Town of Oregon
Town Board Meeting Minutes
Tuesday, January 14, 2025

1. Call Town Board Meeting to order
   Town Board Chair Carl Walser called the meeting to order at 6:00pm on Tuesday, January 14, 2025.

2. Roll Call
   Clerk Hanson called roll. Present: Carl Walser, Laurie Fitzgerald, Steve Jernegan, and Tim LeBrun. Also Present: Clerk Jennifer Hanson. Absent: Arlan Kay excused.

   Walser made the following adjustments to the agenda:
   - Agenda Item 6 will be postponed until February 11th town board meeting
   - Agenda Item 8a will be discussed now

3. Approval of minutes
   Walser approved by unanimous consent the Town Board meeting minutes from December 10, 2024.

4. Financial Report, Loan Update and Payment Voucher Approval
   Walser approved by unanimous consent the January 2025 Financial Report, Loan Update and $194,415.24 in payment vouchers. There was discussion regarding the purchase policy.

5. Public Comments
   There were no public comments.

6. Discussion and possible Approval re: Resolution 01-2025; 2024 Town of Oregon Parks and Open Space Plan (POSP)
   This agenda item was postponed until February 2025 pending possible inclusion of historical sites.

7. Town of Oregon Refuse (TORC) Report
   Fitzgerald reported TORC is open the first and third Saturdays with signage posted. The traffic is down due to less brush drop-off.

8. Plan Commission Recommendation and Report
   a. Discussion and possible Action re: Land Rezone/Land Division/CSM Request. Petition #DCPREZ-2024-12126. Parcel #0509-151-8501-0; 170 feet west of 5337 Lincoln Rd., Oregon. This request is to rezone 2 acres from AT-35 to RR-2 to create one residential lot. Applicant/Owner is Timothy & Diane Haak, 1060 Glenway Rd., Oregon, WI 53575
      Town of Oregon Treasurer/Deputy Clerk Stephanie Goth gave an overview of the plan commission discussion for the Haak petition of land division and rezone on December 17, 2024. The property has one split and additional review determined the brother has one split. The plan commission voted 4 to 3 for approval with deed restriction for no additional splits. **Motion made by Jernegan to approve Petition DCPREZ-2024-12126, Rezone and Land Division for Tim and Diane Haak, 1060 Glenway Road, with a deed restriction for no additional splits. The town's comprehensive plan does allow homes built prior to 12/15/1994, such as 1060 Glenway, to be separated and put on a smaller parcel. Second by Fitzgerald. Motion carried 4-0.** The town moved to agenda item 8b.

b. Discussion and possible Action re: Amendment to Dane County Ordinance OA-112, regarding the review process for conditional use permits
Walser said this ordinance is Dane County approving Conditional Use Permits (CUP). There will be more discussion at the Dane County Towns Association meeting. The town board discussed the pros and cons. The board expressed concern with transferring property to new owners without requiring a new CUP application or overview, such as a short-term rental being sold. Dane County Zoning Senior Planner Majid Allen suggested the town review their comprehensive plan and replace unclear language with clear policies to be applied by Dane County. Replacing wording such as case-by-case basis with policies. He recommended reviewing Town of Dunn's Comprehensive Plan as a model. Dane County Zoning is willing to help the town with comprehensive plan updates but due to staffing changes it may require waiting for staff availability. Fitzgerald completed copyright edits that were unable to be part of the approved comprehensive plan but could be included with any CUP changes. Walser asked to have this added for next month. **Motion made by LeBrun to approve Dane County Ordinance Amendment 2024 OA-23 regarding the review process for conditional use permits. Second by Jernegan. Motion carried 4-0.** The town board moved back to agenda item 3.

9. Public Works Report
   a. Discussion and possible Action re: Spectrum Line Damage culvert installation Knollwood Dr.
   The invoice submitted to the town by the third-party agency has charges that are erroneous. The town has been in contact and waiting for an updated invoice.

10. Building Inspections Report
    There were 13 building permits for December 2024.

11. Board Communication and Future Agenda Item(s)
    a. Future Meeting Dates:
    Tuesday, January 21 Plan Commission Meeting 6:30pm
    Friday, January 24 Road & Traffic Safety Committee Meeting 9am
    Tuesday, February 11 Town Board Meeting 6pm
    Tuesday, February 18 Spring Primary (if needed) 7am-8pm
    There will be a Spring Primary.
    Tuesday, February 18 Plan Commission Meeting 6:30pm (*may need to be rescheduled*)
    Wednesday, February 26 Park Committee Meeting 6pm
    Tuesday, March 11 Town Board Meeting 6pm
    Tuesday, March 18 Plan Commission Meeting 6:30pm
    Wednesday, March 26 Park Committee Meeting 6pm
    Tuesday, April 1 Spring Election 7am-8pm
    Tuesday, April 8 Town Board Meeting 6pm
    Tuesday, April 15 Annual Meeting 6pm
    Wednesday, April 30 Park Committee Meeting 6pm
    **Tuesday, April 15 Plan Commission Meeting 6:30pm (to be rescheduled)*

The following items will be added for next month:

- Parks and Open Space Plan Approval
- Comprehensive Plan edits
- Town Center research and planning

- Property on Eisenhower in disrepair
- Brooklyn Fire & EMS Maintenance of Effort (MOE) support right sizing effort
- Update on Park and Public Land Dedication
- Update on Oregon Fire & EMS Needs Assessment
- Steve will meet with the Park Committee regarding Kennedy Park

12. Clerk's Report
    a. Discussion and possible Action re: review of ordinance 11.35 park and public land dedication
    Clerk Hanson presented the town's park and public land dedication ordinance that has not been amended since new state legislation was passed and upheld by the supreme court. The town reviewed the Town of Cottage Grove ordinance. LeBrun will check with the Wisconsin Towns Association.
    b. Discussion and possible Action re: Lake Harriet Cemetery Attorney Review
    Walser will follow-up on the Lake Harriet Cemetery attorney review.
    c. Possible February 18, 2025, Spring Primary
    Clerk Hanson confirmed there will be a February 18, 2025, Spring Primary.

13. Adjournment
    Walser approved by unanimous consent the adjournment of the town board meeting on Tuesday, January 14, 2025, at 7:47pm.

Respectfully Submitted,

Jennifer Hanson, Clerk