

TOWN BOARD MEETING, May 03, 2022 – 6:00 P.M.

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

ABSENT:

OTHERS PRESENT: Katie Makowan, Abel Solas, Troy Wieser, Dalton Sommers, Audra Dalsoren, Michael Engelberger, John Gerber, Mike Jenquin, Collin Jacobson, Mike Wylesky, Diana Olson, Mike Bailey, Shane Bakken and Public Works Superintendent Alex Mesdjian

CALL TO ORDER

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

PUBLIC COMMENT

Dalton Sommers was in attendance to state he is building a house at 3076 Kinney Rd. and he is aware of the road damage. He wants to make it right with the town.

INTRODUCTION OF MIKE ENGELBERGER, DANE COUNTY SUPERVISOR DISTRICT 35

Mike Engelberger was in attendance to introduce himself. He has recently been elected as Dane County Supervisor, district 35 and he represents a portion of Pleasant Springs. Please reach out to him with any questions or concerns.

PROCLAMATION IN HONOR OF PROFESSIONAL MUNICIPAL CLERKS WEEK MAY 1-7, 2022.

A proclamation was read in honor of professional municipal clerks week.

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 of April 19, 2022.
2. Approval of the check register dated May 3, 2022.
3. Approval of driveway damage deposit refund for: (Inspected by Public Works, no issues found, recommend approval of refund)
 - Brad & Tara Munn, 616 Oak Street

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

BUSINESS.

Discussion and possible action regarding the appointment of candidate interested in serving on the Pleasant Springs Plan Commission.

Troy Wieser was in attendance and introduced himself. He answered questions from the Board.

Motion by Supervisor Olson, second by Sup. Miller, to appoint Troy Wieser to the Plan Commission, seat # 5, for a term of three years, to expire in April 2025. Motion carried 5-0.

Troy was given the Oath of Office by Clerk Hougan.

Discussion and possible action regarding a request from UpNetWI to lease the portion of the Town Hall previously occupied by the Dane County Sheriffs-SE precinct.

Chair Pfeiffer reported out on the status of the previously occupied area. The sheriffs have moved out and are in the process of removing the rest of their property. He suggested a subcommittee be formed to assist in the process a new lease for the office space with UpNetWI. Supervisor Olson and Supervisor Stadler will work with UpNetWI regarding the lease of the office space. They were directed to report back at the next Town Board meeting.

Discussion and review of the revised Ordinance 2022-001, Chapter 11 regarding Short-Term Rentals. Second Reading.

Chair Pfeiffer reported out on the revised ordinance to clarify the 180-day language, and removal the work consecutive. The Board reviewed the revised ordinance. A discussion took place regarding a policy of the process. Mike Bailey thanked the board for the reconsideration and changes to the ordinance, and wondered about the list of tenants and the process for providing that to the town. Chair Pfeiffer recommended designating a Board member along with a member of the Plan Commission to work on drafting a policy. Supervisor Miller will be the designated Board member and will seek out a member of the Plan Commission for assistance. Staff will do research other communities for sample templates.

Discussion and possible action regarding awarding bids for sealcoat.

Collin Jacobsen from Scotts and Mike Jenquin from Fahrners were in attendance. They each explained their bidding process and answered questions from the Board. Further discussion followed. In the future the bid specs will need to be more specific to make the process better moving forward.

Motion by Supervisor Miller, second by Sup. Green, to not accept the current sealcoat bids from Scott and Fahrner. Motion carried 5-0.

The Board will need to discuss options for future bids.

Discussion and possible action regarding awarding bids for pulverize, pave, and overlay. (Williams Dr. Project # 1 was awarded at the previous Town Board meeting). The Board reviewed the bids for pulverize, pave, and overlay. Public Works answered questions from the Board regarding the bids.

Motion by Supervisor Green, second by Sup. Olson, to award the bid for Pulverize and Pave, Williams Dr. Project # 2, to Wolf paving in the amount of \$105,707.51, with the condition to reduce the length from 2800 ft to 1800 ft south of Circle Drive (friendly amendment was made by Pfeiffer and accepted for the bid amount as the correct amount of \$105,707.51 not \$63,519.00) Motion carried 5-0.

Motion by Supervisor Green, second by Sup. Miller, to award the overlay project for Brown Deer Rd., Wildflower Ln., and Spring Rd. to Tri-County in the amount of \$105,900.28. Motion carried 5-0.

Motion by Supervisor Olson, second by Sup. Green, to award the bid for Vilas Rd. to Wolf Paving, in the amount of \$18,080.00. Motion carried 5-0.

Discussion regarding Public Works projects and duties.

Superintendent Mesdjian reported out on the current public works staff projects and duties along with providing a written report.

Discussion and possible action regarding Resolution R-2022-03: A Resolution and Order for Special Charges Related to Improvements to Stormwater Facilities Serving the Greenbriar Estates Subdivision. The Board reviewed the resolution and information. The property owners will have 90 days to pay the special charge or it will be added to their tax bill.

Motion by Supervisor Olson, second by Sup. Miller, to approve Resolution R-2022-03: A Resolution and Order for Special Charges Related to Improvements to Stormwater Facilities Serving the Greenbriar Estates Subdivision and to direct staff to send out the invoices. Motion carried 5-0 on a roll call vote with Supervisors Stadler, Olson, Green, Miller and Chair Pfeiffer voting in favor.

Discussion and possible action regarding America Rescue Plan Act or ARPA funds usage. Chair Pfeiffer reported out he completed the reporting which was due by April 30. The Town took the designated one million dollars as lost revenue. Funds can now be utilized as the town sees fit. The Board discussed some possible ways the town could use the funds. The Board discussed holding a special meeting with the public to make them aware of the funds. The information will be added to the Spring / Summer edition of the newsletter.

Discussion and possible action regarding purchasing blocks of time from Mad City Techs for computer/IT support.

Motion by Supervisor Olson, second by Sup. Stadler, to purchase 20 hrs. of block time at the discounted rate of \$2520.00 from Mad City Techs. Motion carried 5-0.

Discussion and possible action regarding policy on revocable licenses for property owner activities within Town easements.

Chair Pfeiffer reported out. He has been contacted by a property owner regarding what are they allowed to do in the easement. The town can permit property owners for certain things in the easements; however, they would need to remove or the town can charge for non-compliance. The town should have a process in place so residents will know what is allowable. This could be a form similar to the driveway damage permit form, and it could be revoked at any time. Chair Pfeiffer will bring back a policy for review to a future town board meeting.

Clerks report of projects and duties.

Clerk / Treasurer Hougan reported out on the day-to-day duties and responsibilities the office staff have been working on.

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

- Public Works week proclamation
- Kinney Road damage
- Discussion regarding resident complaints/process
- Revocable license policy as available
- Short-term rental ordinance, 3rd reading and adoption
- Alcohol & Operator's License renewals
- Future: Policy regarding process for sale of town's surplus property

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.

Chair Pfeiffer reported out on the progress with the engineers regarding the Stoughton Dam.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Olson, second by Sup. Stadler, to adjourn at 8:57 p.m. Motion carried 5-0.

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.