



**MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 12, 2017**

1. **Call Meeting to Order, Pledge of Allegiance and Meeting Notice.** The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited. The meeting notice was read into the record by Clerk Oliver.
2. **Roll Call.** Chairman Ray Heidtke, Supervisors, Paul Huettl, Dan Kufahl, Robert Hartwig (arrived at 7:04) and Marcy Bishop were present. Also present was Deputy Andrew Meier and Town Clerk Julia Oliver.
3. **Approval of the Agenda.** Motion by Huettl, seconded by Bishop to approve the agenda. Motion carried.
4. **Approval of the Minutes.** Motion by Bishop, seconded Huettl to approve the minutes of the September 14, 2017 Regular Town Board meeting. Motion carried.
5. **Resident Comment.** There were no comments.
6. **Certified Survey Map – Jodi Wank – Pioneer Road.** Ms. Wank did not appear; no action.
7. **Town Hall remodeling project.** The first discussion point was whether to hire a general contractor or for the Town Board to act as the general contractor. After discussion the Town Board agreed a cost savings of close to \$50,000 was substantial so they would act as general contractor with Chairman Ray Heidtke and Supervisor Dan Kufahl taking the lead. A Special Town Board meeting is scheduled for Wednesday, October 25, 2017 at 6:00 p.m. to finalize bid documents and project scheduling.
8. **ATC temporary laydown at the Jackson Lannon Stone Quarry.** Bob Oosterhouse, Land Service Company appeared and explained the request for ATC to use a portion of the Lannon Stone Quarry located in the Town of Jackson as a temporary laydown yard from October 13, 2017 through April of 2018. ATC is replacing the top wire in the line that runs from Saukville to Sussex with a fiber optic line. Motion by Huettl, seconded by Kufahl to approve the ATC use of the Lannon Stone Quarry as a temporary laydown yard from October 13, 2017 through April 30, 2018. Motion carried without a negative vote.
9. **Follow up – Crosswind Trails shoulder washout.** No action; Supervisor Hartwig will contact Ron Eickstedt to move forward on a solution.
10. **Transfer Station employees.** Supervisor Huettl stated we could still use additional employees at the Transfer Station to ease scheduling issues and that James Brei has returned to help out occasionally. Chairman Heidtke asked if the Town Board would consider appointing Ron Eickstedt as the Transfer Station Supervisor and Scheduler. Eickstedt would be coordinating and training primarily and working only when needed; the additional duties should not have a substantial effect on his duties as Highway Supervisor and on the weeks where he will work a Transfer Station shift he will take off a different day so he doesn't accrue overtime. Eickstedt has been asked about the additional duties and he is amenable. Motion by Huettl, seconded by Bishop to appoint Ron Eickstedt as Transfer Station Supervisor and Scheduler. Motion carried without a negative vote.
11. **2018 Fee Schedule.** Motion by Kufahl, seconded by Hartwig to approve the 2018 Fee Schedule. Motion carried without a negative vote.
12. **2018 Budget.** Clerk Oliver provided the YTD 2017 budget vs. actual report and asked for direction on several of the line items for the 2018 budget. Discussion included using the TRIP funds for a double chip seal on Jackson Drive -

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Sherman Road to Western Avenue, replacing the box on truck #14 with a stainless box, using Park Funds to pave the upper Town Hall parking lot including improving the pole barn garage approaches, the loan amount for the completion of the Town Hall remodeling project, wage rate increases, the Fire Service contract increase, the road construction budget, repair to cemetery monuments, and the Community Center contract increase. Oliver will use the information to draft a budget and will provide the draft to the Town Board at their October 25th Special meeting. A budget workshop will be held at the Regular Town Board meeting in November and the Public Hearing for the budget will be held on November 29th.

Fire Chief Swaney was present and briefly provided an update on the current fire and rescue calls noting the many accidents on Division Road and Pioneer Road in the Town. Swaney stated the Village has started the process to build a new public safety building with the hopes of a fall 2020 completion. Swaney noted Cedar Corp is the designer/architect for the project and he would like for Cedar Corp to make a presentation at a future Town Board meeting. Swaney stated the Village has not completed their budget but the Town can expect approximately a 2.8% increase in the fire contract. Swaney will provide the full fire department budget to Clerk Oliver so she can forward it to the Town Board. The Fire Department recently held their open house and they had 700 people in attendance. Chief Swaney was given a copy of the Town Hall remodeling drawings for review.

- 13. Treasurer's Report.** The written report provided by Treasurer Eilbes stated the September 2017 account balances are as follows: General Fund Checking \$68,197.51; General Fund Money Market \$1,036,851.84; Encumbered Funds-Highway Money Market \$154,803.70; Encumbered Funds-Building Money Market \$39,735.23; Property Tax Checking \$0; Property Tax Money Market \$0; Park and Planning Checking \$5,168.87; Park Fund Savings \$10,297.25; Cemetery Fund \$16,714.11.
- 14. Washington County Sheriff's Department Report – Liaison Deputy Andrew Meier.** Deputy Meier provided an incident summary list for September 1, 2017 – September 30, 2017. Meier noted he viewed the Department of Corrections site and spoke with his lieutenant; the site appears to be current.
- 15. Washington County Board Report.** Heidtke reported the County Clean Sweep was held on October 7th.
- 16. Highway Department Report.** Heidtke summarized the highway department report provided by Highway Supervisor Eickstedt.
- 17. Transfer Station Report.** Huettl had nothing additional to report.
- 18. Buildings Report.** Kufahl reported he has provided carpet samples for the apartment and names of potential contractors to Clerk Oliver.
- 19. Noxious Weeds Report.** Bishop had nothing additional to report.
- 20. Grounds Report.** Hartwig stated the maintenance crew is still cutting grass, and that he will be decorating the Town Hall for fall.
- 21. Washington County Comprehensive Plan Advisory Committee.** Huettl and Heidtke noted the next meeting will be held on October 19th at 4:00 p.m.
- 22. Chairman's Report.** Heidtke noted the guest speaker at the October 18th Greater Jackson Business Alliance meeting will be Christian Tscheschlok, Executive Director EDWC. Also Heidtke reminded the Town Board that the public hearing on October 16th will be held at Living Word Lutheran High School in the gymnasium at 7:00 p.m.; and Heidtke reviewed the draft agenda for the public hearing.
- 23. Clerk's Report.** Oliver reminded the Town Board of the written information she provided each of them from Scott Schmidt, Washington County Highway Commissioner.

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24. Communications and Announcements. Nothing additional.

25. Review of Bills and Authorization for Payment. Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

26. Adjournment. Motion by Hartwig, seconded by Kufahl to adjourn, Motion carried, meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

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| Next Resolution Number: J-17-003 Next Ordinance Number: J-17-002 |
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