

TOWN BOARD MEETING MAY 16, 2017 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

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

OTHERS PRESENT: Town Engineer Eric Vieth, Jim Alme of Public Works, Jon Halverson, Michael Rumpf, Allan Ciha, Christine Milligan-Ciha, Brooks Fechhelm, Joel Hougan, Marcus Kleist, Neal Elsing, Amy & Charles Frochtweig

Absent & Excused: Doug Larsson

MINUTES OF THE MAY 2, 2017 TOWN BOARD MEETING

Motion by Damkoehler, second by Olson, to approve the minutes as presented.

Motion carried 4-0.

PUBLIC COMMENT None

BUSINESS

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

Eric Vieth, Jim Alme, and Richard McCann were in attendance to present their findings regarding the Shadyside Culverts. They discussed the videos of the culverts. They discussed the videos of the culverts. The order of the condition of the culverts is as follows: Outfall 13 is best, followed by Outfall 16, followed by Outfall 14, with Outfall 15 being in the worst shape. Outfall 13 was presumed to be a good candidate for the lining. Outfall 14 was presumed to be lineable at the middle portion of the culvert. They will need to excavate and repair along the shoreline. Outfall 15 was determined to be the most critical of the culverts. Public Works and McCann's were able to come back and finish filming the culvert. The inlet is worse than the outlet on 15. The bottom portion of Outfall 15 is rusted out. Rich McCann stated they had a material called a "Pre-liner" which they would use in this circumstance, to place down first prior to the liner. He explained the process and provided samples. He was still confident the culverts could be lined and stated they would do a pre-inspection and a post-inspection. He stated if the Board does not act on these culverts soon, they will need to be dug up. The Board viewed a portion of the culvert where the bottom was rusted out and corroded. Jim Alme drew diagrams of the pipe to further explained recommendations on how to handle the elbow-end section. They could line to the elbow and replace the elbow portions of the pipe. Similar to the proposed process for Outfall 14. Outfall 16 under the road to the catch basin in the driveway is a candidate for relining rather than replacement because it would not be possible to remove the existing culvert without damaging the catch basin. The remaining culvert running under the house could be relined. However, the culvert at the lake end appears to have been replaced by the property owner and there is significant landscaping that would be disrupted. Since the portion of Outfall 16 running under the house is in fair condition at this time, action on this culvert will be deferred to a later date in order to avoid delaying the more urgent repairs that must take place this year. The culverts under the road for Outfalls 13, 14 and 15 will be cut and replaced prior to lining. The lake ends of Outfalls 14 and 15 will be cut and replaced closely following the grade to minimize disturbance of private property. Due to the relatively large area draining to Outfall 14, the option of adding a sediment collection basin was requested in order to improve water quality. Due to the relatively small area

draining to Outfall 15, the cost of a sediment collection basin at this location was not viewed as being cost effective. The Town will also continue to pursue development of a sediment collection pond at the inlet of Outfall 16. Chair Pfeiffer inquired regarding the uneven settling around sanitary district infrastructure under Shadyside experienced by the Kegonsa Sanitary District and whether there is a significant risk that this would occur here and necessitate tearing up Shadyside soon after it is reconstructed. Town Engineer Eric Vieth described a strategy that could be taken to minimize the likelihood that this would occur. Soil borings may need to be done on Shadyside Road in order to evaluate the risk. Rich McCann stated that the cost of a proposal for relining culverts would include cleaning culverts prior to lining and videotaping post lining to confirm the quality of the work. Further discussion followed.

Town Engineer Eric Vieth though there may be an opportunity for a stormwater grant. Per Chair Pfeiffer, he would like to keep moving on this project to get it completed this year. Attorney Morgan will need to obtain easements, permanent easements would be most desirable. Chair Pfeiffer will contact Attorney Morgan.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to direct the Town Engineer to continue with procedures and preliminary plans for the Shadyside Culvert project as discussed and bring back information to the June 6, 2017 Town Board meeting. Motion carried 4-0.

2. **Discussion and possible action regarding the placement of a culvert at the mineral extraction site on Koshkonong Rd. by Jon Halverson, for the purpose of de-watering the collection of rain water due to heavy rains.** Jon Halverson was in attendance. He spoke with a contractor and explained it was possible to bore a pipe under the road as an alternative plan to installing a culvert. This would be a cleaner way to remove the buildup of rain water. Chair Pfeiffer brought up a concern with installing a culvert, that it will always move water, if you have a bore and pipe, there is more control. Supervisor Bolender prefers the bore and pipe. She requested obtaining an easement from the Town. Chair Pfeiffer stated he would talk to Attorney Morgan regarding obtaining an easement, and ask him to draft an easement. Supervisor Bolender advised to make sure Public Works is contacted for documentation purposes. Motion by Supervisor Damkoehler, second by Sup. Bolender, to authorize placement of conduit for de-watering at the property of 2488 Koshkonong Rd. in conjunction with the CUP with WisDOT with final approval pending signed easement with the Township. Motion carries 4-0.
3. **Discussion and possible action to recommend approval to the Town Board of Lot 1 Certified Survey Map, Drawing No. 8695, creating a one lot CSM consisting of approximately 2.21 acres for property owners Neal and Mark Elsing, with Neal Elsing acting as agent, for property located near 2636 S Hill St.** Supervisor Bolender reported out on the CSM. Neal Elsing was in attendance. Motion by Supervisor Bolender, second by Supervisor Olson, to approve the Certified Survey Map, Drawing No. 8695, as described above, for property owners Neal and Mark Elsing, for property located near 2636 S. Hill St. Motion carried 4-0.
4. **Discussion and possible action to recommend approval to the Town Board of the Certified Survey Map, Drawing No. 4847-16, dated 3/9/2017, revised 4/11/2017, creating a one lot CSM consisting of approximately 9.6 acres for property owner Mary Nordland, with Michael Rumpf, acting as agent, for property located at 2022 Koshkonong Rd, Cottage Grove, WI 53527.** Supervisor Bolender reported out on the CSM. Michael Rumpf, acting as agent was in attendance.

Motion by Supervisor Bolender, second by Sup. Olson, to approve the Certified Survey Map, Drawing No. 4847-16 as revised on 4/11/2017, as described above, for property owner Mary Nordland, for the property located at 2022 Koshkonong Rd. Motion carries 4-0.

5. **Discussion and take possible action on the request of Joel Hougan, with Brooks Fechhelm of Trierweiler Construction, acting as agent, for a temporary conditional use permit. The temporary conditional use permit is for a concrete plant for WisDOT and municipal roadway projects. The property is located 500' East of 2488 Koshkonong Rd., Stoughton, WI 53589.**

Supervisor Bolender reported out on the request for a conditional use permit. She stated the Plan Commission had a lengthy discussion regarding this request. They talked about lighting as to not disrupt neighbors or traffic. Any issues would need to be addressed and resolved. Motion was made by Supervisor Bolender, second by Sup. Olson, to approve the requested for a temporary conditional use permit for a concrete plant for WisDOT and municipal roadway projects at the property located near 2488 Koshkonong Rd., based upon the following conditions:

- * Placement of a concrete plant at location for the time frame of June 2017 through December 2019.
- * Dane County to review conditions and provide additional restrictions as seen necessary.

Motion carried 4-0.

6. **Discussion and possible action on the request of Amy & Charles Frochtzweig to rezone parcel # 046/0611-10280015 from RH-2 to A2-4, for a total of 6.940 acres, for the property located at 2277 Rinden Road, Cottage Grove, WI., 53527, for possible construction of a 2000 sq. ft. accessory building with a bathroom to operate a family limited business, and using the remaining space for farm storage.**

Supervisor Bolender reported out on the request for a rezone. She stated she visited the property and observed the business area. She stated there was a lot of discussion regarding this at the Plan Commission.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the request for a rezone as described above based on the following conditions:

- 2-person family business for the past 5 years. One additional full-time person maximum.
- Shed size - 40' x 50' x 10'-4".
- No signage and no outside storage of business materials on property.
- Conditional Use – Bathroom w/sink & toilet. Prior to property transfer, Dane County to inspect fixture removals, cap drain system and disconnected from septic system.
- Conditional Use – No person(s) to live in building, violation of use will void CUP.
- Utilities – single phase existing power.
- Trash collection - remains the same and/or possible one additional recycling bin.
- Business materials sending, owner drives to FEDX business site.
- Business materials received through FEDEX delivery trucks, current preferred method.
- Truck Traffic type - No change in typical truck traffic type on Rinden Road.
- Driveway - No change.
- Fire Hazards – Inert gas (non-combustible). Explosive chemicals - locked fire rated cabinet.
- Dane County to review conditions and provide additional restrictions as seen necessary.

Motion carries 4-0.

7. **Discussion and take possible action regarding the Annual Syttende Mai Canoe Race event scheduled for Friday, May 16, 2017 at 6:00 p.m.**
Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve the Annual Syttende Mai Canoe Race event scheduled for Friday, May 16, 2017 at 6:00 p.m.
Motion carries 4-0.
8. **Discussion and Take possible action regarding funding for bridge replacement road damage repair.** Chair Pfeiffer presented this agenda item. He stated Ted with our Public Works department was contacted by the DOT regarding bridge repairs. The DOT would not be able to make the deadline of May 15 for repairs, so the town could take a payment in lieu of repairs in the amount of \$20,000.
Motion by Supervisor Bolender, second by Supervisor Damkoehler, to authorize approval for payment in lieu of repair for the 2016 construction on Rinden Rd. and Church St. in the amount of \$20,000. Motion carries 4-0.
9. **Discussion and take possible action regarding East Koshkonong Road.**
Chair Pfeiffer presented this agenda item. He stated this relates to the complaint received a few months ago regarding heavy rains washing gravel into the road and neighbor's driveway. There were attempts to fix this problem in the past, however there is more extensive work that needs to be completed including reshaping the driveway. He spoke with Public Works regarding this, and asked them to come up with a cost estimate. This item will be placed on a future agenda after Public Works can obtain the necessary information and cost for this project. No action taken.
10. **Discussion and take possible action regarding Hone Lane.**
There is a shed on this private property that makes it hard for Public Works to turn around when snow plowing. Public Works will provide more information regarding this after they have spoken to the property owner. No action taken.
11. **Discussion and possible action regarding an opening on the Plan Commission.**
The Board discussed the opening on the Plan Commission. No action taken at this time.
12. **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, 2017 through June 30, 2018 for:**
 - a. **Road Ranger LLC, agent, Brenda G. Campbell, d/b/a Road Ranger, at the premises located at 2762 CTH N.**
 - b. **Wisconsin Fuel, LLC, agent, Kristie Halpin, d/b/a I-90 BP, at the premises located at 2763 CTH N.**

Motion by Supervisor Damkeohler, second by Sup. Olson, to approve the renewal of the Class "A" Retailers License for the sale of fermented malt beverages as described above to the Road Ranger, and I-90 BP for the period from July 1, 2017 to June 30, 2018. Motion carries 4-0.

13. **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, 2017 to June 30, 2018 for:**

- a. **Pleasant Springs Pub, Inc., agent Connie Geishirt, d/b/a Pleasant Springs Pub, at the premises located at 2630 CTH N,**
- b. **Springers of Lake Kegonsa Inc., agent Laura Rowley, d/b/a Springers, at the premises located at 3097 Sunnyside Street,**
- c. **Badgerland Campground, agent Brent Davis, d/b/a Badgerland Campground, at the premises located at 2671 Circle Drive.**
- d. **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)**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the renewal of Retailer Sales Class B Beer and Class B Intoxicating Liquor licenses to the businesses as described above for the period from July 1, 2017 to June 30, 2018. Motion carried 4-0.

14. **Discussion and possible action on renewal of operators' licenses to serve fermented malt beverages and intoxicating liquors for the period from July 1, 2017 to June 30, 2018 for report dated May 16, 2017.**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the renewal operator's licenses as listed on the report for the period from July 1, 2017 to June 30, 2018. Motion carries 4-0.

15. **Discussion and possible action on a new operators' license to serve fermented malt beverages and intoxicating liquors for the period from May 16, 2017 to June 30, 2017 for the report dated May 16, 2017.**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the new operator's license as listed on the report for the period of May 16, 2017 to June 30, 2017. Motion carried 4-0.

16. **Discussion and possible action on the Mad City Velo Club's Kirke Vei Bicycle Time Trial event to be held on Saturday, July 22, 2017 from approximately 8:00 a.m. to 12-noon.**

It was noted by the Board to add the event checklist for review at the next Town Board meeting, and to add contacting EMS to the checklist.

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the Kirke Vei Bicycle Time Trial event scheduled for Saturday, July 22. Motion carries 4-0.

17. **Proclamation in observance of National Public Works Week May 21-27, 2017.**

Chair Pfeiffer read the proclamation in observance of National Public Works Week.

18. **Discussion on current Public Works projects and duties.**

The Board reviewed the Public Works memo. There was a question regarding how many culverts were included in the budget, and where those culverts are located. The next Public Works memo should have a report regarding Hone Lane and East Koshkonong Rd.

19. **Clerk's report on office duties and projects.** Clerk Hougan reported out the current office duties and projects to include the process for the upcoming Roads meeting on June 13, official minutes for Plan Commission and Town Board placed in official minute books, m; License renewals,

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

- **Accurate Appraisal Contract**
- **Shadyside Culverts**
- **Hone Lane**
- **East Koshkonong Rd-regarding complaint**
- **Event Checklist-review and modify to add EMS contact**
- **Discuss Roads meeting scheduled for June 13**
- **DMB CD**
- **Discussion on various contracts-expiration dates?**
- **Any additional items**

REPORTS

Clerk Hougan reported out on the Sheriff's report submitted for April.

CORRESPONDENCE

Clerk Hougan reported out on the Town's correspondence

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the claims in the amount of \$19,955.35. Motion carried 4-0.

ADJOURNMENT

Motion by Supervisor Damkoehler, second by Sup. Olson, to adjourn at 8:15 p.m. Motion carries 4-0.

Respectively submitted,

Pili Hougan
Clerk/Treasurer