

TOWN OF PRIMROSE

ANNUAL TOWN MEETING TUESDAY, APRIL 21, 2026, 7:30 P.M. MINUTES

1. **Call to order by Chairman Dale Judd.** Chairman Judd called the meeting to order at 7:34 pm. Martha Gibson, Alex Elkins, and Dave Garfoot were also present.
2. **Review of minutes of the 2025 Annual Meeting.** Motion by Dennis Stamm to approve the 2025 Annual Meeting minutes; seconded by Dawn Haag. Motion passed unanimously.
3. **Reading and review of the 2025 Financial Statements.** Dave Garfoot presented the 2025 financial statements. Garfoot reviewed in detail the town's indebtedness, including loans for the town's trucks and the New Glarus Fire Department fire truck. Fil Sanna asked about interest and payment schedules. Dawn Haag asked about the terms of the new Peterbilt truck.
*2025 Budget vs Actual by quarter is available to view on the Town of Primrose website.
4. **Request for motion from attendees to grant borrowing powers to the Town Board in 2026-2027.** Motion by Al Covin to grant borrowing powers to the Town Board in 2026-2027; seconded by Theresa Judd. Motion passed unanimously.
5. **Discussion of Fire, EMS and Outreach reports:**
 - a. Dale Judd, Mount Horeb Fire Department, presented department statistics. Statistics attached.
 - b. Malcolm Austin, New Glarus Fire Department, reported on department operations, the new fire truck (expected June/July delivery), and completion of a CPA audit with no issues. The department plans to sell the old truck. Discussion occurred.
 - c. Theresa Judd reported for Southwest Dane County Outreach. Statistics are attached.
 - d. Chief Kristie Mueller, New Glarus Area EMS, reported on department operations and finances. The department responded to 560 calls in 2025, with four EMTs advancing to Advanced EMT. Three municipal contracts were lost at the end of 2025; EMS services remain in operation with no plans for dissolution. A blood drive is planned for early May. Discussion occurred regarding EMS finances, service changes, and future operations. Requests were made for additional financial detail.
6. **Discussion regarding township fixtures, facilities and highway equipment.** Judd discussed the new Peterbilt truck, noting it is operating well with first use during the last snow storm of the season. Patrolman Mike Sutter confirmed all equipment is functioning properly. Elkins expressed appreciation to resident Heather Schmitt for deep cleaning and modernizing the Town Hall. Dawn Haag asked about the future of the 2009 truck. Disposal of the vehicle

has not yet been discussed by the Board. Haag suggested that proceeds be placed in the Equipment Set-Aside Fund. This item will be discussed at the May 4 Town Board meeting.

- 7. Discussion regarding pay schedules for Town employees.** Jerry Judd asked if there was a yearly rate increase, it was confirmed that there is an annual 3% increase for the patrolman. No other discussion.
- 8. Discussion regarding pay schedules for appointed and elected officials.** Gibson discussed increasing the Deputy Clerk's wage in recognition of strong job performance and extensive experience. Elkins agreed. Dawn Haag motioned to increase the Deputy Clerk's hourly rate to \$25.00; seconded by Dennis Stamm. Motion passed unanimously. Elkins proposed increasing the annual wage adjustment from 3% to 4% for the Patrolman, Clerk, and Deputy Clerk. Dawn Haag expressed concern regarding other annual rising expenses Theresa.Judd motioned to set a 5% annual increase for the Clerk, Patrolman, and Deputy Clerk to address inflation; seconded by Robyn Garfoot. Motion passed unanimously. Elkins estimated the total budget impact at approximately \$2,000, or a 0.0058% increase. New annual increase of 5% will go into effect at the beginning of 2027.
- 9. Review of Town provided public services.** The Clerk reported the only current service is Town Hall rental at \$75. Pitman asked about offering CPR training. The Clerk will research associated costs.
- 10. Site view and other administrative fees reviewed and approved by Board.** The Clerk reviewed current fees. Discussion occurred regarding potential increases. Dawn Haag recommended raising the driveway fee and adding a new home construction fee to help ensure the house is built correctly and in the approved location. Elkins recommended increasing bond amounts. Fil Sanna motioned to keep the site visit fee at \$250, increase the driveway fee to \$500 with a \$1,000 refundable bond, and establish a new home construction fee of \$500 with a \$3,000 refundable bond; seconded by Theresa Judd. Dennis Stamm motioned to amend the driveway bond to \$3,000 as well with Fil Sanna agreeing to the amendment; seconded by Theresa Judd. Amendment passed unanimously. Motion, as amended, passed unanimously. The new fee and bond rates will take effect immediately. Dale Garfoot recommended that the Planning Commission review proposed fees with applicants prior to forwarding applications to the Town Board.
- 11. Discussion regarding newspaper notices, posting locations, and public phone announcements.** Dawn motioned to keep the same posting locations as was approved at the 2023 annual meeting; Jerry Judd seconded. Passed unanimously
- 12. Announcement of dates for 2026 Open Book and Board of Review.** Clerk reported that the 2026 Open Book will be held virtually on Thursday, May 21 from 11am – 1pm. The Board of

Review will be held on Wednesday, June 17 from 5pm – 7pm. Clerk will add directions for Open Book and BOR on the website.

13. Announcement of date for 2026 Spring Clean-Up with Town & Country

Sanitation/Republic Services. Clerk reported that the date for the 2026 Spring Clean-Up will be Thursday, April 30. Clerk discussed rules of pick up.

14. Set the date of the next Annual Town Meeting (Third Tuesday in April). The 2027 Annual meeting date was set for April 20th, 2027 starting at 7:30pm.

15. Any other business to come before the electorate of the Town of Primrose. Dawn Haag recommends for future adding a note on the February and March about allowing residents add items to the April Annual Meeting agenda.

16. Adjournment. Motion by Theresa Judd to adjourn the meeting; seconded by Jerry Judd. Motion passed unanimously. Meeting adjourned at 9:25pm.

Minutes submitted by Matthew Waite, Clerk