

**TOWN BOARD MEETING NOVEMBER 7, 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:** Devon Winter, Lori Anderson, Briann Susdorf, Bruce Johnson, Anne Berg.

**Absent & Excused:**

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

**MINUTES OF THE OCTOBER 17, 2017 TOWN BOARD MEETING**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the minutes as printed. Motion carried 5-0.

**MINUTES OF THE OCTOBER 25, 2017 TOWN BOARD BUDGET MEETING**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the minutes as printed. Motion carried 5-0.

**MINUTES OF THE OCTOBER 31, 2017 TOWN BOARD BUDGET MEETING**

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve the minutes as printed. Motion carried 5-0.

**PUBLIC COMMENT** No one registered to speak during the public comment period.

**BUSINESS**

**Presentation from McFarland Senior Outreach Services**

Lori Andersen and Briann Susdorf were in attendance to give a presentation of the past years services provided by the McFarland Outreach Services Center. They thanked the Town of Pleasant Springs for their support.

**Review of Insurance Policy from Rural Mutual Insurance/JMB Insurance.**

Craig Kamholz was in attendance to present the towns insurance policies. He answered questions from the Board regarding the policies.

**Discussion and possible action regarding Quam Park playground progress.**

Bruce Johnson was in attendance to present the latest map and update for the proposed Quam Park playground equipment. He stated there are many families with young kids in the area as a result of the newer development. The current park as it stands does not have very much playground equipment. The Board confirmed they have \$3,000 earmarked for Quam Park playground improvements. Bruce requested a sign similar to the thermometer sign at Veteran's Park to be placed at the park to notify residents of the fund raising. The Board will check with Public Works to make sure the sign placement is in a good area for mowing and not obstructing views etc. The sign must indicate it's a community funded project. The Board stated the \$3,000 budgeted in 2017 for the Quam Park project will be held in a reserve by the Town until equipment is ordered and the QP3 can include this amount when showing progress toward the fundraising goal. Staff will review the developer's agreement for County Club Estates around 2006 to see if there is any information regarding park fund dedication. Bruce requested an additional amount of funds to be earmarked in next year's budget for the playground equipment. Chair Pfeiffer stated we have a tight budget next year, and it would be difficult at this time to allocate additional funding. The Board is setting aside

funds for future parks projects. The installation of the playground equipment will hopefully take place in the Fall of 2018 or else in 2019 if the fund raising is successful. No action taken.

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

- **Anne E. Berg**

Anne Berg was in attendance.

Motion by Supervisor Damkoehler, second by Sup. Larsson, to approve the Operator's License for Anne Berg. Motion carried 5-0.

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

- John Barry, 2934 Tracy Lane
- Ken Miller, 2464 Sanford Rd.
- Ultimate Construction Inc., 4827 Pierceville Rd.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the return of the driveway damage deposits for John Barry, Ken Miller, and Ultimate Construction. Motion carried 5-0.

**Discussion and possible action regarding the driveway damage deposit and road opening/road encumbrance process.** The Board reviewed the process. They determined when sub-contractors are hired under the large utility company, they are not required to pay the deposit fee as the larger utility company has already paid the deposit fee. They will still be required to complete the form and follow the process, but do not need to pay the deposit fee. The forms will be revised to indicate the utility company they may be sub-contracted under. No action taken.

**Discussion and possible action regarding approval of 2018 Open Book dates of Monday, March 26, 12-7 p.m. and Tuesday, March 27, 9 a.m.-3 p.m., and Board of Review (BOR) on Thursday, May 24<sup>th</sup>, 5:30-7:30 p.m.**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to approve the proposed dates for 2018 Open Book and Board of Review. Motion carried 5-0.

**Discussion and possible action regarding the revised map for the driveway/entrance of Golden Oil/BP and who will maintain for snowplowing purposes.**

Ted Gement of Golden Oil and Devin Winter of Excel Engineering were in attendance. They explained there is a hearing with Dane County Zoning on Thursday, and want to make sure Dane County is aware of the approved Preliminary CSM. They presented a revised map for the driveway and entrance to the facility. Chair Pfeiffer will consult with the Attorney on advice on snowplowing. Ted stated Golden Oil is committed to assist with this.

Motion by Supervisor Damkoehler, second by Sup. Olson, to approve Golden Oil/BP's revised map for the driveway and entrance locations. Motion carried 5-0.

**Discussion and possible action regarding the proposed Wolf Paving project for part of the Town Hall parking lot.**

There were no new reports or updates at this time. The project is proposed to be completed in 2018.

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

Supervisor Larsson reported out the wiring, painting and carpet have been completed. He stated Supervisor Damkoehler has put a lot of time into the project. The kitchen cabinets are ordered and should arrive soon. The office furniture will be assembled tomorrow. Public Works can take the remainder of the old office furniture to the landfill. No action taken.

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

The Board reviewed the Public Works memo. Supervisor Larsson will contact a few businesses in the area that dispose of deer and bring information back to the Town Board.

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

Clerk Hougan reported out on the current projects and duties they have been working on to include the office remodel project, budget, special assessments, taxes, along with normal day to day duties.

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

- Cul de Sac-stub road
- Shadyside
- McConnell Road turn around
- Discussion on discontinuance of road off of 2533 Door Creek Rd-2588 Iverson Rd

**PLAN COMMISSION REPORT** Supervisor Bolendar reported out on items the Plan Commission have been working on to include the Comprehensive Plan, West Star Road north of the Interstate, swore in a new Plan Commissioner, McConnell Road and discontinuance of a road.

**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. Bolender, to approve the claims in the amount of \$52,756.70. Motion carried 5-0.

**ADJOURNMENT**

Motion by Supervisor Damkoehler, second by Sup. Bolender, to adjourn at 8:24 P.M. Motion carried unanimously.

Respectively submitted,

Pili Hougan-Clerk/Treasurer