

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

1. Call Town Board Meeting to order

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

2. Roll Call

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

3. Approval of minutes

Walser approved by unanimous consent the Town Board meeting minutes from Tuesday, February 10, 2026, with addition of Tim LeBrun to roll call.

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

Walser approved by unanimous consent the financial report, loan update and payment vouchers.

a. Update on Payne & Dolan Invoice of \$ 11,254.17

Kay said Sue LeBrun, chair of the Road & Traffic Safety Committee, Abel Schultz, Road Patrolman and himself met with Dustin Rondorf from Payne & Dolan on Thursday morning, March 5. Sam Bilhorn from Payne & Dolan was unable to make the meeting. Kay said they conferred and agreed to reconciliation of the \$11,254.17 as we do not owe them and they have agreed to that. Kay explained that it came down to that they respected the reconciliation was over \$50,000 difference and that we marched our way up and could not get beyond the \$11,000 difference. Kay believed Dustin was working on getting a letter to us. Walser asked this to remain on the agenda for next month.

b. Consolidation of bank accounts; designation of park donations

Clerk Hanson discussed the park bank accounts with auditors. It was recommended to move the Lamont Bank Account to the Externally Restricted category on the Calculation of Various Cash Balances report. This means the funds are specifically for park purposes and should be spent only on parks. This year the town also received parks donations from the Jerry Jensen memorial that will be included in this category as well. The other park funds are general town funds and can be consolidated, moved or renamed to serve the town's best interest. The town can maintain a separate excel spreadsheet if funds are externally restricted to specific parks.

5. Public Comments

There were no public comments.

6. Appearance by Jesse Straubhaar re: property adjacent to Bicentennial Park

Jesse Straubhaar appeared via Zoom asking for a land switch from the Bicentennial Park so he can build a house 50 feet away from the road. He recently purchased the property and wants to take down the existing house to clean up the property. He is proposing to switch the triangle piece of property that the parking lot and entrance to Bicentennial Park is located for park land behind the existing home. The town swapped triangle pieces of land with the previous owners Reynolds in the 1970's, however the paperwork did not make it all the way through. The board agreed to review any title paperwork that Mr. Straubhaar can provide and discuss next month. Clerk Hanson said the Dane County Surveyor noted DNR approval is required for anything with property.

7. Discussion and possible Action re: Land Division/Rezone/CSM Petition #DCPREZ-202-12255; Parcel #0509-164-1001-2; 930 Hillcrest Lane, Oregon, WI 53575. This request is to divide existing residential lot into two lots, rezone 4.6 acres from RR-4 to RR-2. Applicant/Owner is Scott Templeton, 930 Hillcrest Lane, Oregon, WI 53575. Public Hearing and PC Recommendation on 2/27/26.
Kay said the plan commission recommended approval. **Motion by Kay to approve Land Division, Rezone, CSM Petition #DCPREZ-202-12255, Parcel # 0509-164-1001-2; 930 Hillcrest Lane.** LeBrun confirmed criteria met. **Second by LeBrun. Motion carried 4-0.**
Walser moved to agenda item 9.
8. Discussion and possible Action re: Dane County submitting blanket rezone petition to correct zoning errors from the conversion to new zoning code adopted in 2019
The plan commission reviewed the parcels submitted by Dane County Planning and excluded the red highlighted ones from the blanket rezone. The town board is giving permission to Dane County to file the petition to correct zoning. The affected property owners will be notified by Dane County Planning and have an opportunity to discuss with the town and county prior to any rezone. **Motion by Kay to approve allowing Dane County to submit a blanket rezone petition to correct zoning errors from the conversion to new zoning code. Second by LeBrun. Motion carried 4-0.**
Walser moved to agenda item 10.
9. Discussion and possible Approval re: Intergovernmental Agreement; Sugar River Emergency Medical Services District
Josh Wescott, Deputy Chief for the Belleville EMS department, appeared to discuss approval of the Intergovernmental Agreement for Sugar River Emergency Medical Services District. Does the new agreement change our budget? The formula used to determine budget is the same as now for the next three years which is based on population and year four the formula goes to percentage, 1/3 population, 1/3 call volume, and 1/3 equalized value. He anticipates the town will see a decline. There was additional discussion on staffing at New Glarus and grant opportunities with possible long-term savings. The board expressed appreciation for the time, effort, and hard work to facilitate the grant application. **Motion by Fitzgerald to approve Intergovernmental Governmental Agreement for the Sugar River Emergency Medical Services District. Second by Kay. Motion carried 4-0.**
Walser moved to agenda item 8
10. Discussion and possible Action re: Resolution 01-2026, Resolution Accepting Vision 2040 Summary Results and Vision Survey Results
Walser said the Vision Survey Resolution will be included with the Comprehensive Plan updates. **Motion by LeBrun to approve Resolution 01-2026; Resolution Accepting Vision 2040 Summary Results and Vision Survey Results. Second by Kay. Motion carried 4-0.** The board discussed working on quick wins as listed in the summary. Walser is working on the communication part, possible speakers with further input needed at another meeting.
11. Discussion and possible Action re: 2026 Road Bid Paperwork; set date to open road bids
Kay said this is a minor year for road construction with \$120,000 in the budget. The board discussed wording of the bid documents. There are more roads being bid than funds available. The board discussed how to determine the lowest bidder either by each road or by the total of roads to be completed. The town is eliminating some roads from the bid due to budget limitations. The board

would like to include a sentence in the bid paperwork that meets the town's needs to choose roads. The board will send the road bid paperwork in April for approval at the May 12 town board meeting. The town board will meet on Monday, May 11 at 9:00 a.m. to open road bids. Kay will discuss the condition of Rome Corners Road with Abel at the Road & Traffic Safety Committee meeting on Thursday as he talked about it with Fahrner Asphalt.

12. Discussion and possible Approval re: 2026 Small Structures Engineering Contract; Hofmeister Engineering

The town needs engineering assistance to apply for the small structures grant program. LeBrun clarified this is a specific task related expenditure but there are bigger decisions about having access to engineering resources. **Motion by LeBrun to approve the 2026 Small Structures Contract with Hofmeister Engineering for \$3,950. Second by Fitzgerald. Motion carried 4-0.**

13. Discussion and possible Action re: town hall furnaces and air conditioning replacement (1994)

Clerk Hanson explained the leak in the ceiling of the town hall is from the furnaces that sit in the ceiling. There are two furnaces that have separate thermostats but heat and cool the same space. The units are from 1994 and recommended for replacement. Brothers HVAC recommended a commercial unit that sits outside the town hall. R.A. Heating & Air Conditioning is coming tomorrow. No quotes have been received yet.

14. Discussion and possible Action re: 2026-2027 DOT State Salt Contract

The town board agreed to purchase the same amount of road salt as last year, 250 tons of salt with the 2026-2027 state salt contract. Abel agreed with this number.

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

The job descriptions and employee handbook continue to be in progress.

16. Oregon Area Fire & EMS District

LeBrun has an upcoming meeting on Thursday night. The consultant continues to work with the district, discussions about acquiring land near current fire station, updates to current fire station, space for decontamination, consolidation efforts with Fitchburg and possibly others, Village of Oregon working on joint industrial park.

17. Brooklyn Fire & EMS District

a. Grant Application

Walser was contacted about signing a letter support for a grant application that required a quick turnaround. The grant is to replace a 25- or 30-year-old piece of equipment.

18. Belleville Fire & EMS District

Walser said there was nothing more to add for Belleville Fire & EMS District.

19. Plan Commission

Kay said the Madison Commercial Landscape rezone request was postponed by the plan commission to work on a list of approval conditions and will be before the town board in April. There was concern over how much building could cover the land.

20. Road & Traffic Safety Committee

Kay said the committee continues to review the 5-year road work plan and projections.

21. Town of Oregon Refuse Center (TORC)

a. New Employee

Fitzgerald mentioned that Keith Shotliff is the new employee at TORC. The electricity to the new employee shop was installed. There continues to be a request for Wednesday hours, but it is tricky due to actual data. There was discussion about including information on Dane County Landfill location, hours and services offered. The town continues to evaluate opening the TORC after a big storm as needed.

22. Park Committee

Walser said Town of Rutland will not contribute to the Kennedy Park equipment update. Walser will contact the town attorney regarding the Bicentennial Park property.

23. Building Committee

Walser would like to set a meeting date. Kay discussed adding on a garage bay and cleaning the drains in the shop. There was discussion about map of possible locations for a new town hall. The board discussed possible timing.

Chair Walser called for a recess at 8:10pm. Chair Walser reconvened the meeting at 8:15pm.

24. Emergency Management Committee

a. Signed Agreement

Walser signed the Dane County's Natural Hazard Mitigation Plan 2027 update form for the town. The town participated 5 years ago. There isn't any more information to share and no committee is necessary at this time but will continue to monitor.

25. Monthly Building Inspections

There were 6 building permits for February 2026.

26. Public Work Department

a. Update on Windridge Road gravel

Clerk Hanson explained that the Letter of Credit for Windridge Road has expired but the gravel has not yet been completed. The road contractor does not plan to lay the gravel. Tim LeBrun offered to reach out to Janine Jensen about the shouldering.

27. Business Office

Clerk Hanson mentioned the annexation of property by Village of Oregon off County Highway CC next to Mulligans and the Methodist church where the house was removed.

28. Board Communication

No board communications.

29. Future Agenda Items

No future agenda items. Walser discussed the updated layout of agenda and working through flow.

30. Meetings Scheduled:

Tuesday, March 17 Plan Commission Meeting 6:30pm
Thursday, March 19 Road & Traffic Safety Committee Meeting 9:00am
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
Tuesday, May 5 Business Office Closed
Tuesday, May 12 Meeting to Adjourn Board of Review 6pm
Tuesday, May 12 Town Board Meeting 6pm
Tuesday, May 19 Plan Commission Meeting 6:30pm
Wednesday, May 27 Park Committee Meeting 6pm
Tuesday, June 9 Town Board Meeting 6pm
Tuesday, June 16 Plan Commission Meeting 6:30pm
Wednesday, June 24 Park Committee Meeting 6pm
Monday, July 6 2pm-4pm Open Book via phone ONLY – appointments accurateaccessor.com
Tuesday, July 14, Town Board Meeting 6pm
Tuesday, July 21 Plan Commission Meeting 6:30pm
Thursday, July 23 Board of Review 12pm-2pm
Wednesday, July 29 Park Committee Meeting 6pm
Wednesday, July 29 Joint Meeting of OAFED 6:30pm-Village of Oregon Community Room

31. Adjournment

Walser approved by unanimous consent the adjournment of the town board meeting on March 10, 2026, at 9:30pm.

Respectfully Submitted,

Jennifer Hanson, Clerk