

TOWN BOARD MEETING FEBRUARY 22, 2018 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

PRESENT: Chair David Pfeiffer, Supervisor Janiece Bolender, Supervisor Jay Damkoehler, and Clerk/Treasurer Pili Hougan.

OTHERS PRESENT:

Absent & Excused: Supervisors Doug Larsson and Eric Olson.

CALL TO ORDER: Chair Pfeiffer called the meeting to order at 6:15 p.m.

MINUTES OF THE FEBRUARY 6, 2018 TOWN BOARD MEETING

Motion by Supervisor Bolender, second by Sup. Damkoehler to approve the minutes as printed.
Motion carries 3-0.

MINUTES OF THE JOINT PLAN COMMISSION AND TOWN BOARD MEETING OF JANUARY 25, 2018.

Motion by Supervisor Bolender, second by Supervisor Damkoehler, to approve with the amendment of adding Supervisor Olson and Supervisor Larsson as absent. Motion carries 3-0.

PUBLIC COMMENT: There was no one registered to speak.

BUSINESS

Discussion and possible action regarding the bridge inspection reports.

The Board reviewed the bridge inspection requirement reports and municipal agreement submitted by Dane County. They also reviewed the report submitted for the Spring Road bridge over the Yahara River. The Board determined they need more information regarding the plan of action on the cost and timeline for repair of the bridge. Chair Pfeiffer will call the Department of Transportation for more information regarding the bridge and bring information back to the Board for review, and seek information from Public Works regarding their input on the plan of action for the bridge.

Discussion and possible action regarding the Board of Commission of Public Lands Loan in the amount of \$300,000.00 and approval of Resolution R-01-2018.

The Board reviewed the loan application and resolution documents from the Board of Commissioners of Public Lands. The loan is in the amount of \$300,000.00 plus interest at 3.25% for a period of two years. If the Board wants to pay off the loan in less time, we would need to notify the Board of Commissioners of Public Lands within 30 days prior to pre-payment. This loan is for the purpose of town roads repair.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the loan application and resolution from The Board of Commissioners of Public Lands in the amount of \$300,000.00 plus interest at 3.25% for the period of two years. Motion carried 3-0 on roll call vote with Chair Pfeiffer, Supervisor Damkoehler, and Supervisor Bolender voting aye. (Supervisors Larsson and Olson were absent)

Discussion and possible action regarding the Town's mail box damage reimbursement policy.

The Board reviewed the Ordinance and mail box policy. Chair Pfeiffer reported out this was on the agenda for review regarding several mailboxes that were damaged due to recent snow events. The Town's policy is to reimburse \$25.00 to the residents for repair, or Public Works employees can fix at cost and may need to go above the designated fee as long as the repair is within the Ordinance. Staff was directed to amend the Ordinance to remove the fixed fee and add the appropriate language to incorporate the fees as indicated by the policy adopted by the Board, and to send to the attorney for review and the required three readings, and to direct Chair Pfeiffer to contact Public Works regarding the damaged mail boxes.

Discussion and possible action regarding the return of a driveway damage deposit for:

- **Cullen Vito Land Trust- Steve Link, 3038 Shadyside Dr.**

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve the refund of the driveway damage deposit for the Cullen Vito Land Trust, Steve Link, 3038 Shadyside Dr.

Discussion on current Public Works projects and duties.

The Board reviewed the Public Works memo. They wondered if there are any costs associated with moving the leaves to the other site, if there are no costs then there is not a problem, however, they will need to know if there are costs associated with this. They also wondered who will move the leaves and what equipment will be used. The Board also had a discussion regarding who is responsible for the storm water at Petty Acres. A discussion took place regarding email for Public Works. Supervisor Damkoehler was directed to set up an email account for Public Works.

Clerk's report on office duties and projects.

Clerk Hougan reported out on the current office duties and projects staff has been working on. The Spring Primary Election went smooth and the Town had a 20% turnout.

Discussion on items to be placed on the next agenda.

- Access Road (if information is available)
- Shadyside Culverts (if information is available)
- Road bids
- Bridge replacement information
- Draft amended Ordinance pertaining to mail box damage and fees
- Email address for Public Works
- Stormwater Municipal Agreement – Future item

PLAN COMMISSION REPORT

The Board reviewed the staff report from the last Plan Commission meeting. Supervisor Bolender reported out the Champagne rezone was denied due to a land locked parcel, etc.

REPORTS

The Board reviewed the reports included in the meeting packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the meeting packet.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Bolender to approve the claims as presented. It was noted there was a blank document that printed in with the checks which resulted in a non-printed check and the check sequence out of order. Office staff will void and re-issue those checks. Motion carries 3-0.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Damkoehler, to adjourn at 7:40p.m. Motion carries unanimously.

Respectively submitted,

Pili Hougan-Clerk/Treasurer