

TOWN BOARD MEETING, January 17, 2023 – 6:00 P.M.

PRESENT: Town Chair David Pfeiffer, Supervisors Dick Green, Melanie Miller, Dana Stadler, Supervisor Eric Olson, Clerk/Treasurer Maria Hougan.

ABSENT:

OTHERS PRESENT: Russ Reppen, 3088 Streb Way, Faith & Kenneth Schuck, 1616 Spring Rd., Elva & Tim Tyson, 1614 Spring Rd., Kim & Steve Kearny, 2572 Brown Deer Rd., Keith Comstock, 3080 Shadyside Dr., Richard Meyer, 2043 River Estates Ln., Jeff Winge, 2426 Wildflower Rd., Vivian Green, 2565 Brown Deer Rd., Public Works Superintendent Alex Mesdjian

CALL TO ORDER:

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

PUBLIC COMMENT

Faith Schuck, 1616 Spring Rd., thanked the public works department for installing a sign on Skaalen Rd. facing east, she is requesting a sign facing west.

Tim Tyson, 1614 Spring Rd., wanted to bring to the Board the condition of the town road at 1614 and 1616 Spring Rd. There are many pot holes and very little gravel. The potholes are large enough to cause considerable damage to vehicles. Expects town's residents concerns to be taken more seriously.

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 January 03, 2023, Town Board meeting.
2. Approval of the check register dated January 03, 2023.
3. Approval of operator's licenses for: (*Background check completed, no issues found, approval recommended*)
 - Paul Richard Myers, Pleasant Springs Travel Plaza
4. Approval of the return of driveway damage deposit(s) for: (Public works inspected, no issues found, approval recommended)
 - Spencer Miller, 2213 Williams Point Dr.
 - Keith Hanson, 1762 Lunde Cir.

Motion by Supervisor Green, second by Sup. Miller, to approve the consent agenda items as listed. Motion carried 5-0.

BUSINESS.

Discussion and possible action regarding a Preliminary CSM from Jessica and Aaron Gross, (Paul Spetz, agent) for a boundary modification between parcels 046/0611-321-8820-0 and 046/0611-8300-8 located at 1781 Oakview Dr and 2745 Yahara Rd. They are not requesting a rezone.

Jessica and Aaron Gross were in attendance. Supervisor Miller explained the Plan Commission passed this unanimously. Supervisor Olson pointed out the Preliminary CSM has the wrong information for the City of Stoughton City Clerk. This will need to be corrected.

Motion by Supervisor Olson, second by Sup. Miller, to approve the Preliminary CSM from Jessica and Aaron Gross, (Paul Spetz, agent) for a boundary modification between parcels 046/0611-321-8820-0 and 046/0611-8300-8 located at 1781 Oakview Dr and 2745 Yahara Rd., with the condition of the proper language from the City of Stoughton, City Clerk added to the CSM. Motion carries 5-0.

Discussion and possible action regarding Town Board approval of process to change a town road name.

Kenneth and Faith Schuck along with Tim and Elva Tyson were in attendance. Kenneth Schuck addressed the Board. He spoke to Roger Lane of Dane County Planning and Zoning. Has done some research on naming a town road. A discussion regarding the mailing address took place, would it need to be changed? Further discussion followed. He is requesting to hold off on this request until he can do further research. Chair Pfeiffer suggested this will be added to a future agenda once we receive a formal request/petition from the requestors. Russ Reppen was in attendance and would like consideration on the town road name due to the longevity and history of his family living in Pleasant Springs. No action taken, will be added to a future agenda once a formal request/petition is received.

Discussion and possible action regarding a request from UpNet WI for signage in front of the Town Hall.

Katie Makowan, Operations Manager at UpNet WI was in attendance. She is looking for guidance on what would be approved for signage. Chair Pfeiffer explained they would need to follow the local and Dane County Ordinance regarding sign placement. There are set back requirements, etc. Chair Pfeiffer stated the consensus was the Board would not be opposed, but UpNet WI would need to follow the process for a conforming sign. Katie will do research and bring back to the Board for approval. No action taken.

Discussion and possible action regarding approval and process of hiring a part-time snow plow driver, and wages.

Chair Pfeiffer explained the concept is to have someone available as needed and not having to borrow resources from another town. This position would be different from a regular part-time snow plow driver. This position would only be utilized for on call emergencies during a snow event, this would be a part time fill in and only work approximately 2-4 hours depending on the event. Superintendent Mesdjian reported out this position would only be utilized during large snow events. This

position would be utilized to plow gravel roads or the use the snow plow truck for snow emergencies. Supervisor Green suggested this position would be more of an emergency on call snow plow driver, and would need to be a responder and trained.

Motion by Supervisor Green, second by Sup. Olson, to direct staff to draft an ad for an emergency on call snow plow driver and bring back ad to the next meeting for review. Motion carries 5-0.

Discussion regarding Public Works projects and duties. Superintendent Mesdjian reported out on the activities of the public works department.

Discussion and possible action regarding the responsibilities of the Stoughton Senior Center's town liaison, Faith Schuck.

Faith Schuck was in attendance. Supervisor Green stated there was confusion regarding overlapping of services between McFarland and City of Stoughton. Many of the senior residents are closer to Stoughton than McFarland, however services are provided by McFarland. Further discussion followed. Faith would like to provide a report on services offered and would like to know what the Board wants from her as the liaison to the senior center. She is offering to write an article for the newsletter and also could report out the Board. A discussion took place regarding a resident survey and a petition to Dane County to divide the town to better serve the residents. Supervisor Miller suggested Faith report out at the towns annual meeting and possibly at budget time. The Board agreed.

Discussion and possible action regarding amending language to Ordinance-Chapter 66: Boating. Superintendent Mesdjian reported out on the new signs placed at and near the boat landing. A discussion took place regarding parking at the boat landing and on the road, and violations. The busiest time is during ice fishing. A discussion took place regarding verbiage in ordinance chapters 66 (specifically the word proximity) and 202 (the word routinely). A discussion took place on a parcel of land the town owns which could be used for parking, addition of signage stating "This Boat Landing/Site is Monitored Daily", and "No Parking" signs on the road with the exception of the fisheriee, along with possible amendments to the ordinances to include the addition of the lot which could be utilized for future parking, and cleaner-clearer language. The Board will hold off on amending the ordinance(s) and direct staff to gather more information regarding parking and to add the no parking and site monitored daily signs.

Discussion and possible action on the re-appointment of Clerk/Treasurer Maria P. Hougan, for a period not to exceed 3 years. (Per State Statute, 60.30, a person appointed to the office of Clerk/Treasurer shall serve for a term not to exceed 3 years)

Chair Pfeiffer reported out on a conversation he had with the town's attorney who advised to appoint the position for the Clerk/Treasurer and to not use contracts.

Motion by Supervisor Green, second by Sup. Miller, to re-appoint Maria P. Hougan as the Clerk/Treasurer for a 3-year term ending on January 15, 2026. Motion carried 5-0.

Discussion and possible action regarding the employee evaluation process/progress. Chair Pfeiffer reported out. Step 1 would be to meet with each staff member and agree on categories. Staff will be sent the categories for review and then schedule a time to meet with a Board Supervisor for their review. The objective is to have this completed in January or February. The Board will send out the information for the review.

Discussion and possible action regarding setting the date for the annual meeting. The Board discussed dates for the annual meeting. The date determined was April 18, 2023 at 6:00 p.m. and to limit agenda items for the regular Town Board meeting following as necessary and timely.

Motion by Supervisor Stadler, second by Sup. Green, to set the date for the annual meeting to be held on Tuesday, April 18, 2023 @ 6:00 p.m. Motion carried 5-0.

Clerk's report of projects and duties.

Clerk/Treasurer Hougan reported out on the responsibilities and work office staff have been completing.

Discussion on items to be placed on the next / future agenda.

- Placeholder: Request regarding Williams Point Dr. possible vacation as information is received
- On Call Emergency Snow Plow driver ad
- Boat Landing, money box, signs, parking lot, possible ordinance amendment
- Audit discussion-Cash Reserves
- Placeholder-request for changing of Town Road Name/process as information is received
- Placeholder: request from UpNet for signage as information is received

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 Preliminary CSM for the boundary modification was approved unanimously. Plan Commission welcomed new member Nick Pfundheller.

REPORTS

Financials

The Board reviewed the reports included in the packet.

Supervisor Green reported out on the McFarland Fire and EMS meeting he recently attended.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Olson, second by Sup. Stadler, to adjourn at 8:02 p.m.

Motion carried unanimously by acclamation.

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.