

**TOWN BOARD MEETING July 7, 2020 – 6:00 P.M.  
VIRTUAL ZOOM MEETING**

**PRESENT:** Chair Pfeiffer, Supervisor Jay Damkoehler, Supervisor Janiece Bolender (arrived at approx. 6:30), Supervisor Eric Olson, and Clerk/Treasurer Maria Hougan

**OTHERS PRESENT:** Alex Mesdjian, of Public Works, Jerry McGuire, Williams Pt Drive, Chad Sorenson, Joe Frieda, Susan-last name unknown.

Meeting was interrupted by Julio Rodriquez at approx. 6:35 p.m.

**ABSENT:** Supervisor Doug Larsson

**CALL TO ORDER**

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

**MINUTES OF THE JUNE 16, REGULAR TOWN BOARD MEETING**

Motion by Supervisor Damkoehler, second by Supervisor Olson, to approve the minutes of June 16, 2020. Motion carried with Olson abstaining.

**BUSINESS**

**PUBLIC COMMENT**

No one appeared before the Public Comment period.

**Public Hearing to decide upon discontinuing a town highway: A part of Williams Point Drive, located in the Town of Pleasant Springs as described: A section of road being part of Williams Point Drive located in the Southwest ¼ of the Southeast ¼ of Section 18; and also, Government Lot 2 of Section 19, all in T6N, R11E, Town of Pleasant Springs, Dane County, Wisconsin.**

Chair Pfeiffer opened the Public Hearing. There were no members of the public to comment on the public hearing.

Chair Pfeiffer closed the Public Hearing.

**Discussion and possible action regarding Resolution R-2020-04: A Resolution to discontinue a part of Williams Point Drive located in the Town of Pleasant Springs, Dane County, Wisconsin.**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve Resolution R-2020-04: A resolution to discontinue a part of Williams Point Drive located in the Town of Pleasant Springs, Dane County, Wisconsin. Motion carried 3-0 on a roll call vote with Chair Pfeiffer and Supervisors Damkoehler and Larsson voting in favor.

**Discussion and possible action regarding award of 2020 road construction bids:**

**Sealcoat Bids.** Superintendent Mesdjian reported out new bids were received from Gee Asphalt and Fahrner Asphalt. The initial sealcoat bid from Gee Asphalt did not specify the driveway aprons and other requirements of the project. The Gee Asphalt Bid he felt was not a responsible bid for the project requirements. He went back to the vendors for better specifications. The bids came back and Gee Asphalt added a few thousand dollars, Fahrner is the low bid, and they had more clarity in their bid, they stated the roads and aprons to be included in their bid. Gee Asphalt's revised bid came in at \$54,948.00 and Fahrner Asphalt came in at \$54,380.00.

Motion by Supervisor Damkoehler, second by Sup. Olson, to award the 2020 Sealcoat bid to Fahrner Asphalt Sealers in the amount of \$54,380.00. Motion carried 3-0.

**Discussion and possible action regarding the draft policy for building permit - road damage inspection fees.**

Chair Pfeiffer sent out a draft policy prior to the meeting for the members of the board to review. He attempted to follow the directives the board made at the previous meeting. He explained the changes to the draft policy. There will be a \$50.00 inspection fee for the time involved in Public Works doing the inspection, as well as the deposit will be \$2,000.00 instead of \$1,000.00. Along with other proposed changes. This will be brought back to the next meeting after the board has time to review.

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

Mesdjian reported he received bids to outfit the new plow truck on order. This will be on the next Town Board meeting agenda. The pavement on Sheryl Drive is in bad condition. They need to bring in cold patch a few times a week as potholes keep popping up in that area. He would like to bring in Fahrner to repair the area for a fee of \$1950.00. Chair Pfeiffer stated the current maintenance procedure is not working in that area. It needs to be professionally fixed. Supervisor Damkoehler agreed a repair is needed. Supervisor Olson stated the repair and cost seemed appropriate. These funds were budgeted as part of the roads repair maintenance budget which empowers the Superintendent of Public Works to expend those funds. They are not coming up with new dollars, but the board still needs to be aware of it. Mesdjian reported Wolf Paving will be here from July 20-24 to overlay Center Ave. and Spring Rd. There was some tree damage at last weeks storm which needed to be cleaned up. Potholes have been patched. They have been mowing, and will mow another round next week.

**Discussion and possible action on new operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2020 to June 30, 2021 for the applicants as listed below: (Background checks completed, nothing concerning to report)**

- Bryce T. Ghelfi – Pleasant Springs Travel Plaza
- Samantha M. Smith – Pleasant Springs Travel Plaza
- Cody Joe Sherven – Pleasant Springs Travel Plaza

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the operator's licenses for the period of July 2, 2020 to June 30, 2021. Motion carried 3-0.

**Discussion and possible action on renewal operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2020 to June 30, 2021 for the applicants as listed below: (Background checks completed, nothing concerning to report)**

- Kayla J Huettl – Pleasant Springs Pub

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the renewal operator license for the period of July 1 2020 to June 31, 2021. Motion carried 3-0.  
Vote

**Discussion and possible action regarding the draft ordinance for short term rentals.** Chair Pfeiffer reported there was a discussion at last month's Plan Commission meeting regarding a possible survey. The Town Board decided instead of the survey, the town would draft an ordinance. There are several ways ordinances can be drafted, they could have the towns attorney draft the ordinance, or they could use another a model from another municipality. Supervisor Damkoehler supported modeling an ordinance form another municipality. Perhaps from one of the more restrictive towns.

Motion by Supervisor Olson, second by Sup. Damkoehler, to proceed with drafting the ordinance for short term rentals. Motion carried 4-0.

\*\* The meeting was intruded by a person playing music and cartoons. Due to this sound was lost. This went on for several minutes.

**Discussion and possible action regarding petition to extend the limited service area for the Pleasant Springs Sanitary District.** Chair Pfeiffer presented and discussion followed regarding the planned amendment to the Pleasant Springs Sanitary District sewer service area in order to address the unusual situation created because the service area boundary does not encompass the entirety of a parcel on Williams Drive. The property owner wishes to tear down the existing house and rebuild a new home in a different location on their parcel that is outside of the current service area boundary. The Sanitary District, Plan Commission and Town Board have already voted in favor of drafting a petition to revise the service area boundary for this purpose.

It was also discussed at prior meetings that the service area amendment should also include several parcels within the Town that were not annexed into the sewer service area even though their lots had laterals installed and the assessment for construction of sewer in that area was divided among all lots that had laterals constructed. Since these parcels did not get annexed and were never assessed, they should be annexed into the service area so they can be served by sewer rather than replacing septic systems. Chair Pfeiffer asked the Board if they were comfortable with the Town Chair and the PSSD Commission drafting a letter to be sent to property owners who reside on these parcels which will explain the issue and invite them to a joint meeting of the Sanitary District and Town Board members. Motion by Supervisor Olson, second by Sup. Damkoehler, to direct the Town Chair to work with the PSSD Commission to draft a letter and arrange the meeting. Motion carried 4-0.

### **Clerks report on projects and duties.**

Due to the severe storm and intrusion, there was a loss of sound where Clerk / Treasurer Hougan was unable to present her report on projects and duties. This report will be referred to the next town board meeting.

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

- **Gravel Roads**
- **Award of costs for outfitting the new snow plow truck**
- **Road access permit policy**
- **Personnel agenda item**
- **Authorize Board to draft ordinance for short term Rentals**
- **June 16 check register**

### **PLAN COMMISSION REPORT**

The plan commission did not meet, nothing to report on at this time

### **REPORTS**

The Board reviewed the reports included in the packet  
Supervisor Damkoehler reported out on quotes for security lighting, Alex will get a quote from Alliant Energy for additional parking lot lighting. They need to replace the units and luminaires. May go with leasing with Alliant.

### **CORRESPONDENCE**

The Board reviewed the correspondence included in the packet.

### **CLAIMS**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the claims dated June 24, 2020 in the amount of \$609.98. Motion carried 4-0.

**ADJOURNMENT**

Motion by Supervisor Olson, second by Sup. Bolender, to adjourn at 7:00 p.m. Motion carried unanimously.

Respectively Submitted,

Maria Hougan  
Clerk/Treasurer

*Note: These minutes are not considered official until acted upon at a future meeting: therefore, are subject to revision.*