

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

1. Call Town Board Meeting to order

Town Board Chair Carl Walser called the remote meeting via Zoom to order at 6:14pm on Tuesday, December 9, 2025. Walser announced that agenda item 12a will be moved to after agenda item 6.

2. Roll Call

Clerk Hanson called roll. Present: Carl Walser, Laurie Fitzgerald, Arlan Kay, Tim LeBrun and Steve Jernegan (via telephone). Also Present: Clerk Jennifer Hanson.

3. Approval of minutes

Walser approved by unanimous consent the Board of Review minutes Wednesday, October 8, 2025, the Town Board minutes, Monday, November 3, 2025, the Budget Hearing and Special Town Meeting of Electors, Monday, November 10, 2025, and the Town Board minutes, Monday, November 10, 2025.

4. Approval of Financial Report, Loan Update and Payment Vouchers

Motion by LeBrun to approve financial report, loan update and payment vouchers of \$156,273.32. Second by Jernegan. Motion carried 5-0.

5. Public Comments

Diane Packett, 5428 Marie Road, Oregon, WI, 53575, expressed concern about future town land loss, specifically the land being allowed to develop on County Highway A.

6. Appearance by Payne & Dolan – yearly update

Bryanna Bucholtz, Land Resource Administrator, and Matt Dekker, Manufacturing Project Coordinator, from Payne & Dolan appeared to give the annual operational update and including the asphalt plant of the Oregon Aggregate Site at 157 County Highway MM, Brooklyn, WI 53521. The operations were like last year with stripped overburdened topsoil and reclaimed about 7 acres in the southwestern portion of the site. The portable crushing plant was running in spring and fall. The portable asphalt plant was on site in spring then taken out and brought back in fall. The site was used for several local road projects. The anticipated use of the site next year depends on the project or bids they receive. Chair Walser moved to agenda item 12a.

7. Discussion and possible Approval re: Resolution 09-2025; Appointment of Election Officials 2026-2027

Motion by LeBrun to approve Resolution 09-2025; Appointment of Election Officials 2026-2027. Second by Jernegan. Motion carried 5-0.

8. Discussion and possible Approval re: Resolution 10-2025; 2026 Fee Schedule, Including Building Fees

The town board reviewed the 2026 Fee Schedule. **Motion by Jernegan to approve Resolution 10-2025; 2026 Fee Schedule, Including Building Fees removing the bold highlighting from “The TORC has a minimum a charge of \$5 for putting items into the trash container.” Second by Fitzgerald. Motion carried 5-0.**

9. Park Report

Walser said that Park Chair Frankson will present a later meeting date. Jernegan expressed appreciation for the work of the Park Committee members.

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

Belleville: Walser said Belleville is moving to monthly district board meetings. He would like to discuss overall coverage of the fire & EMS district meetings and board assignments.

Oregon: LeBrun said the new Oregon fire station is likely pushed out to 2033 or 2035 due to funding availability of the village. There is still discussion of location of new fire station and future growth. Primary focus is on safety specifically a decontamination space and secondary focus is finding an annex space for overflow. The next meeting is sometime during middle of January to look at possible annex locations. There is not a dollar amount for that project yet. The village has been in discussion with Verona and Fitchburg about a very long-term, preliminary discussion concerning potential consolidation among the communities of Oregon, Fitchburg, and Verona. There was continued discussion about future fire & EMS services.

Brooklyn: Jernegan reported the Brooklyn boiler system repair has been put on hold and selling of the used ambulance.

11. Town of Oregon Refuse (TORC) Report

Fitzgerald said the TORC has been using the new traffic pattern for 7 weeks now to determine the best location of the container prior to having electrical hookup. They are receiving positive feedback.

12. Plan Commission Recommendation and Report

- a. Land Rezone/Land Division/CSM Request. Petition #DCPREZ-2025-12228.Parcel #0509-222-9000-6; 0509-222-9700-9; 0509-223-8501-1; 0509-223-8061-4; 5480 County Highway A. This request is to rezone 40.26 acres of FP-35 and FP-1 to RM-16, 10.26 acres of FP-1 & FP-35 to RR-8 to create two residential lots, one for an existing residence and one for a new home. Applicant/Owner is Leslie Orosz, 690 Inverness St. Oregon, WI 53575

Kay said the plan commission held a public hearing on the Orosz petition and recommended approval with deed restriction that the land splits are exhausted. **Motion by Kay to approve Land Rezone/Land Division/CSM Request, Petition #DCPREZ-2025-12228 to create two residential lots 40.26 acres zoned RM-16 and 10.26 zoned RR-8 with deed restriction that the land splits are exhausted on both parcels. Second by LeBrun. Roll Call Vote: Walser-AYE. Laurie-AYE. Arlan-AYE, Tim-AYE. Steve-AYE. Motion carried 5-0.** Walser moved back to agenda item 7.

13. Road & Traffic Safety Committee Report

- a. Determine qualifications for "impractical width" ROW between 49.5 feet and 66.0 feet. (Wis Stats 82.18 Width of

highways; <https://docs.legis.wisconsin.gov/statutes/statutes/82/ii/18?view=section>)

Walser included this as a future agenda item as he doesn't have anything right now but is concerned about cases where 66 ft isn't practical. Kay doesn't know of any town roads that are not 66 feet and confused with what was the concern. Walser will dig into it more and have as a future agenda item. Fitzgerald expressed appreciation for the work of the Road & Work Safety Committee members.

14. Public Works Report

There was no public works report.

15. Building Committee Report

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

The electrician quote for trailer hookup was included in the packet.

16. Building Inspections Report

There were 14 building permits for November 2025.

17. Discussion and possible Action re: employee handbook, create town administrator and land use coordinator positions 60.37(3), job descriptions

The town board reviewed the Town Administrator and Land Use Coordinator position descriptions. They discussed formatting, level of detail, responsibilities, roll out, organizational chart, and staffing. The job descriptions will be rewritten in a concise manner.

18. Board Communication and Future Agenda Item(s)

Walser mentioned that Bridgit from Dane County will be at the December 16 Plan Commission meeting. Stephanie and Laurie have been working on the Comprehensive Plan updates. Clerk Hanson pointed out the future blanket rezones requested by Dane County Zoning in the packet.

a. Future Meeting Dates:

Tuesday, December 16 Plan Commission Meeting 6:30pm
Wednesday & Thursday, December 24 & 25 Holiday – Town Closed
Wednesday & Thursday December 31 & Jan1 Holiday – Town Closed
Tuesday, January 13 Town Board Meeting 6pm
Tuesday, January 20 Plan Commission Meeting 6:30pm
Wednesday, January 28 Park Committee Meeting 6:00pm
Tuesday, February 10 Town Board Meeting 6pm
Tuesday, February 17 Spring Primary (if needed) 7am-8pm
Tuesday, February 17 Plan Commission Meeting 6:30pm (*may need to be rescheduled*)
Wednesday, February 25 Park Committee Meeting 6pm
Tuesday, March 10 Town Board Meeting 6pm
Tuesday, March 17 Plan Commission Meeting 6:30pm
Wednesday, March 25 Park Committee Meeting 6pm
Tuesday, April 7 Spring Election 7am-8pm
Tuesday, April 14 Town Board Meeting 6pm
Tuesday, April 21 Annual Meeting 6pm
Wednesday, April 29 Park Committee Meeting 6pm
**Tuesday, April 14 Plan Commission Meeting 6:30pm (to be rescheduled)*
Kay will be gone from the January 13 town board meeting.

19. Clerk's Report and Loan Update

a. 2026 Election Dates and nomination papers

Spring Primary: Tuesday, February 17, 2026

Spring Election: Tuesday, April 7, 2026

Partisan Primary: Tuesday, August 11, 2026 (conflict with August town board mtg reschedule to 8/4/26)

General Election: Tuesday, November 3, 2026

Election Day Voting Hours are 7am to 8pm

Anticipate closing office on Thursday, January 29 for election worker training

Clerk Hanson said town board nomination papers are now circulating.

b. 2025 Payable 2026 Mill Rate and Property Tax Collection

Clerk Hanson said Treasurer Goth started collecting property taxes on Monday, December 8. A fourth snowplow driver has been hired and worked this past weekend to cover time off.

20. Adjournment

Walser approved by unanimous consent the adjournment of the town board meeting on Tuesday, December 9, 2025, at 7:48pm.

Respectfully Submitted,

Jennifer Hanson, Clerk