

**Town of Oregon
Board Meeting Minutes
September 5, 2017**

1. Call Town Board meeting to order.

Chairman Wayne Ace called the September 5, 2017 Town of Oregon Town Board Meeting to order at 6:30 pm.

2. Roll Call.

Clerk Denise Arnold called the roll, the following Town Board Supervisors were present, Phil Van Kampen, Arlen Christensen, Fred Clark, Steve Root and Chairman Wayne Ace.

3. Approval of minutes from previous meeting.

Motion made by Van Kampen and seconded by Root to approve the Town Board Meeting Minutes from August 1, 2017. Motion carried. Motion made by Christensen and seconded by Root to approve the Town Board Meeting Minutes from August 21, 2017. Motion carried

4. Financial Report and Acceptance.

Motion made by Van Kampen and seconded by Root to accept the July and August 2017 Financial Reports as prepared by Deputy Clerk Treasurer Jennifer Hanson. Motion carried.

5. Appearance by Leslie Fox, Dane County Sheriff Deputy.

Dane County Sheriff's Deputy Leslie Fox reported that there has been a rash of thefts from auto and homes in the Town of Oregon. She encouraged everyone to lock up their homes and vehicles especially in the sub divisions. The Traffic Team has been out in the Town patrolling for speeders. There were complaints the first day of school about people passing school buses. Ace requested the speed wagon be put on Glenway Rd. Fox reported they have done that and caught many speeders. Resident Mark O'Brien suggested coverage for South Glenway. Clerk Arnold inquired if Fox had any input on writing a snow parking ordinance not allowing residents to park on the roads in a snow event to allow for Public Works safe passage while removing snow. Fox explained that Dane County Sheriff's department cannot enforce the Town's Ordinances without a working contract. Fox suggested designing the ordinance to allow for the Town's constable to ticket violators.

6. Public Comments.

There were no public comments therefore the next item on the agenda was addressed.

7. Discussion and possible Approval of Recommendation from Plan Commission.

- a. Land Division and Rezone Request. Petition # 11199. Parcel # 0509-042-8051-5; 1611 County Highway D, Oregon, WI 53575. The request is to create one buildable lot and rezone property from A-1 Ex to A-2(8) on 8.9 acres. Owner and applicant is John Brown, 1611 County Highway D, Oregon, WI 53575.**

Motion made by Christensen and seconded by Clark to approve the Land Division and Rezone request as recommended by the Plan Commission for petition #111999, Parcel #0509-042-8051-5 for John Brown owner residing at 1161 County Highway D, Oregon.

8. Discussion and possible Action re: Update driveway for Lot 3; CSM 4259 for Joel and Ruth McNair, 5792 Alpine Rd.

Motion made by Van Kampen and seconded by Root approve of the letter and authorize Chairman Ace to sign the letter approving the use of the shared driveway.

9. Discussion and possible Approval re: Roadway Access Agreement with Yahara Materials, Inc.

Robin Loger representing Yahara Materials reviewed the proposed Road Access Agreement and thought that it would work. Mr. Loger requested that the crushing hours of operation be changed to 6:00am to 6:00pm rather than 7:00am to 7:00pm. The Board approved of that change. Loger thought that the crushing is about done however there will be some screening. Chair Ace suggested that the agreement be renewed each year, however Loger wanted a longer agreement such as five years because their contracts for work generally extent more than one year. Clerk Arnold will prepare the agreement with the suggested changes. Mr. Loger encouraged the Board Supervisors to contact Yahara if they have any issues so that they may address those issues. Motion made by Clark and seconded by Christensen to approve the Roadway Access Agreement with Yahara Materials, Inc. Motion carried.

10. Communication and Action of the Dane County Board – Bollig.

Dane County Supervisor Jerry Bollig was not available for the September 2017 Meeting.

11. Fire & EMS Report (Oregon/Van Kampen, Belleville/Clark, Brooklyn/O'Brien).

Supervisor Van Kampen reported that the Oregon Area Fire/EMS District have added nine paid on call staff. This improves response time and assures the proper number of emergency vehicles will be available when needed or for multiple call situations. The Town of Oregon should anticipate a 12% increase in their budget contribution for the OAFED. Due to a population increase in the Village of Oregon they will see a 17% increase for their protection. The Village of Oregon currently pays 65% of the total cost. There will be purchases for 2018 for a tender truck purchase and turnout gear. The Town's share will probably around \$62,000. The ambulance should be back in service in May of 2018. Van Kampen said that the department was happy with the service.

Supervisor Clark reported that Belleville Fire/EMS is preparing to sign the new agreement. There is also a meal on September 25th at Borlands for the annual meeting.

Mark O'Brien was in attendance to report on Brooklyn Fire/EMS. An agreement to perform an audit from 2005 to current has been signed. O'Brien shared there were left over funds from 2005 to date into an account. The Brooklyn Fire/EMS Secretary JoAnne Van Norman and Brooklyn Fire/EMS Representative O'Brien were the only two people that knew of this account with accumulated funds of \$252,000. At the last fire meeting O'Brien shared that they decided to start a fund with \$141,000 of that reserve for the new

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air pack systems. The air pack systems will be approximately \$225,000 total. They also decided to hold \$100,000 in reserve for emergencies and the remainder would be applied to the purchase of water rescue equipment and the remainder to the general budget. Brooklyn is hoping to split the cost with OAFED on the water rescue equipment. The amount of the 2018 budget increase for the Town of Oregon portion will be zero. The new Tender Tanker is being built and should be available in about three months.

12. Park Committee Report and Action – Root.

Park Chairman Steve Root reported that there will not be a September 2017 meeting due to Root being gone. Jeff Nelson is on call for any issues that may come up. Root will be available by email. Root requested that Constable Maher patrol more at the Town Park after hours from 7:30-8:30 pm.

13. Anderson Farm Park Report – Root.

Supervisor Root shared that the volunteers are collecting prairie seeds. The Annual Meeting (potluck) will be held on September 20th at the Town Hall. Christensen reported that they are holding a work session this Saturday.

14. Discussion and possible Action re: Mowing Contract with Anderson Farm Park.

The Town of Oregon Public Works Department will be mowing the Anderson Farm Park for \$79.00 per hour and Clerk Arnold will invoice Dane County Parks Department for the service provided by the Town. No formal contract is needed.

15. Assessor's Report and Recommendation – Blomstrom.

In the absence of Assessor Blomstrom there was no report.

16. Building Inspection Services Report – Arnold.

There were three new building applications applied for in 2017. Arnold reported that there was a resident that registered a complaint about building inspection services in the Town but does not want to act on it until his project is complete.

17. Constable's Report – Maher.

Due to the absence of the Constable Kurt Maher there was no report.

18. Plan Commission Report and Recommendation - Christensen.

Supervisor Christensen reported that the Plan Commission met on August 15th and also had a work session on August 29th. Majid Allan from Dane County Zoning attended the work session to share some changes that are occurring at a County level. The Plan Commission and the Town Board will hold a joint meeting on Tuesday, September 26th at 6:30 pm to update the Town Board on proposed changes to the Comprehensive Land Use Plan.

20. Discussion and possible Action re: Open Plan Commission Member position.

Motion made by Van Kampen and seconded by Root to appoint Tim Yanacheck to the vacant Plan Commission Member position created by Paul Morrison relocating out of the Town of Oregon. Motion carried. Yanacheck will be sworn in by Chairman Ace at the October 11, 2017 Town Board Meeting.

21. Discussion and possible Action re: Ordinance to establish parking ban on town roads.

When cars are parked on the roads and specifically sub-divisions the Town Constable has not been able write any citations because the Town does not have any ordinance. Chair Ace shared that he has assigned the Plan Commission to review the sample ordinances and write a new ordinance that will work in the Town of Oregon. This will only be enforced for snow plowing events.

22. Public Works and TORC Report – Ace.

Jared Novinska has been mowing the parks all summer and has now moved out of the area. The road work will start next week in Hampton Hills. The Clerk's Office has received a completed job application for the position of TORC attendant. This will be addressed in October in hopes that more applications will be received so that employees do not have to work every Saturday.

23. Discussion and possible Action re: Update on door replacement and further work on exterior of garage.

Andy Meyer will be replacing the door on the Town Garage. Christensen reported he has the bids for the buildings being painted. He is now trying to obtain three bids to insulate and cover with steel siding. The contractors are all busy at this time and it is difficult to complete the bid process. The work would not even be done before March 2018.

24. Discussion and possible Action re: Senior Center – Van Kampen.

Van Kampen did not have anything to report as the Senior Center did not have a meeting. Clerk Arnold shared an email received from Village Finance/Treasurer Lisa Novinska with an preliminary estimate of the 2018 contribution requirement of \$60,425. The contribution in 2017 was \$58,622 making an increase of \$1,803.

25. Board Communications/ Future Agenda Items.

The October agenda should include, update on bids for garage building repair, hiring TORC employee(s), winter parking ordinance, OAFED Tender Truck purchase, schedule the budget work session, start employee evaluation process and swearing in of new Plan Commission member Tim Yanacheck.

26. Approval of payment vouchers – Arnold.

Motion made by Clark and seconded by Root to approve the payment vouchers for August 2017 for the amount of \$114,849.81. Motion carried.

27. Change date of October 2017 Town Board meeting.

Due to a scheduling conflict the October Town Board Meeting will be held on Wednesday October 11, 2017 at 6:30 pm.

28. Clerk's Report – Arnold.

The Clerk will be taking vacation starting September 18-29th.

29. Review of 2017 Budget.

Clerk Arnold shared that at the end of September the budget process will begin and should be ready for a budget work session in mid-October.

30. Adjournment.

Motion made by Clark and seconded by Christensen to adjourn the September 5, 2017 Town Board Meeting at 7:35 pm. Motion carried.

Respectfully Submitted,

Denise R. Arnold
Clerk