

TOWN OF PRIMROSE
BOARD OF SUPERVISORS MEETING
Agenda
Monday, November 4th, 2024, 7:30 pm
8468 County Hwy A, Verona, WI 53593

1. **Call to Order:** Dale Judd called the meeting to order at 7:32pm. Martha Gibson and Alex Elkins also present.
2. **Reading and approval of Board minutes of October 7th:** Elkins moved to approve, seconded by Judd. Motion passed 3-0.
3. **Treasurer's report and approval of bills:** Treasurer Dave Garfoot provided a copy of the September 2024 treasurer's report and pointed out two errors in the report. The Board asked him to prepare an amended report for review and approval at the December meeting. Gibson moved to approve the October treasurer's report, seconded by Elkins. Motion passed 3-0.
4. **Public comments**
5. **Matt Caygill: Discussion and possible action regarding a 20' x 20' addition to the residence at 1252 County Road U. Parcel 0507-101-9720-0.** Proposal discussed by applicant and board members. Judd moved to approve the proposal, seconded by Elkins. Motion passed 3-0.
6. **Kathy Cryan: Discussion and possible action regarding construction of a 14' x 24' shed at 8711 County Road G. Parcel 0507-032-9070-6** Proposal discussed by applicant and board members. Gibson moved to approve the proposal, seconded by Judd. Motion passed 3-0.
7. **Discussion and possible action regarding obligation of \$68,903.41 ARPA funds to the down payment on a replacement highway vehicle.** Board discussed the need to formally obligate remaining ARPA funds before the end of 2024. Determination was that a contract or formal purchase agreement is needed to obligate the funds consistent with ARPA requirements. Judd will work with Mike Sutter to finalize the type of truck (including accessories) and best vendor in order to secure a formal agreement for the truck prior to the end of 2024 (to ensure compliance with ARPA).
8. **Discussion and possible action regarding the Scott Construction road work overage.** Board members discussed possible budget adjustments to cover the overage/amount (\$6,034.83) due to Scott Construction. Gibson moved to make the following adjustments to the 2024 budget: move the following allocations to wedge & base work (53317); \$4,000 from legal (51300), \$1,034.83 from garage equipment repairs (53308), and \$1,000 from tire purchases (53309), seconded by Elkins. Motion passed 3-0.

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- 9. Discussion and possible action regarding appointment of Mary K Palmer and Emily Hefty-Dieckhoff to the board of election inspectors.** Gibson moved to approve, seconded by Elkins. Motion passed 3-0.

- 10. Agricultural Buildings: Hefty heifer shed.** Board discussed proposal; Gibson moved to approve, seconded by Elkins. Motion passed 3-0.

- 11. Motion to convene in closed session for discussion of the town clerk's position as per Wisconsin State Statute 19.85(1)(c).** Gibson moved to go into closed session; Elkins seconded.

- 12. Roll call vote on closed session.** Roll call vote: Judd (Y); Gibson (Y); Elkins (Y). Board went into closed session at 8:10pm.

- 13. Motion to reconvene into Open session.** Gibson moved to reconvene in open session; seconded by Elkins.

- 14. Roll call vote on open session.** Roll call vote: Judd (Y); Gibson (Y); Elkins (Y). Board reconvened in open session at 8:46pm.

- 15. Clerk's comments:** none

- 16. Business for next month's agenda and other business:** Gibson indicated a site visit to the Stoll property is needed (will work on scheduling); other December meeting topics: final action on use of ARPA funds; final 2025 budget approval.

- 17. Adjournment:** Gibson moved to adjourn; seconded by Elkins. Motion passed 3-0. Meeting adjourned at 8:52pm.

Minutes submitted by Vic Wahl

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