

**** These minutes were approved at the September 10, 2013 Village Board meeting.**

APPROVED Minutes

Special Meeting of the Town of Jackson & the Village of Jackson Boards

Wednesday, August 21, 2013 at 7:00pm

Jackson Area Community Center

N165W20330 Hickory Lane

Jackson, WI 53037

1. Call Meeting to Order and Pledge of Allegiance.

Village President Wendy Kannenberg called the Village Board meeting to order.
Town Chairman Raymond Heidtke called the Town Board meeting to order.
The Pledge of Allegiance was recited.

A. Official Meeting Notification.

Town Chairman Raymond Heidtke read the official meeting notification.

B. Roll Call.

Village Clerk Rank noted that Everett Russell, Robert Hartwig, Dan Kufahl, Paul Huettl and Raymond Heidtke were present representing the Town of Jackson. Brian Emmrich, Peter Habel, Jack Lippold, Nancy Kraus, Michael Kufahl, and Wendy Kannenberg were present representing the Village of Jackson.

Staff members Kelly Valentino, John Walther, Renee Fisher, Jessica Loomans, Brian Kober and Susan Rank were also present.

C. Approval of the Agenda.

Trustee Kufahl made a motion to approve the agenda. Trustee Habel seconded the motion. Vote: 6 ayes, 0 nays. The motion passed.

Supervisor Russell made a motion to approve the agenda. Supervisor Hartwig seconded the motion. Vote: 5 ayes, 0 nays. The motion passed.

2. Business.

A. Any Town or Village Citizen Comment on an Agenda Item.

No one spoke.

B. Discussion and Possible Action – Shared Support of the Jackson Area Community Center and the Joint Parks and Recreation Department.

Trustee and member of the Ad-Hoc Committee Olson was unable to be at the meeting tonight. He had sent information to the Village Administrator John Walther, and had asked him to hand out Trustee Olson's comments to the Village Board and a draft agreement to the Ad-Hoc Committee. Administrator Walther did as requested.

Supervisor Russell started by saying that to date the members of the Ad-Hoc Committee have been reporting back to their Boards regarding the points discussed at their meetings.

They have been trying to work out what the shared agreement should look like. They have run into a couple of stumbling blocks, one being the amount of operational wages for the employees. They do agree regarding the percentage split being based on population. Unfortunately, he feels that is all they have been able to agree on. Chairman Heidtke explained that the percentage is based on the census numbers that the municipalities get. (Note from Clerk Rank: The preliminary estimate comes sometime in August. The final estimate comes in October.)

The estimate is for the current year, but it is the number that will be used to figure the percentage to be used for the next year's budget. The Town's biggest concern is that in 2015 when the Village may attach part of the Town, those numbers will all change because Sherman Parc and Twin Creeks would become part of the Village, so the population would change. The 2015 percentage would be based on the 2014 population. Trustee Kufahl, who is also a member of the Ad-Hoc Committee, said that he felt that was the reason the Ad-Hoc Committee had requested the joint Village/Town meeting, so that any concerns and questions could be addressed. Trustee Emmrich asked if operating costs had been defined by the Committee. Trustee Kufahl responded that they had decided which items would be removed from the agreement. Discussion continued on the clarification of costs, the cost of building operations, staff, and deficits. A conclusion was made that the split based on population was equitable. After discussion regarding item C, discussion regarding this item began again. Supervisor Russell stated that he would pull copies of the budget and break it down the way Kelly had presented it to the Ad-Hoc Committee, and present it to the Town Board at the next Town Board meeting. He will then present the information from the Town at the next Ad-Hoc Committee meeting. It was also decided that for the sake of clarification, the agreement and the budget should be referred to as the Jt. Recreation Department, not the Jt. PARKS & Recreation Department. It was also decided that the name of the Ad-Hoc Committee would eliminate the word PARKS from its title. The meetings of the Ad-Hoc Committee are the 3rd Wednesday of every month, and in September that will be September 18, 2013. Clerk Rank informed the Committee that she will not be available for that meeting. It was decided that the meeting will be at the Town Hall at 7:00pm.

C. Discussion and Possible Action – Set Date for Next Joint Town Board and Village Board Meeting to Discuss Comprehensive Plan Amendment Due to Town Zoning Change for the Spaeth Property (Washington County Parkland).

Chairman Heidtke informed both the Boards that he is a member of the Washington County Board, and has been getting pressure from Washington County to move ahead with this item. The zoning needs to be changed to park. Because it is in the Comprehensive Plan, both the Village & the Town have to agree to it. The Village & Town Plan Commissions, and the Village & Town Boards should all get together on one night to handle this. Clerk Rank explained that there were some things that needed to be done before everyone got together to vote on this item. She remembered that there were maps that needed to be displayed and that there needed to be a public hearing. Chairman Heidtke said that there needed to be fee schedules changed, also. This is something new to the County, so no one is quite sure what the procedure or time line is. It was decided that Clerk Rank will co-ordinate with the Town Clerk to find out the timeline. After that, both Clerks can give their respective Boards an approximate time that they should start looking for a date to get everyone together. Since there is no objection to the modification of the Village and Town of Jackson Comprehensive Plan 2035, then this can go forward. Chairman Heidtke also mentioned that the County would be putting a shelter on the property. At this point the discussion went back to item B.

3. Adjournment.

Supervisor Russell made a motion to adjourn. Supervisor Huettl seconded the motion.

Vote: 5 ayes, 0 nays. The motion passed.

Trustee Habel made a motion to adjourn. Trustee Emmrich seconded the motion.

Vote: 6 ayes, 0 nays. The motion passed. The meeting was adjourned at 8:10pm.

Respectfully submitted by: Susan Rank, Village of Jackson