

TOWN BOARD MEETING MAY 15, 2018 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

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

OTHERS PRESENT:

Absent & Excused:

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

MINUTES OF THE MAY 1, 2018 TOWN BOARD MEETING

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

PUBLIC COMMENT

No one appeared before the Board.

BUSINESS

Proclamation in Observance of Public Works Week

Chair Pfeiffer recognized Ted Keehn, Jim Alme, and the seasonal public works employee's for their dedication and services they provide to the Town.

Resolution of Commendation for Janiece Bolender and Mark Asleson for their service on the Plan Commission

Chair Pfeiffer stated Mark Asleson will be leaving the Plan Commission as he is building a home outside of Pleasant Springs. He recognized and thanked Janiece Bolender and Mark Asleson for their dedication and service to the Town of Pleasant Springs.

Discussion and possible action regarding the access roads relative to interstate 39/90 and County Trunk Highway N interchange.

Chair Pfeiffer reported out the DOT Attorney has not responded to the Town Attorney regarding this. No action taken at this time, this will be placed on a future agenda when more information is available.

Discussion and possible action regarding the signage for Golden Oil / BP.

Chair Pfeiffer reported out the Plan Commission reviewed and approved all the revisions to the plans. He reiterated the support from the Plan Commission and Town Board for Golden Oil / BP project. Motion by Chair Pfeiffer, second by Supervisor Damkoehler, to reaffirm support of approval for the plans for signage as approved by the Plan Commission. Motion carried 5-0.

Update, discussion and possible action regarding the Shadyside Drive and Culvert project.

Chair Pfeiffer reported on the recent events and communications regarding the project. Easements and letters were sent out on May 14, 2018. Several options were discussed. Chair Pfeiffer was directed to talk to the Town Attorney regarding retraction of offer if there was any legal action taken against the Town.

Discussion and possible action regarding the Spring Rd. bridge repair estimate in the amount of \$4,500.

The invoice for this repair will be forwarded to the insureds insurance company for damages incurred as a result of an incident that happened on April 14, 2018. This is not a budgetary item. Motion by Supervisor Larsson, second by Sup. Olson, to approve the agreement proposal from Dane County regarding bridge # P130915 located on Spring Road in the amount of \$4,500.00.

Discussion and possible action regarding an opening on the Plan Commission.

There will be a midterm vacancy on the Plan Commission as Mark Asleson will be moving out of Pleasant Springs the end of June. Staff was directed to post the ad on the website and publish the ad notice in the HUB for two weeks, and to indicate "this position is open until filled" on the ad.

Discussion and possible action on renewal of the Class "A" Retailers License for the sale of fermented malt beverages only for consumption away from the premises where sold for the period from July 1, 2018 through June 30, 2019 for:

- **Road Ranger LLC, agent, Brenda G. Campbell, d/b/a Road Ranger, at the premises located at 2762 CTH N.**

Clerk Hougan reported out background check came back good, and there were no complaints or reports from the Sheriff's office for the premises. Motion by Supervisor Larsson, second by Sup. Damkoehler, to approve the liquor license renewal application for the Road Ranger, LLC, Brenda G. Campbell, agent. Motion carried 5-0.

Discussion and possible action on the renewal of the Class "A" Retailers license for the sale of fermented malt beverages and the "Class A" Retailers license for the sale of intoxicating liquors for consumption away from the premises where sold for the period from July 1, 2018 through June 30, 2019 for:

- **Wisconsin Fuel, LLC, agent Kristie Halpin, d/b/a I-90 BP, at the premises located at 2763 CTH N.**

Clerk Hougan reported out background check came back good, and there were no complaints or reports from the Sheriff's office for the premises. Motion by Supervisor Larsson, second by Sup. Damkoehler, to approve the liquor license renewal application for Wisconsin Fuel, LLC, Kristie Halpin, agent. Motion carried 5-0.

Discussion and possible action on renewal of the alcohol beverage license for Retailer Sales Class" B" Beer and "Class B" Intoxicating Liquor for the period from July 1, 2018 to June 30, 2019 for:

- **Pleasant Springs Pub, Inc., agent Connie Geishirt, d/b/a Pleasant Springs Pub, at the premises located at 2630 CTH N,**
- **Springers of Lake Kegonsa Inc., agent Laura Rowley, d/b/a Springers, at the premises located at 3097 Sunnyside Street,**
- **Badgerland Campground, agent Brent Davis, d/b/a Badgerland Campground, at the premises located at 2671 Circle Drive.**
- **The Fields Reserve, Inc., agent Jonathan Jaeck, d/b/a The Field's Reserve, at the premises located at 2479 Glenn Drive. (Reserve "Class B" Beer and Intoxicating Liquor)**

Clerk Hougan reported out the background checks came back good, and there were no complaints or reports from the Sheriff's office for the premises listed. Motion by Supervisor Damkoehler, second by

Sup. Olson, to approve the liquor license renewals for the applicants as listed above. Motion carried 5-0.

Discussion and possible action on renewal of operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2018 to June 30, 2019 for report dated May 15, 2018. (included in your packet)

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the renewal licenses as listed on the report. Friendly amendment by Chair Pfeiffer to add approval of the new licenses listed on the report to the motion. Friendly amendment seconded by Bolender. Motion carried 5-0.

Discussion and possible action regarding an email policy for Pleasant Springs employee's.

Chair Pfeiffer commented on the well written policy and had one revision. Motion by Chair Pfeiffer, second by Supervisor Bolender, to approve the email policy as amended, and direct the clerk to route the amended policy to the staff for signature and placement in their personnel files.

Discussion on Public Works projects and duties.

The Board reviewed the public works memo. Chair Pfeiffer reported Greg Spangler started last week and has been very busy mowing lawns due to the heavy rains.

Clerk's report on office duties and projects.

Clerk Hougan reported out they attended the Dane County Treasurer's Training which focused mainly on enhancement and training on Access Dane. Clerk Hougan attended the Dane County Clerk's meeting and training for municipal clerk's week on May 10, which focused on new election news, and information regarding the current ADA Automark ballot marking machines will be phased out and they will be required to purchase the Express Vote machine to replace the Automark. This will be added to the 2019 budget and are expected to cost around \$3500.00. Office staff has been working on license renewals and updating the Plan Commission and Transfer of Development Rights manuals.

Discussion on items to be placed on the next agenda.

- Shadyside Culverts-possible closed session, Attorney may attend (check with Chair Pfeiffer)
- Access Roads-if information is available
- Complaints process-written correspondence

PLAN COMMISSION REPORT Supervisor Olson reported out on the recent events the Plan Commission has worked on. The Sayre property is looking at a Transfer of Development Rights type of rezone, and they are working on setting up a meeting date for the Town Board and Plan Commission to visit the proposed site. He also reported out the Plan Commission supports the Golden Oil / BP signage.

REPORTS

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the check register dated May 10, 2018 in the amount of \$ 331.28, and the check register dated May 15, 2018 in the amount of \$31,358.64. Motion carried 5-0.

ADJOURNMENT

Motion by Supervisor Olson, second by Sup. Bolender, to adjourn at 7:22 p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan-Clerk/Treasurer