

TOWN BOARD MEETING APRIL 5, 2018 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

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

OTHERS PRESENT: Carla Gogin of Baker Tilly, Thomas Meier of 1880 Oak Drive.

Absent & Excused:

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

BUSINESS

MINUTES OF THE MARCH 20, 2018 TOWN BOARD MEETING

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

PUBLIC COMMENT

Thomas Meier of 1880 Oak Drive was in attendance to discuss a culvert for his driveway.

BUSINESS

Presentation of the 2017 Draft Audit by Baker Tilly.

Carla Gogin of Baker Tilly presented the 2017 draft audit. She answered questions from the Board members.

Discussion and possible action regarding the 2017 Draft Audit report from Baker Tilly.

Motion by Supervisor Damkoehler, second by Sup. Bolender to adopt the 2017 Audit. Friendly amendment was made by Supervisor Damkoehler, accepted and seconded by Sup. Bolender, to add the word "Draft" to the motion. Motion carried 5-0.

Discussion and possible action regarding awarding the 2018 Road Bids for 2018 Road Construction Projects to include the alternate bid for Oak Knoll and Petty Acres Pulverizing and Paving, and for the following project locations of Church Street, Shadyside Drive and Tracy Lane, Oak Knoll & Petty Acres.

Chair Pfeiffer and the Board reviewed the bids. The Board had questions regarding the alternate bid and if the bid was for mill and overlay or pulverization. They determined they need to have more information prior to awarding the bid(s). This will be placed on the next agenda. In the event the approval of the bid needs to be sooner than the next Town Board meeting, there will be a special Town Board meeting held. Motion by Supervisor Damkoehler, second by Chair Pfeiffer, to table to the next meeting for further clarification and information on the alternate bid. Motion carried 5-0.

Discussion and possible action regarding awarding the 2018 Chipseal Surfacing Town Roads Bid. The Board reviewed the bid documents.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the Chipseal Surfacing bid from Scott Construction in the amount of \$60,971.00. Motion carries 5-0.

Discussion and possible action regarding awarding the 2018 Sealcoat Surfacing Town Roads

Bid. The Board reviewed the bid documents.

Motion by Supervisor Bolender, second by Sup. Damkoehler to approve the Sealcoat Surfacing bid from Fahrner Construction in the amount of \$21,726.00. Motion carries 5-0.

Discussion and possible action regarding the amendment to Chapter 135: Mailboxes. (3rdnd Reading)

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve Ordinance amendment to Chapter 135: Mailboxes. Motion carries 5-0 on a roll call vote with Chair Pfeiffer, and Supervisors Bolender, Olson, Damkoehler, and Larsson all voting Aye.

Discussion and possible action regarding the Amended and Restated Agreement Between the City of Stoughton and the Town of Pleasant Springs Concerning the Joint Municipal Court.

The Board reviewed the Agreement. It was pointed out this agreement is the same practice as what had been followed previously.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the agreement between the City of Stoughton and the Town of Pleasant Springs. Motion carried 5-0.

Discussion and possible action regarding topics the Spring Newsletter.

The Board discussed topics for the Spring edition of the newsletter, some additional topics to include will be the Friends of Lake Kegonsa (FOLKS) leaf pick-up information, Noxious weeds information, along with the usual information provided to residents.

Discussion and possible action regarding installation of email for Public Works.

The Board discussed email usage for the Public Works department. This will be a means of getting information to the Public Works department. The email address will not be published or given out to the general public, however it can be given out to vendors as necessary. Supervisor Damkoehler will set up an additional email account, so both Public Works employees will have a separate account and will be responsible for checking emails. It was discussed the emails should come from the Public Works Supervisor. Supervisor Larsson will send a draft email usage policy. Chair Pfeiffer reminded the Board that emails are public records. No action taken.

Discussion and possible action regarding the 2018 Tree Trimming Budget.

Supervisor Damkoehler presented the information from the previous meeting. Chair Pfeiffer had approved an additional amount for the tree trimming budget to allow the contractor to finish the area he was trimming. It was stated that all Towns are facing the same problems with tree trimming and budgets. The Board's recommendation was not to add any additional funds for tree trimming at this time. This can be revisited in early November after the end of the 3rd Quarter. No action taken.

Discussion on current Public Works projects and duties.

Chair Pfeiffer reported out on having a conversation with a resident regarding driveway issues. He and Supervisor Larsson will try to meet with the resident in hopes to rectify the situation. The Town Engineer will be drawing up a future plan. If they cannot come to an agreement, the Town has the authority to rectify and complete the necessary work in the right of way.

Clerk's report on office duties and projects.

Clerk Hougan reported out on some of the office duties and projects. The cost of installing base for map cabinet is \$375.00 and the Board determined they want to have National Business Furniture install the base for the map cabinet. She reminded the Board of the Annual Meeting on Tuesday, April 17, 2018 at 5:00 p.m., she reported out the Spring Election went smooth and there was a 38% turn-out. Deputy Clerk/Treasurer Wilke will be attending the WMCA District meeting on the morning of April 11, the meeting will be an update on liquor and tobacco licensing along with new laws, and Clerk/Treasurer Hougan will be attending the afternoon BOR session for recertification.

Discussion on items to be placed on the next agenda.

Salt Contract/agreement
2018 Road Bids / Alternate Bid
Trailer Quote
Badgerland Campground rezone
Havey Road
Request from 1880 Oak Drive for culver
Access Road-dedication etc.
Shadyside?
Future agenda items-
Liquor and Operator licenses
After 3rd Quarter-Tree Trimming

PLAN COMMISSION REPORT

Supervisor Bolender reported out on the Badgerland Campground rezone. It will be placed on the April 17 Town Board agenda

REPORTS

The Board reviewed the reports to include the Building Inspectors report, and the treasurer's report.

CORRESPONDENCE

The Board reviewed the correspondence.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the claims in the amount of \$78,721.61. Motion carried 5-0.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Olson, to adjourn at 8:30 p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan-Clerk/Treasurer