

TOWN BOARD MEETING, December 07, 2021 – 6:00 P.M. VIA VIRTUAL ZOOM MEETING

PRESENT: Chair David Pfeiffer, Supervisor Jay Damkoehler, Supervisor Eric Olson, Supervisor Janiece Bolender (6:05), and Clerk/Treasurer Maria Hougan

ABSENT: Supervisor Doug Larsson

OTHERS PRESENT: Superintendent Alex Mesdjian, Molly Moe, an unidentified virtual attendee

CALL TO ORDER

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

ANNOUNCEMENT OF POSSIBLE CLOSED SESSION

PUBLIC COMMENT

CONSENT AGENDA: *Items listed under consent agenda will be approved in one motion without discussion unless any Board member requests that an item(s) be removed for individual discussion. That item then can be considered at an appropriate time during the Board's regular order of business.*

1. Approval of the Special Town Board minutes Nov. 10 and Nov. 12, 2021, and the Town Board Budget and Town Board minutes of Nov. 16, 2021.
2. Approval of the check register dated November 16, 2021 in the amount of \$28,549.44, and Dec. 1, 2021 in the amount of \$3,155.26.
3. Approval of return of driveway damage deposits for: (Public Works inspected / approval recommended)
 - LAK Holdings, 2365 Williams Pt. Dr
 - Patti Ann & Tom Sedarski Trust, 3169 Sunnyside St
 - Brent Kooima / Matt Hanson, 1866 Cheryl Ln.
 - Jeff Gunderson, 1806 Tower Valley Rd
 - John Pletcher, 2555 Brown Deer Rd

Motion by Supervisor Olson, second by Sup. Damkoehler, to approve the consent agenda items as listed. Motion carried 3-0.

BUSINESS.

Discussion and possible action to extend the Dane County Sheriff's SE precinct lease into Spring of 2022, on a month-to-month basis (was set to expire on Dec.

31, 2021) Supervisor Olson stated he did not have any concerns with leasing on a month-to-month basis with a provision of a 30-day notice.

Motion by Supervisor Olson, second by Sup. Damkoehler, to extend the lease with the Dane County Sheriff's office SE precinct on a month-to-month basis with a 30-day notice requirement. Motion carried 4-0.

Discussion and possible action regarding use of ARPA grant funding.

Chair Pfeiffer reported out he attended the Wisconsin Towns Association presentation regarding the eligible uses for the ARPA funds. Utilizing these funds for the culvert replacement project is likely not an eligible use of the funds. Further discussion followed. There is a new proposal which will help free up the uses of the ARPA funds. He recommends to wait and see how this proposal proceeds versus spending the money soon. No action taken.

Discussion and possible action regarding allocation and application of reserve fund balances for year-end 2021.

Chair Pfeiffer reported out the America Rescue Plan Act (ARPA) should be designated as a reserve fund. The Board needs to vote on establishing a reserve fund for the ARPA funds. The Town received \$176,575.85 in 2021, and will receive \$176,575.85 in 2022. Usage of the funds will need to be properly noticed on an agenda and approved by the Town Board prior to utilizing the funds.

Motion by Supervisor Bolender, second by Supervisor Olson, to approve designation of ARPA funds in the amount of \$176,575.85 into a reserve fund account for the books, and for the funds to be utilized for future use. Motion carried 4-0.

Discussion and possible action regarding awarding the bid for the Pleasant Springs culvert replacement project.

Mesdjian reported out on the culvert replacement project. There is a need to get culverts replaced on Williams Dr. The Town received one bid in the amount of \$89,128.00. The idea was for this project to be paid utilizing the ARPA funds, however, usage of ARPA funds for this project were most likely ineligible at this time. Further discussion followed. They discussed what the options were at this time to move forward with replacing culverts. The Board will not be awarding this bid at this time. Decisions will be made at a later date. Staff was directed to notify RG Huston they will not be doing this project. No action taken.

Public Works Department report and discussion on pending / current projects.

Superintendent Mesdjian reported out on the projects the Public Works department have been working on.

Discussion and possible action regarding the process to gather funds / donations for the cost of the proposal from Emmons & Oliver Resources, Inc., for task items #8 & #9 in the amount of \$4,000 to go towards the water level research for the Stoughton Dam project.

Chair Pfeiffer reported out he has not heard back yet from anyone regarding whether they had thoughts on fund raising. He has not checked on the legality for the town to collect donations for a certain designated project, and

distribute them. He needs to get legal advice and will contact the Town Attorney. No action taken.

Discussion and possible action regarding setting the date of the 2022 Town Caucus. (Per state statute, caucus date must be set between December 1 and January 1, and caucus must be held between January 2 and January 21) Motion by Supervisor Damkoehler, second by Sup. Bolender, to set the date of the Town Caucus for Jan. 18, 2022 at 5:30 p.m., prior to the regular Town Board meeting. Motion carried 4-0.

Discussion and possible action on resolution R-2021-08: Appointment of Election Inspectors for the 2022-2023 term. List is included in the packet. Motion by Supervisor Damkoehler, second by Sup. Olson, to adopt resolution R-2021-08 Appointing election inspectors for the 2022-2023 term. Motion carried 4-0.

Clerk's report of projects and duties.

Clerk / Treasurer Hougan reported out on the activities of the office.

Discussion on items to be placed on the next / future agenda.

There were no items discussed for placement on the agenda at this time.

PLAN COMMISSION REPORT (Reports will generally only be reported upon after the Plan Commission has met between Town Board meetings; unless there is additional information to report)

There was nothing to report out.

REPORTS

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

Motion by Chair Pfeiffer, second by Supervisor Olson, to move into closed session at 7:00 p.m. 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." Staff Performance Evaluations. No action taken.

Motion carried 4-0 on a roll call with Chair Pfeiffer, and Supervisors Olson, Damkoehler, and Bolender voting in favor.

Motion by Bolender, second by Olson, to return to open session at 7:30 p.m. Motion carried 4-0 by roll call vote with Chair Pfeiffer, and Supervisors Olson, Bolender, and Damkoehler voting in favor.

ADJOURNMENT

Motion by Supervisor Bolender, second by Sup. Olson, to adjourn at 7:30 p.m. Motion carried 4-0.

Respectively Submitted,

Maria "Pili" Hougan
Clerk/Treasurer

Chair Pfeiffer-Closed session minutes

Note: These minutes are not considered official until acted upon at a future meeting, and, therefore, are subject to revision.