

TOWN OF PRIMROSE

ANNUAL TOWN MEETING TUESDAY, APRIL 16, 2024, 7:30 P.M.

Minutes

1. Call to order by Chairman Dale Judd.

Chairman Judd called the meeting to order at 7:30 pm. Martha Gibson, Alex Elkins and Dave Garfoot were present.

2. Review of minutes of the 2023 Annual Meeting. Dennis Stamp moved to approve the minutes of the 2023 Annual Meeting. Kristi Mueller seconded the motion. The motion passed unanimously.

3. Reading and review of the 2023 Financial Statements.

Report by Town Treasurer regarding tax collections, other financial business.

Dave Garfoot presented the financial statement for 2023 (report attached).

Theresa Judd moved to approve the report. Robyn Garfoot seconded the motion.

Dawn Haag questioned the set-aside amounts and the carry-over. Dave Garfoot stated that they are as reported on the monthly Treasurer's report.

Kristy Gorman asked when the Peterbilt truck loan is complete. Dave Garfoot thought it would be paid off in 2026.

Motion passed unanimously.

4. Request for motion from attendees to grant borrowing powers to the Town Board in 2024-2025.

Theresa moved that they grant borrowing powers for 2024-25.

Robyn Garfoot seconded.

Wayne DeForest asked why the Town needed borrowing powers. Dave Garfoot used the August 2021 flood event as an example. If the FEMA monies had not come promptly, the Town would have needed a temporary loan to fix the road damage. Dale Judd pointed out that the Town has historically had borrowing powers but has not used them.

Motion passed unanimously.

5. Discussion of Fire, EMS and Outreach reports:

Chief Kristie Mueller, New Glarus Emergency Medical Service: Chief Mueller reported that they had more calls in 2023 than in 2022. New Glarus EMS was able to purchase a new ambulance rather than a used one. This is the first new ambulance purchased in over 20 years. Half of the funds were taken from grants and public donations. The other half of the cost was taken out as a loan. She further reported that New Glarus EMS is looking into the

costs of building a second station or replacement of the current station as they need more personnel space for active duty crew members. Two new responders have been taken on, and an additional administrative employee.

Malcolm Austin, New Glarus Fire Department: New Glarus Fire Department also had an increase in calls in 2023. They have a new truck under spec, but no payments will be requested in 2024, but may be requested in 2025. Dawn asked how the request for funds would be handled. Malcolm stated that it was early yet, but they would do it as they have in the past with a loan and contribution requests to the towns by budget time.

Dale Judd, Mount Horeb Fire Department: Dale reported that there is currently a 23-month build-time on any new fire truck. The fire department has a brush truck on order, but it is not built or in service yet. The Department is planning to shorten the vehicle replacement schedule from 8 to 6 years for ambulances.

Theresa Judd reported for Southwest Dane County outreach (report attached).

6. Discussion regarding township fixtures, facilities and highway equipment.

Dale reported regarding the newer Peterbilt only has 71,500 miles on it. The old Peterbilt truck is a 2009 and service reports have indicated that it should be upgraded, and it takes 2 years to order a replacement vehicle.

Dale Judd also reported that there is an accepted bid for painting the town hall (inside and out) and the garage (exterior only). The painting will probably be done in June.

Bruce Gorman made a motion to put 60K from ARPA grant funds toward replacement of the old Peterbilt. Virgil Haag seconded. Dawn Haag stated that it would be an appropriate purpose according to her research of the ARPA restriction of use. Dave Garfoot stated that there are already funds in a set-aside for these types of things, the current amount being \$12,100. Motion passed unanimously. Bruce Gorman asked if the Town could have a schedule for replacement of the highway equipment. This would be a record of age and mileage and a set replacement date, then 4 years later the Town could put the other truck on the replacement schedule. Alex agreed that a replacement times should be set. This item to be discussed at the May Board of Supervisors meeting.

7. Discussion regarding pay schedules for Town employees.

The clerk was asked to read the employee rates. Dennis Stamp moved to increase the clerk salary by 3% per year. Malcolm Austin seconded. Dawn Haag asked if this is just for the Clerk. Mr. Stamp replied that it is just for the Clerk. Motion passed unanimously.

8. Discussion regarding pay schedules for appointed and elected officials.

The salaries of the Town Board were reviewed. No changes were made.

9. Review of Town provided public services.

At this time the only service provided is the hall rental. No changes were made.

10. Site view and other administrative fees reviewed and approved by Board.

Site views are \$250, driveway bonds are \$1000. Dawn asked if the site views were running at a loss. Martha felt that it, over time, they come out even. No changes were made.

11. Discussion regarding newspaper notices, posting locations, and public phone announcements.

Dawn made motion to keep it the way it is: posting of all meetings in the Mount Horeb Mail (except site views), use of the 3 notice boards, and the voice recording. Rick Skinrud seconded. Passed unanimously.

12. Announcement of dates for 2024 Open Book and Board of Review. The Clerk reported that Open book is scheduled for Thursday, June 6th 11am – 1pm. Board of Review is scheduled for Tuesday, June 25th from 5pm to 7pm.

13. Announcement of date for Spring Clean-Up with Town & Country Sanitation.

The Clerk reported that the Clean-Up is still scheduled for Thursday, May 2nd.

14. Set the date of the next Annual Town Meeting.

The next Annual Meeting was set for Tuesday, April 15th 2025 beginning at 7:30pm.

15. Any other business to come before the electorate of the Town of Primrose.

Dawn Haag moved that an outside 3rd party auditor, Johnson-Block, be engaged to audit the Town financial records of 2021-2023. She estimated the cost would be between \$3,000 and \$5,000. Roger snider seconded. Martha felt that it would be more expensive, perhaps \$20K. Dennis Stamp felt that it was inappropriate to designate a firm in the motion. Martha asked that the motion be amended to take out the firm designation and to limit the cost. Alex asked that an audit go out to bid, with the bid opening held at public meeting.

Dawn moved to amended her motion to stipulate a 3rd party audit be done, with an upper limit of cost to be \$15,000. Bill Haack seconded. Vote was by paper ballot. Yes: 18. Nay: 12

This item to be brought forward at a regular public meeting.

Other business:

Roger Snider: *I make a motion that the Town of Primrose no longer retain or use the legal services of Attorney Glenn Reynolds or his associated law firm from this date forward. The person/firm selected shall not be recommended by or associated with Attorney Reynolds. In addition, when a new town attorney is selected that person/firm have no vested interest in any type of property within the Town of Primrose.*

Wayne DeForest seconded. Vote was by paper ballot. Yes: 19 No: 12.

Dale stated that the next time we have legal issues we will advertise for an attorney.

16. Adjournment. Theresa Judd moved to adjourn at 9:06 Dwight Truttman seconded. Motion passed unanimously.

Minutes submitted by Ruth Hansen