

## **TOWN BOARD MEETING, October 18, 2022 – 6:00 P.M.**

**PRESENT:** Town Chair David Pfeiffer, Supervisors Dick Green, Melanie Miller, Dana Stadler and Eric Olson.

**ABSENT:**

**OTHERS PRESENT:** Jeff Winge, 2426 Wildflower Rd., Marcia Tarrant, 1881 S. Brooklyn Dr., Public Works Superintendent Alex Mesdjian virtually

**CALL TO ORDER**

Chair Pfeiffer called the meeting to order at 6:07 p.m.

**PUBLIC COMMENT**

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 the Town Board minutes of Oct. 04, 2022, and Special Budget Meeting minutes of Oct. 06, 2022.
2. Approval of the check register dated October 18, 2022.
3. Approval of new operator's license for: *(Background check completed, no issues found, approval recommended)*
  - Kathryn Michel Burton, The Fields Reserve
4. Approval of a driveway damage deposit refund for: *(Public Works inspected, no issues found)*
  - Rob Schellin, 1785 Skidmore Rd.

Motion by Supervisor Green, second by Sup. Olson, to approve the consent agenda items as listed. Motion carried 5-0.

It was noted by Supervisor Miller there should be more specific details in the Town Board motions especially for equipment purchases.

## **BUSINESS.**

### **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 to present the preliminary CSM. This is the final survey she wanted to present prior to moving forward in finalizing with signatures. The next step will be to bring the final signed version for approval, then they can go through the process with a public hearing and next steps. The Board determined the Preliminary Certified Survey Map (CSM) looks good to move forward in the process. No action taken. Next step will be to bring back the completed version.

**Discussion and possible action regarding Quad County Runners request to use ATV/UTV's on Town Roads.** Quad County Runners was not in attendance and there was not any new information provided prior to tonight's meeting. This will be placed on a future agenda when materials are received prior to the deadline when Town Board packets go out.

**Discussion and possible action regarding trade / purchase of a CAT track skid loader.** Superintendent Mesdjian provided a quote from Fabick Cat for the purchase of a CAT289D3, in the amount of \$89,500.00. They will be either selling or trading in the current model they have. Further discussion and questions from the Board followed.

Motion by Supervisor Olson, second by Sup. Stadler, to authorize purchase of the Caterpillar 289D3 C3H3 Compact Track Loader for \$89,500 and place the current one on the market to trade in or sell in an amount exceeding the trade in offer/amount. Friendly amendment by Sup. Green, to add to the motion as listed in the proposal adding the 2- year / 24-month warranty, and to purchase the Caterpillar 289D3 C3H3 in 2023. Friendly amendment accepted by Olson. Motion carries 5-0.

**Discussion and possible action regarding purchase of an entry door for the space rented by UpNet.** Two proposals were provided by Superintendent Mesdjian for the Board to review. Mesdjian reported out the door has been ordered and it may take a few months for delivery.

Motion by Supervisor Olson, second by Sup. Green, to approve the replacement of the Town Hall door in the leased space, to include the material and installation not to exceed \$2650.00. Motion carries 5-0.

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

Superintendent Mesdjian reported out on the Public Works projects and duties they have been working on.

**Discussion and possible action regarding amending Town's Ordinances Chapter 103: Regulation of Fireworks, Chapter 180: Solid Waste, Chapter 200: Vehicles, Abandoned, and 202 Vehicles and Traffic, to remove the words indicating "Police Department" and / or "Town Constable". (3<sup>rd</sup> reading and adoption)**

The Board reviewed the third reading of the ordinance amendments.

Motion by Supervisor Miller, second by Sup. Green, to approve the amendments to the Town's Ordinances Chapter 103: Regulation of Fireworks, Chapter 180: Solid Waste, Chapter 200: Vehicles, Abandoned, and 202 Vehicles and Traffic, removing the words indicating "Police Department" and / or "Town Constable". Motion carried 5-0 on a roll call vote Chair Pfeiffer and Supervisors Miller, Green, Olson, and Stadler voting in favor.

**Discussion and possible action regarding Town policy for sale of surplus property.**

The Board reviewed the proposed policy drafted by Chair Pfeiffer. A discussion took place. Supervisor Green stated there should be a document or checklist to enable the Public Works employee(s) to follow along with the procedures and process. Offers should be documented and all documented information should be forwarded to the clerk's office to keep on file and made available as open records requests. Chair Pfeiffer answered questions from the members of the Board regarding the policy. No action taken. This will be brought back to the next Town Board meeting.

**Clerk's report of projects and duties.**

Clerk/Treasurer Hougan reported out on what the office staff have been working on.

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

- Winter Newsletter topics
- Williams Pt Dr vacation (as information is available)
- Town policy for sale of surplus property
- ATV/UTV if information is provided ahead of packet deadline

**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 no report as the Plan Commission meeting had been cancelled.

**REPORTS**

September Financials & Treasurer's Report

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. Green, to adjourn at 7:22 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.*