



**MINUTES OF THE REGULAR TOWN BOARD MEETING
MARCH 8, 2012**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.
- A. Official Meeting Notification** - The official meeting notice was read into the public record by Clerk Oliver.
- B. Roll Call** – Chairman Heidtke, Supervisors Huettl, Hartwig and Russell were present. Supervisor Kufahl was excused. Also present was Joint Parks and Recreation Director Kelly Valentino, Town Engineer Matthew Clementi, Stantec Engineering Representative Brian Lennie and Clerk Julia Oliver.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Huettl to approve the agenda with Business item I being moved to follow item C. Motion carried without a negative vote.
- D. Approval of the Minutes** - Motion by Hartwig, seconded by Huettl to approve the minutes of the February 9, 2012 meeting, Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** - The Director’s Report dated March 8, 2012 was distributed and Kelly commented on several of the items; specifically highlighted was the upcoming Easter Egg Hunt on March 31st and the need for candy donations, the upcoming St. Patty’s Party for the Seniors on March 15th, the arrival of the Summer Activity Guide, the ADA Compliance Audit of fields, shelters and playgrounds and the upcoming Jackson Area Business luncheon on April 18th. Additionally Kelly updated the Board on archery programming opportunities and a possible site for a future range on the north side of the Town Park entrance drive.
- B. Treasurer** – In the absence of a Town Treasurer Clerk Oliver reported the February 29, 2012 account balances as follows: General Fund \$383,111.81; General Fund Money Market \$459,897.92; Encumbered Funds Money Market \$306,848.52; Property Tax \$8,620.87; Property Tax Money Market \$0; Park and Planning \$1,368.13; Park and Planning Money Market \$7,501.42; Cemetery \$9,971.42. Motion by Huettl, seconded by Russell to approve the Treasurer’s report as presented. Motion carried without a negative vote.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Discussion and Possible Action – Report on January 27, 2012 Special Town Board Meeting/Fact Finding Tour of El Camino Subdivision** – Town Engineer Matthew Clementi and Stantec Engineer Brian Lenie provided aerial maps of the drainage and pond(s) conditions from 1941 forward; illustrating the changes in the area from wetland to current conditions. Clementi and Lenie reviewed the five options (and remedies) for the area with estimated costs for each option. Lenie also commented on potential DNR grant funds and the application process. After discussion it was the consensus of the

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Town Board to continue to educate the residents affected, have the necessary engineering studies done to prepare for grant application in 2013 and have an additional meeting specifically inviting the residents adjacent to the two ponds. No action.

C. Discussion and Possible Action – JAYBA (Little League) Usage and Financial or In-Kind Support -

- 1. Kelly Valentino – Information/Comparison on Rental and Usage Fees –** Kelly provided a summary of information gathered comparing the rental terms and fees charged to youth sport's associations for municipal facility use. Chairman Heidtke commented the JAYBA was billed for the utilities associated with use of the pavilion and fields for the 2011 season and additionally they were billed for a portion of the cost incurred by the Town for mowing. The JAYBA has refused to pay the mowing charges and were asked to appear before the Town Board. Pat Rego and Mike Wald commented on behalf of JAYBA regarding the many improvements made by JAYBA to the fields and park area since the association began using the Town fields. After discussion, motion by Huettl, seconded by Hartwig to write-off the JAYBA balance due for mowing and to negotiate payment and in-kind donations for the 2012 season. Motion carried without a negative vote.

- I. Discussion – Facility Usage Ordinance –** Kelly Valentino presented a proposed summer camp facility rental contract. Clerk Oliver asked the Town Board to review the ordinance regulating use of the Town Hall Facility and Property; previously use by religious organizations was discouraged. The consensus of the Town Board is the existing ordinance does not need to change for the proposed use.

- D. Discussion and Possible Action – Use of Highway Department Workers to Begin Clean-Up Efforts in Carport and Barn –** Motion by Huettl, seconded by Russell authorizing the use of highway department workers to complete the demolition work in the carport and barn areas. Motion carried without a negative vote.

- E. Discussion and Possible Action – Outside Opinion – SEWRPC Road Ratings –** Chairman Heidtke explained that SEWRPC will do road ratings at no cost to the community and he thinks it would be of benefit to have a the SEWRPC ratings as a comparison. Motion by Huettl, seconded by Hartwig to move forward with having SEWRPC complete road ratings for the Town as a second opinion of road conditions. Motion carried without a negative vote.

- F. Discussion and Possible Action – Ordinance to Extend Town Officer Terms in Response to Election Law Changes –** Motion by Huettl, seconded by Hartwig to adopt Ordinance J-12-001, an “Ordinance to Extend Town Officer Terms in Response to Election Law Changes”. Motion carried without a negative vote.

- G. Discussion and Possible Action – Purchase of Spray Patch Machine –** Motion by Huettl, seconded by Hartwig to consider the purchase of the spray patch machine; terms/purchase price will be deliberated in closed session as noticed. Motion carried without a negative vote.

- H. Discussion – Annual Road Review –** Chairman Heidtke asked if the Supervisors would like to complete the annual review as in the past, or if they would like him to review the roads with the highway department employees and report. Consensus is that all the Town Supervisors will continue to conduct the annual road review. The annual road review meeting will be on April 26, 2012; time to be determined at the next meeting.

IV. Supervisors and Clerk Reports

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- A. Building Committee – Supervisors Hartwig and Kufahl** – Supervisor Hartwig reported the next meeting will be March 21st and the committee will review drawings made by the subcommittee.
 - B. Highway Department – Chairman Heidtke** – Chairman Heidtke summarized the monthly highway department report. Chairman Heidtke reported on an issue in the El Camino subdivision regarding snow being pushed across the roadway and onto another neighbors property; the offender has been told to discontinue the practice.
 - C. Weed Commissioner – Supervisor Huettl** – Nothing to report.
 - D. Grounds - Supervisor Hartwig** – Supervisor Hartwig reported he is continuing to seek annuals donations.
 - E. Buildings – Supervisor Kufahl**- absent.
 - F. Transfer Station – Supervisor Russell**- Supervisor Russell announced there will be a two hour paid meeting on March 10th for all transfer station employees which will include time for discussion and facility clean-up.
 - G. Chairman’s Report and Correspondence – Chairman Heidtke** – Chairman Heidtke reminded the Supervisors of the April 10th Annual Meeting.
 - H. Clerk’s Report and Correspondence – Clerk Oliver** – Clerk Oliver commented on a large truck repair invoice that was received, the assessment issues for a property on Red Fox Lane and a recent minor snow plow collision.
- V. The Town Board may go to Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1) (c) to “Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”, and 19.85(1) (e) “To deliberate or negotiate the purchase of public property, investment of public funds or conducting other specified public business when competitive or bargaining reasons require a closed session”.** Motion by Hartwig, seconded by Huettl to move into closed session. Roll call vote: Huettl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.
- VI. Reconvene in Open Session for the Purpose of Acting on Matters Discussed in Closed Session.** Motion by Russell, seconded by Huettl to move into open session. Roll call vote: Huettl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried. Motion by Huettl, seconded by Russell authorizing Chairman Heidtke to sign the contract with Town Clerk Julia Oliver for the period of June 30, 2012 through December 31, 2014. Motion carried without a negative vote. Motion by Russell, seconded by Hartwig to increase the hourly rate for Mary Lou Desrosier to \$12.00 per hour. Motion carried without a negative vote.
- VII. Future Agenda Items** – Nothing added.
- VIII. Announcements** – Upcoming meetings were noted.
- IX. Approval of Vouchers** – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

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X. Adjournment – Motion by Russell seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____