

**TOWN BOARD MEETING January 3, 2017 – 6:00 P.M.**  
**TOWN HALL, 2354 COUNTY ROAD N**

**PRESENT:** Chair Mary Haley, Supervisor David Pfeiffer, Supervisor Janiece Bolender, Supervisor Tom McGinnis, Supervisor Jay Damkoehler, and Clerk/Treasurer Pili Hougan.

**OTHERS PRESENT:** Jason Elliott and Dan Marten

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

**Minutes of December 20, 2016 Town Board meeting.**

Motion by Supervisor Pfeiffer, second by Sup. McGinnis, to approve the minutes of December 20, 2016. Motion carries 5-0.

**PUBLIC COMMENT** Dan Marten of 2142 County Rd N was in attendance to inquire about the Towns low mill rate.

**BUSINESS**

1. **Discussion and possible action on the Stoughton Area Little League (SALL) approval of site plans for a shed and walk bridge at Oak Knoll Park.** Jason Elliott of SALL was in attendance to explain the construction of the shed and plans for the walk bridge. He presented the site plan for the location of the shed and bridge. Sup. Bolender had spoken with Ted of Public Works and discussed options and placement of the proposed shed and bridge. Jim Alme of Public Works will meet with Jason to decide on placement of the bridge. Phase I would be placement of the bridge to be movable to start, then permanent placement in the future after the ditching is completed.

Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the SALL site plan for placement of the shed and walk bridge. Friendly amendment by Supervisor Bolender, seconded by Sup. McGinnis, was made to the motion to add for construction to be done by April 30, 2017. Motion carried 5-0.

2. **Discussion and possible action regarding the proposed walk bridge at Oak Knoll Park, with a cost sharing of \$425.00 as the Town's portion.**  
Chair Haley asked if the additional fees for the Town of Pleasant Springs residents would be waived? Jason Elliott replied the SALL Board had met and determined to waive the additional fees charged to the Town of Pleasant Springs residents. They will pay the same amount as City of Stoughton Residents. Once the bridge is constructed, SALL will send the invoice to Pleasant Springs for review and payment of the town's portion.

Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the walk bridge at Oak Knoll Park for the Town's portion of \$425.00. Motion carried 5-0.

3. **Discussion and possible action on approval of the 2017 contract between SALL and the Town of Pleasant Springs.** The Board members reviewed the changes to the contract, Jason stated the contract was reviewed by the SALL Board and was appropriate. He will stop by the Town Hall and pick up the signed contract.  
Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the 2017 Stoughton Area Little League contract. Motion carried 5-0.

4. **Discussion and possible action on the return of real estate and personal property tax over payments.** The Board reviewed the 2016 tax overpayment report for payments made through Dec. 31.  
Motion by Supervisor Damkoehler, second by Sup. McGinnis, to approve the return of real estate and personal property tax overpayments in the amount of \$8909.10. Motion carried 5-0.
5. **Discussion and possible action regarding Town Board meeting dates that conflict with 2017 election dates of February 21, 2017 Spring Primary, and April 4, 2017 Spring Election.**  
Motion by Supervisor McGinnis, second by Sup. Bolender, to change the Feb. 21, 2017 Town Board meeting to be held on Wednesday, Feb. 22, 2017, and to change the April 4, 2017 Town Board meeting to be held on Thursday, April 6, 2017. Both meetings will be held at 6:00 p.m. Motion carried 5-0.
6. **Discussion and possible action regarding the Chapter 10 (Zoning) Text Amendment OA #67, 2016 (CUP Appeals Procedure) with Dane County Zoning.**  
Chair Haley reviewed the proposed ordinance change and stated she felt this was a good change. Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the request from Dane County Zoning of the text amendment to chapter 10 of the CUP Appeals procedure. Motion carried 5-0.
7. **Discussion and possible action regarding the spring presentation of future road plans.** The Board reviewed ways to present a meeting to the public regarding the future road construction and costs. They discussed a previous meeting that was held several years ago when they were borrowing for the Fire Station, they want to hold this meeting this Spring in a similar fashion. The Board will hold a planning meeting on Monday, February 13, 2017 at 6:00 p.m. to make plans on how to present the information for the Spring meeting. Staff was directed to gather information from the previous meeting several years ago, regarding the Fire Station.
8. **Discussion and possible action regarding the determination of the 5-7-year road plan and financials.**  
No discussion or action was taken on this item.
9. **Discussion and possible action regarding the 2017 Fisheree to be held on Lake Kegonsa.**  
Supervisor McGinnis reported out the Fisheree will be held on January 28, 2017. He met with Ted Keehn and Karen Rupp recently regarding the event. They will re do the event this year as it was held last year. Staff was directed to notify Deputy Dale Veto of the date and request he work on that date.
10. **Discussion and possible action regarding the position descriptions for the former Office Assistant position, and the Public Works position.** The Board reviewed the position descriptions for the Deputy Clerk/Treasurer and current Public Works position. They recommended to add the all-inclusive language excerpt to the Public Works position, as it is in the Deputy Clerk/Treasurer position.  
Motion by Supervisor Pfeiffer, second by Sup. McGinnis, to approve the position descriptions for the Deputy Clerk/Treasurer, and the Public Works position description as amended with the added language. Motion carries 5-0.

Motion by Supervisor Pfeiffer, second by Sup. Bolender, to move the closed session agenda item to the last business item on the agenda. Motion carried 5-0

11. **Clerk's Report on office duties and projects.** Clerk Hougan reported out the current office duties and projects mostly consisting of tax collection process; preparations for upcoming Spring elections; financial end of year processes; dog licensing; boat / brush burning stickers.
12. **Discussion on current Public Works projects and duties.**  
The Board reviewed the Public Works memo. They determined the agreement with ATC for snow removal was a verbal agreement and directed the clerk to find the minutes of the Town Board meeting when this was discussed. They may want to have a written agreement in place. Sup. McGinnis reported out he and Jim Alme spoke to a resident regarding a water drainage issue along Skyline, and the resident will think about the proposal they offered. This will be on a future agenda.
13. **Discussion on items to be placed on the next agenda.**  
Approval of the brush burning site hours for 2017.  
Review of PW position description  
Appointment of Commission on Aging representative for the Town  
Feb. 13 @ 6:00 Town Board meeting for the purpose of planning for the roads meeting.
14. **Closed Session pursuant to Wisconsin State Statutes 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Regarding position descriptions and hours.**  
Motion by Supervisor Bolender, second by Sup. McGinnis, to move into closed session at 7:20 p.m. Motion carried 5-0 on roll call with Supervisors Bolender, McGinnis, Damkoehler, Pfeiffer and Chair Haley, voting in favor.  
Motion by Supervisor Bolender, second by Sup. McGinnis, to move into open session. Motion carried 5-0 on roll call with Supervisors Bolender, McGinnis, Damkoehler, Pfeiffer, and Chair Haley voting in favor.

## **REPORTS**

The reports were reviewed by the Board.

## **CORRESPONDENCE**

Correspondence was reviewed by the Board.

## **CLAIMS**

Motion by Supervisor McGinnis, second by Sup. Damkoehler, to approve the claims in the amount of \$5353.07. Motion carried 5-0.

## **ADJOURNMENT**

Motion by Supervisor McGinnis, second by Sup. Bolender, to adjourn at 8:21 p.m. Motion carried 5-0.

Respectfully submitted,

Pili Hougan  
Clerk/Treasurer