

**TOWN BOARD MEETING May 3, 2016 – 6:00 P.M.**  
**TOWN HALL, 2354 COUNTY ROAD N**

**PRESENT:** Chairperson Mary Haley, Supervisor David Pfeiffer, Supervisor Janiece Bolender, Supervisor Tom McGinnis, Supervisor Damkoehler, and Clerk/Treasurer Cassandra Suettinger.

**ABSENT & EXCUSED:**

**OTHERS PRESENT:** Rachel Delpizzo, 2877 Skycrest Circle, Joanne Delpizzo, 1718 W Main St, David Jackson, PO Box 22, Whitewater, Eric Vieth, Strand & Associates, Peter and Laura Burno, 1734 N. Red Oak Drive.

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

**ANNOUNCEMENT OF POSSIBLE CLOSED SESSION:** Chair Haley announced the meeting may close 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.

**MINUTES OF APRIL 19, 2016 TOWN BOARD MEETING**

Motion by Supervisor Pfeiffer, seconded by Sup. Bolender, to approve the minutes of the April 7, 2016 Town Board meeting. Carried unanimously.

**PUBLIC COMMENT:**

**BUSINESS:**

**1. Discussion and possible action on request from David Jackson for an additional access on parcel 0611-212-8490-1 located at the corner of County Highway N and Circle Drive.**

Representative: David Jackson

Mr. Jackson appeared before the Board to request an additional access for his property from Circle Drive. He currently noted with the equipment he uses he is having to back on and off of County Highway N. This creates a dangerous situation for him and his workers.

The Town Board noted the request fails to meet the 3 of the 11 requirements for a second access:

- a. The maximum number of accesses allowed to serve a residential, commercial or manufacturing property shall be two (2), provided that when two (2) accesses are used, there is also at least two hundred (200) feet of total road frontage on the road from which the accesses serve the parcel.
- b. For corner parcels, or parcels abutting more than one road, access (es) shall be allowed from only one of the roads abutting the parcel.
- c. Where two accesses serve a parcel, or a second access is considered, the centerlines of the accesses shall be at least two hundred (200) feet apart and satisfy the side setback requirements of the zoning classification of the subject property.

The Board noted allowing Mr. Jackson a second, or what could potentially be considered a third access, would be in violation of the Town's policy on accesses. They noted in particular the concern with

allowing an additional access only 120 feet from the CTH N intersection. The Board asked if Mr. Jackson could create a turnaround on his property instead of another access.

Mr. Jackson noted turning around on the property would not be possible to do the location of the barn, the tree line in back, and a second accessory structure he plans to construct on the property.

The Board requested Mr. Jackson investigate the following solutions before they would consider a variance:

1. Assess if a turnaround would be possible with the current composition of the property
2. Contact the adjoining property owner to purchase additional land to meet the current policy regarding a second access.
3. Determine whether the shared access is on his property or the neighbor

**2. Discussion and possible action on Shadyside Drive culverts.**

Representative: Eric Vieth, Town engineer

Eric provided the Board with an overview of options to consider for the replacement of the Shadyside Drive culvert. He noted due to the emergency nature of the sinkhole in front of the Bryant Foundation, the Town could replace the culvert in the right-of-way and deal with the private property issues at a later time. Eric also noted the Town may want to consider an alternate location for the drainage area.

The Board the next step will be to meet with the property owners and discuss the issue. The meeting will be Thursday May 19<sup>th</sup> at 5:30 p.m.

**3. Discussion and possible action on appointment of Plan Commission member.**

Motion by Chair Haley, seconded by Sup. McGinnis, to appoint Tom McGinnis to the Plan Commission. Carried unanimously.

**4. Discussion and possible action on amendment of ordinance regarding driveway access.**

The Board reviewed the draft ordinance amendment regarding driveway access. The amendment will be brought back for the first reading at the next Town Board meeting.

**5. Discussion and possible action on appointment of liaison for parks.**

Motion by Sup. Bolender, seconded by Sup. McGinnis, to appoint Jay Damkoehler as the parks liaison. Carried unanimously.

**6. Discussion and possible action on awarding bid for 2016 road projects.**

Motion by Sup. Pfeiffer, seconded by Sup. Bolender, to award the 2016 road projects contract to Payne & Dolan for an amount not to exceed \$161,390.26

The Board directed staff to go out for bids for Kaase Road.

**7. Discussion and possible action on 2015 audit report.**

The Clerk distributed copies of the 2015 audit report. Item will be placed on the next agenda for further discussion.

**8. Discussion and possible action on investment in the LGIP.**

Motion y Sup. Damkoehler, seconded by Sup. Pfeiffer, to move all funds from the capital equipment fund currently with WI Bank & Trust to LGIP. Carried unanimously.

**9. Discussion and possible actions on topics for the May newsletter.**

The Board suggested topics for the May newsletter.

**10. Discussion and possible action on the return of a driveway access damage deposit for Tom Matson, 2321 Tower Drive, Stoughton WI (partial return of damage deposit)**

Motion by Sup. Bolender, seconded by Sup. Damkoehler, to approve the return of a driveway access damage deposit for Tom Matson, 2321 Tower Drive, Stoughton WI 53589. Carried unanimously.

**11. Clerk's Report on office duties and projects.**

The Clerk reported on duties and projects.

**12. Discuss current Public Works projects and duties.**

The Board reviewed the memo submitted by the Public Works department.

**13. Discussion on items to be placed on the next agenda.**

The Board discussed items to be placed on the next agenda.

**14. \*Discussion and possible action on clerk/treasurer employment agreement.**

No action taken.

**REPORTS:** The Board reviewed the Building Inspector's Report for April 2016. The Board reviewed the Dane County Sheriff's report for March 2016.

**CORRESPONDENCE:** None

**CLAIMS**

Motion by Sup. Damkoehler, seconded by Sup. McGinnis, to approve the claims report dated May 3, 2016 in the amount of \$13,674.82. Carried unanimously.

**ADJOURNMENT:** Motion by Sup. Damkoehler, seconded by Supervisor McGinnis, to adjourn at 8:46 pm.

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Cassandra Suettinger, Clerk/Treasurer