

**TOWN BOARD MEETING AUGUST 15, 2017 – 6:00 P.M.**  
**TOWN HALL, 2354 COUNTY ROAD N**

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

**OTHERS PRESENT:** Mary Link, Ted Gement, Ashley Hamilton, Bert Davis, Daniel & Kaylie Anderson, Alice Asleson, Dave Stolen

**Absent & Excused:** Supervisor Eric Olson

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

**MINUTES OF THE AUGUST 1, 2017 TOWN BOARD MEETING**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the minutes as printed.  
Motion carried 4-0.

**PUBLIC COMMENT** No one registered to speak.

**BUSINESS**

**Discussion and possible action on a request from Golden Oil Properties, LLC, 11800 Burlington Rd., Kenosha, WI 53144, David Uttech, acting as agent, for a variance to the required 75-foot impervious surface setback to wetlands on the 5.714 acres located at Parcel #0611-093-8440-0 and Parcel #0611-093-8005-3, 2763 and 2741 County Rd N, Cottage Grove, WI 53527.** Supervisor Bolender presented this was approved by the Plan Commission contingent upon Dane County approval. Chair Pfeiffer added additional comments regarding the setbacks and water runoff, and stated the Town is not the expert regarding water quality.  
Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the request for a variance as listed above contingent upon Dane County's approval on the variance. Motion carried 4-0.

**Discussion and possible action to recommend approval to the Town Board of a Preliminary Certified Survey Map #5025-17, dated 4/17/17, revised 8/2/17, a request from Alice A. Asleson, 1747 Kong Rd., Stoughton, WI 53589 for a rezone of 3.05 to 3.10 acres of parcels #061113495609 and #061113490006, a total of 77.69 acres, from A-1 EX to A2(2) for the purpose of selling. The parcel address is 2409 Asleson Road, Stoughton, WI 53589.** Supervisor Bolender presented this request. She reviewed the updated Certified Survey Map. Chair Pfeiffer commented that applicant was being granted an exception to the Town policy regarding flag pole lots in order to accommodate the location of existing structures that would typically not be granted for new development. Motion by Supervisor Bolender, second by Sup. Larsson to approve the preliminary certified survey map as listed above with the following conditions:

1. The Certified Survey Map shall show the proper endorsement certificate of the town board approval with the signature line to read Maria P. Hougan, Town Clerk.
2. The full name including the middle initial of the owner(s) shall be on the Certified Survey Map.
3. Surveyor's name, contact information, survey number and stamp shall be on the Certified Survey Map.
4. The driveway access needs to be at least 66 feet wide at all points.
5. Two residential splits remain with the A1EX parcels and no further residential splits on the 3.05-3.1 acres.
6. A2(2) zoning.

7. This will be a nonconforming "flag pole" lot the existing structures were constructed prior to policy being enacted one residential split is being used and Ag Preservation is the reason for this non-conforming lot.

8. This map drawing number 5025-17 originally dated 4/17/17 revised on 8/2/17 replaces the map that was preliminary approved by the town board on 06/20/2017. Motion carried 4-0.

**Update, discussion and possible action regarding the Shadyside Culvert project.** Motion by Supervisor Damkoehler, second by Sup. Bolender, to advertise in the paper for bids on the Shadyside Culvert project. Motion carried 4-0.

**Discussion and possible action regarding special events to be held at Badgerland Campground, on Saturday, August 19 and September 2, 2017, from 3:00-7:00 p.m.** Bert Davis was in attendance. He explained the event on September 2 is from 11:00 to 7:00 pm. The first event held on August 5 was a tremendous success. Motion by Supervisor Damkoehler, second by Sup. Bolender, to modify the approved serving area for special events to serve intoxicating liquors and malt beverages. Friendly amendment by Chair Pfeiffer to include licensed bartenders and the area to be fenced in. Friendly amendment accepted by Sup. Damkoehler. Motion carried 4-0.

**Discussion and possible action regarding the request from Daniel Anderson, to purchase land located behind the Town Hall.**

Daniel Anderson and his wife were in attendance. Supervisor Larsson reported out the Board has had discussions regarding this request. He explained his prospective is the Town should hold on to the land in case of future needs the Town may have. Supervisor Bolender feels the same way, we may need the land for future needs. If the Town determines in the future, after the highway project, they may want to sell the land, this can be looked at in the future. No action taken.

**Discussion and possible action regarding a request from Paul Bliton for a sand-volleyball pit at Quam Park.**

Paul was not in attendance. Clerk Hougan reported out on this request. Motion by Supervisor Bolender, second by Sup. Larsson, to table to the next Town Board meeting and invite Paul to the next Town Board meeting. Motion carried 4-0.

**Discussion and possible action regarding the request from FOLKS for extended hours at the Brush Burning Compost Site.** Dan Anderson, the site attendant was in attendance. Chair Pfeiffer and Supervisor Larsson explained the FOLKS group is requesting additional hours at the site. The leaves have been falling off the trees later in the season. The request by FOLKS is to try and eliminate the leaves going into the lakes and control phosphorous in the lakes. Dan explained he is the attendant but does not burn the leaves. Sup. Larsson reported Jim and Ted burn the leaves. Supervisor Larsson will connect with Dan in the near future to discuss additional hours for the brush burning site. Staff was directed to have Attorney Morgan draft a beneficial occupancy letter to allow access without any obligation.

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

- Ashley Amber Lynn Hamilton

Ashley was in attendance. Chair Pfeiffer explained the Town's policy. The Board asked Ashley questions regarding her background check.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the Operator's License for Ashley Amber Lynn Hamilton. Supervisor Larsson commended Ashley on her efforts. Motion carried 4-0.

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

- Don Warren, 2008 Spring Rd.
- Stoughton Country Club, 3165 Shadyside Dr.
- Mike Tachick, 2200 Tower Dr. (check payable to Shaw Builders)
- Joel Helge, 1956 Skaalen Rd. (check payable to Robinson Brothers Environmental, Inc.)
- Jess Hoth, 2573 Brown Deer Rd.
- Eric Jepson, 2005 Skyline Dr. (check payable to Dean Thomas Homes)
- Pat Hults, 1819 Scott Cir. (check payable to The Builders Group)

Motion by Chair Pfeiffer, second by Supervisor Damkoehler, to approve the return of the driveway access damage deposits as listed above. Motion carried 4-0.

**Discussion and possible action regarding the Certificate of Deposit maturing on 8/22/2017 in the amount of \$105,505.85.**

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve renewing the Certificate of Deposit with Heritage Bank in the amount of \$105,505.85 for the term of 34 months at 1.75%. Motion carried 4-0.

**Discussion and possible action regarding 2017 budget amendments.**

Motion by Chair Pfeiffer, second by Supervisor to Damkoehler, to amend the 2017 budget as presented as follows:

**For the Town Hall Cleaning Salary line item (wages for cleaning services):**

Account #100-48100 Interest Income will be increased by \$1920.00 (currently \$16,376.57 over budget)

Account #100-51600-110 Town Hall Cleaning Salary will be increased \$1920.00.

**For the Town Hall Cleaning FICA:**

Account #100-48100 Interest Income will be increased by \$146.88

Account # 100-51600-130 Town Hall Cleaning FICA will be increased by \$146.88

**For the Town Hall Maintenance:**

Account #100-48100 Interest Income will be increased \$2527.60

Account #100-51600-310 Town Hall Maintenance will be increase \$2527.60.

Motion carried 4-0 on a roll call vote with Chair Pfeiffer, and Supervisors Bolender, Damkoehler, and Larsson voting Aye.

### **Discussion and possible action regarding Hone Lane.**

Supervisor Larsson reported out he has been unsuccessful in communicating with the property owners. He visited the property two times and was unable to talk to anyone. He recommended sending a letter to the property owners. Supervisor Larsson will draft the letter and direct staff to send the letter to the property owners involved.

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

Supervisor Larsson reported out the timeline remains the same. He has two builders that are interested. However, due to the weather, and a fishing trip, they have not been able to connect. He hopes to meet them next week so they can see the scope of the project. Supervisor Damkoehler will install cable on Thursday.

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

The Board reviewed the Public Works report. Supervisor Larsson reported out Skyline Drive has been paved and it turned out real nice. The intersection on McConnel Road still needs to be constructed, this was approved in 2008, and an easement is in place. Chair Pfeiffer reported out on recent complaints by a resident on Rinden Road. Public Works staff is directed to find out about the sign on Rinden Road regarding truck routes.

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

Clerk Hougan reported out on the current office duties the office has been working on to include: Packing the Office, 2018 Budget, search/hire for cleaning services, my etf trainings for payroll reporting, recent complaints, along with the normal daily office duties.

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

Shadyside Bid Opening  
Golden Oil/Road Ranger Liquor license  
Shadyside Culvert project  
PC Candidate Interview  
LP Contract  
Quam Park-Volley ball pit  
FOLKS additional hours BBCS  
In the future: Comp Plan update

### **REPORTS**

The Board reviewed the reports.

### **CORRESPONDENCE**

The Board reviewed the recent correspondence.

### **CLAIMS**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the check register dated Aug. 10 in the amount of \$490.00, and the check register dated Aug. 15 in the amount of \$44,020.99. Motion carried 4-0.

### **ADJOURNMENT**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to adjourn at 8:00 p.m. Motion carried unanimously by acclamation.

Respectively submitted,

Pili Hougan-Clerk/Treasurer