

Town of Christiana

Town Board Meeting Minutes

April 14, 2025, 6:30 PM

The meeting was called to order at 6:30 PM. In attendance was Chair Mark Cook, Supervisors Jim Lowrey and Jeff Notstad, Clerk-Treasurer Kathleen Egge and various members of the community.

PROCEDURAL

The meeting was properly noticed and posted.

COMMENTS

Chair Mark Cook thanked the members of the community for all the support Jeff Notstad and he received over the last few years. He further stated Jeff and he are done and that their serving was a lot of fun, for the most part a lot of fun.

Jim Lowrey on behalf of the Town of Christiana thanked Mark and Jeff for serving. The community members applauded their service.

Jim asked the Clerk if the bill for the Fire and EMS Commission second quarter dues had been received. The clerk stated it had not been received. David Smithback agreed to bring the bill to the Town Hall the next morning at 8:30 a.m. so a check could be cut and signed for the second quarter dues.

Mark Cook welcomes the newly elected board members and assures them they will love the job. Stating it is a cool job, even dealing with the solar was because he has a lot of interest in it. He explained to the new officers they will have the same battle for the second phase of the solar project and offered to help them any way he could.

NEW BUSINESS – Mark Cook moves item c to the front of new business and proceeds with the meeting.

- a. Information on our full-time Public Works position being filled by Eric Schroeder was shared. His start date was given as April 24th, 2025, pending a clear background check. Steve Brandt's promotion to the position of Public Works Director was announced as well.

Jeff Notstad moved to approve item "a" under new business. Jim Lowrey Seconds the motion.

MOTION PASSED 3-0

- b. Approval of a Class "B" Liquor License; Utica Community Association, Utica Park; David Smithback President, 1390 CTY HWY B, Cambridge WI 53523

Jeff Notstad moved to approve the Class "B" Liquor License for the Utica Community Association, Utica Park; David Smithback President. Jim Lowrey seconds the motion.

MOTION PASSED 3-0

- c. **Discussion/possible action regarding a request by Michael D. Rumpf on behalf of the Estate of Elizabeth Frey to rezone parcels #0612-271-8510-3, 0-612-224-9000-5, #0612-224-9260-1 to rectify outstanding zoning classifications from settlement of the Estate.

Jim Lowrey moved to approve the rezone (item c) for Frey/Christenson properties. Jeff Notstad Seconded the motion.

MOTION PASSED 3-0

Chair Mark Cook informs members and board that due to the clerk being new and learning the job he told the clerk the main goal for this meeting is to get the minutes done because it would be hard for the new board to approve old minutes. He then suggested the removal of Consent Agenda items 2, 3 and 4 and just go with item 1 to approve the minutes.

CONSENT AGENDA

CONSENT AGENDA (All items listed under the Consent Agenda will be approved by one motion unless a Board member requests that an item be removed for individual consideration/action.)

- 1) Motion to approve minutes for the March 10, 2025, Regular Town Board Meeting.
- 2) Motion to approve Vouchers.
- 3) Motion to approve Financial Summary for the Town of Christiana.
- 4) Motion to approve the Bank Reconciliations and Statements

Jeff Notstad moved to approve the minutes from the March 10, 2025 Regular Board meeting (item 1 only). Jim Lowrey seconded.

MOTION PASSED 3-0

CLERK COMMUNICATION

- a. Dane County Sheriff's office provided notice now posted on the Town Hall bulletin board of a sex offender that has relocated to our township.
- b. Dane County Planning & Development sent out Ordinance violations to two township property owners on March 25, 2025. Each owner is given 30 days to correct the issues.

ADJOURNMENT

Jeff Notstad moved to adjourn the meeting at 6:37 PM. Jim Lowrey seconded the motion.

MOTION PASSED 3-0

*Respectfully submitted,
Kathleen Egge, Clerk-Treasurer*