



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
FEBRUARY 9, 2017**

- 1. Call Meeting to Order and Pledge of Allegiance:** The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited.
- 2. Roll Call:** Chairman Ray Heidtke, Supervisors Paul Huettl, Robert Hartwig and Marcy Bishop were present. Also present was Deputy Andrew Meier and Town Clerk Julia Oliver. Supervisor Dan Kufahl was excused.
- 3. Approval of the Agenda:** Motion by Huettl, seconded by Bishop to approve the agenda. Motion carried.
- 4. Approval of Minutes:** Motion by Huettl, seconded by Hartwig to approve the minutes of the January 12, 2017 meeting. Motion carried.
- 5. Resident Comment:** There were no comments.
- 6. Continuum Architects + Planners - Town Hall Remodeling Project:** Clerk Oliver read an email from Mike Soto which stated the design team will begin to redraw the documents and he will advise if they are ready for next month's agenda. The code changes that would affect the document will not take place until late spring 2017. No action.
- 7. Certified Survey Map, Junier M. Ehlke Revocable Trust, Gerald Ehlke, Trustee:** Mr. Ehlke asked to be moved to next month's agenda. No action.
- 8. Cemetery Shed Roof Replacement:** Heidtke reported Gerry Prochnow of the Jackson Historical Society said the Town shed in the Immanuel Cemetery needed the roof replaced. The Jackson Historical Society is willing to provide the labor if the Town will provide the materials. Motion by Huettl, seconded by Hartwig authorizing the Jackson Historical Society to roof the Town shed located in the Immanuel Cemetery ( on Mill Road), and that the Town will pay for the material costs. Motion carried without a negative vote.
- 9. Codification Project:** Heidtke reported he has spoken with Zoning Administrator/Building Inspector Gordon Hoffmann and Hoffmann will review the areas of the draft code of ordinances that are applicable to his responsibilities. As a side note, Hoffmann is also working on the Comprehensive Plan Update. Clerk Oliver provided a draft ordinance for the Town Supervisors and Deputy Andrew Meier to review that would authorize the Washington County Sheriff's Department to enforce the Town of Jackson ordinances; the Town Constable position will be eliminated in April 2017 due to action taken by the Town electorate in 2015.
- 10. Treasurer's Written Report:** The written report provided by Treasurer Eilbes stated the January 2017 account balances are as follows: General Fund Checking \$47,934.23; General Fund Money Market \$1,167,853.90; Encumbered Funds-Highway Money Market \$154,701.10; Encumbered Funds-Building Money Market \$39,722.06; Property Tax Checking \$1,745,413.02; Property Tax Money Market \$0; Park and Planning Checking \$4,428.56; Park Fund Savings \$5,394.32; Cemetery Fund \$16,708.56.

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**11. Washington County Sheriff's Department Report – Liaison Deputy Andrew Meier:** Deputy Meier provided an Incident Summary List report for the period 1/1/17 – 2/1/17.

**12. Washington County Supervisor(s) Report:** Heidtke noted the Highway 60 By-Pass/Reliever Route Issue in Hartford has been the hot topic at County meetings.

**13. Highway Department Report:** Heidtke summarized the written highway department report received from highway supervisor Eickstedt.

**14. Transfer Station Report:** Nothing additional to report.

**15. Buildings Report:** Nothing additional to report.

**16. Chairman's Report:** Heidtke noted the letter from Kevin Dittmar to the Village of Jackson regarding his intent to move forward with Maplewood Farms (formerly Palorama Farms); copies of the letter were provided to Town Board members.

**17. Clerk's Report:** Oliver reported that for the upcoming facility rentals on March 19<sup>th</sup> and April 29<sup>th</sup> both users plan to bring in their own food. Lee Recreation has completed the 2017 inspection of the playground equipment and the climber structure needed repair; the climber is under warranty and because it has been repaired twice Lee is going to replace it. Oliver reported that BMO continues to charge a service fee on various bank accounts; the issue was reviewed by Lisa Gillitzer and she has assured us that the monthly bank service charges will be waived. Oliver was subpoenaed by the Wisconsin Department of Revenue to provide information on Brian Buck and Bucks-Kinn Catering. Oliver responded in writing that the Town has not had any dealing with Mr. Buck since 2007 and was notified she did not need to attend the hearing. The change application for the WI DOT TRI funds has been submitted. Oliver provided a written update related to the dead end Cedar Creek Road bridge noting some type of interim posting should be placed on the bridge until a replacement strategy is approved. Oliver reminded the Board that the Wisconsin Towns Association District meeting is tomorrow, February 10<sup>th</sup> in Juneau. The old mower has been picked up by the buyer Dan Kufahl arranged and a \$300 check was received.

**18. Communications and Announcements:** The next Park and Planning Commission meeting will be held March 1, 2017 instead of February 22, 2017.

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

**20. Adjournment:** Motion by Hartwig, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: \_\_\_\_\_