

Town of Oregon
Town Board Meeting Minutes
Tuesday, September 9, 2025

1. Call Town Board Meeting to order

Town Board Chair Carl Walser called the meeting to order at 6:06pm on Tuesday, September 9, 2025.

2. Roll Call

Clerk Hanson called roll. Present: Carl Walser, Laurie Fitzgerald, Arlan Kay, and Steve Jernegan.

Excused Absence: Tim LeBrun. Also Present: Clerk Jennifer Hanson.

3. Approval of minutes

Motion by Fitzgerald to approve the meeting minutes from August 12, 2025. Second by Jernegan.
Motion carried 4-0.

4. Financial Report, Loan Update and Payment Voucher Approval

Walser approved by unanimous consent the financial reports, loan update, and payment voucher approval for \$72,716.65.

5. Public Comments

There were no public comments.

Chair Walser moved to agenda item 6a.

6. Road & Traffic Safety Committee Report

a. Discussion and possible Approval re: Driveway Permit Variance 5655 Lincoln Road

Kay reported that the Road & Traffic Safety Committee recommended approval of the driveway variance at 5655 Lincoln Road to allow for a second driveway at McKay Nursery, 5655 Lincoln Road, Oregon, WI. He noted good sight lines and adequate distance from Fish Hatchery Road. McKay will be planting mature trees along the new driveway to stop dust and wind. The variance was recommended to improve safety. **Motion by Kay to approve a second driveway at 5655 Lincoln Road to allow service vehicles to have a separate driveway into the property. Second by Jernegan. Motion carries 4-0.**

Chair Walser moved to Agenda Item 11a.

b. Discussion and possible Approval re: Payne & Dolan overage for Raven Oaks

Walser said there is a difference between bid and actual amount billed from Payne & Dolan for Raven Oaks paving project. Kay said the Road & Traffic Safety Committee members were able to obtain updated road measurements and Sue LeBrun was working on meeting with Payne & Dolan regarding the reconciliation. The board will discuss payment of the overage at the next town board meeting. There was additional discussion on future road bidding.

c. Discussion and possible Action re: Dane County Highway & Transportation County Highway A (STH 69 to CTH D) Overlay Project

Kay explained Dane County is asking for information on endangered species, historic structures, archaeological resources, erosion control, and wetland locations for portion of CTH A in the town. The board is not aware of any such situations in the road right of way. Clerk Hanson will ask Abel to drive that section and alert the road committee if anything is found.

d. Discussion and possible Action re: 2026 Road Work

Kay said 2026 will be a minor road construction year with seal coating and patching. There is some debate as to what roads as that impacts future repaving. The committee is looking at another round of road striping in 2026. The initial road striping project has been well received

and consensus that safety has been improved. The 5-year road work recommendation should be available for the next town board meeting.

7. Building Committee Report

a. Discussion and possible Action re: Public Works Office Trailer

Kay said a new 10'X36" office trailer unit is \$54,000 that will only require electrical hookup. No foundation is necessary. The other option is used trailers for around \$25,000 but may require repairs. Jerneagan offered to investigate used trailer options.

b. Discussion and possible Action re: Town of Oregon Refuse Center (TORC) Office Trailer

Kay said there is container, not a trailer, available for \$13,000 that may work at TORC. They will find a time that Sheldon and Abel or Ryan can look at the container in Cambridge. There was discussion about a container versus a trailer at TORC.

8. Park Committee Report

Jerneagan discussed the possibility for Town of Rutland to share maintenance of Kennedy Park and contribution towards playground equipment. Park Chair Frankson plans to attend a Town of Rutland meeting to discuss a contribution in 2026. There was discussion on shared maintenance of town roads with neighboring municipalities.

9. Discussion and possible Action re: Board of Commissioners of Public Lands (BCPL) Loan Application Request Form – Municipal General Obligation Loan Application for Kennedy Park Playground Equipment, Public Work Office Trailer, and TORC Office Trailer

Clerk Hanson included the lowered interest rates from Board of Commission of Public Lands in the packet. A 6-10-year term loan is 5.50% and 11-20-year term loan is 6.25%. The board can decide if they want to borrow for the Kennedy Park Playground Equipment (\$100,000) and then separately for the public works office trailer (\$54,000) and TORC container (\$13,000) or all together. The overage of the Raven Oaks Road project (\$50,000) could also be included once the amount is finalized. There was discussion on loan amount and term of loan. The board will continue to get final costs for borrowing and discuss at the next town board meeting agenda.

Chair Walser called for a recess at 7:37 pm. Chair Walser reconvened the meeting at 7:43 pm.

10. Discussion and possible Action re: 2026 Dane County Sheriff contract pricing

Clerk Hanson included for informational purposes the 2026 Dane County Sheriff contract pricing in the packet which will be discussed during budget work session.

11. Public Works Report

a. Discussion and possible Action re: damage claim during Road Right-of-Way (ROW) mowing

Arden Shumaker and Karen Roberts, 5312 W Netherwood Road, appeared to discuss reaching an agreement for replacing parts of fence damaged when the town road crew was mowing the road right of way in front of their property. There was lengthy discussion on responsibility of ROW maintenance, age/condition/maintenance of fence, property owner's responsibility, brush overgrowth, review of photos including older google street views of fence, and encroachment. They gave the town board members a proposal for damages to review.

Chair Walser moved to agenda item 6b.

b. Discussion and possible Approval re: Agreement for Joint Ownership and Use of Stump Cutter Skid Steer Attachment Town of Dunn, Oregon, and Rutland

Motion by Kay to Agreement for Joint Ownership and Use of Stump Cutter Skid Steer Attachment Town of Dunn, Oregon, and Rutland. Second by Jernegan. Motion carries 4-0.

c. Update on Storytown Cemetery driveway

Clerk Hanson reported Talarczyk Land Surveying has completed perimeter surveying at Storytown Cemetery.

d. Update re: 2025/2026 contract road salt pricing

Clerk Hanson said 2025/2026 final contract road salt pricing is included in the packet and will be discussed at budget work session.

e. Update re: trailer pricing

Clerk Hanson said Ryan obtained a few quotes for trailers. He ordered a trailer, but the invoice was not yet available. He was out last week.

f. Discussion and possible Action re: Hiring Seasonal Snowplow Driver

Seasonal Snowplow Driver Todd Kluever has agreed to snowplow for the town again this season. The town can use another seasonal driver in the F550 to assist plowing cul-de-sacs or backup driver. The board agreed to advertise another seasonal snowplow driver.

12. Fire & EMS Report (Oregon, Brooklyn & Belleville)

a. Discussion and possible Approval re: Resolution 04-2025; Authorizing Adjustment to the Municipal Levy Limit for Increases in Charges Assessed by the Brooklyn Fire and EMS Protection District Inc

Clerk Hanson said the resolution may be necessary if the fire and EMS budgets meet levy limit adjustment requirements, however the budgets have not yet been finalized. There was discussion about the fire district having a cash reserve.

b. Discussion and possible Action re: possible one year loan to cover OAFED capital equipment

Clerk Hanson said the OAFED budget has also not been finalized. Once the budget is finalized the town can look at borrowing for the 2026 capital equipment. This is a one-year loan typically from the town's bank Lake Ridge.

Jernegan discussed the Brooklyn Fire and EMS including upcoming Luke Bryan concert, Brooklyn and Belleville service territory, joint meeting date on September 17, damage to ambulance, station sign, boiler replacement and spending levels.

Chair Walser moved back to Agenda Item 19

13. Town of Oregon Refuse (TORC) Report

a. Update re: burning and ashes

Fitzgerald pointed out the recent DNR letter date September 9, 2025, in the packet granting waivers to requests at TORC. The signs are ready to be installed. The town will investigate replacing the Frontier land line phone with a cell phone from US Cellular to save money.

14. Vision Committee Report

a. Community Input Meeting is Tuesday, September 16 at 5:00pm

Chair Walser invited everyone to the Community Input Meeting on Tuesday, September 16. The town board members will be working at the round tables.

15. Building Inspections Report

The building permits for August 2025 were not available.

16. Assessor's Report

- a. Board of Review is Wednesday, September 17 12pm-2pm & Additional
Clerk Hanson reported that Accurate send out an updated assessment notice that requires a second Board of Review date. The Board of Review will meet prior to the budget work session on Wednesday, October 8 at noon (12pm). Currently there is one resident that has submitted paperwork to attend Board of Review on Wednesday, September 17. The board will need to meet for the statutory two hours.
- b. Discussion and possible Action re: Update to 6-Year Contract with Accurate Appraisal
Clerk Hanson presented different options received from Accurate for more frequent market revaluations. The board had lengthy discussion on the different options and prices. The board would like to move forward with the 6-year alternate year market updates option. Clerk Hanson will reach out to Accurate for an updated contract.

17. Clerk's Report

- a. Update re: computer purchase and additional Badger Book
Clerk Hanson reported the fifth Badger Book has been purchased. This will help with either processing absentee ballots or voters on Election Day depending on the need. The new computers and laptops have been purchased and installed.
- b. Update of future update needed to DS200
Clerk Hanson discussed the future need to update the two DS200s machines with the DS300s based on the Dane County training attended in Waunakee. This would be a necessary upgrade prior to the next presidential election. Clerk Hanson presented the 2025 levy limit worksheet. Chair Walser moved back to Agenda Item 12 for Brooklyn Fire and EMS discussion.

18. Board Communication and Future Agenda Item(s)

- a. Discussion and possible Action re: Employees Handbook and Job Descriptions
Chair Walser said there is no action needed.
- b. Future Meeting Dates:
Monday, September 15 Town Board Work Session 3pm
Tuesday, September 16 Vision Community Input Session 5:00pm-8:00pm
Wednesday, September 17 Board of Review 12pm-2pm
Wednesday, September 17 Joint Brooklyn Fire & EMS District Board Meeting 5:30pm
Wednesday, September 17 Dane County Towns Association Meeting (Westport Town) 6:30pm
Thursday, September 18 Road & Traffic Safety Committee Meeting 9am
Wednesday, September 24 Joint Oregon Fire & EMS District Board Meeting 6:30pm
Wednesday, September 24 Park Committee Meeting 6pm
Wednesday, October 8 Town Board Budget Work Session 12pm
Tuesday, October 14 Town Board Meeting 6pm
Wednesday, October 15 Town Board Budget Work Session 12pm
Tuesday, October 21 Plan Commission Meeting 6:30pm
Wednesday, October 22 Town Board Budget Work Session 12pm
Wednesday, October 29 Park Committee Meeting 6pm
Monday, November 10 Budget Public Hearing and Special Town Meeting of Electors to Adopt Town Tax Levy 6pm
Monday, November 10 Town Board Meeting (immediately following meeting of electors)

Tuesday, November 18 Plan Commission Meeting 6:30pm

Monday, November 24 Park Committee Meeting 6pm

Wednesday, November 26 Park Committee Meeting 6pm

Thursday, November 27 Holiday – Town Closed

Tuesday, December 9 Town Board Meeting 6pm

Wednesday & Thursday, December 24 & 25 Holiday – Town Closed

Wednesday & Thursday, December 31 & Jan 1 Holiday – Town Closed

19. Adjournment

Walser approved by unanimous consent the adjournment of the town board meeting on Tuesday, September 9, 2025, at 8:27pm.

Respectfully Submitted,

Jennifer Hanson, Clerk