



**MINUTES OF THE REGULAR TOWN BOARD MEETING
DECEMBER 10, 2015**

- I. 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.
- A. Official Meeting Notification** - The official meeting notice was read into the record by Clerk Oliver.
- B. Roll Call** - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Marcy Bishop were present. Also present was Town Attorney Tim Andringa, Town Zoning Administrator/Building Inspector Gordon Hoffmann and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino did not attend and stated she will not attend Town meetings any longer based on the Director’s Agreement termination; Valentino will continue to send the monthly report. Town Treasurer Paul Eilbes joined the meeting following the Closed Session.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.
- D. Approval of the Minutes** – Motion by Huettl, seconded by Hartwig to approve the minutes of the November 12, 2015 Regular Town Board meeting. Motion carried. Motion by Bishop, seconded by Hartwig to approve the minutes of both the November 12, 2015 Special Town Board/Budget Hearing and the Special Town Meeting of the Electors. Motion carried.
- II. Closed Session** – **The Town Board may go into Closed Session pursuant to Wisconsin Statutes 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.** Motion by Kufahl, seconded by Hartwig to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- III. Reconvene into Open Session**
- A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required.** Motion by Huettl, seconded by Hartwig to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. No action.

The Reports and Business meeting began at 7:27 p.m.

IV. Reports

- A. Joint Parks and Recreation – Kelly Valentino, Director** – The Town Board was provided with copies of the December Director’s Report and the December monthly Financial “Stat Pack”. Heidtke summarized the information for those in attendance.
- B. Treasurer’s Report – Treasurer Eilbes** – Treasurer Eilbes reported the November 30, 2015 account balances as follows: General Fund Checking \$94,498.26; General Fund Money Market \$504,256.03; Encumbered Funds-Highway Money Market \$154,520.22; Encumbered Funds-Building Money Market \$39,698.83; Property Tax Checking \$106.16; Property Tax Money Market \$0; Park and Planning

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Checking \$4,468.32; Park Fund Savings \$5,391.17; Cemetery Fund \$16,698.79. Motion by Hartwig, seconded by Huettl to approve the Treasurer's report as presented. Motion carried.

V. Business

- A. Any Town Citizen Comment on an Agenda Item** – J. Fenton commented on agenda item L. R. Bishop commented on agenda item K.
- B. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim** – No report. Heidtke noted the judge will issue a written ruling pertaining to the fourth point raised by JTRAA on January 12, 2016.
- C. Update, Discussion and Possible Action – Red Fox House Trust, Attorney Val Anderson** – Clerk Oliver summarized the email update received from Attorney Anderson. Attorney Anderson has been in contact with the Wisconsin Department of Revenue and is proceeding to collect the information they have asked him to submit. No action.
- D. Discussion and Possible Action – Appointment of Poll Workers for 2016-2017** – Motion by Kufahl, seconded by Bishop to appoint the following individuals as poll workers for the 2016-2017 term: Lester Steffen, Mary Krumbiegel, Carol Butler, Roberta Else, Russell Hanson, Eunice Heckendorf, Ray Heckendorf, Diane Kowalske, Naomi Mahnke, Louise Porth, Holly Rogge, Carla Schmidt, Lyle Schmidt, Olivia Underwood, Sharon Weis and Dorothy Wolff. Motion carried without a negative vote.
- E. Discussion and Possible Action – Service Recognition Resolution – Dennis Jeske** – Heidtke read Resolution J-15-005 into the record. Motion by Hartwig, seconded by Huettl to adopt Resolution J-15-005, Service Recognition for Dennis Jeske. Motion carried without a negative vote.
- F. Discussion and Possible Action – Transfer Station Safety Protocol** – Huettl presented a few of his Transfer Station safety concerns. Heidtke asked Huettl to prepare a safety protocol document for the Town Board to review. No action.
- G. Discussion and Possible Action – 2016-2017 Contract for Assessment, Grota Appraisals** – Motion by Kufahl, seconded by Bishop to place the Assessment Contract on next month's agenda. Motion carried without a negative vote.
- H. Discussion and Possible Action – 2016 Property Insurance, and if Required Resolution to Local Government Property Insurance Group Fund Participation** – Heidtke read the list of insurance companies that were contacted for proposals. Motion by Kufahl, seconded by Hartwig to contract with The Horton Group for property insurance. Motion carried without a negative vote.
- I. Discussion and Possible Action – Existing Employer Resolution, Wisconsin Public Employers' Group Health Insurance Program** – Motion by Kufahl, seconded by Bishop to adopt Resolution J-15-006, Existing Employer, Option Selection Resolution, Wisconsin Public Employers' Group Health Insurance Program. Motion carried without a negative vote. Clerk Oliver will notify the LGPIF that the Town will not be renewing.
- J. Discussion and Possible Action – Filling Open Transfer Station Supervisor Position** – Supervisor Huettl stated he has discussed candidates for the position with Steve Spaeth. Huettl provided two names for consideration. After discussion, motion by Huettl, seconded by Hartwig to offer the Transfer

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Station Supervisor position to James Brei, and if James declines then offer the position to Brad Flitsch. Motion carried without a negative vote.

- K. Discussion and Possible Action – Town Hall Remodeling Project** – No action.
- L. Discussion and Possible Action – Agreement for 2016 Jackson Fire Department Services** – Motion by Kufahl, seconded by Bishop authorizing Chairman Heidtke to sign the agreement with the addition of language provided by Attorney Andringa that states there will be an equitable adjustment to the contract rate if Town properties are attached/annexed to the Village of Jackson. Motion carried without a negative vote.
- M. Discussion and Possible Action – Amend 2015 Budget** – Motion by Kufahl, seconded by Huettl to amend the 2015 Budget per the recommendations provided by Clerk Oliver. Motion carried without a negative vote.
- N. Discussion and Possible Action – Adopt 2016 Wage Rates** – Motion by Hartwig, seconded by Bishop to adopt the 2016 wages rates as presented; and to review Al Guhl’s rate at the January 2016 meeting. Motion carried without a negative vote.
- O. Discussion and Possible Action – Adopt 2016 Budget** – Motion by Bishop, seconded by Kufahl to adopt the 2016 Budget as presented. Motion carried without a negative vote. It was noted the budget may have to be amended if the attachment by the Village of Jackson occurs.

VI. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Nothing additional to report.
- B. Highway Department – Chairman Heidtke** - Heidtke summarized the highway department report.
- C. Weed Commissioner** – Nothing additional to report.
- D. Grounds - Supervisor Hartwig** – Nothing additional to report.
- E. Transfer Station – Supervisor Huettl** – Nothing additional to report.
- F. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke reported he attended the WTA Washington County Unit meeting on November 30th which was held in the Town of Polk.
- G. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver requested direction at a future meeting in order to take employees who no longer work for the Town off the active employee roll. Oliver noted JAYBA has requested to be placed on the January agenda and that the representative from General Code who has offered to explain the “next steps” in the codification process will be on the February agenda. Oliver noted she has heard back from Legacies about a recycling event in late April or early May and they do not have any openings until June; we have not heard back from Piranha. Oliver provided a map of the Washington County Supervisory Districts for the Town of Jackson.

VII. Future Agenda Items – Nothing additional.

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- VIII. Announcements** – Heidtke noted the upcoming meetings, specifically noting the Park and Planning Commission will not meet in December.

- IX. Approval of Vouchers** – Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

- X. Adjournment** – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

Next Resolution Number: J-16-001 Next Ordinance Number: J-16-001
