

**TOWN BOARD MEETING July 19, 2016 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N**

PRESENT: Chairperson Mary Haley, Supervisor David Pfeiffer, Supervisor Janiece Bolender, Supervisor Jay Damkoehler, and Pili Hougan.

ABSENT: Supervisor Tom McGinnis

Chairperson Haley called the meeting to order at 6:02 p.m.

MINUTES OF JULY 5, 2016 TOWN BOARD MEETING.

Motion by Supervisor Bolender, seconded by Sup. Pfeiffer, to approve the minutes of the July 05, 2016 Town Board meeting. Carried unanimously.

PUBLIC COMMENT.

Otto Callies, 2523 Brown Deer Rd, wondered about the process to draft an Ordinance. There is a property in his neighborhood that has been storing old vehicles etc. He is concerned it's affecting the value of his property.

Robert Arnold, 2526 Brown Deer Rd, has the same concerns about the property as listed above.

BUSINESS.

1. **A motion was made by Supervisor Bolender, second by Sop. Pfeiffer, to approve the easements regarding the culverts along Shadyside Drive as presented and authorize Town Chair Mary Haley to sign the easements, and have executed by Attorney Bill Morgan to the parties involved and to proceed with the next steps.** Further discussion followed: Eric Veith from Strand was in attendance to present the survey, pictures of the project area, and plans. He answered questions and concerns from the Board. Bill Morgan the attorney was also in attendance to assist with answering questions regarding the process and easements. The department of public works staff will be contacting the contractor and set up a time to meet with the engineer and public works department. The preliminary costs associated with the project and permitting process were discussed. The property owners requested to have restored to the same condition as prior to the failure. The easements will need to be in place, and permit requests and plan approval will need to be submitted to the DNR. There were some concerns regarding a wooden railing and stairs on one of the properties involved. Carried unanimously.
2. **Discussion and possible action regarding the condition and replacement schedule for the Elsing culvert located near 2370 Koshkonong Rd.** Ted Keehn of the public works department stated he and Jim Alme went to the site where the culvert is located. He said it was more of a drainage issue than a failing culvert. One of the property owners had requested a larger sized culvert to alieve the drainage issue. A larger sized culvert in this case would not help with the water flow, there is a blockage where the water cannot flow as it should. The culvert is located on private property, therefore property owners involved would need to remove the blockage. Staff was directed to draft a letter explaining this and suggest the property owner contact Farm Service Agency for assistance, and send letter to Mr. Elsing informing him of the boards conclusion and recommendation. No action taken.
3. **A motion was made by Town Chair Haley, second by Sup. Bolender, to approve the request for a conditional use permit for a cell phone tower for Parcel 0611-271-8730-0, for the property located at the SE corner of Spring Road and CR-B, Stoughton, WI, to install a multi-tenant wireless communications monopole by property owner Donald P. Squire, Jr.,**

with Nathan Ward, of Buell Consulting acting as agent based on the following conditions being met-

- 1) Motion by Haley, seconded by Bolender, that the establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety comfort or welfare. Carried unanimously.
- 2) Motion by Haley, seconded by Bolender, that the uses, value, and enjoyment of other property in the neighborhood for purposes already permitted shall not be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use. Carried unanimously.
- 3) Motion by Haley, seconded by Bolender, that the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. Carried unanimously.
- 4) Motion by Haley, seconded by Bolender, that adequate utilities, access roads, drainage and other necessary site improvements have been or are being made. Carried unanimously.
- 5) Motion by Haley, seconded by Bolendar, that adequate measures have been or will be taken to provide ingress and egress so designed to minimize traffic congestion in the public streets. Carried unanimously.
- 6) Motion by Haley, seconded by Bolender, that the conditional use shall conform to all applicable regulations of the district in which it is located.
With the following conditions, Evans Engineering report to be completed by the County, driveway access permit be obtained from the Town of Pleasant Springs, and erosion control plan be approved by the County. Carried unanimously.

Motion was made by Town Chair Haley, Second by Sup. Bolender, to approve the conditional use permit for a cell phone tower for Parcel 0611-271-8730-0, for the property located at the SE corner of Spring Road and CR-B, Stoughton, WI, to install a multi-tenant wireless communications monopole by property owner Donald P. Squire, Jr., with Nathan Ward, of Buell Consulting acting as agent with all the required conditions being met based on the six standards listed in section 10.255 (2)(b) have been met. Carried unanimously.

4. **A motion was made by Town Chair Haley, second by Sup. Pfeiffer, to approve rezoning of Parcels #0611-332-9270-0, 0611-332-9290-6 and 0611-332-9311-0 from A-2(2) to 2 lots of A-2(1). Lot #1 consisting of approximately 1.23 acres to be rezoned to A-2(1) with a deed restriction of no further residential development and Lot #2 consisting of approximately 1.91 to be rezoned to A-2(1) with a deed restriction of no further residential development for Sue and Keith Slinde for property located at 2614 County Hwy B, Stoughton, WI 53589. Carried unanimously.**
5. **A motion was made by Town Chair Haley, second by Sup. Pfeiffer, to approve a Preliminary Certified Survey Map, order No. AB3981-14 dated May 12, 2016 for an approximate 3.14 acre CSM consisting of 2 lots at the property located at 2614 County Highway B, Stoughton, WI, 53589 for Keith and Sue Slinde, with the following conditions being met-**
 - 1) Completion of a successful rezone of the property along with recorded deed restrictions
 - 2) No changes in property lines of the existing Preliminary or final CSM
 - 3) Revision of language on the final CSM to be titled TOWN OF PLEASANT SPRINGS APPROVAL instead REVIEW and that the language be "I hereby

certify that this Certified Survey Map has been approved by the Town Board of Pleasant Springs on May 12, 2016.

- 4) That because this property is within the 1.5-mile extraterritorial boundary with the City of Stoughton, the City of Stoughton approves the CSM. Carried unanimously.

6. **A motion was made by Supervisor Bolender, second by Sup. Damkoehler, to approve obtaining the Samsung J3 for a fee of \$25.00 per month with 2 GB of data through the US Cellular-State Plan for Public Works.** Carried unanimously.
7. **A motion was made by Supervisor Pfeiffer, second by Sup. Bolender, to adopt a resolution for inclusion under the Group Life Insurance plan through the Department of Employee Trust Funds for the Town of Pleasant Springs eligible employees.** Carried unanimously on a roll call vote. Haley-Aye, Bolender-Aye, Damkoehler-Aye, Pfeiffer-Aye.
8. **A motion was made by Supervisor Pfeiffer, second by Sup. Damkoehler, to adopt a resolution for inclusion under the Income Continuation Insurance Plan through the Department of Employee Trust Funds for the Town of Pleasant Springs eligible employees.** Carried unanimously on a roll call vote. Haley-Aye, Bolender-Aye, Damkoehler-Aye, Pfeiffer-Aye.
9. **Discussion and possible action regarding charging the \$25.00 Town Hall rental fee for the Pleasant Springs Garden Club.** The previous agreement in place was that the Pleasant Springs Garden Club would maintain 5 area gardens in exchange for using the Town Hall for four yearly meetings. The Garden Club can no longer maintain two of the five gardens, Rolling View Park and Quam Park. The board will approve the Garden Club to maintain the remaining three gardens in exchange for using the Town Hall for meetings with a limit of four yearly meetings. In the event the Garden Club cannot maintain the gardens, they will remove the plantings and return the area to its original state of grass. Staff was directed to draft a memorandum of understanding indicating these conditions, along with a yearly update and record of who is in possession of the key for the Town Hall. This will be brought to the next Town Board meeting for review.
10. **Discussion and possible action regarding a review of the parks checklist.** Supervisor Damkoehler presented his summary of the Town of Pleasant Springs area parks. He visited all the area parks except for the Yahara Drive access. He took pictures and highlighted the problem areas of concern in the parks. Chair Haley and the Board recognized Jay for the great job he did on this project. Public Works is directed to review the problem areas, and to start on repairing and fixing those items that can be fixed relatively easy and at little or no cost to repair. Public works will review the information with the seasonal employee so he can get started on the repairs right away, and determine a plan. Public Works will bring back a schedule for repairs and cost estimate, along with a list of what has been completed, to the next board meeting.
11. **A motion was made by Supervisor Damkoehler, second by Sup. Bolender, to approve the return of the \$1,000.00 access damage deposit for:**
Laurie Irwin & Jim Mickowski of 2295 Williams Point Drive.
Carried unanimously.
12. **Clerk's Report on office duties and projects.** Clerk Hougan reported out the current office duties and projects.

13. Discussion on current Public Works projects and duties. The board reviewed the Public Works report on current projects and duties.

14. Discussion on items to be placed on the next agenda.

- Review draft of Garden Club memorandum of understanding
- Discussion with the Town of Cottage Grove Fire Department (Bruce Boxrucker)
- Review of 2017 budget meeting dates-bring calendars
- Discussion /review of clerk's office design and reconstruction including windows
- Discussion regarding possible ordinance for junk vehicles left on property
- Discussion regarding LP gas contract-requests bids from Landmarks and United Coop.
- Discussion regarding Oak Knoll park-invite Ryan Shore for any pending issues
- Discussion/review of Church Street bridge project/road work
- Discussion and possible action on the EMS contract

REPORTS

Building Inspectors Report

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the building inspectors report in the amount of \$1196.37. Carried unanimously.

CORRESPONDENCE

Clerk Hougan reported out the town has received several copies of ordinances from surrounding townships regarding opting out of the Dane County Zoning, a letter was received from Dane County Zoning regarding the Town of Albion's comprehensive plan.

CLAIMS

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the claims in the amount of \$196,585.98. Carried unanimously.

ADJOURNMENT

Motion by Supervisor Damkoehler, second by Sup. Bolender, to adjourn at 9:00 pm.

Respectively submitted,

Pili Hougan