

TOWN BOARD MEETING, December 21, 2021 – 6:00 P.M. VIA VIRTUAL ZOOM MEETING

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

ABSENT:

OTHERS PRESENT: Superintendent Alex Mesdjian,

CALL TO ORDER

Chair Pfeiffer called the meeting to order at 6:00

ANNOUNCEMENT OF POSSIBLE CLOSED SESSION

PUBLIC COMMENT

No one appeared or 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 December 07, 2021.
2. Approval of the check register dated December 07, 2021 in the amount of \$27,028.90.
3. Approval of return of driveway damage deposits for: (Public Works inspected / approval recommended)
 - Lirim Ashiku, 3008 Linnerud Dr.

Motion by Supervisor Olson, second by Sup. Damkoehler, to approve consent agenda as listed. Motion carried

BUSINESS.

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

Superintendent Mesdjian reported out on the projects the public works department has been working on. Mesdjian stated he has found a buyer for the fuel storage tanks in front of the town hall.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to direct staff to dispose of the fuel storage tanks and cancel the above ground permit, conditional upon the dollar amount of the sale of the fuel tanks is under the amount where it needs to be

noticed on an agenda, if so, it will be brought back on a future agenda. Motion carried 4-0

Discussion and possible action regarding the draft ordinance for regulating and permitting short-term rentals.

Chair Pfeiffer reported out on the draft ordinance. Supervisor Olson added the Plan Commission approved the draft agenda after some discussion. Further discussion followed. Chair Pfeiffer clarified the reasons a permit would be needed vs when a permit is not needed. It was noted the ordinance did not need to go to the town's attorney for further review.

Motion by Supervisor Olson, second by Sup. Bolender, to approve the draft ordinance for regulating and permitting short-term rentals, and bring back to a future agenda for the public hearing and first reading. Motion carries 4-0.

Discussion and possible action regarding appointment of Susan Luellwitz to serve the remainder of Linda Larsson's term as Commissioner for the Pleasant Springs Sanitary District. Chair Pfeiffer reported out Susan Luellwitz is willing to jump in during the interim until the position is filled.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to appoint Susan Luellwitz to serve the remainder of Linda Larsson's term ending in 2022, as Commissioner of the Pleasant Springs Sanitary District. Motion carried 3-0 with Chair Pfeiffer recusing himself.

Discussion and possible action regarding vacancy on Town Board.

The Board reviewed the state statues for the process of filling a vacancy on the Town Board. The Board and Town Clerk can nominate and vote on appointment of a candidate to fill the vacant seat. They could also wait until the next fall election, November of 2022. Further discussion followed. Nomination of Candidates will be placed on the January 4, 2022 Town Board agenda.

Discussion and possible action regarding purchase of equipment to facilitate hybrid in-person meetings.

Chair Pfeiffer reported out. The Pleasant Springs Sanitary District is looking into this as well. They may purchase equipment on a test basis and decide if it works well. Chair Pfeiffer will report out at the next meeting.

Clerk's report of project and duties

Clerk Hougan reported out on the work being completed in the office of the clerk/treasurer.

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

- Short term ordinance and public hearing
- Nomination to fill vacant Town Board seat

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 Olson reported out on the discussion regarding the short-term rental ordinance.

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 Bolender, to convene into closed session at 7:10 p.m., pursuant to Wisconsin Statutes §19.85(1)(c) “for purposes of 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 and Clerk/Treasurer’s Contract.

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

Reconvene in open session for possible action on items discussed in closed session.

Motion by Supervisor Damkoehler, second by Sup. Olson, to return to open session at 9:21 p.m. Motion carried 4-0 by roll call vote with Chair Pfeiffer, and Supervisors Damkoehler, Bolender, and Olson voting in favor.

Discussion and possible action approving 2022 pay rates for employees.

Motion by Sup. Damkoehler, second by Sup. Bolender, to authorize wage increases for Town employees as approved in the 2022 Town budget. Carried 4-0.

Discussion and possible action regarding renewal of the Clerk/Treasurer-Office Manager’s contract. The Board did not have any questions or concerns regarding the renewal contract in place of the Clerk/Treasurer.

Motion by Supervisor Damkoehler, second by Sup. Bolender, to direct Town Chair to submit Clerk / Treasurer contract to Town attorney for review and authorize Town Chair to execute contract if no changes are recommended or return amended contract for Board action at next meeting. Motion carried 4-0.

ADJOURNMENT

Motion to adjourn by Supervisor Bolender, second by Sup. Olson. Meeting adjourned at 9:25 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.