



**MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 8, 2015**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 6:30 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 Timothy Andringa and Town Clerk Julia Oliver.
- 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 September 10, 2015 Regular Town Board meeting. 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 Bishop, seconded by Huettl to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- Reconvene into Open Session** - Motion by Hartwig, seconded by Huettl to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- At 7:14 p.m. the Regular Meeting began.** Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes joined the meeting.
- A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required.** No action.
- III. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – The Town Board was provided with copies of the October Director’s Report and the October monthly Financial “Stat Pack”. Valentino summarized the information for those in attendance and specifically noted the date for Ghouls Gala and Trick or Treat will be Saturday, October 31st. Valentino provided the Town Board with copies of the 2016 Proposed Budget. Chairman Heidtke asked the Town Board to review the information and prepare for discussion at the next budget workshop.
- Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the September 30, 2015 account balances as follows: General Fund Checking \$66,140.50; General Fund Money Market \$721,167.01; Encumbered Funds-Highway Money Market \$154,494.40; Encumbered Funds-Building Money Market \$39,695.51; Property Tax Checking \$171.16; Property Tax Money Market \$0; Park and Planning Checking \$4,468.32; Park Fund Savings \$5,390.72; Cemetery Fund \$16,697.39. Motion by Hartwig, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.
- IV. Business**

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- A. Any Town Citizen Comment on an Agenda Item** – C. Swiecichowski commented on agenda item C.
- B. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim** – Attorney Andringa stated there is nothing new to report.
- C. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work** – Chairman Heidtke read a letter into the record that he was copied on that was dated September 29, 2015, addressed to Attorney Michael Flanagan and sent by Cy and Shirley Swiecichowski. The Swiecichowski’s continue to have noise issues with the Grundfos pump that was installed by West Shore Pipe Line as part of the water extension project. Attorney Sargeant’s opinion is that the Town has no recourse against WSPL, or any other method to assist the Swiecichowski’s with the noise situation. Chairman Heidtke has approached Dan Ownby on behalf of the Swiecichowski’s. No action.
- D. Discussion and Possible Action - Speed Limit Signage on Center Road Between Western Avenue and Sherman Road, Stop Sign at the Intersection of El Camino and Fiesta Court; and Speed Limit Signage on Church Road South of State Hwy. 60** – Chairman Heidtke relayed information from Town Engineer Clementi; the engineering study required to make speed limit changes would be approximately \$1,000 per mile, and in his opinion a study of Center Road would not prove favorable because in Clementi’s opinion the study would not show the need for a speed limit reduction. Motion by Bishop, seconded by Huettl that no further discussion or action is needed on the Center Road speed limit reduction topic. Motion carried without a negative vote. Motion by Bishop to put a stop sign at Fiesta Court failed. Motion by Bishop, seconded by Huettl directing Clerk Oliver to contact Washington County interim Highway Commissioner Scott Schmidt regarding the safety concerns at the intersection of El Camino Drive and Fiesta Court to request his input and suggestions. Motion carried without a negative vote.
- E. Discussion and Possible Action – Speed Limit Signage in Front of Trinity Lutheran Church and School, Pleasant Valley Road** – Clerk Oliver reported the preliminary pricing information indicates the signage requested would cost between \$1,600 - \$2,300, dependent on if the sign will be electric or solar powered, what type of timer/controls are desired and if there will be a computer interface. Oliver has contacted the school principal to provide the information and ask what the school would prefer. Oliver also asked if the school would be paying for the requested signage. Supervisor Huettl volunteered to be the Town Board liaison as the speed limit signage project moves forward. Motion by Bishop, seconded by Huettl directing Clerk Oliver to contact the Washington County Sheriff to request the speed trailer be placed by Trinity Lutheran on Pleasant Valley Road. Motion carried without a negative vote. The agenda item will be placed on next month’s agenda.
- F. Update, Discussion and Possible Action – Red Fox House Trust, Attorney Val Anderson** – Clerk Oliver read an email update from Attorney Anderson. No action.
- G. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic System, Roof and Chimney Repairs, Windows, Painting, Wood Repairs and Gutter Replacement** – Heidtke reported the new septic system has been installed, the chimney repairs are finished, the window replacement is complete, the painting is finished, wood repairs are complete and the gutter work is in process. Primarily the gutters are being reused but there are some minor improvements being made. No action.
- H. Update, Discussion and Possible Action – Ordinance J-15-001, Ordinance for the Town Zoning Code Respecting Child Sex Offender Residing Within 1000 Feet of Schools, Day Care Centers, Parks and Other Specified Facilities and Child Safety Zones** - Clerk Oliver explained the difficulty she is having related to the definitions when preparing the map referenced in the ordinance. Oliver also

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noted concern if new facilities are added without Town knowledge, which causes the map to become outdated. Oliver consulted Attorney Andringa and Washington County Sheriff Schmidt. Attorney Andringa offered to conduct additional research related to specific facility definitions. Sheriff Schmidt reviewed the ordinance and concluded the ordinance is enforceable without the map. Motion by Kufahl, seconded by Huettl to amend the adoption of Ordinance J-15-001 to reflect the removal of the map inclusion/reference. Motion carried without a negative vote.

- I. Update – Sex Offenders Living in the Town of Jackson** – Clerk Oliver read an update from Sheriff Schmidt. No action.
- J. Discussion and Possible Action – Appointment Confirmation to the Town of Jackson Board of Appeals, Diane Behm** - Motion by Huettl, seconded by Hartwig to confirm Chairman Heidtke’s appointment of Diane Behm to the Board of Appeals. Motion carried without a negative vote.
- K. Discussion and Possible Action – Discussion and Possible Action – Headstone Placement in Newly Established Rows in Town Cemetery** – Motion by Huettl, seconded by Kufahl that headstone placement in the Town cemetery be consistent, placed at the same end of every plot and facing the same direction, in every row. Motion carried without a negative vote.
- L. Discussion and Possible Action – Proposed 2016 Fee Schedule** – Clerk Oliver distributed drafts of the 2015/2016 Tax Collection information letter, the 2016 Dog License application and the 2016 Transfer Station application. Oliver stated that gray will be the 2016 placard color. The proposed 2016 Fee Schedule was presented by Oliver. After discussion the Town Board requested the Transfer Station Permit fee be increased to \$70 and that the fee be prorated to \$35 for new residents that move into the Town after July 1st (applicable only to NEW residents). Also the Town will not take electronics (televisions, computers, stereos, etc....) except on the one scheduled electronic recycling day which should be noted on the Transfer Station Permit application. Motion by Huettl, seconded by Bishop to adopt the 2016 Fee Schedule as discussed. Motion carried without a negative vote. Clerk Oliver is directed to schedule a date in April or May 2016 to have a document and electronic recycling event.
- V. Budget Workshop** – Clerk Oliver presented the Town Board with excel spreadsheets that include the 2014 actuals, the 2015 budget, 2015 actuals through September 2015, the current estimate for 2015 year end actuals and the current budget information available for 2016. Clerk Oliver also provided proposed labor expenditures for 2016. Chairman Heidtke asked the Supervisors to review the information, and the next budget workshop was scheduled for October 22nd at 7:00 p.m.; the public hearing for the budget and meeting of the electors to set the levy will be November 12th prior to the Regular Town Board meeting.
- VI. Supervisors and Clerk Reports**
 - A. Buildings – Supervisor Kufahl** – Nothing additional to report.
 - B. Highway Department – Chairman Heidtke** - Heidtke summarized the highway department report. Heidtke noted the plan is to complete fog lines on Pleasant Valley Road, Sherman Road and Western Avenue.
 - C. Weed Commissioner** – Nothing additional to report.
 - D. Grounds - Supervisor Hartwig** – Nothing additional to report.
 - E. Transfer Station – Supervisor Huettl** – Nothing additional to report.

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F. Chairman's Report and Correspondence – Chairman Heidtke – Heidtke reported he attended a breakfast on October 7th organized by State Senator Duey Stroebel where a legislative update was provided. Heidtke also attended the LRIP meeting on October 7th; the Town is eligible for LRIP funds in this cycle.

G. Clerk's Report and Correspondence – Clerk Oliver – Oliver pointed out the Shoreland Zoning letter provided by Attorney Riffle. Oliver noted there will be an event on Thanksgiving Day at the Town Hall and the renter will be providing their own food. Oliver reported on the upcoming update of SVRS which will be called WisVote. Oliver stated the electronic backup system hard drives began to fail and she was authorized by Chairman Heidtke to update the system with a new NSA drive and also managed backup for data. Oliver stated there was unscheduled use of the fields by JAYBA that will extend into October. Oliver also noted she received an invoice for the 2015 2nd Qtr. (Town resident) past due water bills from the Village of Jackson.

VII. Future Agenda Items – Nothing additional was noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Kufhal, seconded by Huettl 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-15-005
Next Ordinance Number: J-15-002