

Town of Rutland Board Meeting
December 3, 2025 – 6:30 pm.
785 Center Road, Stoughton WI

This board meeting will be held via Zoom and in person.

1. Call to Order and roll call. Town Chair Kent Knutson called the meeting to order at 6:31pm. Present in addition to the Chair were Supervisors Mark Porter, Nancy Nedveck, and Jim Dorn. Sue Williams attend via Zoom. Also present in addition to the board were Clerk Dawn George, Treasurer Kim Sime, and Deputy Clerk Amanda Bartlett. The attendance list of others present is on file.
 2. Certification and compliance with open meetings law. The clerk verified that all notices were posted and we are in compliance with the open meeting law.
 3. Kerry Marren Supervisor District 37. Supervisor Marren introduced herself and talked about issues in Dane County.
 4. Patrolman Ace's report. Ace reported on the snow removal from the first snowfall, the erosion control permit is done, and the septic at the old town hall is going to be closed.
 5. IT Director Nedveck Report. IT Director Nedveck was absent.
 6. Setting up Photo Gallery. IT Director Nedveck was absent.
 7. What needs to be worked on -progress report. IT Director Nedveck was absent.
 8. Public Comment for items on or off the agenda. None
 9. Discussion and possible action on Town Hall Art Display. Discussion about the Town Hall Art Display. Motion and Second by Dorn and Nedveck to approve the Town Hall Art Display to continue as it has been displayed for another 6 months; motion carried 5-0.
 10. Chairs report. No report.
 11. Planning Commission Report.
 1. CUP 2687 by John Olson, 3447 State Highway 138 for a caretaker's residence.
 - a. Knutson read thru the 8 Standards and all PC members were satisfied that all were met.
 1. That the establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, comfort or general welfare; 2. That the uses, values and enjoyment of other property in the neighborhood for purposes already permitted shall be in no foreseeable manner substantially impaired or diminished by establishment, maintenance or operation of the conditional use; 3. That the establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district; 4. That adequate utilities, access roads, drainage and other necessary site improvements have been or are being made; 5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and 6. That the conditional use shall conform to all applicable regulations of the district in which it is located. 7. That the conditional use is consistent with the adopted town and county comprehensive plans. 8. If the conditional use is located in a Farmland Preservation Zoning district, the town board and zoning committee must also make the findings described in s. 10.22
 - Nedveck motion to recommend the Town Board approve CUP 2687. Second by Perz. MP 5-0
 - Board action: Motion and seconded by Knutson and Nedveck to approve CUP 2687 John Olson, 3447 State Highway 138 for a caretaker's residence; motion carried 5-0.
 2. Certified survey (CSM) for James Dorn for lot line adjustment with adjoining landowner Ken Berian. Nedveck motioned to recommend the Town Board approve CSM. Second by Cooper. MP 5-0
 - Board action: Motion and seconded by Knutson and Williams to approve certified survey (CSM) for James Dorn for lot line adjustment with adjoining landowner Ken Berian; motion carried 4-0, Dorn abstained.
 3. Discussion and Possible recommendation to amendment to the township CUP process. Perz motioned to strike/remove the sentence "CUP application must be submitted a minimum of 30 days before being placed on the PC agenda". Second by Nedveck. MP 5-0
 - Board action: Motion and seconded by Williams and Knutson to approve removal of the sentence "CUP application must be submitted a minimum of 30 days before being placed on the PC agenda."; motion carried 5-0.
12. Meetings attended. The Board members reported on meetings attended.
13. Discussion on possible action. Wisconsin Town Association Law Class Record Requests and Zoning – CE credits. Discussion on continuing education on correspondence. Discussion on Zoning and CUP to be added to the escrow document. Motion and seconded by Knutson and Dorn to approve adding zoning and CUP escrow to current document; motion carried 5-0.
14. Discussion and possible Action on the Town Hall Rental Agreement. Clerk read the rental agreement. Motion and seconded by Nedveck and Knutson to approved the Town Hall Rental Agreement; motion carried 5-0.
15. Discussion on having Rutland Town Hall as a Designated Emergency Hub. Discussion on having the Town Hall as a designated emergency hub, the costs and logistics. No action taken.

16. Discussion and Possible amendment to the township CUP process. Done with the Planning Commission report.
17. Discussion and possible action on adding additional microphones. Porter discussed adding additional microphones to the meeting room. Motion and seconded by Porter and Williams to accept bid of \$5,250.00 for 4 additional microphones; motion carried 5-0.
18. Appointment of election inspectors for 2026-2027 term:
Danyell Franz, Diana Hanson, Wendy Hellwig, Lori DuPuis, Viken Peltekian, Jessica Pierick, Mark Porter, Molly May Thoma, Juan Carlos Reyes, Toby Keeler, E, Dean Vandenburg, Jan Walker, Ronda Wethal, Tim and Robin Wood, Kathy Ziemba, Deb Adamski Pavloski, Theresa Schneider, Norm Arendt, Bill Boerigter. Motion and seconded by Knutson and Nedveck to appoint election inspectors for the 2026-2027 term; motion carried 5-0.
19. Consent Agenda.
 - a. Approval of November Minutes.,
 - b. Approval of Checks and Vouchers – Discussion/Board action.
 - c. Approval of Treasurer’s Report – Discussion/Board action.
 - d. Budget SummaryMotion and seconded by Nedveck and Williams to approve the consent agenda as presented; motion carried 5-0.
20. Correspondence. Correspondence was read.
21. Complaint on the outside lights on the back side of the town hall. Patrolman Ace reported he is working on getting a lift to fix the lights.
22. New Business. Chair Knutson discussed giving a 1 time bonus to Richard Simonson for working at the Collection Center, to be discussed at January Board Meeting. Patrolman Ace discussed part time driver’s pay for snowplowing, will keep at \$30.00. Also will review the free snowplow policy and discuss at next meeting. Discussion on updates and corrections to the Town Website.
23. Organization, removal and disposition of extra building materials, tables and chairs. Discussion on removal and disposition of extra materials, tables, and chairs, will contact Wisconsin Surplus.
24. Upcoming meeting dates: January 7, 2026, February 4, 2026, March 4, 2026 and April 8, 2026 board meetings.
25. Adjournment. Motion and seconded by Nedveck and Knutson to adjourn the December board meeting; motion carried 5-0.

Respectfully submitted - Amanda Bartlett, Deputy Clerk