

TOWN BOARD MEETING, September 01, 2026

PRESENT: Chair Olson, Supervisors Melanie Miller, Renee Gouaux, Faith Schuck, Michele Helland and Clerk/Treasurer Maria Hougan.

ABSENT:

OTHERS IN ATTENDANCE:

Kenneth Schuck, 1616 Spring Rd., Traci Morovic, 1724 N Red Oak Dr., Sandy Cowan, 2119 Yellow Oak Rd., Todd Tupper, 2166 Fallen Oak Rd., Susan & Kevin Fenton, 2097 Spring Rd., Joel Hougan, 2371 County Rd BN., Michele Helland, 3059 Course View Dr., Joan Kellerman, 2301 Williams Dr., Steve Jackson, 2697 Rolling View Rd., Keith & Roxanne Comstock, 3080 Shadyside Dr., Kristin Danninger, 2531 Williams Dr., Lila Lemanski, 2189 Rinden Rd., Mike Engelberger, 1101 Giles St., Scott Haumersen, 3690 Sunnyside St.

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) Steve Jackson, 2697 Rolling View Rd., spoke regarding the roles and responsibilities of a Town Chair, he feels it should be a paid position. He urges the Board to consider Melanie Miller as the Town Chair due to her years of service on the Plan Commission and Town Board.

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 18, 2026 Town Board meeting.
2. Approval of the check register dated September 01, 2026.
3. Approval of Operators License application(s) for: *(Background check completed, no issues found, approval is recommended)*
 - Kinzie R. Steube, 3539 E. Shopier Ln.
4. Approval of the return of driveway damage deposit(s) for: *(Public works inspected, no issues found, approval recommended)*
 - Jim and Teresa Sholts, 2757 Oak Knoll Lane

Motion by Supervisor Gouaux, second by Sup. Miller, to approve the consent agenda as listed.
Motion carried 4-0.

BUSINESS.

Discussion and possible action regarding appointment of a Town Chair to fill the remainder of the term ending in April, 2027 (process per state statutes 17:25) due to the resignation of Richard "Dick" Green.

The process was explained. It was determined if needed there would be paper ballots used. Roxanne Comstock was nominated the teller to count the ballots/votes.

Motion by Supervisor Gouaux to nominate Supervisor Melanie Miller for the interim Town Chair.

Any other nominations:

Motion by Supervisor Schuck, second by Clerk/Treasurer Hougan, to nominate Supervisor Olson. Supervisor Miller withdrew being nominated for Town Chair.

Clerk/Treasurer Hougan explained this is a hard decision, and she voted for Supervisor Olson due to being the longest serving Town Board member. Both would have been fine candidates.

Motion carried 4-0 to nominate Supervisor Olson as Town Chair. Supervisor Olson abstained.

Discussion and possible action regarding appointment of a Town Board Supervisor, to fill the remainder of the term of the Town Supervisor which was selected to fill the vacant Town Chair position, if applicable (process per state statutes 17:25).

Motion by Chair Olson, second by Sup. Schuck, to nominate Michele Helland as Supervisor Seat # 2 to fill the remainder of Supervisor Olson's term, expiring in April 2027.

Any other nominations:

Motion by Supervisor Gouaux, second by Sup. Miller, to nominate Kristin Danninger, as Supervisor Seat # 2, to fill the remainder of Supervisor Olson's term, ending in April 2027.

A vote via ballot was taken, Roxanne Comstock tallied the votes. Michele Helland received three votes, and Kristin Danninger receiving two votes. Michele Helland was voted as interim Supervisor Seat #2.

Town Chair Olson and Supervisor Helland were administered the Oath of Office. Supervisor Helland took her seat at the table.

Discussion and possible action regarding a rezone request from Joel Hougan to split off approximately a total of 4.9 acres from parcel #'s 0611-154-9560-5 & 0611-154-9550-0, and rezone from FP-35 to RR-4, for the purpose of creating a building site, located east of 2371 County Highway BN. Joel Hougan was in attendance. Supervisor Miller reported out. The Plan Commission met and approved this unanimously.

Motion by Supervisor Miller, second by Sup. Schuck, to approve a rezone request from Joel Hougan to split off approximately a total of 4.9 acres from parcel #'s 0611-154-9560-5 & 0611-154-9550-0, and rezone from FP-35 to RR-4, for the purpose of creating a building site, located east of 2371 County Highway BN. Motion carried 5-0.

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 (The Town has not received any complaints since the last review). Supervisor Miller reported out this is part of the annual Conditional Use Permit review. There have not been any complaints reported.

Motion by Supervisor Miller, second by Sup. Gouaux, to approve 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. Motion carried 5-0.

Discussion and possible action regarding a requested town contribution to the purchase of Lot 3 Sunnyside in the amount of \$500.00.

Chair Olson reported out. A discussion was held. No action was taken.

Discussion and possible action regarding a 2026 payment to FOLKS in the amount of \$3660.

Chair Olson reported out. A discussion was held. The previous account used for the leaf program was taken from the Other Highway Expenses account. The intent was to let FOLKS take care of all the details and send the town an invoice. It was determined the Board needs something in writing. Chair Olson will have something in writing by the Sept. 15, 2027 Town Board meeting.

Discussion and possible action regarding agenda items for the Sept. 24, 2026 Quad Towns Meeting. The Board will email the office with any agenda items outside of the usual items. Supervisor Gouaux would like to know more about the bike path and the rail road crossing in the Town of Dunn.

Discussion and possible action regarding Supervisor over Public Works.

Chair Olson reported out many times it is the Town Chair as the Supervisor over the Public Works dept. The Board was in consensus for Chair Olson to be over the Public Works employees.

Discussion of Public Works projects and duties.

A report of projects and duties was provided by the Public Works employees to include:

- The salt shed was filled
- Finished installing the 45MPH signs
- Worked on restoration (dirt and seed) on the culverts installed on Williams Dr.
- Replacement of the deteriorated road sign names
- Removing road name signs off of the County Highway stop signs

Clerk's report of projects and duties.

Clerk/Treasurer Hougan reported out the office has been working on the 2027 budget preparations, research for appointment of vacancies on the Town Board, AR/AP, dog license reconciliation report sent to the County, preparing for the November election to include absentee ballot prep, election notices, ballot order, etc., Town Board, Plan Commission, Parks Commission agenda's/packets/minutes, along with the day-to-day duties.

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

- Badger Challenge-event date Sept. 27, 2026
- Future meeting as information is available: Country Club Estates sign
- Other items as requested
- FOLKs leaf collection

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 on the Hougan rezone and the annual CUP review.

REPORTS

Town Board Reports:

Supervisor Schuck reported out she attended the Commission on Aging meeting, the Deer-Grove EMS and the Cottage Grove Fire meetings.

Supervisor Gouaux reported out the Parks Committee met on August 24. The minutes will be shared at the next Board meeting.

A discussion took place regarding the Comprehensive Plan Update. Chair Olson and Supervisor Miller are on the Comprehensive Plan Subcommittee, and they will continue to move forward with the Plan Commission Chair, Plan Commission, and Town Board.

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Gouaux, second by Sup. Helland, to adjourn at 7:08 p.m. Motion carried unanimously.

Respectively Submitted,

Maria Hougan
Clerk/Treasurer