

TOWN BOARD MEETING November 1, 2016 – 6:00 P.M.
TOWN HALL, 2354 COUNTY ROAD N

PRESENT: Chair Mary Haley, Supervisor David Pfeiffer, Supervisor Janiece Bolender, Supervisor Tom McGinnis, and Clerk/Treasurer Pili Hougan.

OTHERS PRESENT: Attorney William Morgan, Town Engineer Eric Vieth

ABSENT & EXCUSED: Jay Damkoehler

MINUTES OF OCTOBER 18, 2016 TOWN BOARD MEETING

Motion by Supervisor Bolender, second by Sup. Pfeiffer, to approve the minutes of October 18, 2016 as amended. Motion carried unanimously.

MINUTES OF OCTOBER 19, 2016 TOWN BOARD BUDGET MEETING

Motion by Supervisor Bolender, second by Sup. Pfeiffer, to approve the minutes as amended. Motion carried unanimously.

PUBLIC COMMENT No one registered to speak at the Public Comment period.

BUSINESS

1. **Discussion and possible action regarding the Shadyside Culverts draft scope of Engineering Services.** Eric Veith was in attendance to present his draft scope of engineering services for Shadyside Culverts project. The Board reviewed the draft scope and discussed options. Soil borings were discussed as a part of the scope. The approximate cost for the scope is \$38,000 to \$43,000. The scope would include all project costs except construction related services. Additional costs could incur with change orders, coordination with contractors, design changes, an engineer to oversee for the borings if included in the project. A final plan will be submitted for the Board to review. Further discussion followed. No action taken at this time.
2. **Discussion and possible action regarding renewal of the Pellitteri Waste System Contract.**
Tim from Pellitteri was in attendance to present the amended contract for waste and recycling services. The current contract expires next year. This new contract will reduce costs and will be in effect for 7 years, from 2017-2024.
Motion by Supervisor Bolender, second by Sup. Pfeiffer, to renew the Pellitteri contract for the period of 2017-2024. Motion carried unanimously.
3. **Discussion of possible action regarding the easement on Sunnyside Street with the Dane County Zoning Administrator.**
Roger Lane, the Dane County Zoning Administrator was in attendance to discuss this agenda item. He explained that Dane County Zoning doesn't cover fencing on properties. If the Town wanted to address fencing, there would need to be an ordinance drafted and the building inspector would monitor this. He stated the back taxes have been paid on the property in concern. No action taken.
4. **Discussion and possible action with the Dane County Zoning Administrator regarding the rezone request for Jon Jaeck.**
Roger Lane, Dane County Zoning Administrator, explained this property is metes and bounds. Since 1995, 35 acres in size requires a certified survey map; this property is under 35 acres (19 acres), so for Dane County Zoning, it does not require a certified survey map. Moving boundaries around a plat does not need to have a certified survey map. His understanding was

a plat of survey is the only requirement, not a certified survey map and it's not a land division. He also discussed the property owners would be in violation if they did not comply to the town road standards. They would face a violation notice if they didn't follow the conditions in accordance to approvals.

5. **Discussion and possible action on approving completion of the items required for the approval of the rezone of petition # DCPREZ-2016-10989 for Jon & Kristin Jaeck for property located at 2479 Glenn Drive.**

Jon & Kristen Jaeck were in attendance along with the developer and engineer. They discussed the Town Road standards. The county has approved and signed off on the plan. The Town Road agreement must be signed prior to the start of construction. Attorney Bill Morgan has drafted the agreement. A revision to the completion date to July 31 was discussed. The Jaecks would like to be in operation for business by winter, however the road won't be completed. The road will need to be satisfactory for emergency vehicles, and fully construct the road either in spring or fall. There will be a tracking pad for temporary purposes and plan to have the pads down prior to road weight limits. This project is zoned C1-for wedding and banquet purposes, but this zoning classification includes meetings, conferences, place of assembly, and other related events. The deed restriction will be amended by Dane County Zoning to reflect these other types of events under C1 zoning. The Jaecks are permitted to live on the property, but not required. Dane County Zoning Administrator stated the county is satisfied and the plan meets all the requirements for approval. The road and driveway plan will need to be approved by Public Works in that it needs to meet or exceed the town road standards.

Motion by Supervisor Bolender, second by Sup. Pfeiffer, to approve the completion of items required for the approval of the rezone of petition #DCPREZ-2016-10989 for Jon & Kristin Jaeck for the property located at 2479 Glenn Drive with the conditions as stated-

1. That the road meets or exceeds the town road standards, and the plan is verified by Public Works.
2. That the Roads Agreement as drafted by the Town Attorney is signed and returned by all parties.

Motion carried unanimously.

6. **Discussion and possible action regarding the agreement between Jon Jaeck and the Town of Pleasant Springs regarding improvements to Town road standards.** This was addressed on the previous agenda item. The Attorney has revised the agreement and all parties involved will sign the agreement.

7. **Discussion and possible action on the return of the \$1000.00 driveway damage deposit for Mark Pressprich of 2074 Nancy Lane.**

Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the \$1000 driveway damage deposit for Mark Pressprich. Motion carried unanimously.

8. **Discussion and possible action on the return of the \$1000.00 driveway damage deposit for Roger Hanson of 2469 Williams Dr.**

Motion by Supervisor Bolender, second by Sup. McGinnis, to approve the \$1000. Driveway damage deposit for Roger Hanson. Motion carried unanimously.

9. **Discussion and possible action on the proposed road repair for Havey Drive.**

The cost to repair Havey Drive is estimated at approximately \$3500-\$4000.

Motion by Supervisor Bolender, second by Sup. McGinnis to approve the repair of Havey Drive.

Motion carried unanimously.

10. **Discussion and possible action scheduling meeting dates with Public Works.**

The Board discussed setting up quarterly meetings with Public Works starting in December. The first meeting to be December 6, and the rest of the meetings to be held in March, June, and September. Some of the items to discuss will include Skyline Drive; Borrowing money; and address purchases. Public Works will be placed as the first item on the agenda.

11. **Clerk's Report on office duties and projects.**

Clerk Hougan reported out on some of the current office duties and projects to include an update on the Nov. 8, 2016 election, new office assistant, and other tasks.

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

The Board reviewed the Public Works memo. They reviewed the snowplow driver list for the upcoming snow season and determined there are enough snowplow drivers at this time.

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

Jason Elliot of Stoughton Little League-requests a storage shed, and emergency access.

Dec. 6 meeting- review of position descriptions of Public Works and Office Assistant; Public Works agenda items of discussion to include Skyline Drive, borrowing money, purchases.

REPORTS

Dane County Sheriff's Report

Building Inspectors Report

CORRESPONDENCE

No additional correspondence to report at this time

CLAIMS

Motion by Supervisor McGinnis, second by Sup. Pfeiffer, to approve the claims in the amount of \$8972.19. Motion carried unanimously.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. McGinnis, to adjourn at 8:35p.m. Motion carried unanimously.

Respectively submitted,

Pili Hougan Clerk/Treasurer