Minutes of May 20, 2025
Town Board Meeting

Call meeting to order – Chair Payne called the meeting to order at 6:35 pm. All Supervisors were present except for Supervisor Jensen who was excused. Also present were Clerk/Treasurer Dascenzo and Public Works Director Jeff Scheel. Members of the public attending were as noted on the attached sign in sheet.

Verification of Notice – Clerk/Treasurer Dascenzo confirmed the meeting was properly noticed.

Public Comment – Fort Atkinson Fire Chief, Bruce Peterson, reported on the Public officials open house held in April, the formation of an EMS study panel that will work on the identifying issues and challenges faced by municipalities on a county-wide basis and that Maintenance of Effort data will be available the first week of June.
Greg Anderson, N4154 Sleepy Hollow Road, asked the board to consider a short-term rental ordinance in an effort to limit parking along Sleepy Hollow Road. Cheryl Jarlsberg, N4153 Sleepy Hollow Road is also concerned about parking on the road and parking on private property. Todd Touton, PO Box 501, Cambridge is also concerned with parking. Mr. Touton would like the town to consider a room tax.

Approval of Minutes from the April 15, 2025 meetings – Supervisor Graffin moved to approve the minutes of the April 15 meeting as written; Supervisor Drews seconded the motion. Motion carried 4-0.

Town audit presentation – Johnson Block – Jeff Osvog and Adam Peterson from Johnson Block CPAs presented a report on the Town of Oakland 2024 Financial Statement Highlights for the year ended on December 31, 2024. Questions centered around the fund balance, the amount of annual spending and the amount of service debt incurred by the town.

Discussion and possible action on 2025 Road Plan – Public Works director Jeff Scheel presented his recommendations and costs for 2025 road projects. Construction work will be done by Jefferson County. Supervisor DeGidio moved to improve South Oakland Road at a cost of $80,867.64. Supervisor Graffin seconded the motion. Motion carried 4-0. Director Scheel will have culvert prices at the June meeting.

Discussion and possible action on request by Erik and Natalija Burns for a land division to create a 1.5-acre residential lot in existing R-2 zone located across from N4086 US Highway 12 from parcel 022-0613-1711-003 – Chair Payne reported that the request received a positive recommendation from the Plan Committee. Supervisor Drews moved to approve the land division on parcel 022-0613-1711-003. Supervisor DeGidio seconded the motion. Motion carried 4-0.

Discussion and possible action on request by Erik and Natalija Burns to rezone from A-1 to A-3 to create a 1.3-acre lot as a farm consolidation located at W8946 US Highway 12; parcel 022-0613-1711-003 – Chair Payne reported that this request also received a positive recommendation from the Plan Committee. Supervisor DeGidio moved to approve the request to rezone from A-1 to A-3 on parcel 022-0613-1711-003. Supervisor Drews seconded the motion. Motion carried 4-0.

Discussion on Burn ordinance 2023-30, large burn permit and fireworks permit. – Chair Payne explained that the ordinance from 2023 needed to be updated to clarify burn ban regulations, add definitions and how to proceed in an emergency. Board supervisors suggested edits and were encouraged to submit additional comments to the town chair or clerk. The revisions will be incorporated into the ordinance and will be discussed at the next board meeting.

Enbridge update – Chair Payne reported that she is monitoring the DNR website for updates as well as talking to Caroline Rice, DNR Division of Environmental Management. Sample testing and monitoring of wells continues with samples showing below detection levels for VOC; also collected surface water samples at the adjacent creek.

Correspondence – MSA traffic study, DOT information meeting on May 27, 2025.

Approval of Disbursements -. Supervisor DeGidio moved to approve monthly disbursements beginning with an electronic funds transfer in the amount of $1,789.39 to the Wisconsin Department of Revenue and ending with check number 1308 in the amount of $66.69 to Waupun Equipment for a total amount of $128,852.44. Supervisor Graffin seconded the motion. Motion carried 4-0.

Next meeting date June 17, 2025 Town Board Meeting

Announcements – Lake Mills Fire Department will host a meeting with towns on May 29. 2025 at 6:00 pm; a special board meeting is scheduled for Tuesday June 10 at 4:30 pm. The Fort Atkinson Fire Contract will be discussed at the meeting; Badger Solar will be staging the project soon.

Future agenda items – Ordinance 2023-30 Open Burn and Fireworks regulation, short term rental ordinance, policy on town chair designee

Adjournment – Supervisor DeGidio moved to adjourn the meeting at 8:15 pm, Supervisor Graffin seconded the motion. Motion carried 4-0.

Minutes Written and submitted by
Susan Dascenzo
Clerk/Treasurer

Town Chair _____ Clerk _____
Supervisor _____ Supervisor _____
Supervisor _____ Supervisor _____