

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

PRESENT: Chair Mary Haley, Supervisor David Pfeiffer (arrived at 6:10), Supervisor Janiece Bolender, Supervisor Tom McGinnis, and Clerk/Treasurer Pili Hougan.

OTHERS PRESENT: Jason Elliot and Sara Knickmeier

ABSENT & EXCUSED: Supervisor Jay Damkoehler

MINUTES OF NOVEMBER 15, 2016 TOWN BOARD MEETING

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

MINUTES OF NOVEMBER 15, 2016 BUDGET HEARING

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

MINUTES OF NOVEMBER 15 ELECTORS MEETING

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

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

BUSINESS

1. **Discussion and possible action with Jason Elliot of Stoughton Area Little League (SALL) regarding an agreement for a shed at Oak Knoll Park, and information for the upcoming season.**

Jason Elliot and Sara Knickmeier were in attendance to discuss the contract and the proposed upcoming season including options for a walk bridge and new shed. Jason spoke with the building inspector and with public works regarding the proposed changes. They also discussed the ditching to enable better drainage. The draft contract was reviewed and some revisions to the contract were suggested. The clerk will amend the draft contract to include the current utility rate, verbiage changes, indicate the Town Board is not responsible for any repairs or replacements to the shed, language to allow the hanging of banners and submit for approval and signatures. Chair Haley required they provide us a site plan with the new shed and walk bridge to keep in our file per item # 23 of the contract. They asked for approval on hanging sponsors banners on the fencing. Further discussion followed. They will come back to the December 20 Town Board meeting with a site plan, proposed construction dates, and any further information and details they need to discuss, and review and sign the amended contract.

2. **Discussion and possible action on the approval of the flooring bid.**

The Board reviewed the two bids for flooring in the Sheriffs precinct.

Motion made by Supervisor Pfeiffer, second by Supervisor McGinnis, to approve the flooring bid submitted by Slide's Interiors, with the carpet tile option for the offices and plank option for the locker room.

Motion carried 4-0.

3. **Discussion and possible action on the refund for a Driveway Access Damage Deposit for:**

- John Julseth, 2507 Tower Dr.
- Luke Kolbow, 2515 Williams Dr.
- Byrant Foundation, 3018 Shadyside Dr.
- Tom Sedarski, 3169 Sunnyside St.

- James Brown, 1813 Oak View Dr.

Motion by Supervisor McGinnis, second by Sup. Bolender, to approve the refund of the driveway damage access deposits to John Julseth, Luke Kolbow, Bryant Foundation, Tom Sedarski, and James Brown.

Motion carried 4-0.

4. **Discussion and possible action regarding the position descriptions for the Public Works and Office Assistant.**

The Board reviewed the position descriptions for the Public Works and the revisions to the Office Assistant position. The clerk will gather information, make some final revisions to the Office Assistant position including a title change, and bring back to the Town Board for approval.

5. **Discussion and possible action regarding setting the date and time of the caucus between January 2 and January 21, 2017.**

The Board reviewed the timeline the Caucus must be held per state statutes.

Motion by Chair Haley, second by Sup. McGinnis, to hold the Town of Pleasant Springs Caucus on Tuesday, January 17, 2017 at 5:30 p.m. in the Town Hall.

Motion carried 4-0.

6. **Discussion and possible action regarding setting the DOT meeting date with the prospective date of December 13, 2016 at 2:30 p.m.**

The Board approved the meeting date with the DOT for December 13, 2016 at 2:30 p.m. All in favor.

7. **Discussion and possible action regarding the meeting date for Public Works staff and Town Board members for December 13, 2016 at 1:30.**

The Board approved the meeting date and time to meet with Public Works staff for December 13, 2016 at 1:30 p.m. All in favor.

8. **Discussion and possible action regarding setting a date and time for the Agricultural Enterprise Area Public Meeting (AEA).**

The Board reviewed the proposed meeting dates and decided on Wednesday, January 18, 2017 at 6:00 p.m. The clerk will inform Natalie of the AEA of the approved date. Information has been posted to the website, and the meeting date will be added to the website and newsletter. All in favor.

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

Clerk Hougan reported the results of the presidential recount, along with some of the current duties and projects they are working on in the office.

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

The Board reviewed the Public Works memo.

11. **Closed Session pursuant to Wisconsin State Statutes 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Regarding position descriptions and hours.**

Motion by Supervisor Pfeiffer, second by Chair Haley to move into closed session. Motion carried on a roll call vote with Sup. McGinnis, Sup. Bolender, Sup. Pfeiffer, and Chair Haley voting aye.

12. **Reconvene in open session for possible action on items discussed in closed session.**

Motion by Chair Haley, second by Sup. McGinnis to move into open session. Motion carried on a roll call vote with Sup. Pfeiffer, Sup. Bolender, Sup. McGinnis, and Chair Haley voting aye. No action taken.

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

SALL-Review site plan, review and possible action on approval of walk bridge and construction costs (\$425), proposed shed

Bruce Johnson-Quam Park

December 13 Public Works and Board meeting:

Skyline-Walt Olson

Oak Knoll Park-drainage/ditching; shed siding-paint color; bridge

5-7-year road plan

SALL

2017 Road Budget

Spring Public Hearing?

Quam Park

High Priority Items

REPORTS

Building Inspector's Report

Dane County Sheriff's Report

Treasurer's Report

The reports were reviewed by the Town Board.

CORRESPONDENCE

No additional correspondence was reviewed

CLAIMS

Motion by Supervisor McGinnis, second by Sup. Pfeiffer, to approve the claims in the amount of \$29,317.13.

Motion carried 4-0.

ADJOURNMENT

Motion by Supervisor McGinnis, second by Sup. Pfeiffer, to adjourn at 8:45 p.m. Motion carried 4-0.

Respectively submitted,

Pili Hougan Clerk/Treasurer