

TOWN BOARD MEETING MAY 1, 2018 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

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

OTHERS PRESENT: Ted Gement of Golden Oil/BP, Ted Keehn, Bert Davis of Badgerland Campground, Pete Hagen of Badgerland Campground and Bob Welch of Badgerland Campground.

Absent & Excused: Supervisor Doug Larsson

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

MINUTES OF THE APRIL 17, 2018 TOWN BOARD MEETING

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

PUBLIC COMMENT N/A

BUSINESS

Municipal Clerks Week Proclamation

Chair Pfeiffer presented the Proclamation.

Discuss and take action on a request from First Rate Resorts, 1221 Enterprise Drive, Verona, WI 53593, Brent (Bert) Davis, acting as agent to rezone approximately 2.4 acres of Parcel #0611-201-8060-4 from B-1 to RE-1 to continue Badgerland Campground operation. The property address is 2671 Circle Drive, Stoughton, WI 53589. Bob Welch, representing Bagerland Campground presented the rezone request. He stated the property has been rezoned as B1 incorrectly for a long time. This rezone request is to bring the property to the current zoning. It's not changing anything else.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the request to rezone the property on Parcel # 0611-201-8060-4 from B-1 to RE-1 and continue as Badgerland Campground with the deed restrictions as listed:

Deed Restrictions:

1. A Conditional Use Permit to restrict the use of the development and operation of recreational camps, campground and camping resort to include the services and facilities necessary to service premises.
2. Signage and lighting to be designed to limit adverse effects on surrounding properties.
3. No further residential buildings to be constructed on this parcel.
4. Dane County setback and height requirements must be met for any proposed facilities.

Conditions:

1. A Certified Survey Map (CSM) is required for the rezoned parcel.
2. Owner name(s) be listed on final CSM and the correct language for Town approval to be noted on CSM.
3. CSM must be approved and recorded. If CSM is not recorded the rezone becomes null and void.

Motion carried 4-0.

Discussion and possible action regarding the access stub road relative to interstate 39/90 and County Trunk Highway N interchange. Chair Pfeiffer reported he spoke with Craig Pringle of the DOT. The DOT's practice now is that it's not allowable to turn over the road to the Town. They can turn over the maintenance responsibility, but not the land. Attorney Reuter is looking into this and will be discussing this with the DOT and their Attorney. No action taken.

Discussion and possible action regarding the dedication of the access road to BP/Golden Oil.
No action at this time. Post pone until more information is available.

Review the plan revisions to Golden Oil, BP to include those listed below and take into consideration the follow up comments by Roger Lane of Dane County Zoning regarding the revised plans as an FYI: (Please note-rezone and plans have been previously approved)
Golden Oil / BP Plan Revisions (submitted on 3/9/2018 & 3/29/2018):

- Scale shifted 10' east into the site
- Another fuel tank added within the tank farm (tank is same distance from property line as the previous approved tank placement)
- Revised underground storm detention system from HP storm (HDPE) material to N-12 (HDPE) material.

Ted Gement of Golden Oil / BP was in attendance. The Board discussed and reviewed the changes to the plans. Motion by Supervisor Bolender, second by Sup. Olson, to approve the changes as listed above, that the Town is in favor of the changes and has approved the plans and rezone previously. Amendment to the motion by Bolender to include adding "including signage" to the motion. Amendment seconded by Sup. Olson.

The Board wanted this added for the record they have already approved the Golden Oil / BP rezone at Plan Commission and Town Board, and they are in favor of the changes. Changes do not need to come back to the Plan Commission and Town Board. This is on the May Plan Commission agenda for informational purposes only.

Discussion and possible action regarding the Shadyside Drive and Culvert project.

Chair Pfeiffer has spoke to Attorney Reuter and is waiting for a response. Attorney will prepare easement letter language, and easements. The Board discussed options and proposed language for the letters.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to direct staff to have the Town's Attorney draft easements and letters for those residents effected along Shadyside Drive, to include in the letters the numeration of said easements to be \$1.00, and a deadline response time from those property owners effected of June 21, 2018. Motion carried 4-0.

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

- **Kenneth Hanson, 2735 River Drive**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the refund of the driveway damage deposit for Kenneth Hanson of 2735 River Drive. Motion carried 4-0.

Discussion and possible action regarding the proposal for to sealcoat the Town Hall parking lot. This proposal does not include the paving behind the Sheriff's office.

Ted Keehn explained the proposal. Explained the area to be seal-coated and does not include the Sheriff's parking lot area at this time. Parking lot will be patched, crack filled, and seal coated. This was included in the 2018 Budget. Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the proposal from Fahrner Asphalt Sealers in the amount of \$6249.30. Motion carried 4-0.

Discussion and possible action regarding the proposed plan for the driveway located at 1687 Koshkonong Rd. to eliminate gravel washout into the neighbor's driveway and onto town roads.

Chair Pfeiffer reported out he and Supervisor Larsson met with the property owner. He is willing to work with the Town on a resolution for the gravel washout problems. This is a safety hazard for bicyclists, etc. The property owner stated he has tried to eliminate the wash out problems. They discussed some possible solutions to include removing the culvert, moving the culvert, re-ditch to redirect water movement. Chair Pfeiffer has spoke with the Town's engineer and requested a drawing for a proposed plan to eliminate the washout of gravel into the Town's road and neighbor's driveway. No action taken at this time.

Discussion and possible action regarding the approval of the Dane County Zoning Ordinance Amendment Petition # 11263 regarding the Tom & Donna Sayre Farms, LLC property, parcel # 0611-11295007 to rezone from A-1EX to RH-2.

The Board reviewed the Ordinance Amendment submitted by Dane County Zoning. Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the Dane County Zoning Ordinance Amendment, Petition # 11263. Motion carried 4-0.

Discussion and possible action regarding the approval of the Dane County Zoning Ordinance Amendment Petition # 11264 regarding the Tom & Donna Sayre Farms, LLC property, parcel # 0611-11280013 to rezone 1.8 acres from A-1EX to A-2(1) and 9.0 acres A-1EX to A-4.

The Board reviewed the Ordinance Amendment submitted by Dane County Zoning. Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the Dane County Zoning Ordinance Amendment, Petition # 11264. Motion carried 4-0.

Discussion and possible action regarding an email policy for Public Works.

The Board reviewed the draft email policy. There were some recommended changes to the policy. Supervisor Damkoehler will make changes to the policy and bring back draft to the next Town Board meeting on May 15. No action taken.

Discussion and possible action on appointment of liaison for parks.

Chair Pfeiffer volunteered as parks liaison.

Review of draft newsletter for the Spring / Summer edition to go out in May.

The Board reviewed the draft newsletter and determined after Chair Pfeiffer submits his portion for the newsletter, it's ready for print and mailing.

Discussion and possible action regarding results of the soil borings in the Oak Knoll Petty Acres subdivision and on Shadyside Drive.

Ted Keehn was in attendance to report out on the soil boring findings. The engineer came out and took 20 random samples. They know they will need to proceed with caution at Oak Knoll Petty Acres as they don't know how much base is underneath the road and could potentially run into big costs. The boring tests came back and they did not find anything alarming. Ted recommends they pulverize Oak Knoll Petty Acres, as the mill and overlay is not the best product as it does not last as long, and the Board is committed to fixing the roads. Ted reported out they also took soil borings from Shadyside Drive. He explained of the two options for fixing the roads, the pulverize and pave is the best option as it lasts longer. Chair Pfeiffer stated they want the roads to last. The Board reviewed the 2018 budget for road work projects and compared to the bids for the road work projects. The remainder of unspent funds in the budget can be used for any additional costs that may arise as needed for the road work.

Discussion on Public Works projects and duties.

Ted reported out there was an accident on the bridge on Spring Rd. There was damage to the culvert and the bridge. The bridge may need to be inspected. A claim is in the process of being filed, the accident report has been requested. The Board determined the bridge will need to be inspected.

Clerk's report on office duties and projects. Clerk Hougan reported out on some of the current office duties to include:

- Map Cabinet installed
- Drafted email policy
- May 2-Dane County Treasurer's training in a.m.
- May 10-Dane County Clerk's meeting/training and meeting in honor of clerk's week
- Newsletter
- Renewed DNR Waste license for brush burning site
- Dog license letters to non-renewals

Discussion on items to be placed on the next agenda.

- Liquor License Renewals
- Operator license renewals
- Draft email policy
- If needed-signage for Golden Oil / BP
- Access / Stub Road dedication - if information is available from Attorney

PLAN COMMISSION REPORT N/A

REPORTS

The Board reviewed the reports included in the packet, along with the Building Inspector's report

CORRESPONDENCE

The Board reviewed the correspondence included in the packet. The Board determined not to pay the dues for the Wisconsin Town's Association at this time.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the check register in the amount of \$2689.49, including the void check to card service center. Motion carried 4-0.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Olson, to adjourn at 8:14 p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan-Clerk/Treasurer