

**TOWN BOARD MEETING JULY 09, 2018 – 6:00 P.M.**  
**TOWN HALL, 2354 COUNTY ROAD N**

**PRESENT:** Chair David Pfeiffer, Supervisor Jay Damkoehler, Supervisor Janiece Bolender (arrived at 6:05), Supervisor Eric Olson, and Clerk/Treasurer Pili Hougan.

**OTHERS PRESENT:** Jude Wolfe, Cottage Grove Fire Chief, Mike & Mitch Zangl, 1975 Tower Drive, Eric Vieth, Strand & Associates

**Absent & Excused:** Supervisor Doug Larsson

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

**MINUTES OF THE JUNE 08, 2018 SPECIAL TOWN BOARD MEETING**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the minutes as printed of June 08, 2018. Motion carries 3-0.

**MINUTES OF THE JUNE 19, 2018 TOWN BOARD MEETING**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the minutes as printed of June 19, 2018. Motion carries 3-0.

**PUBLIC COMMENT**

There was no one registered to speak during the public comment period.

**BUSINESS**

**Discussion with Jude Wolfe, Cottage Grove Fire Chief.** Jude Wolfe appeared before the Board to answer any questions the Board may have and to present an update. He stated there has been many calls due to the interstate construction. Cottage Grove and Cambridge have been working together. DOT reduced the speed to 55 mph and that has reduced calls significantly. They are currently at 160 calls which is about 30 calls higher this year than last year at the same time. There have been approximately 60 calls in Pleasant Springs, which about 50 of those calls are regarding the interstate. He reported out the assisted with sandbagging along Shadyside for 3 solid nights. Their mission is to preserve life and property.

**Discussion and possible action regarding the Antique Tractor Ride taking place on July 14, 2018.** Mike and Mitch Zangl were in attendance to present the details and route map for the event. They stated this is the 11<sup>th</sup> year for the ride and they proceeds from the event go to a local family in need. Motion by Supervisor Boldender, second by Sup. Olson to approve the Antique Tractor Ride on July 14, 2018. Motion carries 4-0.

**Motion by Town Chair Pfeiffer, second by Supervisor Damkoehler, to move into closed Session pursuant to Wisconsin State Statutes 19.85(1)(e) “Deliberation of or negotiation for purchase of public properties, investment of public funds, or conduct of other specific public business, whenever competitive or bargaining reasons require a closed session; and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.” Discussion of the Shadyside culvert project.**

Motion carried 4-0 on a roll call vote with Supervisors Bolender, Damkoehler, Olson, and Chair Pfeiffer all voting in favor to enter into closed session at 6:30 p.m.

The Board discussed the matters regarding Shadyside Culverts in closed session.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to come out of closed session at 6:55 p.m. Motion carries 4-0 with Chair Pfeiffer, and Supervisors Damkoehler, Bolender, and Olson voting in favor.

**Discussion and possible action regarding the Shadyside Culvert project and authorize acceptance of easements.**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the Shadyside Culverts for outfalls 13 & 15 and accept the permanent easements. Motion carried 4-0.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to accept the temporary construction easements at outfalls 13 & 15. Motion carried 4-0.

**Discussion and possible action authorizing bids for the Shadyside Culvert project.**

Town Engineer Eric Vieth was in attendance. He presented the information regarding the project. He is working with the County for the erosion control permits. He stated the permit applications will need to be completed by the property owners. Engineer will work with clerk to get the bids out and noticed in the paper. Chair Pfeiffer was directed to direct the engineer to prepare the bid with the option of including outfall 14 along with costs associated with Outfall 14, and to prepare the bid for costs without including outfall 14.

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

- a. **Greg Rice, 1870 Skyline Drive**
- b. **Joel Brown, 2834 Lakewood Circle**
- c. **Dern, 1781 Oak View Drive**
- d. **Mark Katrina Keller, 3085 Linnerud Drive**
- e. **Derrick Peters, 530 S. Academy Street**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the refund of the driveway damage deposits as listed above. Motion carried 4-0.

**Discussion and possible action regarding the proposed Deer-Grove EMS contract.** The Board reviewed the draft proposed contract. Chair Pfeiffer stated the Town is pays a significant amount higher per capital than for the Stoughton EMS contract, however there may be several reasons it's higher due to no capital equipment costs and they have paramedics on staff. Staff was directed to bring the proposed contract back closer to budget time.

**Discussion and action regarding approving Dane County Ordinance Petition # 11285 regarding he James R. Alme request to rezone approximately 5.1 acres of parcel numbers 0611-64-8010-0 and 0611-053-8630-0 to create a new parcel of approximately 4.03 acres along HWY MN from C-1 to C-2 for mini storage warehouses.**

Motion by Supervisor Bolender, second by Sup. Olson, to approve Dane County Ordinance Petition # 11285 as submitted. Motion carried 4-0.

**Discussion and possible action regarding the Superintendent of Public Works position.**

Clerk Hougan reported out to date they have received 3 applications. The Board determined they will continue to advertise and listed several other advertising vendors. This will be added to the July 17 Town Board agenda.

**Discussion and possible action regarding stormwater runoff at 1687 Koshkonong Road.**

Chair Pfeiffer provided an update. Mr. Johnson wants this issue resolved. Public Works employee Jim Alme had been out and scraped the gravel out of the driveway. Chair Pfeiffer stated Public Works should drive out and take a look at the situation. He noted there is not a culvert underneath the driveway. This item will be added to the July 17 Town Board agenda.

**Discussion and possible action regarding the Town's Fire Prevention Ordinance.**

Chair Pfeiffer stated there continues to be complaints regarding burn barrels so he wanted to take a closer look at the Town's Ordinance. He wanted to point out Ordinances can be amended to pertain to certain portions of the Town instead of all inclusive. Supervisor Olson stated FOLKS is still experimenting on their pilot program regarding leaves. No action taken at this time.

**Discussion and possible action regarding the creation of an Ordinance for Regulating Leaf Disposal and Collection.**

Supervisor Olson stated FOLKS is still in the experimental stage of the pilot program. No action taken at this time.

**Discussion and possible action regarding an Ordinance for an Alternate Claims Procedure, authorizing the Clerk / Treasurer and / or her designee the right to make ACH payments for recurring bills without prior approval from the Board, to authorize payments regarding bills that come due prior to the next Town Board meeting.**

This would pertain mostly to recurring bills, and will also state authorization up to \$10,000, and those claims as listed in the ordinance. This is a first reading. Ordinance will be brought back to the next Town Board for a 2<sup>nd</sup> reading.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to accept the proposed ordinance to not exceed \$10,000 and to list out certain bills and claims in the ordinance. Motion carries 4-0.

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

Supervisor Damkoehler reported out he has been working on the Public Works 2019 Budget sheets. Skaalen Road has been scuffed up due to lose pea-gravel as a result of warm weather and tire rotation. They will need to contact Scott Construction. He also updated the Board on the current Public Works projects.

**Clerk's report on office duties and projects.**

Clerk Hougan reported out on some of the current office duties staff has been working on. There is a Partisan Primary Election on August 14. She has completed the payout and necessary paperwork for the Public Works employee.

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

- Koshkonong stormwater driveway issue
- Superintendent of Public Works update
- Ordinance for Alternate Claims Procedure - 2<sup>nd</sup> Reading
- Shadyside Culvert Bid and Documents
- Site Visit for Transfer of Development
- Future agenda- prior to 2019 budget- EMS Cottage Grove contract

### **PLAN COMMISSION REPORT**

Supervisor Bolender reported out on the Plan Commission.

### **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 July 2, 2018 in the amount of \$635,894.17, and the check register dated July 9, 2018 in the amount of \$32,993.23. Motion carried 4-0.

### **ADJOURNMENT:**

Motion by Supervisor Bolender, second by Supervisor Olson, to adjourn at 8:21p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan, Clerk/Treasurer