

Town of Oregon
Town Board Meeting Minutes
Tuesday, February 10, 2026

1. Call Town Board Meeting to order

Town Board Chair Carl Walser called the meeting to order at 6:00pm on Tuesday, February 10, 2026.

2. Roll Call

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

3. Approval of minutes

Walser approved by unanimous consent the Town Board minutes from Tuesday, January 13, 2026.

Walser moved to agenda item 11a.

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

Motion by LeBrun to approve the January 2026 financial report, loan update and payment vouchers of \$3,758,396.65 which does not include the \$11,254.17 payment to Payne & Dolan. Second by Kay. Motion carried 5-0.

5. Public Comments

There were no public comments.

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

The updated format for job descriptions was presented, and the board approved the new formatting. The job description for the TORC Attendant position was also presented. Discussion followed regarding reimbursement for employee cellphones. It was noted that the Public Works job descriptions will vary, as each position will have different responsibilities. The board agreed that the job description should follow a functional layout rather than a task-oriented format.

Chair Walser called for a recess at 7:30pm. Chair Walser reconvened the meeting at 7:35pm.

7. Discussion and possible Approval re: 2026 WI DOT Equipment Rates

Motion by Kay to approve 2026 WI DOT Equipment Rates. Second by Fitzgerald. Motion carried 5-0.

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

Belleville: Town of Oregon Representative Mike Grochowski gave an update on the Belleville Fire & EMS District. The fire and EMS meetings are separate but right after each other on the same night and will now be held monthly. The fire department had 299 calls last year with 31 employees. The new ambulance is in service. The roof of the fire department building needs replacement. The EMS department had 1,125 calls last year with 80 employees. The EMS district was asked to cover the town and village of New Glarus. The EMS staff will have use of a building in New Glarus. There is a grant opportunity for eligible consolidation that will be pursued. Walser moved to Agenda Item 4.

Oregon: LeBrun discussed the Oregon Area Fire & EMS district continuing to address both space needs and safety issues. Representatives are meeting with adjoining landowners near current fire station for possible additional land. They are focusing on safety issues such as decontamination. The Village of Oregon is meeting with City of Fitchburg about fire & EMS consolidation and other joint ventures such as joint business park and water/sewer expansion. Other communities may also want to be included in

the consolidation discussions.

Brooklyn: Jernegan said Brooklyn Fire & EMS district did not have a meeting in January but there is a meeting in February.

9. Town of Oregon Refuse (TORC) Report

Fitzgerald said the cold weather has affected the number of residents using TORC. TORC hours and electrical wiring of the on-site office were discussed.

10. Plan Commission Recommendation and Report

Kay said they are working on Conditional Use Permit language and Comprehensive Plan formatting. The plan commission is working on reviewing the properties within the blanket rezone request from Dane County Zoning and Planning.

11. Road & Traffic Safety Committee Report

a. Update Payne & Dolan Overage Raven Oaks

There was lengthy discussion on the Payne & Dolan invoice of \$11,254.17 remaining from the 2025 Ravenoaks roadwork. The board reviewed the January 12th email from Dustin Ronforf at Payne & Dolan regarding the remaining balance. The town board agreed to not pay the invoice and have Supervisor Kay draft a letter to Payne & Dolan that the board will review. Walser added a note to the payment voucher approval signature page that the payment to Payne and Dolan is excluded. Walser moved to Agenda Item 8 Belleville Fire & EMS District.

b. 2026 Road Work Bids – LRIP project

Clerk Hanson reported that the LRIP application for Judd Road will require Town of Montrose to bid their portion of Judd Road separately from the Town of Oregon portion of Judd Road. The towns will have to coordinate timing of bids. The LRIP reimbursement requires an engineering certification which can come from any licensed engineer. The town should consider who will do this for the town.

c. Right of Way (ROW) Application

Kay said the Road & Traffic Safety Committee will review the ROW applications as their meeting this week.

12. Public Works Report

a. Update on salt shed door

Clerk Hanson said the fascia around the roof of the salt shed is falling off because the wood underneath is rotting. That will need to be addressed when the parts for the door arrive. The public works office trailer was delivered today.

13. Park Report

a. Alliant Underground Line – Kennedy Park

Park Chair Frankson and Eugene Lewis were looking at where the underground line was to be buried at Kennedy Park. The next park meeting is in March. There was question if the Town of Rutland decided to participate in the funding of new park equipment at Kennedy Park.

14. Vision Statement Report

a. Set date of report presentation

Walser reached out to Sharon Lezberg to see if she wanted to present the final summary, but

she has retired. Walser will combine the summary and survey results for the town board to review and approve by resolution at the March town board meeting.

15. Building Committee Report

a. Town Hall Rood Leak

Clerk Hanson reported that the leak in the town hall was looked at by Helmer Construction. It appears to not be a roof leak but condensation. There is one spot on the roof that will require black jacking. The leak will continue to be monitored.

b. Future Needs:

i. Plugged Garage Floor Drains

Kay explained that the garage floor drains are plugged and not immediate concern but add to next year maintenance.

ii. Additional Garage Bay for Equipment Maintenance

Kay mentioned the possibility of adding a garage bay for equipment maintenance. This would require approval at an electoral meeting.

iii. Town Hall front door accessibility/drop-off, water fountain

Clerk Hanson said that the front door accessibility can be addressed with future building maintenance and updated with electronic opening for handicap. The current water fountain is broken and decision for replacement or alternative is water cooler.

c. Current Town Hall Location Life Expectancy

The board discussed the current life expectancy the town staying in the current town hall building. The town board would like to find land that might be suitable for a new town hall.

16. Building Inspections Report

Clerk Hanson said the building inspections were with the payment vouchers.

17. Board Communication and Future Agenda Item(s)

Jernegan discussed the Wisconsin Towns Association meeting held in Barneveld and communication shared by someone representing Ron Johnson. There was lengthy discussion on association allowing partisan commentary. Fitzgerald will reach out to the Dane County Towns Association.

a. Future Meeting Dates:

Wednesday, February 11 Road & Traffic Safety Committee Meeting 9am

Tuesday, February 17 Spring Primary 7am-8pm

Tuesday, February 24 Plan Commission Meeting 6:30pm

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

Tuesday, April 28 Plan Commission Meeting 6:30pm

Wednesday, April 29 Park Committee Meeting 6pm

18. Clerk's Report

a. End of Year Audit

Clerk Hanson and Treasurer Goth will have a kick-off meeting with the auditors next week.

b. Annual Meeting

Clerk Hanson gave an overview of the draft Annual Meeting agenda. The town should recognize Rachel Brickner for all her years of service with the Oregon Senior Center. The board discussed amending board salaries, so the chair and the supervisor positions were more aligned by decreasing chair salary and increasing supervisor salary. The board discussed creating numbered town board seats to help with candidates interested in running and for voters looking at a ballot.

19. Adjournment

Walser approved by unanimous consent the adjournment of the town board meeting on February 10, 2026, at 9:10pm.

Respectfully Submitted,

Jennifer Hanson, Clerk