



**MINUTES OF THE SPECIAL JOINT MEETING OF THE
TOWN OF JACKSON TOWN BOARD AND THE VILLAGE OF JACKSON VILLAGE BOARD
JULY 16, 2014**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 PM by Town Chairman Heidtke and Village President Kannenberg. The Pledge of Allegiance was recited.
- A. Official Meeting Notification** - The official meeting notice was read into the record by Clerk Oliver.
- B. Roll Call** – Town Board Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Village President Wendy Kannenberg, Trustees Brian Emmrich, John Kruepke, Jack Lippold, Donald Olson and Michael Kufahl were present. Trustee Scott Mittelsteadt was excused. Also present was Town Clerk Julia Oliver
- C. Approval of the Agenda** – Motion by Town Supervisor Hartwig, seconded by Town Supervisor Russell to approve the agenda. Motion carried. Motion by Village Trustee Kufahl, seconded by Village Trustee Lippold to approve the agenda. Motion carried.
- II. Business**
- A. Comments from any Town Resident or Village Resident on an Agenda Item** – Comments were heard from Town resident Arlyn Johnson.
- B. Discussion and Possible Action – 1. Community Center Development and Operations Agreement: Define Operating Expenses Contribution and Annual Maximum Percentage of Increase, and 2. Clarification of Director’s Agreement and Development and Operations Agreement by Amending Current Agreements** – As a courtesy Supervisor Russell (Ad-hoc Committee Chairman) provided a brief summary of events and the tasks assigned to the Ad-hoc Committee. The current “sticking point” is how to proceed – should the two existing agreements, the Community Center Development and Operations Agreement, and the Director’s Agreement be amended to clarify the budget items and cost sharing, or should the two existing agreements be repealed and a new agreement be drafted. After discussion, **motion** by Town Supervisor Hartwig, seconded by Town Supervisor Huettl directing Ad-hoc Committee members Don Olson and Everett Russell to continue working together to update the draft amendment presented to incorporate a change to item #4 that stipulates within a two year period (completion by the 2016 budget) the 2001 Recreation Director Agreement and the 2008 Community Center Development and Operations Agreement will be rewritten and combined into one document; the updated amendment will be provided for review and possible action at the respective August Regular Board Meetings; and that in the interim Exhibit A will be used as an expression of intent for defining the Town annual contribution (cost sharing) of Community Center operation expenses. Motion carried.

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PAGE 2**

Motion by Village Trustee Lippold, seconded by Village Trustee Emmrich directing Ad-hoc Committee members Don Olson and Everett Russell to continue working together to update the draft amendment presented to incorporate a change to item #4 that stipulates within a two year period (completion by the 2016 budget) the 2001 Recreation Director Agreement and the 2008 Community Center Development and Operations Agreement will be rewritten and combined into one document for the purpose to the two existing agreements, for review and possible action at the respective August Regular Board Meetings; and that in the interim Exhibit A will be used as an expression of intent for defining the Town annual contribution (cost sharing) of Community Center operation expenses. Motion carried.

It is the consensus of both Boards that Olson and Russell will continue to work together to prepare the new agreement, sharing drafts through their prospective Clerks and reporting progress on a monthly basis to their respective Boards. Once Olson and Russell have agreement from both Boards on the draft of the new document, the document will be given to the Village Attorney and Town Attorney for final review prior to both Boards adopting.

- III. Future Agenda Items and Set Next Meeting Date** – Town Chairman Heidtke commented he would like future discussion on the shared Cedar Creek road project, and the work on the Revenue Sharing Agreement and Cooperative Boundary Plan so that the State will accept the agreement. Trustee Emmrich would like to discuss shared services such as filling in when a building inspector is on vacation. Trustee Kufahl supported Emmrich and stated there may be other areas that services could be shared which would assist both communities. The next Joint Village Board and Town Board meeting is tentatively scheduled for Wednesday, November 19, 2014 at 7:00 p.m. to be held at the Community Center or the Village Hall.
- IV. Adjournment** – Motion by Town Supervisor Russell, seconded by Town Supervisor Hartwig to adjourn. Motion carried. Motion by Village Trustee Lippold, seconded by Village Trustee Olson to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved by the Town of Jackson: _____, 2014

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