

TOWN BOARD MEETING, May 02, 2023 – 6:00 P.M.

PRESENT: Town Chair Dick Green, Supervisors Faith Schuck, Melanie Miller, Eric Olson, Clerk/Treasurer Maria Hougan.

ABSENT: Supervisor Larry Schuller

OTHERS PRESENT:

Marcia Tarrant, 1881 S Brooklyn Dr., Andrea Jansen of Baker Tilly, Diana Olson and Mike Wylesky, 2048 Williams Dr., Pat Cadigan of Tri-County Paving, Mike JenQuin of Fahrner Asphalt Sealers, Traci Morovic, 1724 N Red Oak Dr., Laura Bardouche

Virtual Attendees:

Sara Knickmeier of Stoughton Area Little League

CALL TO ORDER

Chair Green called the meeting to order at 6:03 p.m.

PUBLIC COMMENT: The Board listens to residents speak on any issue (three-minute time limit)

No one spoke during the public comment period.

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 minutes of the April 18, 2023, Town Board meeting.
2. Approval of the check register dated May 2, 2023.

Motion by Supervisor Schuck, second by Sup. Miller to approve the April 18, 2023 minutes as amended with the meeting time as starting at 7:00 p.m., and to add Supervisor Olson as absent-not excused. Friendly amendment by Chair Green, to not list Supervisor Olson as absent-not excused as he was present virtually, however there were technical difficulties for that meeting, friendly accepted by Sup. Miller. Motion carried 3-1 with Sup. Schuck in opposition.

BUSINESS.

2023 Audit Presentation by Baker Tilly.

Andrea Jansen of Baker Tilly presented the 2022 Audit.

Discussion and possible regarding awarding bids for sealcoat.

The Board reviewed the bids. Chair Green reported out the bid from Fahrner was the low bid.

Motion by Supervisor Olson, second by Sup. Miller, to accept the bid from Fahrner Asphalt Sealers for Sheryl Ln., Linnerud Dr., and Koshkonong Rd., in the amount of \$99,350.00. Motion carried 4-0.

Discussion and possible regarding awarding bids for pulverize, pave, and overlay.

The Board reviewed the bids. Chair Green reported the bid from Tri-County was the low bid for Tower Drive at \$387,053.88.

Motion by Supervisor Miller, second by Sup. Schuck, to accept the bid from Tri-County for Tower Dr., in the amount of \$387,053.88. Motion carried 4-0.

A discussion took place regarding the bid process. There were questions from Darren with Wolf Paving regarding some confusion bidding process. He thought the pulverize and pave bids were supposed to be bid as a package. Chair Green explained the Town can choose each road as a separate project.

Chair Green stated the bid from Wolf Paving was the low bid for Skaalen Rd. in the amount of \$191,669.00.

Motion by Supervisor Olson, second by Sup. Schuck, to award the bid for Skaalen Rd. to Wolf Paving in the amount of \$191,669.00. Motion carried 4-0.

Chair Green stated the bid from Wolf Paving was the low bid for Pleasant Hill Rd. in the amount of \$64,286.80.

Motion by Supervisor Miller, second by Sup. Schuck, to award the bid for Pleasant Hill Rd. to Wolf Paving in the amount of \$64,286.80. Motion carried 4-0.

Discussion and possible action to set a public hearing date on a request for vacation of 20 ft. of the Williams Point Dr. right-of-way adjacent to the property located at 2229 Williams Point Dr., to allow the existing garage to meet current set back requirements, and review of proposed CSM for the property as listed above. (As information is available)

Marcia Tarrant was in attendance. She presented a new Certified Survey Map showing lot 1 and lot 2. The Board reviewed the CSM. It was noted the CSM needs to indicate the correct property owners, so there will need to be a revision of the CSM. Once the CSM has the correct property owners, Marcia will deliver to Dane County for signatures. Chair Green and Marcia have been in discussions with the DNR. Chair Green drafted a summary of the issue/request which will be presented to the DNR along with the CSM and a map of the area to be gifted to the Town. Once the Board approves the CSM, the owners can proceed with the building their garage. Once the DNR reviews the

information provided, the hope is the DNR will gift the land back to the Town for a proper road right of way. A discussion took place on the process and timeline. The public hearing is tentatively scheduled for June 6, 2023. Marcia will provide the corrected Certified Survey Map.

Motion by Supervisor Schuck, second by Sup. Olson, to accept the letter from Chair Green describing the parcel description and events, and to send the letter to the DNR representative, Mike Labissoniere. Motion carried 4-0.

Discussion and possible action regarding approval of the 2022 Audit.

Motion by Supervisor Miller, second by Sup. Olson, to approve the 2022 Audit from Baker Tilly as presented, Motion carried 4-0.

Discussion and possible action regarding Stoughton Area Little League purchase of new shed at Oak Knoll Park.

Sara Knickmeier was in attendance virtually to present the request. They would like to purchase a shed at least 8x12 in size to store a new piece of equipment called a drag in the shed, as well as possibly a riding lawn mower and other miscellaneous tools. The location of the shed would be either next to the current shed or by the batting cage. Stoughton Area Little League is not looking for any money from the Town, just approval of the shed.

Motion by Supervisor Olson, second by Sup. Schuck, to allow the Stoughton Area Little League to place a shed approximately 8x12 in size next to the other shed located at Oak Knoll Park. Motion carries 4-0.

Discussion and possible action regarding the complaint schedule/boat landing.

The Board reviewed the schedule and determined they would like to continue with handling the complaints alphabetically. The directive was to follow the schedule as presented. No action taken.

Discussion and possible action regarding hours of the Brush Yard Waste Site.

Chair Green reported out the yard waste site is currently open 24/7. The site is collecting a large amount of brush and yard waste. He has turned away people that he noticed were not residents but wanted to drop off brush. He is recommending the Board think about restricting the hours. Chair Green also mentioned they could install the gate from the previous site and install a fence. A discussion followed. He asked the Board to consider options regarding hours. Information will need to be added to the newsletter stressing the site is only for residents and they must have a sticker. Supervisor Miller thought the hours could be changed on a trial basis. No action taken.

Discussion and possible action regarding option of burning at the Brush Yard Waste Site.

Chair Green stated the Town currently does not have a temporary permit to burn. He spoke with the DNR and they explained they gave permission to burn for one time only. The Town will need to apply for a license and a permit. The cost of the license is \$715.00

and the annual permit is an additional \$165.00. The license comes with many conditions such as a locked gate, fenced in area, all landowners within a ¼ mile distance must sign off on annually, 250 ft from a public well, 1,000 ft from a major highway, etc. The DNR discourages burning. The question now is how to deal with the brush. Supervisor Olson stated that Huston will take the yard waste/brush for free. Chair Green stated Purple Cow will take the brush for a \$1200.00 annual fee. The yard waste/brush would need to be hauled. Huston would be the best deal if they are still accepting the yard waste/brush at no cost to the Town. Further consideration will be discussed in the future. No action taken.

Approval of Resolution R-2023-02: Resolution Designating Town Depositories.

Chair Green presented the resolution.

Motion by Supervisor Miller, second by Sup. Schuck to adopt R-2023-02: A Resolution Designating Town Depositories. Motion carries 4-0.

Discussion and possible action regarding Spring/Summer newsletter topics.

The Board reviewed the draft newsletter and determined the newsletter will go out in June. Information about the yard waste site, 2023 road work projects, resident sticker information, road encumbrance permits/conditions, information about town meetings and where to find the agendas. It was noted to remove the short-term rental information from the newsletter. No action taken.

Discussion of Public Works projects and duties.

Chair Green reported out on several projects he has been involved with since the last meeting on April 18, 2023. He had a report he presented to the Board. He thanked Mike Wylesky, Jim Alme, and Ted Keehn for assisting in some of the Public Works Department responsibilities and repairs which took place.

Supervisor Schuck reported she went to all the parks and measured the poles at all the tennis courts. The suggested height is about 42 inches or more.

Clerks report of projects and duties.

Clerk Hougan reported out on duties office staff have been working on to include preparing for Board of Review, License renewals, and the day-to-day responsibilities of the office.

Discussion on items to be placed on the next and / or future agenda:

- Placeholder: Request regarding Williams Point Dr. possible vacation
- Liquor and Operators License Renewals
- Employee Handbook
- Changing Town Road Name
- Possible Ordinance amendment Chapters 66 & 202
- Signage for UpNet

- Joint meeting with Plan Commission regarding encroachment from Stoughton and McFarland

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)

The Plan Commission did not meet-no report available.

REPORTS

Laura Bardouche and Traci Morovic, members of the Parks Commission reported out on what they have been working on to include a park clean-up day, tracking the tennis court / pickle ball updates, park usage and what are they parks used for, requesting gravel and weed control spray for the walk path at Oakwood Hill Park. They would like the Board to continue to consider an ice-skating rink at Oak Knoll Park. They have met several times and will forward the minutes to the clerk's office. The next meeting is June 5, 2023. Supervisor Schuck is the Parks Liaison.

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Olson, second by Sup. Miller, to adjourn at 8:24 p.m. Motion carried unanimously.

Respectively Submitted,

Maria "Pili" Hougan
Clerk/Treasurer

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

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