

**TOWN BOARD MEETING AUGUST 1, 2017 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N**

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

OTHERS PRESENT: Town Engineer Eric Vieth Attorney Bill Morgan

Absent & Excused:

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

MINUTES OF THE JULY 18, 2017 TOWN BOARD MEETING

Motion was made by Supervisor Damkoehler, second by Sup. Larsson, to approve the minutes as printed.

PUBLIC COMMENT No one registered to speak.

BUSINESS

Possible action regarding the appointment of a Pleasant Springs Sanitary District Commissioner. Chair Pfeiffer reported out John Barry was interviewed for this position. There were originally two good candidates, however the second candidate was unable to attend the interview. The Board determined they would appoint John Barry, and would like to consider the second candidate for the next vacancy on the PSSD.

Motion by Supervisor Damkoehler, second by Sup. Olson, to appoint John Barry to the Pleasant Springs Sanitary District. This term will expire in April 2018. Motion carries 5-0.

Discussion and possible action regarding the special event to be held at Badgerland Campground, on Saturday, August 5, 2017 from 3:00-7:00 p.m. Bert Davis of Badgerland Campground was in attendance to present his event. The event area will be a fenced in, there will be licensed bartenders and they will be checking ID's. If this event is a success and there are no complaints, he would like to modify his liquor license for the next licensing period at renewal time. Motion by Supervisor Bolender, second by Sup. Olson, to approve the special event to be held at the Badgerland Campground on Saturday, August 5, 2017 from 3:00-7:00 p.m. Motion carried 5-0.

Discussion and possible action regarding the request from Daniel Anderson, to purchase land located behind the Town Hall. Daniel Anderson was not in attendance. The Board discussed his request. This would be approximately 6 1/4 acres. Public works should be involved in the maintenance and mowing of this property. Further discussion followed. Motion by Supervisor Larsson, second by Sup. Bolender, to table this and invite Daniel Anderson to the next Town Board meeting on August 15, 2017.

Motion by 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 by carries 5-0 on a roll call vote with Chair Pfeiffer, and Supervisors Damkoehler, Bolender, Olson, and Larsson all voting aye. The meeting was in closed session at 6:16 p.m.

The Board discussed the matters as noted in the closed session.

Motion by Supervisor Damkoehler, second by Sup. Larsson, to reconvene into open session at 7:05 p.m. Motion carries 5-0 on a roll call vote with Chair Pfeiffer, and Supervisors Damkoehler, Bolender, Olson, and Larsson all voting aye.

Discussion and possible action on items discussed in closed session regarding the Shadyside Culvert project.

Motion by Supervisor Damkoehler, second by Sup. Larsson, to direct Attorney Morgan to proceed with the easement letters to the property owners as discussed in closed session. Motion carries 5-0

Discussion and possible action regarding the Operator's License Application(s) for:

- Daniel L. Vierck (Original)
- Ashely Amber Lynn Hamilton (Original)
- Brenda Gayle Campbell (Renewal)

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the Operator's Licenses for Daniel L. Vierck and Brenda Gayle Campbell, and to invite Ashely Amber Lynn Hamilton to the next Town Board meeting for a discussion regarding her application. Motion carried 5-0.

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

- Art Maerz, 2730 Kegonsa Road
- Spence & Wendy Miller, 2213 Williams Point Drive
- Jenna Snyder, 2005 Skyline Drive

Motion by Supervisor Damkoehler, second by Sup. Bolender, to return the driveway access damage deposits for Art Maerz, Spence & Wendy Miller, and Jenna Snyder. Motion carries 5-0.

Discussion and possible action regarding the property located at 1955 Skyline Drive.

Supervisor Larsson reported out there were two culverts installed under the road. Property owner is asking if the Town would consider installing a drainage ditch along the tree line for water to run through to the lake. The Town would not have any obligation to do this, but the Town may want to utilize the drainage so there would need to be an easement in place prior to any work being done. Supervisor Larsson will talk to the property owner and inform him of the Boards discussion regarding this. No action taken.

Discussion and possible action regarding weather impact and effects on scheduled paving projects.

Supervisor Larsson reported out he had good news to share, the soil borings for Skyline Drive were done and came back favorable. They were taken in three places close to the watertable. There are some soft spots along Skyline by the railroad tracks, they may need to excavate and pave. This was included in the budget. The driveways were marked and they are ready for the project to start. No action taken at this time.

Discussion and possible action regarding a request from the Road Ranger for Town Board approval regarding placement of signage along the frontage road.

Chair Pfeiffer reported out this request had been resolved and retracted by the Road Ranger. No action taken at this time.

Discussion and possible action regarding the price for LP and contracts.

Motion by Supervisor Bolender, second by Sup. Olson, to accept Landmarks pre-paid LP cost at 1.239 per gallon for the 2018 fuel year. Motion carried 5-0.

Discussion and possible action regarding setting future meeting dates for the 2018 Budget and Employee Evaluations.

The Board decided on the 2018 Budget meeting dates to be held on Tuesday, September 26, Tuesday, October 24, and Tuesday, October 31 at 5:30. Evaluations will be completed prior to the October 24 Budget meeting with the Town Chair and Supervisor.

Discussion and possible action regarding Hone Lane.

Supervisor Larsson stated there is not anything to report out at this time. This will be placed on the next Town Board meeting agenda.

Discussion and possible action regarding the resolution designating the Town's depositories.

Motion by Supervisor Damkoehler, second by Sup. Olson, to adopt resolution R-2017-02 designating the Town's depositories. Motion carried 5-0.

Discussion and possible action regarding the clerk's office remodel and timeline.

Supervisor Larsson reported out the original carpenter backed out. He has the names of a few other prospects he will make contact with and bring back his findings and a proposed timeline to the next Town Board meeting.

Discussion on current Public Works projects and duties.

Supervisor Larsson reported out Public Works has been busy with Skyline Dr. and the upcoming road projects. Doug and Ted have been meeting regularly to discuss Public Works projects, etc. He commented on the great job Greg Spangler, the seasonal employee is doing.

Clerk's report on office duties and projects.

Clerk Hougan reported out on some of the current projects the office has been working on to include:

- ETF Training Webinars-Payroll file. Employer reporting confirmation training & testing, Online Services training, Manual Employer Payroll Data Setup, Income Continuation Data Setup Training, with more to come in the following months to prepare for Jan. 1, 2018!!!
- Quarterly survey of property tax collections to IRS
- Continue packing and purging
- Driveway Damage deposit reconciliation-Sandy
- 2% Fire dues, annual reporting submission between town's fire departments and clerk-Town Received \$16,294.24.
- Continue with Budget prep

Discussion on items to be placed on the next agenda.

- Hone Lane
- Shadyside Culvert Project-Possible Closed Session with Attorney Morgan
- CD maturing
- Operator's License – Ashely Amber Lynn Hamilton
- Daniel Anderson-Purchase Property
- FOLKS-Hold Harmless Agreement

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 Sup. Bolender, to approve the claims in the amount of \$\$45,205.15. Motion carried 5-0.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Damkoehler, to adjourn at 8:02 p.m. Motion carried unanimously by acclamation.

Respectively submitted,

Pili Hougan
Clerk/Treasurer