



**MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 11, 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 Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Joint Parks and Recreation Director Kelly Valentino, Town Engineer Matthew Clementi, Treasurer Paul Eilbes and Clerk Julia Oliver.
- C. Approval of the Agenda** - Motion by Huettl, seconded by Hartwig to approve the agenda as amended. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Russell, seconded by Huettl to approve the minutes of the September 10, 2012 meeting. Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig to approve the minutes of the September 12, 2012 meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director**
- 1. Presentation and Discussion - Joint Parks and Recreation 2013 Budget** – Valentino provided commentary that asked the Town Board to consider an additional contribution in 2012 of \$21,450. The 2013 proposed budget and commentary was presented and the Town of Jackson is asked to contribute \$83,600.
- 2. Discussion and Possible Action - Archery Range Dedication** – Valentino commented that the berm work is complete and the range, shooting lanes and paths have been marked. The yard markers and stands are in process. Valentino would like to move forward with the archery range dedication; the consensus of the Town Board was to plan for an archery range dedication in the spring of 2013.
- 3. Discussion and Possible Action – Signage – Town Hall Park Grounds** – Valentino presented mock-ups of the approved archery range signage and possible additional signage for the Town Hall Facility and Park. Clerk Oliver will budget for additional signage in 2013.
- 4. Discussion – Trails at the Town Hall Park** – Valentino presented a draft of potential changes to be considered when proceeding with the updating of the Master Plan for the Town Hall Facility and Park. Valentino stressed that the planning document is continuing to evolve.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the September 30, 2012 account balances as follows: General Fund \$124,809.08; General Fund Money Market \$550,741.21; Encumbered Funds Money Market \$186,285.10; Property Tax \$4,446.02; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park and Planning Money Market \$7,503.59; Cemetery \$10,009.35. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

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III. Business

- A. Any Town Citizen Comment on an Agenda Item** – K. Moore and J. Micech commented on item D.
- B. Discussion and Possible Action –Cemetery Plot Purchase – Russell and Mary Hanson** - Motion by Hartwig, seconded by Kufahl to approve the sale of Immanuel Lutheran Cemetery plot #56 to Russell and Mary Hanson with approval that the site may be used for the burial of two cremation urns on the single plot. Motion carried without a negative vote.
- C. Discussion and Possible Action – JAYBA:**
- 1. 2012 Season Recap** – Pat Rego representing JAYBA presented a 2012 season recap; the season went well with no rainouts however the total number of children participating was down a bit.
 - 2. Plans for 2013 Season** – JAYBA plans to develop field #4 in 2012-2013. The terms specified for 2012 use were reviewed and JAYBA will paint the pavilion trim in the spring of 2013 due to lack of volunteers in 2012. The condition (poor) of the pavilion during/after the JAYBA use was discussed and improvements will be made by JAYBA in 2013. JAYBA understands they will be responsible for a \$750 fee for mowing in addition to the costs directly associated to their seasonal use. The Town Board reminded JAYBA that they must provide the Town Clerk with a schedule for both practice use and playing use. The Town Board thanked JAYBA for their efforts.
- D. Discussion and Possible Action - Long Term Drinking Water Solution:**
- 1. Results of Community Survey** – No action. The survey summary was reviewed and the consensus of the Town Board is to have Town Engineer Matthew Clementi investigate and provide additional information on the options.
 - 2. Elimination of Impractical Options** – Motion by Huettl, seconded by Kufahl to eliminate Slinger, Grafton, Cedarburg, Richfield, Germantown and West Bend as municipal sources of water due to impracticality. Motion carried without a negative vote.
 - 3. Timeline and Plan of Action Toward Resolution** – No action.
- E. Discussion and Possible Action – Spring Valley Road TRID Project** – Washington County Highway Commissioner Jon Edgren attended the meeting to answer questions related to the scope of the TRID project as applied for and awarded. Edgren commented the project cannot be changed and Heidtke commented on the changes that have occurred at Spring Valley Products which have resulted in reduced traffic on Spring Valley Road. Motion by Huettl, seconded by Russell requesting that Washington County set up a traffic counter on Spring Valley Road. Motion carried without a negative vote.
- F. Report and Discussion – Washington County Highway Commissioner Jon Edgren – Kirchhayn Parade** – No action. Edgren provided a brief history of the parade and summarized the permitting process followed in 2012. Edgren commented there was one complaint related to “post parade” activities. Washington County Sheriff Dale Schmidt also provided his comments on the parade. The consensus of the Town Board is to continue the involvement of two Town Board Supervisors in an oversight capacity, and have the car club continue to set the rules, apply for the permits and oversee the event. Sheriff Schmidt commented that in 2013 there will be Sheriff Deputies in the area periodically to reinforce their presence.

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- G. Discussion and Possible Action – Service Project List for Boy Scouts, Girl Scouts and 4-H Groups Using the Facility Without Charge** - Valentino provided a list of possible projects that benefit the Town Hall Park and Grounds to be used as service projects. The topic of a disc golf course was revisited as a possible Scout project; Valentino will prepare a layout of a potential course at the Town Hall Park for presentation at a future meeting.
- H. Discussion and Possible Action – 2013 Budget – Fees, Transfer Station Permits, Capital Improvements or Purchases, Major Road Construction Projects** – Clerk Oliver completed an analysis of Transfer Station income verses expenses and recommends the 2013 Transfer Station Permit Fee remain \$60, with a \$40 late fee if purchased after February 1st. Motion by Russell, seconded by Huettl to keep the Transfer Station Permit Fee at \$60, with a \$40 late fee. Motion carried without a negative vote. Clerk Oliver presented the proposed 2013 Fee Schedule. Motion by Hartwig, seconded by Russell to adopt the 2013 Fee Schedule as presented. Motion carried without a negative vote.
- I. Discussion and Possible Action – Town Hall Building Project:**
- 1. Purpose of Remodeling – Building Use** – Heidtke asked the Town Board members if they felt the income generated from a remodeled building would pay for the cost of the remodeling project. Kufahl stressed the committee had unanimously recommended to turn the building into a rental/income generating property; uses considered were weddings, meetings, birthday parties, confirmation parties, anniversary parties, etc...a variety of uses. Heidtke commented he felt the use for the remodeled area would be as a larger meeting room and a voting facility; if the remodeled area would be a rental then the fees would have to cover the cleaning and utilities. The Town Board also considered where the money would come from for the project, if they should borrow for the project and how they could justify borrowing for the project. No action.
 - 2. Building Committee Recommendation for Architectural Services** – Kufahl summarized the process used to rank the bids. Motion by Russell, seconded by Huettl for the Town Board members to review the three bids for architectural services recommended by the Building Committee in preparation for further discussion and action (selection) at the October 24, 2012 meeting. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

- A. Building and Building Committee – Supervisor Kufahl** – Nothing additional to report.
- B. Highway Department – Chairman Heidtke** – Heidtke summarized the Highway Department report.
- C. Weed Commissioner – Supervisor Huettl** – Nothing to report.
- D. Grounds - Supervisor Hartwig** – Hartwig commented the archery range seeding project should be completed by October 12, 2012.
- E. Transfer Station – Supervisor Russell** – Nothing to report.
- F. Chairman’s Report and Correspondence – Chairman Heidtke** – Nothing additional to report.

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G. Clerk's Report – Clerk Oliver – Clerk Oliver reported she met with Melanie Burns, WI DNR for the Recycling Program Audit; the Town must update the ordinance and adopt a compliance plan by February 1, 2013. Correspondence was received from Washington County Attorney Nass with regard to a refund for taxes they paid on an exempt property located at the corner of Country Aire and Pioneer Road; an opinion has been requested from Town Attorney Sargeant and Assessor Grota. After discussion with the Washington County Clerk of Courts, Attorney Riffle will be proceeding with the citations against Donald Sigmund. Clerk Oliver attended the meeting held at the Community Center by the law firm of Habush, Habush and Rotier regarding a potential mass tort lawsuit against West Shore Pipe Line. METCO has completed the scope of work approved by the DNR; the DNR will review the report from METCO and will advise on how to proceed. A letter was received from Nancy Witte-Dycus commenting on the Highway 60 Corridor Study. Resident Kathy Febos complained about the early closure of the Transfer Station (according to her watch); Clerk Oliver and Mike Schmidt have attempted to reset the time clock without success so a new clock will have to be purchased. Training of three new poll workers will be held on October 12th and a meeting of all poll workers will be held on October 31st to prepare for the November 6th election. Each Town Board member has been given copies of recent correspondence from Attorney Riffle with regard to Land Sitting Uses, Wind Turbine Rules and Wireless Telecommunications Federal Law Changes.

V. Future Agenda Items – Nothing noted.

VI. Announcements – The upcoming meetings were noted.

VII. Approval of Vouchers – Motion by Hartwig, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.

VIII. Adjournment – Motion by Kufahl, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

APPROVED

Julia Oliver, Town Clerk

Minutes approved: 12/13/2012