

## **TOWN BOARD MEETING, January 18, 2022 – 6:00 P.M. VIA VIRTUAL ZOOM MEETING**

**PRESENT:** Chair David Pfeiffer, Supervisor Jay Damkoehler, Supervisor Eric Olson, Supervisor Janiece Bolender, Supervisor Dana Stadler, and Clerk/Treasurer Maria Hougan

### **ABSENT:**

**OTHERS PRESENT:** Superintendent Alex Mesdjian, Shane Bakken, Tom Walz, Stanley?

### **CALL TO ORDER**

Chair Pfeiffer called the meeting to order at 6:00

### **PUBLIC COMMENT**

No one spoke during the public comment period.

**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 the Town Board minutes January 4, 2022.
2. Approval of the check register dated January 4, 2022, in the amount of \$23,609.88.
3. Approval of return of driveway damage deposits for: (Public Works inspected / approval recommended)
  - Kimberly Tjugum, 1668 Spring Rd.

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

### **BUSINESS.**

**Discussion and possible action regarding evaluation of Town Hall facilities, opportunities for space reconfiguration and assessment of air exchange improvements to improve operational efficiency, safety and minimization of airborne disease transmission.** Chair Pfeiffer reported out. The Board will need to determine what they want to do with the area being vacated by the Dane County Sheriff. They will set up a date to view that area in the near future and start to determine how to utilize that space for future needs. Chair Pfeiffer requested staff to send the contact information to him. No action taken.

**Discussion and possible action regarding the purchase of the salt box sander to be placed on the one-ton pick-up, in the amount of \$6,000.00, to be taken from the Capital Equipment Fund.** Mesdjian reported out. They received two bids from vendors. The Board reviewed the bids.

Motion by Supervisor Olson, second by Sup. Bolender, to approve the bid from Double D Services in the amount of \$5953.00. Motion carried 5-0.

**Discussion and possible action regarding the purchase of a Caterpillar Small Wheel Loader 926M, to replace the 2004/2007 Cat Loader, in the amount of \$174,000, less trade in of \$37,000 for a purchase price of \$137,000.** Superintendent Mesdjian reported out. The Board reviewed the proposal from Fabick Cat.

Motion by Supervisor Boldender, second by Sup. Damkoehler, to approve the purchase of the Caterpillar small wheel loader in the amount of \$174,000, and to have Superintendent Mesdjian contact the private purchaser to purchase other equipment. *Friendly amendment by Supervisor Bolender, friendly accepted by Damkoehler, to add to the motion to approve the purchase of the loader for a purchase price of \$174,000 with the trade in or purchase price of the 2004 loader in the amount of \$55,000, to bring the purchase price to \$119,000.*

Further discussion followed. Motion carried 5-0.

**Discussion and possible action regarding the disposition of the town's fuel storage tanks no longer in use.**

Superintendent Mesdjian reported out.

Motion by Supervisor Bolender, second by Sup. Olson, to post the sale of the fuel storage tanks for the amount of \$975.00 for the 1,000-gallon tank, and \$350.00 for the 300-gallon tank, with authorization to accept no less than \$1100.00 for both tanks. Motion carried 5-0.

**Discussion and possible action approving the Standard Authorizing Grant Project Resolution with the Wisconsin DNR, for the purpose of paving the town boat launch.** Mesdjian reported out. This grant is to improve the parking at the town's boat launch. This grant is to improve the recreational boating and sport fishing. The total project cost is \$30,000 with the town paying for \$15,000 and the grant paying the other \$15,000.

Motion by Supervisor Olson, second by Sup. Bolender, to approve the Authorizing Grant Project Resolution with the Wisconsin DNR, for the purpose of paving the boat launch. Motion carried 5-0 on a roll call vote with Chair Pfeiffer, and Supervisors Olson, Stadler, Damkoehler, and Bolender voting in favor.

**Discussion regarding Public Works projects and duties.**

Superintendent Mesdjian reported out on the projects and duties of the Public Works department.

**Discussion and possible action regarding the first reading of Ordinance 2022-001, Chapter 11 regarding Short-Term rentals.** Chair Pfeiffer reported out the draft ordinance has been revised by the Attorney.

Motion by Supervisor Olson, second by Sup. Stadler, to table the review of the ordinance to the next meeting for further review prior to being placed on the agenda for a first reading. Motion carries 5-0.

**Motion by Supervisor Olson, second by Sup. Bolender, to convene into closed session pursuant to Wisconsin Statutes §19.85(1)(c) “for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” For the purpose of conducting employee performance reviews.** Motion carried 5-0 on a roll call vote with Chair Pfeiffer and Supervisors Olson, Bolender, Stadler, and Damkoehler voting in favor.

The Board was in closed session at 7:20 p.m.

Motion by Olson, second by Bolender, to reconvene in open session at 9:10 p.m. Motion carried 5-0 on a roll call vote with Chair Pfeiffer, and Supervisors Olson, Damkoehler, Bolender and Stadler in favor.

**Discussion and action regarding re-appointment of Maria P. Hougan as the towns Clerk/Treasurer-Office Manager.**

Motion by Supervisor Olson, second by Sup. Bolender, to re-appoint Maria P. Hougan as the Clerk/Treasurer for a one-year term, ending January 18, 2023. Motion carried 5-0.

**Discussion and possible action regarding authorizing \$10,000 of ARPA funds to be used for the Town commitment included in the application for UpNet broadband project grant which was awarded and for which work is underway.**

Motion by Supervisor Bolender, second by Sup. Stadler, to approve authorizing \$10,000 for the UpNet broadband project contingent upon acceptable use of America Rescue Plan Act (ARPA) funds. Motion carried 5-0.

**Discussion and possible action regarding the Dane County Town's Association's letter of support for a petition to the EPA regarding Leaded Aviation Gas.**

Motion by Supervisor Bolender, second by Sup. Olson, to support the Dane County Towns Association letter of support. Motion carried 5-0.

**Discussion and possible action regarding setting the date for the towns annual meeting.**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to set the date for the annual town meeting for April 19, 2022 at 5:00 p.m.

**Clerk's report of project and duties.**

Clerk Hougan reported out on the projects and duties of the clerk / treasurer's office.

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

- Short-term rental ordinance, discussion next agenda, readings to follow
- Policy regarding process for sale of town's surplus property
- Tax refunds for overpayments
- Additional parking at the boat launch
- Joint meeting with Plan Commission regarding Auby TDR

**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)

**REPORTS**

The Board reviewed the reports included in the packet

**CORRESPONDENCE**

The Board reviewed the correspondence included in the packet

**ADJOURNMENT**

Motion by Supervisor Bolender, second by Sup. Olson, to adjourn at 9:30 p.m.

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.*