

TOWN BOARD MEETING JUNE 19, 2018 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

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

OTHERS PRESENT: Howard Hill, 2762 Tracy Lane, Sara Knickmeier, 2000 Meadow Drive, Jeff Matcha, Cottage Grove EMS, Jason Elliott, 11325 W State Rd 138, Eric Vieth, Strand & Associates.

Absent & Excused: Supervisor Eric Olson.

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

MINUTES OF THE JUNE 05, 2018 TOWN BOARD MEETING

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the minutes as presented.
Motion carried 3-0.

ANNOUNCEMENT OF POSSIBLE CLOSED SESSION

Chair Pfeiffer announce a possible closed session.

PUBLIC COMMENT

Howard Hill of 2962 Tracy Lane appeared before the Board to explain water problems due to the grading of the road. Rain washes gravel onto his property. He will email pictures for the town clerk to distribute to Public Works and members of the Board.

BUSINESS

Discussion with Dave Matcha, of Deer Grove EMS and Jude Wolfe, Cottage Grove Fire Chief.

Dave Matcha was in attendance to answer any questions the Board may have. He reported out there have been 27 calls since the first of the year. Call volume has picked up since the construction on the Interstate. The speed limit was lowered to 50 recently and the call volume has gone down since the reduction. There have been 56 calls this year versus 46 for the same period of time last year. Current contract expires 12-31-2018.

Discussion and possible action regarding a request from the Stoughton Area Little League Board for the purpose of discussing the ditch at Oak Knoll Park.

Jason Elliott and Sara Knickmeier were in attendance to present a request for ditching at the park. Jason passed out pictures, an estimate, and a proposed plan of what needs to be done to alleviate water flooding in the park. They explained due to the heavy rains recently they have had to call off and cancel games and tournaments and as a result they have lost revenue. Park needs to be re-ditched to direct water flow. Supervisor Damkoehler brought up the park gets more outflow from the City of Stoughton property. The estimate of the project could be approximately \$15,000 to \$17,000 depending on permitting and erosion control. Eric Vieth was at the meeting and stated he would volunteer his time to assist with the permitting. The fee to the County is about \$300 to \$400. The SALL would want some sort of a long-term agreement for investment in the park. They stated the program has grown in numbers over the last three years. They also stated that the two pedestrian bridges would need to be removed in order to perform the ditching and requested that the non-accessible bridge be relocated to another part of the park as part of the project. SALL would like to start on this as soon as possible, they would like to know the Town's commitment in this project. They will be applying for grants through the Wahlin Foundation and the Bryant Center in the fall. Supervisor Larsson volunteered his assistance with writing the grants. Supervisor Larsson stated they should obtain a performance bond or insurance policy from the owner of the adjacent property across Williams Drive to make sure water is draining

properly from the property, however it could be awhile before the property is developed. The Board agreed there is an interest for improvements to the park and will discuss further at budget time. The Board recommended SALL do some fundraising. Chairman Pfeiffer stated the tennis court at the park needs to be redone. He suggested that moving the tennis court to the east to provide room to expand the parking lot could be a future park improvement that the Town and SALL could cooperate on as the primary complaint the Town receives about their use of the park is all of the vehicles parked is all the vehicles parked on the road. If parking improvements are made, SALL requested that paved handicapped stalls be added adjacent to the wheelchair accessible bridge. The Board reaffirmed they are interested in assisting with improving the drainage for the park and would be willing to enter into a longer term park use agreement with SALL in order to protect their investment. SALL will keep in touch regarding the project. This will be brought back in August for the second budget meeting and to be added and considered for the 2019 Budget.

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

Eric Vieth was in attendance. Chair Pfeiffer reported out several easements have been secured. He discussed the bidding process. He is still waiting for a response from two of the property owners and thought they should notify them regarding the project will be going out for bids to give them an opportunity to respond. Clerk was directed to send Eric Vieth, the town's engineer, the latest easement letters from the Attorney. They discussed the pipe at outfall 16 to be televised all the way through, outfall 13 will not be able to be done for awhile due to the heavy rainfalls. Eric Vieth may be in attendance for the next Town Board meeting with information he has prepared. He will email the information to the Town. McGann's will be given a heads up regarding the project. No action taken at this time.

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

Bob Goggin, 2565 Pleasant Street

Motion by Supervisor Damkoehler, second by Sup. Larsson, to approve the release of the driveway damage deposit. Motion carried 4-0.

Discussion and possible action regarding paying claims online / electronically.

The Board discussed paying certain claims online that are recurring and payments can be paid online like the credit card and the utility bill.

Motion by Supervisor Bolender, second by Sup. Larsson, to approve paying certain claims online for monthly recurring charges. Motion carries 4-0.

Closed Session 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." (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have substantial adverse effect upon reputation of any person referred to in such histories or data, or involved in such problems or investigations. Regarding Public Works.

Motion by Chair Pfeiffer, second by Larsson to move into closed session at 7:20 p.m. Motion carries on roll call with Pfeiffer, Bolender, Damkoehler, and Larsson all voting in favor.

Chair Pfeiffer recapped a meeting that was held the past Friday. The Board discussed the matter.

Motion by Supervisor Larsson, second by Sup. Bolender, to move into open session at 7:39 p.m. Motion carries unanimously via roll call with Pfeiffer, Bolender, Damkoehler, and Larsson all voting in favor.

Motion by Supervisor Larsson, second by Supervisor Bolender, to separate employment with Public Works employee Ted Keehn effective immediately on June 20, 2018. Motion carries 4-0.

Further discussion followed by the Board regarding posting the position and which position to post.

Motion by Supervisor Damkoehler, second by Sup. Larsson to advertise for immediately for a Superintendent of Public Works at the rate of pay of \$27.00 to \$30.00. Motion by Chair Pfeiffer, second by Sup. Larsson to add an amendment to the motion to advertise the position is open until filled. Motion carries 4-0.

Motion by Supervisor Damkoehler, second by Sup. Larsson, to authorize Jim Alme to utilize the parks seasonal employee for additional hours as needed. Motion carries 4-0.

Discussion on Public Works projects and duties.

Chair Pfeiffer reported out on the recent flooding issue on Sunnyside due to the heavy rains. Public Works employee Jim Alme delivered several loads of sand and sand bags to the area. Town of Dunn rented a sand bagger and volunteers from Cottage Grove Fire Department and Village of McFarland assisted residents with sand bagging. Chair Pfeiffer also participated in sand bagging.

Clerk's report on office duties and projects.

Clerk Hougan reported out on the office duties and projects she and Deputy Wilke have been working on. Supervisor Damkoehler directed staff to send thank you letters to the Village of McFarland and Town of Cottage Grove for their assistance with sand bagging.

Discussion on items to be placed on the next agenda.

Shadyside Culverts – Bid documents?
Oak Knoll – if more information is available
Update on Public Works position
Bid on Parking Lot-Chair Pfeiffer to determine if information available
Formally accept the easements along Shadyside

PLAN COMMISSION REPORT

Nothing to report at this meeting.

REPORTS

The Board reviewed the reports included in the meeting packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the meeting packet.

CLAIMS

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to accept the claims in the amount of \$54,896.46. Motion carried 4-0.

ADJOURNMENT:

Motion by Supervisor Bolender, second by Supervisor Damkoehler, to adjourn at 8:51p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan, Clerk/Treasurer