



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
APRIL 13, 2017**

1. **Call Meeting to Order and Pledge of Allegiance:** The meeting was called to order at 6:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited.
2. **Roll Call:** Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Marcy Bishop were present. Also present was Attorney Tim Andringa and Town Clerk Julia Oliver.
3. **Approval of the Agenda:** Clerk Oliver noted Town Engineer Clementi requested agenda item 10 be moved to next month. Motion by Hartwig, seconded by Huettl to approve the amended agenda. Motion carried.
4. **Approval of Minutes:** Motion by Bishop, seconded by Huettl to approve the minutes of the March 9, 2017 meeting. Motion carried.
5. **Closed session pursuant to Wis. Stats. § 19.85(1)(g), to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically Case No. 14-CV-897 and Annexation Petition of Kevin Dittmar.** Motion by Huettl, seconded by Hartwig to move into closed session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. Heidtke invited JTRAA committee member Bob Seidel to join the closed session.
6. **Reconvene into Open Session.** Motion by Huettl, seconded by Bishop to move into open session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.  
  
Deputy Andrew Meier joined the meeting.
7. **Town Board action on matters discussed in Closed Session, if necessary.** No action. Heidtke noted the negotiations with the Village are continuing.
8. **Resident Comment.** There were no comments.
9. **Update on Palorama Farms Annexation.** No update; the item was tabled by the Village Board.
10. **Dead end Cedar Creek Road bridge repair and funding.** Item taken off the agenda.
11. **Update on demolition of Town Hall center area.** Heidtke reported Ron and Kevin Eickstedt have removed a significant portion of the concrete in the area. The Continuum Architects engineer reviewed the space again; updated drawings will be provided at the May meeting.
12. **Estimates for rough-ins – Town Hall remodeling project.** Heidtke reported he will prioritize the construction steps based on the plan, and then the Town Board can make a decision on how they would like to begin and how far they will move forward based on current funds.

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- 13. Upper parking lot – Town Hall.** The Town Board discussed the current condition of the upper parking lot; it was the consensus that the lot will need to be pulverized and replaced, not repaired. The Town Board also considered if they should put a concrete floor in the pole barn. No action.
- 14. Treasurer’s Report.** Heidtke noted each Supervisor has been provided a print copy of the report; all were advised to forward questions to the Clerk or Treasurer. The written report provided by Treasurer Eilbes stated the March 2017 account balances are as follows: General Fund Checking \$41,313.22; General Fund Money Market \$1,206,963.85; Encumbered Funds-Highway Money Market \$154,726.11; Encumbered Funds-Building Money Market \$39,725.27; Property Tax Checking \$396.39; Property Tax Money Market \$0; Park and Planning Checking \$4,448.63; Park Fund Savings \$8,194.80; Cemetery Fund \$16,709.91.
- 15. Washington County Sheriff’s Department Report – Liaison Deputy Andrew Meier.** Deputy Meier provided an incident summary list for March 1, 2017 – April 1, 2017. Meier noted the Department of Corrections website lists the names of the individuals residing at the Cty NN address.
- 16. Washington County Board Report.** Heidtke reported the County Board recently participated in a seminar on priority based budgeting.
- 17. Highway Department Report.** Heidtke summarized the highway department report. Heidtke noted each Town Board member was provided a copy of the quote from Crack Filling Service for work directly related to the roads in the fuel spill area. Heidtke, Bishop and Hartwig attended the Washington County Highway Department “Roadway Transportation Discussion” meeting on April 12, 2017; Heidtke summarized information that was relevant to the Town of Jackson.
- 18. Transfer Station Report.** Huettl reported the Transfer Station needs additional part-time workers and he would like to run an advertisement in the local newspaper. The current workers are facing burnout and he would like to find and additional two or three employees.
- 19. Buildings Report.** Nothing additional to report.
- 20. Noxious Weeds Report.** Bishop reported she has received the draft of the Noxious Weed notice that will be posted on the Town website the first of May. Additionally pictures of the weeds will be posted on the website.
- 21. Grounds Report.** Hartwig reported he and Clerk Oliver have surveyed the Town property and developed a spring clean-up list; Hartwig anticipates the need for approximately 66 yards of mulch for the beds.
- 22. Washington County Comprehensive Advisory Committee Report.** Huettl attended the meeting on March 23, 2017 and reported the meeting was an initial overview of the purpose for the committee.
- 23. Chairman’s Report.** Heidtke reported that the Riveredge Nature Center “River Valley Bike Ride” will be held on June 25<sup>th</sup> and the route(s) travel thru a small portion of the Town.

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**24. Clerk's Report.** Oliver reminded the Town Board to notify her if they plan to attend meetings that all supervisors have been invited to attend; she will notice their attendance if warranted. Oliver will be issuing a temporary alcohol license to Trinity Lutheran School and Church for an event on May 5, 2017. Oliver shared information from the Wisconsin Towns Association and from the Board of Commissioners of Public Lands. Tornado and Severe Weather Awareness Week is April 17 – 21; the statewide tornado drill will be held on April 20<sup>th</sup> starting at 1:00 p.m. Oliver reported on past due property taxes: \$20,083.86 is attributable to Red Fox House Trust, \$194.30 Doman's, \$332.29 Jackson Pet Hospital, \$.12 Make It Memorable.

**25. Communications and Announcements.** Nothing additional to announce.

**26. Review of Bills and Authorization of Payment.** Motion by Huettl, seconded by Hartwig to approve the vouchers. Motion carried.

**27. Adjournment.** Motion by Bishop, seconded by Huettl to adjourn. Motion carried, meeting adjourned at 8:06 p.m.

Respectfully submitted,

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Julia Oliver, Town Clerk

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

Next Resolution Number: J-17-001 Next Ordinance Number: J-17-002
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