TOWN OF PRIMROSE
BOARD OF SUPERVISORS MEETING
Minutes
Monday, November 3rd, 2025, 7:30 pm
8468 County Hwy A, Verona, WI 53593

1. **Call to Order**. Dale Judd called the meeting to order at 7:33pm. Martha Gibson and Alex Elkins were also present.
2. **Review and approval of Board minutes of October 6th, 2025.** Elkins motioned to approve the minutes of October 6th; seconded by Gibson. Motion passed 3-0.
3. **Review and approval of Board special meeting minutes of October 13th, 2025.** Elkins motioned to approve the special minutes of October 20th; seconded by Gibson. Motion passed 3-0.
4. **Treasurer's report and approval of bills.** The Treasurer reviewed October revenue and expenses. An omitted tax bill received in October will be paid out to the taxing districts once the County bill is received later this month, with the town retaining an estimated $1,200. Alex inquired about a $7,500 outstanding check, which was for Fink's ditching work which hasn't been completed yet so town is holding back check. Judd asked whether the $9,884 reimbursement from Norland Road is earmarked for 2026 road work. Dawn Haag asked about the road work budget expenses and the Act 12 revenue. Elkins motioned to approve the treasurer's report and bills; seconded by Gibson. Motion passed 3-0.
5. **Public comments: Only agenda items may have action taken.**
6. **Brian & Donna Stoll: Discussion and possible action regarding rezoning property from FP-35 Farmland Preservation District to create one new 6-acre residential lot (RR-4) and a lot for existing farmstead (RR-16).** The Clerk informed the audience that the RM to RR distinction had been updated with the County. The applicant called into the meeting to discuss approval of the CSM for the RR-4 and RR-16 rezone. The density report has not yet been updated; the Whistlers received additional density across the road to combine with their existing density. Gibson motioned to approve the CSM with the rough position of the building in the woods; Elkins seconded the motion. Motion passed 3-0.
   Gibson then motioned to approve the rezone of Lot 2 to RR-4 (6 acres) and Lot 1 to RR-16 (22.2 acres); Elkins seconded the motion. Motion passed 3-0.
7. **Dave Garfoot: Discussion and possible action regarding approval of final CSM adding lands to two existing lots on parcels 0507-102-8520-0 and 0507-102-8510-0.** Applicant appeared with the final CSM for approval. Rezone has already been approved by the town and the county zoning committee via hearing. Elkins motioned to approve the final CSM ; Gibson seconded the motion. Passed 3-0. CSM signed by town chair and town clerk.

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8. **Daniel Wagner: Discussion and possible action regarding unapproved driveway on parcel 0507-154-8001-0.** Placement of the driveway had been discussed previously, as it was not approved before. Judd reviewed the location during a site visit but was not comfortable with the placement and wanted to provide an update. He recommended that the driveway remain in its current location, but the recently installed culvert should be removed as it is not needed. Access at this point would be for the storage shed only.
   Elkins asked about access for larger vehicles. The applicant explained that trucks would not be able to use the driveway. He noted the culvert was installed to accommodate weighted equipment and argued that he is entitled to one culvert on his 85-acre property. Elkins recommended a weight restriction for vehicles and that no large vehicles be parked near the storage shed, with all machinery accessing the fields farther down the road where it is flat. Gibson agreed that the driveway could be limited to small vehicles for access to the storage shed.
   Dawn sought clarification on the distinction between a driveway and a field road for agricultural purposes. Elkins noted that a field road typically leads to fields rather than buildings, while Gibson supported an access point to the shed.
   Gibson motioned to approve an access point at the current driveway location for small vehicles only, for the agricultural storage shed. Elkins seconded the motion, which passed 3-0.
   Judd motioned to have the culvert removed at this time; Elkins seconded. Wagner argued that the culvert would be beneficial for easier exit and noted he had permission from a neighbor to install it. The motion to remove the culvert passed 3-0. Wagner asked whether a county-approved culvert permit would allow him to keep it. Judd explained that final approval would still need to go through the town.

9. **Javan Javadov: Updates from county and discussion regarding driveway and construction at 8730 County Highway G, Mount Horeb, including erosion control and setback compliance.** Applicant did not appear for discussion. The Clerk emailed a response from the County to the board members. The County is currently reviewing erosion control for the property. Javadov indicated he does not want to pay for erosion control upfront if the town does not approve it. Gibson expressed concerns that setbacks may not be achievable and questioned whether two driveways would be allowed. Judd clarified that a second driveway was never approved.
   The applicant was informed that he must request to appear before the town board to proceed with the building process. Gibson emphasized that no additional trees should be

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removed, and any building spot should allow for only one driveway and sufficient distance from the property line. Judd noted that the current area that has been prepped is unsuitable for building due to damage and proximity to the waterway. He recommended that all proposed driveway locations be marked for board review and approval. The applicant must also obtain a driveway permit from the town and comply with erosion control requirements. Dawn Haag recommended that the town confirm the exact location of the property line through a survey. Elkins outlined requirements for the applicant: the property line must be surveyed, the applicant must appear before the board for a driveway permit with exact setback measurements, the applicant must work with the DOT regarding erosion control evaluation, and an engineer's report is required if the shed is proposed in the desired location. The board also recommended that the applicant close any proposed second driveway and use only the existing driveway.

The board's formal requirements are as follows 1) The property line must be properly staked, and the structure must be located no less than 100 feet from the property line. 2) An engineer's report must show driveway and building placement that complies with Dane County erosion control standards. 3) Only one driveway is permitted.

No further action was taken on the matter.

10. **Discussion and possible action regarding setting 2026 dog license fees.** Judd asked whether this had been decided previously. The Treasurer confirmed that it had and noted that county-set rates have increased. The Treasurer explained the three different categories for licenses and recommended the following fees for 2026: Spayed dogs – $20, Unspayed dogs – $30, and Kennels – $60. Gibson motioned to approve the recommended fees; Elkins seconded the motion. The motion passed 3-0.

11. **Discussion and possible action regarding selection of roads for the ARIP application.** LaFollette Road and Britt Valley Road, both classified as B roads, were discussed. LaFollette Road was noted as likely being in worse condition and subject to higher traffic, including agricultural equipment and heavier vehicles. The Clerk will conduct further research regarding the application. No action was taken, and the item will be added to the December agenda.

12. **Agricultural Buildings:**

13. **Clerk's comments:** The Budget Hearing is scheduled for Thursday, November 6th, during which the Treasurer will discuss the incorporation of EMS and Fire taxes into the town taxes,

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which will make the tax bills appear higher, and outlined plans to educate residents about the change. The Clerk also provided a salt shed repair update; the Compliance Officer had called, and the Clerk will follow up to confirm that the project has been completed. Finally, the Clerk reported that the LRIP application has been submitted.

14. **Business for next month's agenda and other business.** 2026 meeting calendar, ARIP update
15. **Adjournment.** Elkins motioned to adjourn; seconded by Gibson. Motion passed 3-0. Meeting adjourned at 9:18pm.

Minutes submitted by Matthew Waite, Clerk

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