

**TOWN BOARD MEETING, June 07, 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:** Diana Olson, 2048 Williams Dr., Mike Wylesky, 2048 Williams Dr., Richard Meyer, 2043 River Estate Lane, Jim Borling, 2037 River Estate Lane, Tom Walz, 3071 Sunnyside St., Catherine Smith, Fairview St., Jean Clack, 3085 Shadyside Dr.

**CALL TO ORDER**

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

**PUBLIC COMMENT:**

No one registered to speak 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.*

**Approval of the Town Board minutes of May 17, 2022.**

**Approval of the check registers dated May 26, 2022 and June 7, 2022.**

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

**BUSINESS.**

**Discussion and possible action on the revised Ordinance 2022-001, Chapter 11 regarding Short-Term Rentals. Third reading and adoption.**

Supervisor Miller reported out on the meeting held earlier today. She explained the area's the task force covered to include reviewing the ordinance, with a few recommendations for revision, and revising the sample short term permit application to fit with the Town of Pleasant Springs. Staff will put together a draft. She informed the Board the task force will be meeting again on June 14 at 8:00 a.m. to review the draft and continue with the process. Further discussion followed regarding enforcement and complaints.

Motion by Supervisor Miller, second by Supervisor Olson, to table to the next meeting on June 21, 2022.

**Discussion and possible action regarding the drainage / ditching issue on Estate Lane.** Chair Pfeiffer reported out there have been number of discussions regarding this. Recently there was a meeting with the Town Engineer, Town Chair, Supervisor Olson, and Superintendent Mesdjian at the site. He reviewed the information and recommendations in the documents provided by the Town Engineer and DNR representative. Further discussion followed and questions were asked by Richard Meyer and Jim Borling, who live on River Estate Lane.

Motion by Supervisor Olson, second by Sup. Stadler, to table this item to allow further information to be provided by DNR and to allow the owners to gather more information. Motion carried 5-0.

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

Chairman Pfeiffer reported out on the report provided by Superintendent Mesdjian.

**Discussion and possible action regarding the Engineer's report on the Stoughton Dam.** Chair Pfeiffer reported out the report is not quite ready and that it should be ready for the next meeting. It was recommended the Town Attorney be involved and to meet with the Engineer. There was discussion on holding a special meeting. Further discussion followed. The Clerk was directed to look into scheduling a special meeting to be held and coordinate with the engineer. No action taken.

**Discussion and possible action on renewal of operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2022 to June 30, 2023 for the applicants as listed below: (Background checks completed-no issues found, renewal is recommended)**

- Sarah J Jenkins, Road Ranger
- Andrey Harland Duckert, Road Ranger
- Judy K Mitchell, Road Ranger
- Rebecca Lynn McChesney, Road Ranger

Motion by Supervisor Green, second by Sup. Olson, renewal of operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2022 to June 30, 2023 for the applicants as listed below:

- Sarah J Jenkins, Road Ranger
- Andrey Harland Duckert, Road Ranger
- Judy K Mitchell, Road Ranger
- Rebecca Lynn McChesney, Road Ranger

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 had discussions with the Town Attorney regarding this. He had documents drafted and

explained the reason he is recommending the revocable license application and fee. He explained these would need to be recorded so they would be transferable to new property owners if property was sold.

He asked the Board members to review the documents and bring back to the next meeting for discussion. No action taken.

### **Discussion and possible action regarding the Driveway Damage permit process.**

Chair Pfeiffer reported out. He distributed revised documents, one for construction access and damage inspection and the other one for driveway access and damage deposit. He stated the ordinance will need to be updated and will go to charging a fee for staff time involved. There will also be a deposit required for new accesses (plus a fee). He asked the Board to review the documents and bring back to the next meeting for discussion. No action taken.

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

Clerk Hougan reported out on the duties and requirements the office has been occupied with.

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

- Short-term rental policy/permit app/procedures
- Drainage issue on River Estate Lane
- Policy on revocable licenses within easements
- Policy on driveway damage access permits
- 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.

Supervisor Green reported out on the Deer-Grove meeting he attended. Chair Pfeiffer reported out on a possible GIS mapping opportunity through CARPC.

### **CORRESPONDENCE**

The Board reviewed the correspondence included in the packet.

### **ADJOURNMENT**

Motion by Supervisor Olson, second by Sup. Stadler, to adjourn at 7:48 p.m.

Motion carried unanimously.

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.*