

**TOWN BOARD MEETING September 1, 2020 – 6:00 P.M.
VIRTUAL ZOOM MEETING**

PRESENT: Chair Pfeiffer, Supervisor Jay Damkoehler, Supervisor Janiece Bolender, and Clerk/Treasurer Maria Hougan

OTHERS PRESENT: Alex Mesdjian, of Public Works, Lori (?)

ABSENT: Supervisor Doug Larsson

CALL TO ORDER Chair Pfeiffer called the meeting to order at 6:00 P.M.

MINUTES OF THE AUGUST 18, 2020 TOWN BOARD MEETING

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the minutes as presented. Motion carried 3-0 with Olson abstaining.

PUBLIC COMMENT

N/A

BUSINESS

Discussion and possible action regarding the process for future fuel purchasing.

Chair Pfeiffer reported out he, Supervisor Damkoehler, and Superintendent Mesdjian met with Ted from Golden Oil. Supervisor Damkoehler reported out the town is not using enough motor gas to ensure getting the best quality. Gas deteriorates over time. Fuel cards they would be able to segregate by vehicle and audit what fuel is used. If fuel is already paid for, they are not meeting the committed fuel amounts. They could use for at least the gasoline powered vehicles. Chair Pfeiffer stated in addition to savings, they would not need to spend time on the tank upkeep and replacement of broken parts. No longer in a world where prices always rise, they can go either direction. This was not the case decades ago. He is wondering if the town should be looking at removing the gas on site for gas and diesel. It is not a far drive from the Town Hall to the round about where the gas station is located. The other equipment is not fueled that much. They could have a mounted gas tank on the truck to full up vehicles and equipment. He wondered why the town should continue to make advanced purchases on fuel. They are not guaranteed a savings. Supervisor Mesdjian stated we need to get the numbers from the insurance company to see what the savings would be. Supervisor Olson commented on the separate off-road diesel. Chair Pfeiffer stated that Ted from Golden Oil has offered to give the Town a discount for fuel purchases of 10 cents off of diesel and 3 cents off of regular gas. Supervisor Olson asked if the discount was a rolling discount or annual discount? Chair Pfeiffer responded that the discount would be applied each time the Town is invoiced for fuel purchases. Superintendent Mesdjian stated they can control tracking, users, etc. Supervisor Olson stated this is the way to go for the future. He can see why they had the gas storage tanks in the past, but times have changed. He likes the tracking for the vehicles. Chair Pfeiffer stated they will need to make an estimate on the budgeting process. The only difference would be the unknowns-gas price, how much snow, etc.

He wanted to hear from the rest of the Board regarding this. He stated the off-road diesel, potentially store at the town, would need to get an estimate on those costs. The other fuel could be purchased through gas cards. Superintendent Mesdjian stated the diesel could be filled up on an as needed basis. There will be a savings on not paying road tax. Further discussion followed. Supervisor Bolender agrees. Supervisor Damkoehler looked into other fuel cards, but our fleet is not big enough. The Golden Oil option looks better. Mesdjian reported out the current tank levels are fairly full. The fuel will be treated. They can get the cards rolling so they will be ready to go when the tanks are empty. No official action taken. There will not be a contract purchase for fuel. Staff was directed to get the necessary information.

Discussion and possible action regarding posted public works technician opening.

Clerk / Treasurer Hougan reported out the town received seven applications for the Public Works Technician position. Several of the applicants have experience and are currently working with other municipalities. Chair Pfeiffer asked if the board wanted to form a sub-committee to review the applications or have a special board meeting? Supervisor Damkoehler reported out in the past the Board reviews all submittals, weeds through them, then determines interviews, and successful candidates would have second interviews. Chair Pfeiffer asked about having the interviews in person. The first meeting would be to share thoughts on the candidates. The Superintendent will be involved for questions. Thursday evening would be to go through the candidates to align who they want to interview. Chair Pfeiffer directed the Clerk / Treasurer to send out the applications to the members of the Board and the Superintendent. They will schedule interviews hopefully by the end on next week. If the ad needs to be posted again, they will determine on Thursday.

Discussion regarding Public Works projects and duties.

Superintendent Mesdjian reported out they have been mowing, taking advantage of the mowing since it has been so dry. They mowed both sides of the road, two passes. Starting on the west side of Highway N. They are putting up signs. Greg's mower is having issues. It's in the process of getting repaired. Weed wacking and picking up trash along the roads. Cleaned up three trees from a previous storm. The road work is done for the year. The Boy Scout - Eagle Scouts have contacted the town for a project. They would like to put in a walking path as part of a troop project. Public Works would provide the gravel, Boy Scouts will provide the labor, etc. Chair Pfeiffer explained the project further. Supervisor Damkoehler and Olson agreed Public Works could take care of that. Chair Pfeiffer stated this is good public relations. They discussed other possible projects for the Boy Scouts. A discussion took place regarding the ground water levels when mowing. They discussed the retention pond off of Shadyside, hoping the water level would have dropped with all the dry weather. This will need to be back on the agenda. Chair Pfeiffer discussed a letter from a resident regarding a drainage ditch, he is requested a berm to keep his property from flooding. Mesdjian explained to the resident there are many other areas in the town that also need ditching. He had asked him to bring his concerns to the Town Board for consideration. This may bring flooding to the resident's other neighbors. Chair Pfeiffer asked the other members of the Board to go out and take a look at the property. Mesdjian stated people are basing

floods on big rainfalls. Supervisor Bolender stated if the house is built on a lower spot knowing the road is higher than the yard, they will need to put drainage tile around their house. She agrees they need to go out and look at the property to determine if it's the Towns issue or a personal property issue. This will be on a future agenda. They will need to figure out if this is a Public Works project or a private property issue.

Discussion and possible action on a resolution regarding City of Stoughton proposal for kayak park and dam removal. Chair Pfeiffer presented a draft resolution regarding the town's opposition for the City of Stoughton's proposal for kayak park and dam removal.

Motion by Chair Pfeiffer, second by Supervisor Olson, to approve resolution R-2020-06 to be presented to the City of Stoughton. Motion carries 4-0 via roll call vote with Chair Pfeiffer, and Supervisors Bolender, Olson, and Damkoehler voting in favor.

The Board directed staff to send the resolution to the Plan Commission to be placed on the next Plan Commission agenda to consider adopting. They could have a separate resolution from the Plan Commission for approval from two individual separate bodies. This will be added to the Plan Commission agenda for approval. Chair Pfeiffer will send the draft resolution to staff to be forwarding on to the Plan Commission Chair for consideration at the next Plan Commission meeting.

Clerks report on projects and duties.

Clerk / Treasurer Hougan reported out they have been preparing for the upcoming November General Election. Many absentee ballot requests to be entered into WisVote, registrations, fielding many election related calls. Working in WisVote. Wisconsin Elections Commission updates, Preparing the absentee envelopes and mailer information. Accounts payable and receivable, payroll, annual dog license reconciliation and reporting to the Dane County Treasurer, working on the new website and content for the new website, 2021 Budget, etc.

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

- Presentation by Stoughton Senior Center
- Shadyside retention pond
- Drainage issue on 2043 River Estates Lane
- Discussion regarding what can be claimed for the Cares Act Grant, website update costs-smart forms, etc.
- Ehle Property Preliminary CSM and final CSM
- Gravel Roads

PLAN COMMISSION REPORT

Supervisor Bolender reported out she attended the Cottage Grove / EMS meeting on August 31. They discussed funding of a second ambulance. How to fund additional EMS staff, senior living project was cancelled.

REPORTS

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

CLAIMS

Motion by Supervisor Bolender, second by Sup. Damkoeher, to approve the check register dated August 18, 2020, in the amount of \$20,424.48. Motion carried 4-0.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Olson, to adjourn at 7:15 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.