

TOWN BOARD MEETING, May 16, 2023 – 6:00 P.M.

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

ABSENT:

OTHERS PRESENT:

Marcia Tarrant, 1881 S Brooklyn Dr., Deer-Grove EMS Chief Eric Lang

Virtual Attendees:

CALL TO ORDER

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

PUBLIC COMMENT:

Deer-Grove EMS Chief Eric Lang was in attendance to introduce himself. He gave a presentation and overview of services they provide.

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 May 02, 2023, Town Board meeting.
2. Approval of the check register dated May 16, 2023.

Motion by Supervisor Miller, second by Sup. Schuck, to approve the May 16, 2023 consent agenda. Motion carried 4-0 with Schuller abstaining.

BUSINESS.

Discussion and possible action regarding adoption of Resolution R-3-2023: Vacation of a portion of Williams Point Dr. right-of-way. Described as Lots 11, 12, & 13 and part vacated Williams Dr. all being located with Government Lot 2, Section 19, Town 6 North, Range 11 East, Town of Pleasant Springs, Dane County, WI.

This is only an introduction at this time. Marcia Tarrant was in attendance. The resolution was reviewed. It was noted a typo in the heading of the resolution. Attorney will be made aware of the typo for corrections prior to adoption. The Board reviewed the process and discussed dates for the Public Hearing. It was determined a special town board meeting and public hearing date could be held on Tuesday, June 27, 2023 at 5:30 p.m. The resolution would be approved at this meeting after the public hearing.

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.

The Board determined there will be a special town board meeting held on Tuesday, June 27, 2023 starting at 5:30 p.m. The public hearing will be on this agenda.

Discussion and possible action regarding the request from Kari Aagerup of Second Chance Animal Advocates, to rent Oak Knoll Park for an Open-Air Market to be held on Saturday, June 3, 2023 at Oak Knoll Park.

The Board reviewed the information regarding the Open-Air Market. It was noted this event has been held several times previously and there have not been any complaints.

Motion by Supervisor Miller, second by Sup. Schuck, to approve the request from Kari Aagerup of Second Chance Animal Advocates to rent Oak Knoll Park for an Open-Air Market to be held on Saturday, June 2, 2023 at Oak Knoll Park. Motion carried 5-0.

Discussion and possible action regarding scheduling interviews for the Financial Assistant-Deputy Clerk / Treasurer position.

It was determined to hold interviews on the afternoon of Thursday, May 18, 2023, with Tuesday, May 23, 2023 after 4:00 p.m. as the second date to hold interviews, if needed.

Discussion and possible action regarding scheduling interviews for the Public Works Crewmen. Town Chair Green reported out several applications have been turned in, the deadline for applications is May 17, 2023. The Board determined they will hold interviews on Tuesday, May 23, 2023 at 4:00 or afterwards.

Discussion and possible action regarding securing the Yard Waste Site during non-open hours. Town Chair Green reported out he received a call on Wednesday, May 10 at 12:15 a.m. from the 911 call center regarding a fire at the Town Hall. The fire was on the large brush pile at the yard waste site. When he arrived the Stoughton Fire Department and Dane County Sheriff's deputies were on site. Chair Green is suggesting cameras be placed in several areas around the town hall and yard waste site. He is also looking into fencing behind the town hall. A discussion followed. Chair Green will get two sets of estimates on the fencing, one for the area directly behind the town hall and one to include the area behind the leased portion of the town hall, currently leased by UpNet WI.

Motion by Sup. Olson, second by Sup. Schuller, to approve up to \$2000.00 for purchase of security cameras and installation of the security cameras. Motion carried 5-0.

Discussion and possible action regarding rescheduling / cancelling the July 4, 2023 Town Board meeting.

The Board determined the meeting on July 4, 2023 will be cancelled and rescheduled to June 27, 2023 at 5:30 p.m.

Discussion of Public Works projects and duties.

Chair Green reported out Greg continues to keep up with the mowing and other miscellaneous items. There was a call regarding a huge pothole on Tower Dr. They will fill the hole with gravel. The plows and wings were removed last week with the assistance of Jim Alme and Mike Wylesky, the sanders will be cleaned, the back door at UpNet was not locking properly so Chair Green repaired the lock, there will be a deadbolt placed on the door in the near future.

Clerks report of projects and duties.

Clerk/Treasurer Hougan reported out. Board of Review had to be cancelled due to Accurate Appraisal had an error on several homes being assessed double. New notices were sent by Accurate to those properties affected by the error. She submitted the annual Responsible Unit report to the DNR. This report is needed in order to receive the annual grant the town receives. She submitted the annual F-65 census report of the 2022 audit to the State of Wisconsin. She submitted the annual Financial Form CT to the Department of Revenue of the 2022 audit results. Staff have been also working in the day-to-day responsibilities of the Clerk/Treasurer's 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-June 6 TB meeting
- 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 to be held on the July 12 Plan Commission meeting.

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)

Supervisor Miller reported out the Plan Commission appointed Audra Dalsoren and Plan Commission Chair, Troy Weiser as Plan Commission Vice Chair, and Keith Comstock as the recorder. Plan Commission Chair Dalsoren attended the recent Whitewater meeting held at the Country Club and at that meeting they discussed a Hydraulic Study to be done and asked for town support of the study. The Plan Commission made a recommendation to the town board in support of the study; however, costs and community support was not

discussed. It was noted the study was a Bathometric Study. A discussion was held regarding what type of support they are requesting from the town.

REPORTS

The Board reviewed the reports included in the packet.

CORRESPONDENCE

The Board reviewed the correspondence included in the packet.

ADJOURNMENT

Motion by Supervisor Schuck, second by Sup. Schuller, to adjourn at 7:50 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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