

TOWN BOARD MEETING January 17, 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:

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

MINUTES OF DECEMBER 13, 2016 SPECIAL TOWN BOARD MEETINGS

Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the minutes as printed. Motion carries 4-0 with Sup. Pfeiffer abstaining.

MINTUES OF JANUARY 3, 2017 TOWN BOARD MEETING

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the minutes as printed. Motion carries 5-0.

PUBLIC COMMENT- No one registered to speak during the public comment period.

BUSINESS

1. **Annual report from Lori Anderson of the McFarland Senior Outreach Program.** Lori Anderson presented the annual report of services for the McFarland Senior Outreach Program. She stated the numbers have stayed basically the same. The guidelines through Dane County have changed. She introduced Lauren as the Case Manager. She explained some of the services which are offered. The total budget is up, but the Town's portion has remained the same. She thanked the Town of Pleasant Springs for their continued support.
2. **Discussion and possible action on the rezone of Parcels #0611-142-8500-3 and #0611-113-9330-2 consisting of approximately 9.6 acres from A1-EX to RH-3 to separate the existing residence from farmland and place the parcels in the correct zoning district for property owner Mary Nordland, with Michael Rumpf, acting as agent, for property located at 2022 Koshkonong Rd, Cottage Grove, WI 53527.**
Michael Rumpf was not in attendance for this meeting. According to the Plan Commission rules, the agent must be in attendance.
Motion by Supervisor McGinnis, second by Sup. Pfeiffer, to table this agenda item. Motion carries 5-0.
3. **Discussion and possible action on the approval of Preliminary Certified Survey Map, Drawing No. 4847-16 dated 6/14/16, creating a one lot CSM consisting of aproximately 9.6 acres for property owner Mary Nordland, with Michael Rumpf, acting as agent, for property located at 2022 Koshkonong Rd, Cottage Grove, WI 53527.**
Motion by Supervisor McGinnis, second by Sup. Pfeiffer, to table this agenda item. Motion carried 5-0.
4. **Discussion and possible action regarding the appointment of Faith Schuck as the Town of Pleasant Springs representative for the Stoughton Senior Center Commission on Aging.**
Faith Schuck was in attendance. She explained reasons why she is interested in serving. Motion by Supervisor McGinnis, second by Sup. Damkoehler, to appoint Faith Schuck as the Town's representative to the Stoughton Senior Center Commission on Aging. The clerk will notify The City of Stoughton. Motion carries 5-0.

5. **Discussion and possible action on the approval of the 2017 proposed brush burning compost site hours.**

The Board reviewed the draft schedule. Supervisor McGinnis proposed the last two Saturdays in October (14th & 28) to remain open until 4:00 p.m.; and also on Saturday, November 4th, 2017 to remain open until 4:00 p.m.

Motion by Supervisor McGinnis, second by Supervisor Damkoehler, to approve the 2017 brush burning compost site hours as amended.

Motion carries 5-0.

6. **Discussion and possible action on approval of refunding the driveway damage deposit to:**

- Richard Schmid, 2678 Church Street
- Eric Hansing, 2681 Church Street

Motion by Supervisor Damkoehler, second by Sup. Pfeiffer, to approve the return of the driveway deposits to Richard Schmid and Eric Hansing. Motion carries 5-0.

7. **Discussion and possible action on certificate of deposit maturing with McFarland State Bank.**

This agenda item will be placed on the February 7, 2017 agenda. The clerk will include a schedule of proposed rates from other area financial institutions regarding certificates of deposits.

8. **Discussion and possible action regarding a proposed vacancy on the Plan Commission.**

Chair Haley discussed an upcoming vacancy on the Plan Commission in April. The Board determined to direct the clerk to place an ad for the Plan Commission in the HUB as soon as possible to start advertising for the proposed vacancy. Motion by Supervisor Pfeiffer, second by Sup. Damkoehler, to authorize the clerk to place an ad for the vacancy in the HUB, and on the website. Motion carries 5-0.

9. **Discussion and possible action regarding a proposed configuration and estimate in the kitchen area to include repurposing/adding cabinets, counter tops, and electrical outlets.**

Supervisor Bolender explained the cabinets in the clerk's office could be moved into the kitchen, she explained her layout idea for the kitchen, including relocating the outlets. The Board reviewed the layout proposal and the approximate estimate for the electrical work. The Board determined to seek out additional estimates for the electrical work, and to place on the March agenda authorization to approve the electrical estimate and purchase of the file cabinet. Clerk's office to start planning and preparing for the office reorganization in the future as time allows.

10. **Discussion and possible action regarding ordering cabinets for the clerk's office.**

No action taken on this agenda item. Please refer to the minutes in the previous agenda item.

11. **Discussion and possible action regarding an agreement between ATC and the Town for snowplowing purposes.**

Staff was directed to check for a letter or correspondence previously send to ATC, in 2013 possibly, and bring back findings to the Board. The Board also noted to update the emergency procedure policy.

12. **Discussion and possible action regarding tree trimming and removal in the Town of Pleasant Springs.** Supervisor Bolender reported that some of the trees are growing into the ditch line, and wants to make sure the workload is manageable for Public Works. Chair Haley suggested to add this item to the March Public Works quarterly meeting agenda to discuss options and strategy.
13. **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.”**
Motion by Supervisor Bolender, second by Sup. Pfeiffer, to move into closed session at 6:57 p.m. Motion carries 5-0 on a roll call vote with Chair Haley, and Supervisors McGinnis, Damkoehler, Pfeiffer, and Bolender all voting in favor.
14. **Reconvene in open session.**
Motion by Supervisor Damkoehler, second by Sup. Bolender, to reconvene into open session. Motion carries 5-0 on a roll call vote with Chair Haley, and Supervisors McGinnis, Damkoehler, Bolender, and Pfeiffer voting in favor.
15. **Discussion and possible action on items discussed in closed session.**
No action taken.
16. **Clerk’s Report on office duties and projects.**
Clerk/Treasurer Hougan reported out on the current office duties and projects they have been working on including tax collections, preparing for the audit, end of year reporting (W2’s, 1099’s, etc.), and dog licenses.
17. **Discussion on current Public Works projects and duties.**
The Board review the Public Works memo.
18. **Discussion on items to be placed on the next agenda.**
Sheriff’s office regarding the lease, Gordy invited to February 7 meeting to discuss Dale Veto’s retirement and replacement; building requests for 2017
Certificates of Deposits-Interest Rates
Boards role in Comprehensive Plan

REPORTS

The reports were included in the packet-no additional reports were reviewed.

CORRESPONDENCE

Correspondence was included in the packet-no additional correspondence to report.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Pfeiffer, to approve the claims in the amount of \$41,213.85. Motion carried 5-0.

ADJOURNMENT

Motion by Supervisor Pfeiffer, second by Sup. McGinnis, to adjourn at 8:15p.m. Motion carries 5-0.

Respectfully submitted,

Pili Hougan
Clerk/Treasurer