

**TOWN BOARD MEETING January 05, 2021 – 6:00 P.M.  
VIRTUAL ZOOM MEETING**

**PRESENT:** Chair Pfeiffer, Supervisor Jay Damkoehler, Supervisor Janiece Bolender, and Clerk/Treasurer Maria Hougan

**OTHERS PRESENT:** Superintendent Alex Mesdjian (6:20)

**ABSENT:** Supervisor Eric Olson and Supervisor Doug Larsson.

**CALL TO ORDER:** Chair Pfeiffer called the Town Board meeting to order at 6:00 p.m.

**MINUTES OF THE DECEMBER 15, 2020 JOINT TOWN BOARD & PLAN  
COMMISSION MEETING.**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the minutes of the Joint Town Board and Plan Commission meeting. Motion carried 3-0.

**PUBLIC COMMENT**

No one spoke for the public comment period.

**BUSINESS**

**Discussion and possible action regarding adding Facebook as an option for the town's website.**

Chair Pfeiffer reported out. He had spoke with Tim Miller of Isadex regarding taking over the town's unofficial pages. Tim explained this is not a simple process. The \$500.00 the board previously allocated is not enough to take care of the process. The Board would need to authorize an additional amount. He asked if the Board wants to hire a social media company to take care of this? How does the Board want to proceed? Further discussion followed. Would it be more economical to have someone else do this or should they spend more and have Isadex take care of it? Supervisor Damkoehler stated however we can do it, even if its an added expense, it needs to be done. Chair Pfeiffer stated he could make a few calls to see if there is a company willing to work with small companies (in this case a small municipality). Facebook could be utilized by Public Works to push out notifications regarding snow emergencies, etc. instead of residents having to look up the information on the town's website, they could get the notifications right away.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to increase the allocated amount from \$500.00 to \$1,000.00 and to direct Chair Pfeiffer to look into an entity to create pages for the towns facebook. Motion carried 3-0.

**Review of Deer-Grove's requested report regarding the town's development.**

Deer-Grove EMS Chief Eric Lange was in attendance to explain the request. They are looking into the future for development plans and population of communities they serve for future budgetary planning and staffing. The report should be visited and re-visited for future needs and comparisons for the area they serve, not the entire area of Pleasant

Springs. This would provide statistics. Chair Pfeiffer reported out Pleasant Springs has modest growth and we are an ag preservation town. Staff could look through the Building Inspector reports and make a spreadsheet with the properties lying within the Deer-Grove district for new homes, and also tear downs. Chief Eric Lange volunteered staff could send him the reports / information and he could do the filtering of properties lying within the Deer-Grove District, as he knows staff is very busy, especially in small municipalities. Clerk / Treasurer Hougan stated staff could most likely pull the building inspector reports and put the information together. Information should go back to 2018 and forward. Chair Pfeiffer thought the Building Inspector could provide electronic versions of his report. Staff will check with the Building Inspector for the electronic versions.

**Discussion regarding Public Works projects and duties.**

Superintendent Mesdjian reported out on the shoudering within the town along with the weather conditions. The old tractor and skid loader are leaving this week, and being replaced by the new tractor and new skid loader. The new skid loader is working good. They are looking into the gravel roads, weather permitting they will be doing more projects, the trucks are cleaned up and in good shape, the soft gravel roads have made it difficult for plowing.

Chair Pfeiffer stated the next meeting they will discuss the Shadyside retention pond issue along with water issues. They hope to be able to meet with Dane County and gather more information, as the Holidays has made it difficult.

**Discussion and possible action regarding a proposal from Mad City Techs for computer backup, as recommended by Baker Tilly, the Towns auditor.**

Clerk / Treasurer Hougan reported out this question comes up every year from the auditors. She was under the impression back ups were taking place after Mad City Techs installed the new computer equipment in 2019. The Auditor reached out to Mad City Techs and was told there are currently no back ups for the Town. Hougan asked for a quote from Mad City Techs. The Board reviewed the quotes. Further discussion followed. This will need to be added to the 2022 Budget, and at the end of the first quarter, bring back for a budget amendment.

Motion by Supervisor Bolender, second by Sup. Damkoehler, to approve the cloud and server maintenance quotes in the amount of \$2400.00 annually. (cloud at \$60.00 per month and server maintenance at \$140.00 per month)

Motion carried 3-0.

**Discussion and possible action regarding the 2021 Town Board meetings which conflict with the Election dates of February 16, 2021 (Spring Primary) and April 6, 2021 (Spring Election).**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to change the meetings to February 18, 2021 and April 8, 2021. Friendly amendment made and accepted to change the motion for the April 8 meeting date to April 7, 2021.

Motion carried 3-0.

**Clerks report on projects and duties.**

Clerk/ Treasurer Hougan reported out on what staff have been working on to include:

Tax collection

Dog licenses, Boat landing permits

End of year reporting, reconciliation, etc.

Audit preparation

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

- January 19 Town Caucus @ 5:30 via Zoom
- Shadyside retention pond

**PLAN COMMISSION REPORT**

Plan Commission did not meet prior to this meeting.

**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 Supervisor Bolender, to approve the check registers dated Dec. 15, 2020 in the amount of \$37,587.33, and Dec. 17, 2020 in the amount of \$40,026.72. Motion carried 3-0.

**ADJOURNMENT**

Motion by Supervisor Bolender, second by Sup. Damkoehler, to adjourn at 6:45 p.m. Motion carried unanimously.

Respectively Submitted,

Maria Hougan  
Clerk/Treasurer

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