

**TOWN BOARD MEETING NOVEMBER 21, 2017 – 6:00 P.M.  
TOWN HALL, 2354 COUNTY ROAD N**

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

**OTHERS PRESENT:** Kyle Kane, 2902 McConnell Rd., Ted Keehn

**Absent & Excused:** Supervisors Doug Larsson and Eric Olson

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

**MINUTES OF THE NOVEMBER 7, 2017 TOWN BOARD MEETING**

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve the minutes as printed. Motion carried 3-0.

**MINUTES OF THE NOVEMBER 14, 2017 PUBLIC HEARING ON THE 2018 BUDGET**

Motion by Supervisor Bolender, second by Supervisor Damkoehler, to approve the minutes as printed. Motion carried 3-0.

**MINUTES OF THE NOVEMBER 14, 2017 SPECIAL TOWN BOARD BUDGET MEETING**

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve the minutes as printed. Motion carried 3-0.

**PUBLIC COMMENT**

There was no one registered for the public comment.

**BUSINESS**

**Discussion and possible action on the 2018 proposed budget.**

Ted Keehn appeared before the Board. A discussion took place regarding the hiring and wages of a part time snow plow driver along with the Public Works crew position descriptions and responsibilities. Motion by Supervisor Damkoehler, second by Supervisor Bolender to approve the 2018 Budget. Motion carries 3-0 on a roll call vote with Chair Pfeiffer, and Supervisors Damkoehler and Bolender voting aye.

**Discussion and possible action on approving the 2018 pay rates for employees.**

Motion by Supervisor Damkoehler, second by Supervisor Bolender, to approve the 2018 employee pay rate scale. Motion carries 3-0 on a roll call vote with Chair Pfeiffer and Supervisors Damkoehler and Bolender all voting aye.

**Discussion and possible action regarding a part time snow plow driver.** Ted Keehn was in attendance. He explained he interviewed the applicant and would recommend the Board offer the position to the applicant.

Motion by Chair Pfeiffer, second by Supervisor Bolender, to approve offering the position to the applicant and to direct Supervisor Larsson to contact the applicant regarding the offer. Motion carried 3-0.

**Discussion and possible action regarding the turn-around at McConnell Road.**

Ted Keehn was in attendance. He explained to the Board his understanding of the turnaround proposed in 2009, a resident wanted to rezone his property and create two lots and at the time the requirement was to create a turn around. The Plan Commission and Board at the time thought the

turn-around was adequate. However, the turnaround was never built due to unfavorable conditions for turnaround usage by Public Works. Kyle Kane was also in attendance. Further discussion followed. Chair Pfeiffer is opposed to the turnaround due to the turnaround proposed was limited and not everyone could utilize it. Supervisor Damkoehler stated there would need to be a perpetual easement for an appropriate sized bulb turnaround. If the turnaround is constructed it should be suitable for all sized vehicles including public safety and school buses. Chair Pfeiffer stated they would need to do more research on this.

Motion by Chair Pfeiffer, second by Supervisor Bolender, to take no action on the 2009 rezone regarding the turn around originally approved in 2009 and to not construct the turnaround as specified in the 2009 rezone approval, and investigate widening the road and getting a perpetual easement, to look into DOT required specifications if any, and to have the engineer review and draw the layout. Motion carried 3-0.

**Discussion and possible action regarding the Shadyside Culvert project.**

Chair Pfeiffer stated he will try to schedule meetings next week with the property owners involved and will review the easements. No action taken.

**Discussion and possible action regarding the discontinuance of road off of Door Creek Rd. At / near 2533 Door Creek and 2588 Iverson Rd.**

This is a gravel road near the railroad tracks and substation which was discontinued a few years ago. Motion by Chair Pfeiffer, second by Supervisor Bolender, to take no action at this time, and to bring back to revisit after further research and information is gathered on discontinuance of roads. Motion carried 3-0.

**Discussion and possible action regarding the access stub road relative to the Interstate 39/90 and County Trunk Highway N interchange, which will be constructed on the west side of the southerly-most roundabout.**

The Public Works crew currently does not go down Highway N with snow plows towards the interchange. Chair Pfeiffer stated there will need to be an agreement in place for snow plowing. Supervisor Bolender wondered if the Town would be able to contract out with their snow plow drivers to plow the access stub road, or if it has to go through the Town. The road will be turned over to the Road Ranger in the future. Keep Public Works informed. Further discussion followed. Motion by Supervisor Damkoehler, second by Supervisor Bolender, to direct Chair Pfeiffer to contact the business owner and attorney in regards the southerly round about, and if there needs to be an agreement in place for snow plowing and maintenance purposes. Motion carried 3-0.

**Discussion, update and possible action regarding the clerk's office and kitchen remodel.**

Clerk Hougan reported out on the status of the remodel.

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

There was nothing to report at this time.

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

Clerk Hougan reported out they are getting ready for tax season, compiling information and completing the required forms for tax bills, WisVote maintenance, newsletter, budget, and other duties.

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

Set date of Caucus

Snow Plow driver applicant status

Shadyside Culvert project

Discontinuance of Door Creek Rd.

BP dedication of road

Future agenda item-Spring-McConnell Road-2019 Budget

**PLAN COMMISSION REPORT-** Nothing to report at this time.

**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 Supervisor Bolender, to approve the claims in the amount of \$48,577.28 & \$47.16. Motion carried 3-0.

**ADJOURNMENT**

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

Respectively submitted,

Pili Hougan-Clerk/Treasurer