0. Supervisor Teuscher abstained.

**3b. Approval of Vouchers:** Supervisor Larson made a motion to approve the vouchers as presented. Supervisor Linzmeier seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers said the Town should be aware that some grass clippings end up in the road, which contribute to clogging the storm drains.

**2f. Closed Session:** Supervisor Young made a motion to go into Closed Session pursuant to State Statute 19.85(1)(e), to deliberate the possible sale of Town property. Supervisor Larson seconded the motion and a roll call vote was taken: Supervisor Teuscher – aye; Supervisor Linzmeier – aye; Chair Bristol – aye; Supervisor Larson – aye; Supervisor Young – aye. The motion passed 5-0 at 6:40pm. Both Chris Hughes and Cory Buske were asked to join the Board in Closed Session.

**2g. Open Session:** Chair Bristol made a motion to return to Open Session. The motion was seconded by Supervisor Teuscher and passed 5-0 at 6:57pm.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Linzmeier. The motion passed 5-0 at 6:57pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for June 13, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commissioner Cheryl Larson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf stated that it had been.

**2a. Harley-Davidson Large Assembly Permit:** Mike Wolf said the application and money had been received. It was noted that this permit was for their annual fundraiser for Muscular Dystrophy. Supervisor Young made a motion to approve the Large Assembly Permit for Harley-Davidson at 6200 Millpond Road for July 21, 2018. Supervisor Linzmeier seconded the motion and it passed 5-0.

**2b. Class B Beer and Class C Wine License for Magnuson Hotel:** Supervisor Larson made a motion to approve the 2018-19 Class B Beer and Class C Wine licenses for the Magnuson Hotel at 3510 Millpond Road. Supervisor Young seconded the motion and it passed 5-0.

**2c. 2018-19 Operator's Licenses:** Supervisor Young made a motion to approve the 2018-19 Operator's licenses for Gina Heiman, Randall Retzlaff, Kristin Soper, Daniel Koch, Sally Gehrts, Kathleen Corbin, Kenneth Pope Jr., Janice Buckingham, Amber Orley, Lorraine Holt, Briana Tauscheck, Eric Christenson and Kayla Riley. Supervisor Linzmeier seconded the motion and it passed 5-0.

**2d. Restaurant Permit for Magnuson Hotel:** Supervisor Young made a motion to approve the 2018-19 Restaurant Permit for Magnuson Hotel at 3510 Millpond Road. Supervisor Teuscher seconded the motion and it passed 5-0.

**2e. Libby Road Repair:** Mike Wolf said the Town received three bids, and the low one came from Tri-County Paving. The Board asked about the quality of work, and Mike said that all three companies that submitted bids have done quality work for the Town in the past.

Chair Bristol made a motion to approve the bid from Tri-County Paving in the amount of \$67,950.00, conditional upon the City of Madison's approval to pay half of this project (because half the road is in the City). Supervisor Young seconded the motion and it passed 5-0.

**2f. Sale of Town-owned Property:** Supervisor Young made a motion to authorize the sale of parcel #154/0710-364-0275-1 to Ervin and Barbara Altenberger for \$11,000 per the purchase agreement as presented, and furthermore to authorize Town Chair Ronald Bristol and Clerk/Treasurer Michael Wolf to execute the purchase as required. Supervisor Linzmeier seconded the motion and it passed 5-0.

**2g. Pedestrian Crossing across Siggelkow Road:** Mike Wolf reported that the City of Madison will do the installation, and the total cost will be \$20,000. The McFarland School



District is pitching in \$5000, and the Village of McFarland voted two nights ago to allocate \$7500. Blooming Grove is being asked to pay \$7500.

Supervisor Linzmeier made a motion to allocate \$7500 from the Town's road outlay account to help pay for this project. Supervisor Young seconded the motion and it passed 5-0.

**2h. Dane County Zoning Revisions:** Supervisor Young said the public hearing for these rezones took place last Wednesday night, and about 25 residents attended. Pam Andros from Dane County Zoning did a presentation and then took questions. She answered the questions at the hearing, and/or followed up with residents the next couple of days via phone. All residents who had concerns were comfortable with the new zoning code.

Supervisor Young went on to say the Plan Commission, at their meeting earlier this evening, unanimously recommended the Town Board approve the rezones and new code.

Chair Bristol made a motion to approve changes to the Dane County Zoning Ordinances, which include changes to the specific zoning of all properties in the Town of Blooming Grove, as recommended by Dane County Zoning staff. Supervisor Larson seconded the motion and it passed 5-0.

**2i. Amending Town Ordinance 2.01.03:** Chair Bristol made a motion to replace Town Ordinance 2.01.03 with Town Ordinance 2.01.18 as presented, which decreases the number of commissioners on the Town Plan Commission from seven to five. Supervisor Young seconded the motion and it passed 5-0.

**3a. Approval of May 23, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the May 23, 2018 Town Board meeting. Supervisor Linzmeier seconded the motion and it passed 5-0.

**3b. Approval of Vouchers:** Supervisor Linzmeier made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers suggested the ordinance that was just passed should have contained language making it clear the Plan Commission is responsible for Town parks. She went on to say there are too many junky items outside in her neighborhood and that the Town should be more aggressive in making sure these items are properly disposed of in a timely manner.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 6:45pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator





## **Blooming Grove Town Board Meeting Minutes for June 27, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, Supervisor Teuscher and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. 2018-19 Operator's Licenses:** Chair Bristol made a motion to approve the 2018-19 Operator's Licenses for Kristie Stroede, Carolyn Benson, George J. Koltas, Terri Colberg, and Cory W. Beld. Supervisor Young seconded the motion and it passed 5-0.

**2b. 2018-19 Restaurant Permit for McDonald's:** Mike Wolf explained the application and fee have not yet been received, and that the current permit expires on June 30. Chair Bristol made a motion to approve the 2018-19 Restaurant Permit for McDonald's at 4020 Milwaukee Street, conditional upon the receipt of the completed application and the \$50.00 fee. Supervisor Teuscher seconded the motion and it passed 5-0.

**2c. City Plan that encompasses the Voit Property:** Supervisor Larson said he and his wife Cheryl (who is a Blooming Grove Plan Commissioner) attended the last meeting that the City facilitated for this plan – which occurred on June 18. He reported there were discussions about several topics, including where Woodman's may move, the use of the property where Swiss Colony used to be, options for the transfer point including mixed-use development, and of course what may or may not take place on the Voit property. People at the meeting expressed concerns about the height of any development that may take place there. There seemed to be strong support for mixed used development as long as it didn't exceed five stories. City staffers brought up the possible extension of Chicago Avenue east of the railroad tracks, how best to utilize the park land in the area, and a possible change to the Dempsey Lane intersection with Milwaukee Street.

Supervisor Larson said the City still hopes to have a finalized plan by year-end. He said that as of now he knows of no additional meetings that are planned, but he would be informed if and when those take place.

**2d. Ditch Repair on Raywood Road:** Cory Buske said this ditch needs to be repaired, as it is now higher than the roadway in some places. Therefore the water pools along the edge of the road, causing further damage to it. The estimate he received from Homburg is \$32,800.

Chair Bristol will provide Cory with some other companies that may be willing to do this work, so we can get another estimate or two.

**3a. Approval of June 13, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the June 13, 2018 Town Board meeting. Supervisor Linzmeier seconded the motion and it passed 5-0.



**3b. Approval of June 21, 2018 Board of Review Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the Board of Review meeting on June 21, 2018 Town Board meeting. Chair Bristol seconded the motion and it passed 5-0.

**3c. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Linzmeier seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers said there are too many junky items outside in her neighborhood and that the Town should be more aggressive in making sure these items are properly disposed of in a timely manner.

**5. Adjournment:** Supervisor Young made a motion to adjourn the meeting, and it was seconded by Chair Bristol. The motion passed 5-0 at 6:52pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for July 11, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, and Supervisor Teuscher. Supervisor Young was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. 2018-19 Operator's Licenses:** Chair Bristol made a motion to approve the 2018-19 Operator's Licenses for Ross Lewandowski, Geralyn M. Kubly, and Tonya Reed. Supervisor Linzmeier seconded the motion and it passed 4-0.

The Board took no action on the operator's license application submitted by Michaela Reed, and instructed Mike Wolf to place this on the next Town Board meeting agenda, and to notify the applicant her attendance is requested at that meeting.

**2b. Second Quarter Treasurer's Report:** It was noted that the Town has collected about 1% more revenue than expected through the first half of the year, and that the Town has spent about 5% less than anticipated.

**2c. Temporary Liquor License:** Chair Bristol made a motion to approve the temporary liquor license for the Muscular Dystrophy Association fundraiser at Harley-Davidson at 6200 Millpond Road on July 21, 2018. Supervisor Larson seconded the motion and it passed 4-0.

**3a. Approval of June 27, 2018 Meeting Minutes:** Supervisor Linzmeier made a motion to approve the minutes as presented from the June 27, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Supervisor Linzmeier made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers said there are still sofas and chairs outside on people's property – and she would appreciate it if the Town would take action so these items are properly disposed of.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Linzmeier. The motion passed 4-0 at 6:51pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for July 25, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Linzmeier, Supervisor Teuscher, and Supervisor Young. Also in attendance was Clerk/Treasurer/Administrator Mike Wolf.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. 2018-19 Operator's Licenses for Michaela R. Reed:** Mike Wolf reported that Michaela had called the Town Office to say she would be out of town tonight, but that she could make it to the August 8 Board meeting. This item will be on that agenda.

**2b. Appointment of Town Board Supervisor:** Chair Bristol thanked all four individuals who expressed interest in being on the Town Board: Dick Riddle, Jeanine Schneider, Amy Schroeder, and Ed Stube.

Supervisor Teuscher made a motion to appoint Amy Schroder to fill the Board Supervisor seat being vacated by Kathie Linzmeier which expires April 17, 2019, contingent on Amy resigning from the Town Plan Commission, effective August 1, 2018. Supervisor Larson seconded the motion. The motion passed 5-0, with Supervisor Linzmeier abstaining.

**2c. Appointing a Board Supervisor to have check-signing authority:** Currently the Town Chair (Ron Bristol) and one Board Supervisor (Kathie Linzmeier) have check-signing authority. With Kathie's departure, another Board Supervisor must be authorized to sign checks.

Chair Bristol made a motion to authorize Supervisor Teuscher to have check-signing authority on behalf of the Town of Blooming Grove. Supervisor Young seconded the motion, and it passed 5-0.

**2d/e. Closed Session:** The Board did not go into closed session.

**2f. Lease of building at 3325 Thurber Avenue:** Mike reported that work continues on this project with City of Madison staff. Another meeting will be taking place next Tuesday, to work out the logistical details of the work that needs to be done to make the building ADA compliant (per City requirements). The verbiage on the lease is also being reworked so the Town's future financial liability is limited.

**3a. Approval of July 11, 2018 Meeting Minutes:** Supervisor Linzmeier made a motion to approve the minutes as presented from the July 11, 2018 Town Board meeting. Supervisor Teuscher seconded the motion and it passed 4-0, with Supervisor Young abstaining.

**3b. Approval of Vouchers:** Supervisor Larson made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.





**4. Public Comment:** Chair Bristol made a motion to adopt Town Resolution 2018-03, in appreciation of Supervisor Linzmeier's 17 years of service on the Town Board. Supervisor Young seconded the motion and it passed unanimously. Those present gave Kathie a standing ovation. Chair Bristol then presented Supervisor Linzmeier with a plaque and thanked her on behalf of the Town, for her many years of dedication and hard work.

**5. Adjournment:** Supervisor Linzmeier made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 7:06pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



**TOWN OF BLOOMING GROVE  
RESOLUTION NO. 2018-03**

**Resolution in Appreciation of Kathie Linzmeier's Service  
to the Town of Blooming Grove**

**WHEREAS**, Kathie served on the Town Board from 2001 to 2018, thus having the fourth-longest tenure of any Town Board Supervisor in the 177-year history of the Town of Blooming Grove,

**AND WHEREAS**, Kathie was the longest-serving female Town Board Supervisor in the Town's history by more than ten years,

**AND WHEREAS**, Kathie was the Town Board's representative to the Northeast Community Court for over ten years,

**AND WHEREAS**, Kathie's thoughtful deliberations, decisions, and contributions to the Town have been significant and long-lasting,

**NOW THEREFORE**, the Blooming Grove Town Board does hereby acknowledge the many years of hard work, dedication, and time put forth by Kathie Linzmeier on behalf of the people of the Town of Blooming Grove.

This Resolution was unanimously adopted at a meeting of the Town Board of the Town of Blooming Grove, Dane County, Wisconsin, on July 25, 2018.

**APPROVED:**

\_\_\_\_\_  
Town Chair

\_\_\_\_\_  
Town Supervisor

\_\_\_\_\_  
Town Supervisor

\_\_\_\_\_  
Town Supervisor

**ATTESTED:**

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Date



## **Blooming Grove Town Board Meeting Minutes for August 8, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commissioner Cheryl Larson, Public Works Supervisor Cory Buske, Michaela Reed, Tonya Reed, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. 2018-19 Operator's Licenses for Michaela R. Reed:** Supervisor Teuscher asked Michaela about her driving while having a suspended license, and also expressed his concern that someone who has an operator's license must follow the laws that pertain to that job.

Michaela said that she now has a valid driver's license, and intends on following the laws so she can keep her job. She said she intends on going to back to school.

Chair Bristol made a motion to approve the 2018-19 Operator's license for Michaela R. Reed. Supervisor Larson seconded the motion and it passed 5-0.

**2b. Selection of bid for road repair on Highway 51 frontage road:** Chair Bristol made a motion to approve the proposal from Payne & Dolan in the amount of \$50,900 for road repair on the frontage road of Highway 51, as presented. Supervisor Young seconded the motion and it passed 5-0. It was noted that State Local Road Improvement funds, in the amount of \$14,114.46, will be used to pay for a portion of this project.

**2c. Selection of bid for ditch work on Raywood Road:** Chair Bristol said that the bike path along Raywood is being reconstructed, and he would like to see the ditch work done after the bike path is finished. He said he contacted the project lead on the bike path, and was told it should be done by Labor Day. Cory Buske said he then contacted Homburg, and they said it would be no problem waiting until after Labor Day to do the ditch work.

Chair Bristol made a motion to approve the bid from Homburg in the amount of \$30,100, as presented. Supervisor Schroeder seconded the motion, and it passed 5-0.

**2d. Update on City neighborhood plan that includes the Voit farm:** Supervisor Larson reported that City of Madison planner Dan McAuliffe made a presentation to the Plan Commission earlier this evening. In general terms the plan would have medium-density housing on the land currently owned by the Voits, on the north side of Milwaukee Street. The plan encompasses more land that's in the City than is in the Town, and has a lot of variables and moving parts – including but not limited to what happens to Woodman's. This plan is winding its way through the City's process, and at some point in time will come back to both the Plan Commission and Town Board for feedback and approval.

**2e. Review of Town outlay accounts:** Mike Wolf provided the Board with the detail of the Town's outlay accounts.



**2f. Allocation of revenue received from the sale of Town property:** Supervisor Young said that the Plan Commission, at their meeting earlier this evening, unanimously recommended to the Town Board to allocate the \$11,000 received from the sale of the Town's outlot in Freeway Manor to the Town's Parks Outlay Account.

Supervisor Young made a motion to allocate the \$11,000 received from the sale of the Town's outlot in Freeway Manor to the Town's Parks Outlay Account. Supervisor Larson seconded the motion and it passed 5-0.

**2g/h. Closed session:** The Board did not go into Closed Session.

**2i. Lease of building at 3325 Thurber Avenue to the City of Madison:** Mike Wolf reported that some progress is being made, but the lease has not yet been formally approved... and the City is continuing to fundraise for the additional \$10,000 needed to pay for the ADA upgrades to the building. It is hoped that both of these things will happen within the next couple of months.

**3a. Approval of July 25, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the July 25, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 4-0, with Supervisor Schroeder abstaining.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Chair Bristol seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers asked the Board to consider holding a Board meeting at the Trachte building in Thurber Park.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Teuscher. The motion passed 5-0 at 7:05pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator





## **Blooming Grove Town Board Meeting Minutes for August 22, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Increasing Dog License Fee:** Supervisor Young made a motion to increase the fee \$5.00 for 2019 dog licenses. Supervisor Larson seconded the motion.

Chair Bristol and Supervisor Teuscher expressed concern about the increase, and wondered whether it was worth the additional revenue to the Town. Mike Wolf pointed out the current fee (\$10 for fixed dogs, \$15 if not) hasn't changed in at least 16 years... and the Town only retains \$1.25 of that cost. The rest of the money goes to Dane County. The Dane County Clerk has reported the cost of the physical tags has gone up about 50% from last year. But as of now it's not known how much of that cost will get passed on to municipalities. Chair Bristol said he was inclined to wait until we know that cost before making a decision.

Supervisor Larson withdrew his second, and Supervisor Young withdrew his motion. No action was taken. Chair Bristol said this may be on a future agenda once we know how the County will respond to the higher cost of the tags.

**3a. Approval of August 8, 2018 Meeting Minutes:** Supervisor Larson made a motion to approve the minutes as presented from the August 8, 2018 Town Board meeting. Supervisor Young seconded the motion and it passed 5-0.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Schroeder seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers thanked the Board for repairing the stormwater infrastructure under Thurber Avenue a few years ago. She said the heavy rains on Monday did not result in any flooding in that area of the Town.

Supervisor Larson reported that he attended the City of Madison's Plan Commission meeting where they discussed the neighborhood plan that includes the Voit property. He said some attendees were focused on the area just west of Highway 51 and south of Milwaukee Street, and expressed concern about the City's redevelopment plans there. But by and large most of the plan received positive feedback from those present.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Larson. The motion passed 5-0 at 6:40pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for September 12, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, Town attorney Chris Hughes, and residents Nancy Slominski, Diane Ward, Jerry Slominski, Ken Norton, Mike Meyers, Tom Dumphy, Cheryl Larson, Joe Buchicchio, Ross DePaola, Penny DePaola, Kathy Buchicchio, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2b. 2018-19 Operator's License for Joseph Husted:** Supervisor Young made a motion to approve the 2018-19 Operator's License for Joseph Husted. Supervisor Teuscher seconded the motion and it passed 5-0.

**2c. Appointment of new Plan Commission member:** Supervisor Young reported that the Plan Commission, at their meeting earlier this evening, unanimously recommended Mike Meyers to fill the vacant spot on the Plan Commission. Supervisor Young then made a motion to approve the appointment of Mike Meyers to the Plan Commission, with a term to expire on April 30, 2019. Supervisor Larson seconded the motion and it passed 5-0.

**2d. Update on lease at 3325 Thurber Avenue:** Mike Wolf reported that additional work will need to be done to make the building ADA-accessible, and that a price tag has yet to be determined for that work. He went on to say that the City continues to look for additional funding, and the lease with the City is on hold until funding has been secured.

**2a. Emergency vehicle accessibility through Dell Drive and Cottontail Trail:** Chair Bristol provided background on this issue: the City Fire Department asked the Town to consider opening these roads so they can more quickly respond to emergency calls in the Town.

Several residents spoke against opening the roads, citing additional traffic on Town roads, additional risk of accidents in the neighborhood (including but not limited to pedestrian safety), the fact the City's roads are wider and have sidewalks, and the opinion that the City can indeed respond adequately as the roads currently exist. Nobody present spoke in favor of opening the roads.

Supervisor Young made a motion to respectfully decline the City's request to open Dell Drive and Cottontail Trail between the Town and the City of Madison. Supervisor Schroeder seconded the motion and it passed 5-0.

**2f. Closed Session:** Chair Bristol made a motion to go into closed session, pursuant to State Statute 19.85(1)(g), in order to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the Town Board with respect to litigation in which the Town likely will be involved regarding an annexation in violation of the State-approved boundary plan with the City of Madison. A roll call vote was taken: Supervisor Teuscher – aye; Supervisor Schroeder – aye; Chair Johnson – aye; Supervisor Larson – aye; Supervisor Young – aye. The motion passed 5-0 at 6:50pm.



**2g. Open Session:** Chair Bristol made a motion to return to open session. Supervisor Teuscher seconded the motion and it passed 5-0 at 7:35pm.

**2e. Maurice Peterson Annexation:** No discussion or action taken.

**3a. Approval of August 22, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the August 22, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 5-0.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Chair Bristol seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers suggested a picture be taken of the Plan Commission and Town Board in front of the Trachte building at 3325 Thurber Avenue.

Supervisor Young said he will be out of the country and thus unable to attend the Plan Commission or Town Board meeting on October 10.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 7:37pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for September 26, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Teuscher, and Supervisor Young. Supervisor Schroeder was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deborah Sellers. The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Options for Annual Assessments in the Town:** Mike Wolf said the Town hasn't had a complete revaluation done since 2009. State laws pertaining to assessment levels come into play soon, and it's probably time the Town's property valuation was properly reset. The Town's assessment company, Accurate Appraisal, provided several options for moving forward.

Chair Bristol made a motion to have Mike Wolf contact Accurate Appraisal and ask for a contract which provides for a revaluation in 2019 followed by two years of maintenance, at an annual cost of \$14,500. It was noted that this contract would need to come back to the Board for final approval. Supervisor Larson seconded the motion and it passed 4-0.

**3a. Approval of September 12, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the September 12, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Chair Bristol made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers would like to see the street sign at the corner of Commercial Avenue and Gannon Avenue replaced so the color of the sign is consistent with other street signs in Blooming Grove.

Supervisor Young reported that Michael LaForest resigned from the Plan Commission today. He said Michael has been a valuable contributor on the Commission for the past six years. When he was first appointed, Michael was a resident of Blooming Grove, but moved out of the Town a couple of years ago. Supervisor Young publicly thanked Michael for his service on the Commission, and noted Michael always had the Town's best interest in mind when deliberating and making decisions. When Michael was recently made aware that there were additional Town residents interested in being on the Plan Commission, he felt it was in the Town's best interest to resign. A posting of this opening will be done October 1, and letters of interest will be accepted through November 12. The Plan Commission will consider filling the open seat at their meeting on November 14.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 6:42pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator





## **Blooming Grove Town Board Meeting Minutes for October 10, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Cheryl Larson, Mike Meyers, and Deborah Sellers. The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Update on the City's Neighborhood Plan that includes the Voit property:** Supervisor Larson reported that Dan McAuliffe from the City of Madison did another presentation of this plan to the Town Plan Commission earlier this same evening. The plan has been altered only slightly, on the southeast portion of the plan area where a road has been eliminated based on feedback from City residents and the City Plan Commission. No changes have been made to the plan in or around the Voit property.

Supervisor Larson further reported that the plan does include an underpass or overpass connecting the plan area to the east, under or over Highway 51. This is a long-term strategy, only to be considered when the reconstruction of Highway 51 takes place. The neighborhood plan now also includes a proposed layout of how Milwaukee Street would be reconstructed.

In terms of process, the City will proceed to move the plan forward through its various committees and commissions. If all goes as expected, the plan will be passed first by the City Council in early December, and then by the Town Board on December 12.

**2c. Town Resolution 2018-04 to encourage the State to establish a long-term sustainable financial strategy for road repair and maintenance:** Chair Bristol made a motion to approve Town Resolution 2018-04 as presented. Supervisor Young seconded the motion and it passed 5-0.

**2b. 2018-19 Operators License for Jennifer Anne Neuman:** Supervisor Young made a motion to defer this agenda item, because the applicant was not present. The motion was seconded by Supervisor Larson. Discussion ensued about the applicant's driving record.

Supervisors Young and Larson withdrew their motion.

Supervisor Teuscher made a motion to deny the 2018-19 Operators License for Jennifer Anne Neuman. Chair Bristol seconded the motion, and it passed 5-0.

**3a. Approval of September 26, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the September 26, 2018 Town Board meeting. Supervisor Teuscher seconded the motion and it passed 4-0. Supervisor Schroeder abstained.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Schroeder seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers would like to see the Town be more aggressive as it pertains ridding the neighborhood of large items of trash (couches, chairs, toilets) laying outside on people's property.



**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 6:45pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



**TOWN OF BLOOMING GROVE  
RESOLUTION NO. 2018-04**

To encourage the Governor and State Legislators to establish a sustainable financial strategy for road repair and maintenance in Wisconsin

**WHEREAS**, local government in Wisconsin is responsible for about 90% of the road miles in the state; and,

**WHEREAS**, Wisconsin's diverse economy is dependent upon county and town roads, as well as city and village streets and transit systems across the state; and,

**WHEREAS**, the Town of Blooming Grove and other local governments across Wisconsin have been highlighting our unmet transportation needs in many different venues including events such as the historic Turnout for Transportation in September, 2016 where local governments in every region of this state held simultaneous meetings calling on the state legislature to prioritize transportation and pass a sustainable funding package; and,

**WHEREAS**, while the increase in transportation funding for locals in the last budget was certainly appreciated, many municipalities still aren't back to 2011 levels when adjusted for inflation; and

**WHEREAS**, local governments continue to struggle to meet even the most basic maintenance needs for our transportation system; and

**WHEREAS**, states surrounding Wisconsin and across the country have stepped up with sustainable funding plans for their state and local roads; and

**WHEREAS**, Wisconsin will be at a competitive disadvantage if it does not implement a revenue and spending plan that addresses both our Interstates that were built in the 1950's and 1960's *and* our local and state roads; and

**WHEREAS**, levy limits do not allow local government to make up for the deterioration of state funding; and

**WHEREAS**, local governments would not be forced to turn to local wheel taxes or increased borrowing or exceeding their levy limits if the state would finally pass a sustainable funding plan for transportation; and

**WHEREAS**, the Town of Blooming Grove recognizes that our state highway and Interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin, and that both local and state roads need to be properly maintained in order for our economy to grow; and

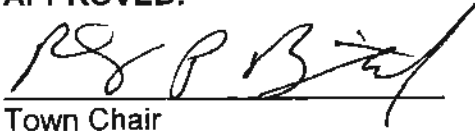
**WHEREAS**, from a competitive standpoint, Wisconsin motorists pay significantly less than any of our neighbors when the annual cost of the state gas tax and vehicle registration fees are combined.



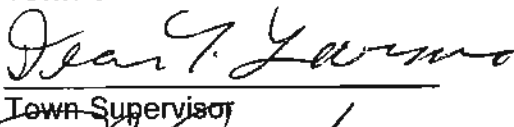
**NOW THEREFORE, BE IT RESOLVED** by the Town of Blooming Grove to urge the Governor and State Legislature to *Just Fix It* and agree upon a long term, sustainable solution that includes a responsible level of bonding and adjusts user fees to adequately fund Wisconsin's transportation system. Furthermore, the Town Board directs the Clerk to send a copy of this resolution to our State Legislators and to Governor Walker

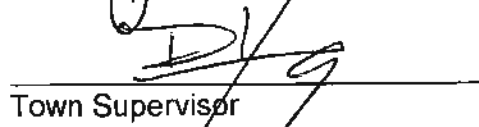
This Resolution was unanimously adopted at a meeting of the Town Board of the Town of Blooming Grove, Dane County, Wisconsin, on October 10, 2018.

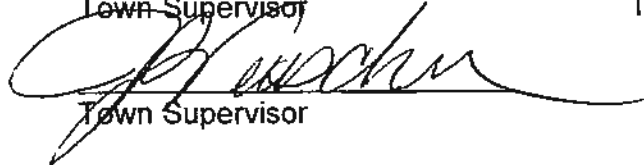
**APPROVED:**

  
Town Chair

  
Town Supervisor

  
Town Supervisor

  
Town Supervisor

  
Town Supervisor

**ATTESTED:**

  
Town Clerk

10/10/2018  
Date





## **Blooming Grove Town Board Meeting Minutes for October 18, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Clerk/Treasurer/Administrator Mike Wolf was also in attendance.

**2a. Review/Revision of the 2019 Town Budget:** The Town Board reviewed and made revisions to the draft of the 2019 Town budget provided by office staff.

**2b. Closed Session:** Chair Bristol made a motion to go into Closed Session pursuant to State Statute 19.85(1)(b) for the purpose of deliberating job performance and/or compensation for public employees. The motion was seconded by Supervisor Young and a roll call vote was taken: Supervisor Teuscher – aye; Supervisor Larson – aye; Chair Bristol – aye; Supervisor Schroeder – aye; Supervisor Young – aye. The motion passed 5-0 at 7:30pm.

**2c. Open Session:** Chair Bristol made a motion to return to Open Session. Supervisor Young seconded the motion and it passed 5-0 at 7:40pm.

**3. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Teuscher. The motion passed 5-0 at 7:44pm.

Minutes written and submitted by  
Michael J. Wolf, Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for October 24, 2018**

Supervisor Larson called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Chair Bristol was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Mike Meyers, and Deborah Sellers.

The pledge of allegiance was recited. Supervisor Larson asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Accepting Debit or Credit cards for Property Tax Payments:** Mike Wolf reported that if people were allowed to pay their property taxes with debit or credit cards, they would end up paying the fee. For a \$3000 property tax payment, that fee would be up to \$75.00. He further stated that only one or two people every year ask if the Town accepts debit or credit cards for property taxes, so the demand for this is very low. That will likely change in the future.

The Town Board took no action, so the Town's current policy will stay in effect: property tax payments must be made by check, cashier's check, or cash (though the latter option is discouraged).

**3a. Approval of October 10, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the October 10, 2018 Town Board meeting. Supervisor Teuscher seconded the motion and it passed 4-0.

**3b. Approval of October 18, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the October 18, 2018 Town Board meeting. Supervisor Teuscher seconded the motion and it passed 4-0.

**3c. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Schroeder seconded the motion and it passed 4-0.

**4. Public Comment:** Deborah Sellers would like to see Furey Avenue resurfaced.

**5. Adjournment:** Supervisor Larson made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 6:36pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for November 12, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Public Works Supervisor Cory Buske, and Town residents Dwight Johnson, Liz Johnson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice had been properly posted, and Mike Wolf said it had been.

**2a. Open Public Hearing on 2019 Town Budget:** Chair Bristol made a motion to open the Public Hearing on the 2019 Town Budget. Supervisor Larson seconded the motion and it passed 5-0 at 6:32pm.

Deborah Sellers asked several questions about the Town budget, and those questions were answered. Dwight Johnson said that when the Elector meeting begins, he will be making a motion to increase the annual wage of Town Board members.

**2b. Public Hearing Closed:** Chair Bristol made a motion to close the Public Hearing on the 2019 Town Budget. Supervisor Young seconded the motion, and it passed 5-0 at 6:55pm.

**3. Recess:** Chair Bristol made a motion to recess the meeting in order to hold the Town Elector Meeting. The motion was seconded by Supervisor Teuscher and passed 5-0 at 6:55pm.

---

**4. Reconvene:** Chair Bristol made a motion to reconvene the Town Board meeting. Supervisor Teuscher seconded the motion, and it passed 5-0 at 7:00pm.

**5. Adoption of the 2019 Town Budget:** Supervisor Teuscher made a motion to adopt the 2019 Town Budget as presented. Supervisor Schroeder seconded the motion, and it passed 5-0.

**6. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Schroeder. The motion passed 5-0 at 7:01pm.

Minutes written and submitted by  
Michael J. Wolf, Clerk/Treasurer/Administrator



## **Blooming Grove Town Elector Meeting Minutes for November 12, 2018**

Chair Bristol called the Town Elector meeting to order at 6:56pm. In attendance were Town electors Ron Bristol, Dwight Johnson, Liz Johnson, Dean Larson, Amy Schroeder, Deborah Sellers, Jeff Teuscher, and Dave Young. Also present were Clerk/Treasurer/Administrator Mike Wolf and Public Works Supervisor Cory Buske.

Mike Wolf acknowledged the meeting was properly posted.

Dwight Johnson made a motion to increase the salary of Town Board members by \$200.00 per year. Liz Johnson seconded the motion. The vote was 2 in favor (Dwight Johnson, Liz Johnson), 3 opposed (Ron Bristol, Jeff Teuscher, Dave Young), and 3 abstentions (Dean Larson, Amy Schroeder, Deborah Sellers). The motion failed.

**2a. Approval of the 2018 Town Levy:** Ron Bristol made a motion to approve the 2018 Town levy of \$428,900.00. Dwight Johnson seconded the motion and it passed 7-0, with 1 abstention (Deborah Sellers).

**3. Adjournment:** Ron Bristol made a motion to adjourn the meeting. Dwight Johnson seconded the motion and it passed 8-0 at 7:01pm.

Minutes written and submitted by  
Michael J. Wolf, Clerk/Treasurer/Administrator





## **Blooming Grove Town Board Meeting Minutes for November 14, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Cheryl Larson and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Appointment of Plan Commission member:** Supervisor Young reported that this opening had been posted since early October, but that nobody had submitted a letter of interest. At the Plan Commission earlier this evening, the Plan Commission moved to repost this open position on January 7. Letter of interest will be accepted from then through February 11. And the Plan Commission will consider an appointment at their February 13 meeting.

The Town Board took no action.

**2b. New contract with Accurate Appraisal:** Chair Bristol made a motion to approve the new three-year contract with Accurate Appraisal as presented. It was noted that the annual cost is \$14,500, and includes a revaluation of the Town's properties in 2019. The motion was seconded by Supervisor Larson, and passed 5-0.

**2c. Amending Ordinance Chapter 90 to allow the Village of Dane to join the Northeast Community Court:** Supervisor Larson explained the effective date of May 1, 2019 was necessary because the judge in the court to which Dane currently belongs has his term run out in April of next year. Supervisor Larson made a motion to approve the amendment as presented, which allows the Village of Dane to join the existing municipalities in the Northeast Community Court effective May 1, 2019. The motion was seconded by Supervisor Teuscher, and passed 5-0.

Supervisor Larson further noted that the current fund balance of the court would be segregated as of the Village of Dane's entry into the court, such that only the existing municipal partners would have access to those funds.

**3a. Approval of October 24, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the October 24, 2018 Town Board meeting. Supervisor Schroeder seconded the motion and it passed 4-0. Chair Bristol abstained.

**3b. Approval of November 12, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the November 12, 2018 Town Board meeting. Supervisor Larson seconded the motion and it passed 5-0.

**3c. Approval of Vouchers:** Chair Bristol made a motion to approve the vouchers as presented. Supervisor Young seconded the motion and it passed 5-0.



**4. Public Comment:** Deborah Sellers would like the Town to consider putting a picture of the Trachte building in Thurber Park on the Town's website.

Supervisor Larson reported that the City's neighborhood plan that includes the Voit property went through three additional City committees in the past two weeks. Those committees approved it, with some recommendations, to the City's Plan Commission. The plan is on track to be considered by the full City Council on December 4, and by the Blooming Grove Town Board on December 12.

**2d. Closed Session:** Chair Bristol made a motion to go into Closed Session pursuant to State Statute 19.85(1)(e) in order to deliberate the possibility of early attachment of property from the Town to the City of Madison under the Boundary Plan. The motion was seconded by Supervisor Teuscher, and a roll call vote was taken: Supervisor Teuscher – aye; Supervisor Larson – aye; Chair Bristol – aye; Supervisor Schroeder – aye; Supervisor Young – aye. The motion passed 5-0 at 6:47pm.

**2e. Open Session:** Chair Bristol made a motion to return to open session. Supervisor Young seconded the motion, and it passed 5-0 at 7:14pm.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 7:14pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



## **Blooming Grove Town Board Meeting Minutes for November 28, 2018**

Chair Bristol called the meeting to order at 6:30pm. Other Town Board members in attendance were Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Supervisor Larson was excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf and Public Works Supervisor Cory Buske.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2a. Operator's License for Brandi Sigurslid:** Supervisor Young made a motion to approve the 2018-19 Operator's License for Brandi A. Sigurslid. The motion was seconded by Supervisor Schroeder, and passed 4-0.

**2b. Town Resolution 2018-05 for new CUP procedure:** Supervisor Young reported that he and Mike Wolf had attended a meeting about this topic. In essence, state law has been changed such that the process for handling Conditional Use Permits has changed. First, the public hearing is now considered quasi-judicial, which means that only substantive evidence presented at the hearing can be taken into consideration by the Town. Secondly, conditions placed on an applicant must, to the extent practicable, be objective and measurable. Lastly, if the applicant provides evidence they can meet the conditions, the CUP must be approved.

Supervisor Young said the proposed resolution, and procedure, was unanimously approved at the last meeting of the Town Plan Commission. He then made a motion to approve Town Resolution 2018-05, which establishes the new procedure for Conditional Use Permits which complies with state statutes. Supervisor Schroeder seconded the motion, and it passed 4-0.

**2c. Adoption of new retention schedule:** Mike Wolf said the Wisconsin Historical Society had worked diligently to create a new schedule, which indicates if, when and how municipal records can be destroyed. The Historical Society is encouraging municipalities to adopt their new guidelines.

Chair Bristol made a motion to adopt the Wisconsin Historical Society's new guidelines for record retention dated August, 2017, as presented. Supervisor Young seconded the motion and it passed 4-0.

**2d. LED lights and meeting room chairs:** Mike Wolf and Cory Buske are recommending replacing the overhead lights in the Town Office, hallway, kitchen, and Public Works office with LED lights. The current lights were purchased in 2003, and are failing to varying degrees. The LED lights will use less energy, and are rated to last past 2027. It was noted that the cost would come out of the Town Hall outlay fund. Supervisor Bristol made a motion to approve spending \$2358 on the new LED lights and on updated Emergency Exit fixtures/lights, per staff recommendation. Supervisor Teuscher seconded the motion, and it passed 4-0.

Mike Wolf further recommended that the Board purchase five Board chairs, noting the current ones are 24 years old and tattered. Cory Buske suggested purchasing six chairs, so that the Clerk/Treasurer would also have one.



Supervisor Schroeder made a motion to approve the purchase of six new Board chairs, not to exceed \$250 each. It was noted that this expenditure would come out of the Town Hall outlay fund. Supervisor Teuscher seconded the motion, and it passed 4-0.

**3a. Approval of November 14, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the November 14, 2018 Town Board meeting. Supervisor Schroeder seconded the motion and it passed 4-0.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Teuscher seconded the motion and it passed 4-0.

**4. Public Comment:** None.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 4-0 at 6:52pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator





## Notification of General Records Schedule Adoption

Schedule Title: WISCONSIN MUNICIPAL AND RELATED RECORDS Date: August 27, 2018

### Instructions:

Complete and send the original and 2 copies to: State Archivist, Wisconsin Historical Society (WHS), 816 State St., Madison, WI 53706.

- Do not opt out of a record series because your agency does not create or use these types of records. Signing the form does not obligate an agency to create records. It only requires that records be retained in accordance with the retention time periods and dispositions if such records exist. See the Introduction to General Records Schedules for more information.
- Attach a brief narrative explaining your rationale for opting out of each record series. When a separate schedule is prepared, identify that the record series is in lieu of the general schedule and cross reference the specific series.


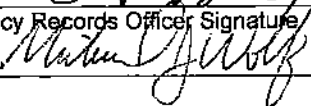
**NOTE: Destruction or transfer of records is not permitted until this form is signed by the WHS and the Public Records Board.**

Wisconsin Government Agency: TOWN OF BLOOMING GROVE

Address: 1880 S. STOUTEN RD MADISON WI 53716

This is to notify the Wisconsin Historical Society and the Public Records Board that the agency named above has reviewed the general records schedule and taken the following action (check appropriate box):

- ☒ Opt In: We adopt the entire schedule. (Available for University of Wisconsin [UW] System and Local Units of Government)
- ☐ Opt In With Revisions: We opt (out of), (in to), (circle one) the following record series. (Available for UW System and Local Units of Government) List the specific retention schedule numbers and titles:
- \_\_\_\_\_
- \_\_\_\_\_
- ☐ Opt Out: We opt out of the general records schedule (in whole), (in part), (circle one). (Available for State Agencies) **(All applicable records disposition must cease until separate retention schedules are developed and approved by the Public Records Board.)** List the specific retention schedule numbers and titles:
- \_\_\_\_\_
- \_\_\_\_\_

Agency Head/Deputy Signature 	Date Signed <u>11/28/18</u>
Agency Records Officer Signature 	Date Signed <u>11/28/18</u>

The Public Records Board and Wisconsin Historical Society acknowledge your Notification of Adoption. You are hereby authorized to retain, transfer, and dispose of records as indicated on the schedule.

State Archivist Signature	Date Signed
PRB Executive Secretary Signature	Date Signed



**TOWN OF BLOOMING GROVE  
RESOLUTION NO. 2018-05**

To adopt a revised procedure for Conditional Use Permits  
in order to comply with Act 67

**WHEREAS**, the State of Wisconsin passed Act 67, which codifies certain aspects of the procedure for consideration, recommendation and/or approval of Conditional Use Permits; and

**WHEREAS**, both the Wisconsin Towns Association and Dane County Towns Association are encouraging municipalities to revise their procedures to comply with the new legislation, and

**WHEREAS**, the Town of Blooming Grove's Plan Commission has put forth a recommendation to the Town Board for a procedure that complies with current state statute.

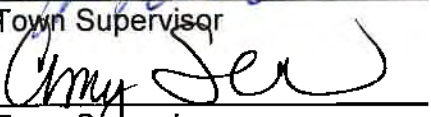
**NOW THEREFORE, BE IT RESOLVED** that the Town of Blooming Grove Town Board does hereby unanimously adopt the "Conditional Use Permit Procedure" as presented and attached.

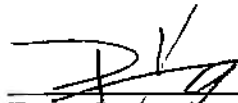
This Resolution was unanimously adopted at a meeting of the Town Board of the Town of Blooming Grove, Dane County, Wisconsin, on November 28, 2018.

**APPROVED:**

  
\_\_\_\_\_  
Town Chair

  
\_\_\_\_\_  
Town Supervisor

  
\_\_\_\_\_  
Town Supervisor

  
\_\_\_\_\_  
Town Supervisor

← ABSENT →  
\_\_\_\_\_  
Town Supervisor

**ATTESTED:**

  
\_\_\_\_\_  
Town Clerk

11/28/2018  
\_\_\_\_\_  
Date



## Conditional Use Permit Procedure for the Town of Blooming Grove

adopted November 28, 2018

**Step 1:** The applicant comes to a Plan Commission meeting to get general feedback from the Commission about the viability of their request. This step is optional, but recommended. If the request is met with a great deal of resistance, the applicant may reconsider – and save themselves both time and money.

**Step 2:** An owner submits a CUP application to Dane County Zoning, with a copy to the Town Office.

**Step 3:** The Town Office notices a public hearing for the CUP that will take place at a Plan Commission meeting. This notice includes a letter to each landowner with 300 feet of the property (if in a subdivision), or within a quarter mile of the property (if not in a subdivision).

**Step 4:** At the Public Hearing, the Plan Commission listens to whatever the public has to say, but can only consider “substantial evidence” when making their formal recommendation. Town Board members will be expected to attend this public hearing, because the new state law requires decision-makers hear the evidence first hand.

**Step 5:** The Plan Commission determines what, if any, conditions they will place on the applicant. These conditions will be consistent with Dane County’s criteria as listed below:

1. That the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, comfort or general welfare.
2. That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use.
3. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made.
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. That the conditional use shall conform to all applicable regulations of the district in which it is located.



**Step 6:** The Plan Commission makes a formal recommendation to the Town Board. The recommendation could be to deny the CUP, approve the CUP unconditionally, or approve the CUP with conditions. Any conditions placed on the applicant must be, to the extent practicable, reasonable and measurable. Note: A recommendation may or may not happen at the same meeting when the public hearing takes place.

**Step 7:** After the Plan Commission makes their recommendation, the Town Board makes their decision.

**Step 8:** The Town Clerk notifies Dane County Zoning of the action taken by both the Town Plan Commission and the Town Board.





## **Blooming Grove Town Board Meeting Minutes for December 12, 2018**

Chair Bristol called the meeting to order at 7:00pm. Other Town Board members in attendance were Supervisor Larson, Supervisor Schroeder, Supervisor Teuscher, and Supervisor Young. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, Plan Commissioner Cheryl Larson, and Deborah Sellers.

The pledge of allegiance was recited. Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

### **2a. Town Resolution 2018-06 to approve the Milwaukee Street Special Area Plan:**

Supervisor Young reported that the Town Plan Commission, at their meeting earlier this evening, unanimously recommended the Milwaukee Street Special Area Plan be approved by the Town Board. It was noted that this plan was approved by the City of Madison Common Council last week.

Chair Bristol made a motion to approve Town Resolution 2018-06, which formally approves the Milwaukee Street Special Area Plan as presented. Supervisor Young seconded the motion, and it passed 5-0. The Board thanked Dan McAuliffe (City of Madison Planning Department), and Dean and Cheryl Larson, for their substantial efforts in coordinating this planning effort between the City and the Town.

**2b. Appointment of new members to the Town Tourism Commission:** Chair Bristol made a motion to appoint Jeff Teuscher and Amy Schroeder to the Blooming Grove Tourism Commission, effective immediately. Supervisor Larson seconded the motion, and it passed 5-0.

**2c. Update on Trachte building:** Mike Wolf said the Town has received a \$10,000 grant, with a great deal of assistance from the City, which can now be used to bring the Trachte building into ADA compliance. This project will likely move forward soon after the holidays.

**3a. Approval of November 28, 2018 Meeting Minutes:** Supervisor Young made a motion to approve the minutes as presented from the November 28, 2018 Town Board meeting. Supervisor Schroeder seconded the motion and it passed 4-0. Supervisor Larson abstained.

**3b. Approval of Vouchers:** Supervisor Young made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 5-0.

**4. Public Comment:** Deborah Sellers said she would appreciate it if the street sign at the corner of Gannon Avenue and Commercial Avenue be replaced. It is currently green, and it should be blue – which would make it consistent with all other Blooming Grove street signs.

**5. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Young. The motion passed 5-0 at 7:05pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator



**TOWN OF BLOOMING GROVE  
RESOLUTION NO. 2018-06**

To adopt the Milwaukee Street Special Area Plan

**WHEREAS**, the City of Madison and Town of Blooming Grove Intergovernmental Agreement (signed in 2006) establishes a mechanism and requirement for joint planning of certain town lands on Milwaukee Street; and

**WHEREAS**, several large undeveloped or vacant properties, together more than 100 developable acres, appear likely to develop or redevelop in the near future; and

**WHEREAS**, the City of Madison has facilitated the coordination of the Milwaukee Street Special Area Plan, and

**WHEREAS**, representatives of the Town of Blooming Grove Plan Commission and Town Board have dutifully participated in the development of, including providing input into, the Milwaukee Street Special Area Plan on behalf of the Town and its residents, and

**WHEREAS**, the Milwaukee Street Special Area Plan includes recommendations to guide future land uses and street networks, transit facilities, bike facilities, street design and open spaces to ensure future development forms a cohesive new neighborhood that is well integrated with surrounding residential neighborhoods.

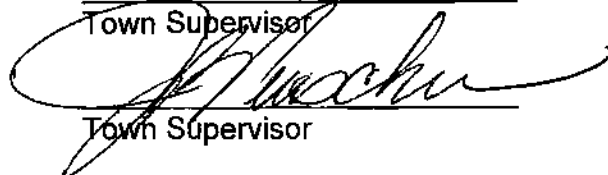
**NOW THEREFORE BE IT RESOLVED**, that the Blooming Grove Town Board does hereby adopt the Milwaukee Street Special Area Plan and recommendations contained therein.

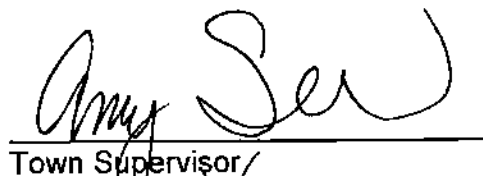
This Resolution was unanimously adopted at a meeting of the Town Board of the Town of Blooming Grove, Dane County, Wisconsin, on December 12, 2018.

**APPROVED:**

  
Town Chair

  
Town Supervisor

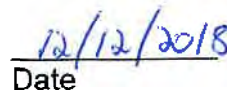
  
Town Supervisor

  
Town Supervisor

  
Town Supervisor

**ATTESTED:**

  
Town Clerk

  
Date



## **Blooming Grove Town Board Meeting Minutes for December 31, 2018**

Chair Bristol called the meeting to order at 2:00pm. Other Town Board members in attendance were Supervisor Larson and Supervisor Teuscher. Supervisor Schroeder and Supervisor Young were excused. Also in attendance were Clerk/Treasurer/Administrator Mike Wolf, and Deputy Clerk/Treasurer Jay Punwar.

Chair Bristol asked if the meeting notice was properly posted, and Mike Wolf said it had been.

**2. Approval of Vouchers:** Supervisor Teuscher made a motion to approve the vouchers as presented. Supervisor Larson seconded the motion and it passed 3-0.

**3. Approval of Property Tax Refunds:** Supervisor Larson made a motion to approve the property tax refunds as presented. Supervisor Teuscher seconded, and the motion passed 3-0.

**4. Adjournment:** Chair Bristol made a motion to adjourn the meeting, and it was seconded by Supervisor Larson. The motion passed 3-0 at 2:02pm.

Minutes written and submitted by  
Michael J. Wolf, Town Clerk/Treasurer/Administrator

