

TOWN BOARD MEETING, September 3, 2024 – 6:00 P.M.

PRESENT: Supervisors, Eric Olson, Melanie Miller and Renee Gouaux and Clerk/Treasurer Maria Hougan.

ABSENT:

Town Chair Dick Green, Supervisor Faith Schuck

OTHERS IN ATTENDANCE:

Steve Jackson, 2697 Rolling View Rd., Kenton Sorensen, Zeteo, via zoom, Philip Ghiloni, via zoom, Travis Dettinger, Zeteo, via zoom.

CALL TO ORDER

Supervisor Olson called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: The Board listens to residents speak on any issue (three-minute time limit)

No one spoke during the public comment period.

Any item listed on the agenda is subject for action.

CONSENT AGENDA: *Items listed under consent agenda will be approved in one motion without discussion unless any Board member requests that an item(s) be removed for individual discussion. That item then can be considered at an appropriate time during the Board's regular order of business.*

1. Approval of minutes of the August 20, 2024 Town Board meeting, and August 27 Special Town Board meeting and August 27 Public Hearing meeting.
2. Approval of the check register dated August 26, 2024 and September 3, 2024.
3. Approval of the return of driveway damage deposit(s) for: (*Public works inspected, no issues found, approval recommended*)
 - Janiece and Mark Bolender, 1970 Rinden Rd.
 - Jane McPartland, 2371 Williams Pt. Dr.
 - Mark Wilberg, 1822 Scott Cir.

Motion by Supervisor Miller, second by Sup. Gouaux, to approve the consent agenda items as listed. Motion carried 3-0.

BUSINESS.

Discussion and possible action regarding a request from Philip Ghiloni, Ripple Trust, applicant, regarding a Preliminary Certified Survey Map, drawing # 6241-24, dated 04/11/2024, to adjust the lot lines for parcel #'s 046/0611-092-8682-0 parcel address 2856 Williams Dr, to become 8.92 acres, and 046/0611-092-8700-2 parcel address 2854 Williams Dr, to become 1.11 acres from .38 acres, to adjust lot lines, with the zoning on these two parcels to remain the same as RM-08 and SFR-08.

Supervisor Miller reported out. The Preliminary Certified Survey Map looked good and did not see any issues. The Plan Commission met last week and approved the Preliminary CSM unanimously.

Motion by Supervisor Miller, second by Sup. Gouaux, to approve a request from Philip Ghiloni, Ripple Trust, applicant, regarding a Preliminary Certified Survey Map, drawing # 6241-24, dated 04/11/2024, to adjust the lot lines for parcel #'s 046/0611-092-8682-0 parcel address 2856 Williams Dr, to become 8.92 acres, and 046/0611-092-8700-2 parcel address 2854 Williams Dr, to become 1.11 acres from .38 acres, to adjust lot lines, with the zoning on these two parcels to remain the same as RM-08 and SFR-08.

Motion carried 3-0.

Discussion and possible action regarding a request from Andrew & Megan Walker, applicants, regarding a Final Certified Survey Map, drawing # 6192-24, Map # 15906, dated January 19, 2024, for parcel #'s 046/0611-304-9610-0, and 046/0611-304-9620-0, for a minor adjustment to the lot lines after splitting the lots.

Supervisor Miller reported out. The Plan Commission approved the Final Certified Survey Map unanimously. This was a minor adjustment to the lot line.

Motion by Supervisor Miller, second by Sup. Gouaux, to approve the request from Andrew & Megan Walker, applicants, regarding a Final Certified Survey Map, drawing # 6192-24, Map # 15906, dated January 19, 2024, for parcel #'s 046/0611-304-9610-0, and 046/0611-304-9620-0, for a minor adjustment to the lot lines after splitting the lots

Motion carried unanimously.

Discussion and possible action regarding the annual review of the CUP issued on 8/01/2023 to Under the Oaks LLC/Zeteo Community, Kenton Sorenson, Travis Dettinger, agent, for parcel # 046/0611-042-8096-4, 3136 Oak Street, for the purpose of allowing institutional residential use to provide for long-term transitional housing.

Supervisor Miller reported out. The Plan Commission approved this unanimously. Sup. Olson reported the Board and Plan Commission decided to have annual reviews of Conditional Use Permits a few years ago. This was to make sure there weren't any complaints or other issues. The Board reviewed the update document from Under the Oaks LLC/ Zeteo listing the progress thus far. They determined there were no issues at this time. No action was taken.

Discussion and possible action regarding the use of Oak Knoll Park on Saturday, Sept. 14, 2024 by Second Chance Animal Advocates for an open-air market from 7:00 a.m. to 5:00 p.m.

Supervisor Miller reported out. This event has been held several times now and there have not been any complaints or issues.

Motion by Supervisor Gouaux, second by Sup. Miller, to approve the use of Oak Knoll Park on Saturday, Sept. 14, 2024 by Second Chance Animal Advocates for an open-air market from 7:00 a.m. to 5:00 p.m. Motion carried 3-0.

Discussion and possible action regarding placement of a stop sign at the intersection of Fairview St. and Sunnyside St.

A short discussion took place. No action was taken at this time. This will be placed on a future agenda.

Discussion of Public Works projects and duties.

The report of Public Works projects and duties submitted by Chair Green was reviewed to include weight limit signs have been installed at Burritt Rd., Oak Knoll Lane, Yahara Rd., Kegonsa Rd., Rolling View Rd., River Rd., and Skyline Dr. as these roads leave Williams Dr. Emmi Roth semis are still getting lost. In 2 months, Emmi Roth may have a sign ready to install and the town would install it in Oak Knoll Park. Roadside mowing for the 2nd time should be finished by Sept. 6th. Soon we start the final mowing for the year. The air conditioning unit in the town hall froze up 8/27 and will be serviced 9/3. An investigation of the east wall of the town garage was done 8/31 and we discovered that there is 2.5 inches of foam insulation under the aluminum siding which results in a R-15 value there. Additional insulation could be installed inside the garage. This would require moving all of the electrical service out from the existing wall. Calls have been made for estimates to replace the 2 older overhead doors in the garage. These have been damaged over the years from water running off the roof. Now that gutters/downspouts have been installed this can now be avoided. The culvert project on Koshkonong Rd. near the Bellview subdivision is still waiting for permits from Dane County. Bryce is on vacation this week.

Clerk's report of projects and duties.

Clerk Hougan reported out. The office has been working on the 2025 Budget, preparing for the November election, Town Board and Plan Commission agendas, packets, minutes, prepared and set up for the Public Hearing meeting regarding the use of ATV'S/ UTV's on town roads, AR/AP, Bank Reconciliation, and the normal day to day responsibilities of the Clerk/Treasurer's office.

Discussion on items to be placed on the next and / or future agenda:

- Stop sign at the intersection of Fairview St. & Sunnyside St.
- Revisit the wi.gov emails for Board members

- Appointment of Comprehensive Plan Committee members
- Discontinuance of Lunde Lane – Oct 1 Town Board
- Future item as needed: Update/direction from Board to Plan Comm on Comp Plan
- Renaming of Spring Rd #1(The town has two Spring Rd.'s; #1 & #2; Supervisor Schuck will let us know when this is ready to be placed on the agenda)
- Other items as requested

PLAN COMMISSION REPORT (Reports will generally only be reported upon after the Plan Commission has met between Town Board meetings; unless there is additional information to report).

Supervisor and Plan Commission Liaison Miller reported out the Plan Commission took action on the agenda items listed on tonight's agenda, an item was tabled at the last Plan Commission meeting due to more information needed, the Zeteo annual review of the Conditional Use Permit was approved.

REPORTS

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Miller, second by Sup. Gouaux, to adjourn at 6:28 p.m. Motion carried unanimously.

Respectively Submitted,
Maria "Pili" Hougan
Clerk/Treasurer

Note: These minutes are not considered official until acted upon at a future meeting, and, therefore, are subject to revision.