

## **TOWN BOARD MEETING, May 06, 2025**

**PRESENT:** Chair Dick Green, Supervisors Eric Olson, Renee Gouaux, Faith Schuck, Melanie Miller and Clerk/Treasurer Maria Hougan.

**ABSENT:**

### **OTHERS IN ATTENDANCE:**

Mark Ramberg, 2150 County Hwy N., Mark Asleson, 1468 Pleasant Hill Rd., Steve Anders, 4058 County Rd., Kristen Danninger, 2531 Williams Dr., Joan Kellerman, 2301 Williams Dr., Donna Lazenby, 610 Nordic Tr.

### **CALL TO ORDER**

Chair Green called the meeting to order at 6:00 p.m.

### **PLEDGE OF ALLEGIANCE**

**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 April 15, 2025 Town Board meeting.
2. Approval of the check register dated May 06, 2025.
3. Approval of an Operator's License for: *(background check completed, no issues found)*
  - Susan L. Stanford, Road Ranger
4. Approval of the return of driveway damage deposit(s) for: *(Public works inspected, no issues found, approval recommended)*
  - Burke & Dawn Hainline, 2882 Skycrest Cir.
  - Performance Exteriors, 2999 Linnerud Dr.

Motion by Supervisor Olson, second by Sup. Gouaux, to approve the consent agenda with the corrections to the minutes as noted by Sup. Miller. Motion carried 5-0.

### **BUSINESS.**

#### **Introduction of the candidate for seasonal employee in the Public Works Department.**

Mark Ramberg was in attendance. Supervisor Miller asked about his background. He explained his background history and answered questions of the Board. Chair Green stated he has known him for 40 years. Mark then thanked the Board and left the meeting.

**Introduction of the Town of Cottage Grove Chair Steve Anders.**

Newly elected Town Chair Steve Anders was introduced. He explained a little bit about himself and some of the committees and commissions he serves on. He answered questions from the Board.

**Discussion and possible action regarding a request from the property owners at 1771 Tower Dr. regarding a possible building site.**

Mark Asleson was in attendance to explain his request. He said his father had thought there was a building site on the property. He reached out to Dane County Planning and Zoning and was advised to check with the Town Board. He handed out a map and information for the Board to review. Further discussion followed. The consensus of the Board was to stay with the towns Comprehensive Plan of 1 building site per 35 acres rule. No action taken.

**Discussion and possible action regarding awarding the bid for sealcoat/chipseal.**

The Board reviewed the bid documents. Chair Green reported out the low bid was Scott's Construction.

Motion by Supervisor Miller, second by Sup. Schuck, to accept the bid from Scott's Construction in the amount of \$75,668.89. Motion carried 5-0.

**Discussion and possible action regarding awarding the bid for pulverize, pave, and overlay.**

The Board reviewed the bid documents. Chair Green reported out.

Motion by Supervisor Schuck, second by Sup. Olson, to accept the bid from Payne & Dolan for Rinden Road and Koshkonong Rd. for pulverizing and paving for a total of \$200,850.00. Motion carried 5-0.

Motion by Supervisor Olson, second by Sup. Schuck, to award the bid from Wolf Paving for Red Oak/Oak Wood neighborhood, Bell View Rd. / Erickson Rd., and Kong Rd. / Asleson Rd. in the amount of \$182,270.00. Motion carried 5-0.

**Discussion and possible action regarding a request from Lake Kegonsa Sailors Club to use Lot 25 near the Pleasant Springs boat landing for staging of sailboats during the summer season.**

Donna Lazenby and her husband representing Kegonsa Sailing Club were in attendance to explain their request. They would like to use/rent the grassy area of lot 25 near the towns boat landing to store the club members sail boats throughout the sailing season. They still need to get approval from the neighbor regarding the lawn care. A discussion followed to address possible parking concerns, security and liability, and signage to be placed to read "for sailing club members only". It was suggested if approved, the first year would be a trial year. They will talk to the neighbor for approval regarding the lawn care maintenance, and bring back to the next Town Board meeting. No action taken.

**Discussion and possible action regarding the request from Stoughton Area Little League for new doors at Oak Knoll Park.**

Chair Green reported out. The quote for new doors came back at \$1800.00 and did not include installation. The doors are an odd size which is why they cost more than average. Public Works installed kick plates on the bottom of the doors for a total of \$100.00. This should allow for a few more years with the current doors. In the future they will need to figure out how to modify the size of the doors. No action taken.

**Discussion and possible action regarding the draft maintenance agreement with the City of Stoughton regarding the previously annexed property along Skaalen Rd. and Williams Dr.**

The Board reviewed the revised agreement the town's attorney drafted. Chair Green reported out on the changes to the previous agreement the City of Stoughton had drafted. This agreement is for a 5-year period, and the city will be charged .50 cents per sq. foot, and payment will be made to the town on or prior to Dec. 1 annually.

Motion by Supervisor Schuck, second by Sup. Gouaux, to send the revised maintenance agreement for Skaalen Rd., Williams Dr., Skyline Dr./ Ln., and Burritt Rd., as written by the town's attorney to the City of Stoughton. Motion carried 5-0.

**Discussion and possible action regarding approval of Resolution R-2025-01: Authorizing and approving an application from the Board of Commissioners of Public Lands/ State Trust Fund Loan in the amount of \$415,000.00, for a period of two years to finance road construction.**

The Board reviewed the resolution.

Motion by Supervisor Miller, second by Sup. Olson, to approve Resolution R-2025-01: Authorizing and approving an application from the Board of Commissioners of Public Lands/ State Trust Fund Loan in the amount of \$415,000.00, for a period of two years to finance road construction. Motion carried 5-0 on a roll call vote with Supervisors Miller, Gouaux, Olson, Schuck, and Chair Green voting in favor.

**Discussion and possible action regarding the approval of Resolution R-2025-02: Designation of Town Depositories.**

The Board reviewed the resolution.

Motion by Supervisor Olson, second by Sup. Gouaux, to approve Resolution R-2025-02: Designation of Town Depositories. Motion carried 5-0 on a roll call vote with Supervisors Schuck, Olson, Gouaux, Miller, and Chair Green voting in favor.

**Discussion and possible action regarding designation of authorized check signers.**

The towns designated check signers are Chair Green, Supervisor Olson, and Clerk/Treasurer Maria Hougan.

Motion by Supervisor Miller, second by Sup. Schuck, to approve Chair Green, Supervisor Olson, and Clerk/Treasurer Maria Hougan as the towns designated check signers. Motion carried 5-0.

**Discussion and possible action regarding approval of an ordinance to be drafted for the purpose of reducing the frequency of fire inspections for commercial businesses within the town.**

A discussion was held. The Town of Cottage Grove reduced the inspections to one time per year on commercial businesses. The current contract in place has been to have two inspections per year. The consensus of the board is to keep the fire inspections for commercial businesses at two times per year. No action taken.

### **Discussion of Public Works projects and duties.**

Chair Green reported out on the projects the public works department has been working on to include ditching on Asleson Rd., putting away the plows, wings, salters, adding gravel to Erdahl Rd., filling pot holes, placing kick plates on the doors at the Oak Knoll Park shelter, 7 trees were planted on the Williams Pt. Dr. circle, the John Deere tractor is in for repairs on the hydraulics (still under warranty), placement recommendation of electric meter for resident on Alice Cir., a letter was sent to Zalk Josephs regarding semis violating the weight limit restrictions on Skaalen Rd., and not following the detour route, the invoice was sent to the property owner regarding the newly planted trees on Williams Pt. Dr. circle. There will be a closed session meeting on Thurs., May 22 @ 3:30 p.m. for the purpose of a 6-month employee probationary review.

### **Clerk's report of projects and duties.**

Clerk/Treasurer Hougan reported out on some of the duties the office has been working on to include sending out 43 dog license non-renewal letters, survey results complied into a spreadsheet and chart, AR/AP, payroll, bank reconciliation, various meeting agenda's, packets, minutes, license renewals and background checks, selling yard waste and boat landing stickers, reported out on the BP liquor license complaint, road bid opening and documents, WisVote maintenance, Dane County Treasurer Spring meeting on Thursday morning.

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

- Results of Skaalen Rd. speed study
- Review of draft newsletter
- Update on Spring Hill Park shelter
- Kegonsa Sailors Club agreement
- Road maintenance agreement (if revised & revisited)
- Accurate Assessor renewal of contract
- 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 Miller reported out the Comprehensive Plan Sub-Committee met. They are reviewing the survey results and determine what changes would be appropriate for the Comprehensive Plan Update. They are looking for direction from the Town Board regarding what entity to work with for the re-write. Chair Green stated he spoke with Majid at Dane County and was told that Dane County could do the re-write at no charge. The consensus of the Board was to inform Audra the Board want to utilize Dane County Planning for the Comprehensive Plan re-write.

### **REPORTS**

#### **Town Board Reports**

Supervisor Schuck reported out on the EMS and Fire meetings she attended. Rich Smithback has retired from Stoughton EMS as of May 31, 2025. The house burn training on Glenn Drive had five fire truck companies in the area to assist with the burn, the reason the burn took longer than anticipated was due to large logs in the building. She attended Capital Day which was sponsored by the Wisconsin Towns Association. She had a handout of the day's events Board members to review. She spoke with legislators and they explained what their priorities are. She will be going to the Wisconsin Towns Association Spring Workshop in Barneveld on May 13.

The Board reviewed the reports included in the packet.

## **CORRESPONDENCE**

The Board reviewed the correspondence included in the packet.

Motion by Supervisor Olson, second by Sup. Schuck, to enter in a closed Session at 8:00 p.m. pursuant to Wisconsin State Statutes 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." **To discuss hiring of Public Works Seasonal employee and wage.**

Motion carried 5-0 on a roll call vote with Supervisors Miller, Gouaux, Olson, Schuck, and Chair Green voting in favor.

A discussion was held.

Reconvene in open session.

Motion by Supervisor Schuck, second by Sup. Miller, to reconvene in open session at 8:15 p.m. Motion carried 5-0 on a roll call vote with Supervisors Miller, Gouaux, Olson, Schuck, and Chair Green voting in favor.

Discussion and possible action on matter discussed in closed session.

Motion by Supervisor Olson, second by Sup. Gouaux, to extend an offer to Mark Ramberg for the Seasonal Public Works employee position.

Motion carried 3-0, with Supervisors Schuck and Miller abstaining.

Motion by Supervisor Olson, second by Sup. Gouaux, to hire Mark Ramberg at a starting wage of \$23.00. Motion carried 3-0 with Supervisors Schuck and Miller abstaining.

## **ADJOURNMENT**

Motion by Supervisor Olson, second by Sup. Gouaux, to adjourn at 8:16 p.m. Motion carried unanimously.

Respectively Submitted,

Maria "Pili" Hougan  
Clerk/Treasurer

Chair Dick Green-closed session minutes