



**MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 9, 2014**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 6:00 PM 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 (arrived at 6:18 p.m.) and Everett Russell. Also present was Attorney Timothy Andringa, Attorney James Hammes and Town Clerk Julia Oliver.
- C. Approval of the Agenda** – Motion by Huettl, seconded by Russell to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Huettl, seconded by Kufahl to approve the minutes of the September 11, 2014 Regular Town Board meeting. Motion carried without a negative vote.
- II. Closed Session** – **The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1)(e) “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan.** Motion by Kufahl, seconded by Huettl to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.
- III. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session.** Motion by Kufahl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.
- Joint Parks and Recreation Director Kelly Valentino, Town Treasurer Paul Eilbes and Town Engineer Matthew Clementi joined the meeting.
- IV. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the October 2014 monthly calendar and the October 2014 Director’s Report. Valentino summarized the Director’s Report noting recent and upcoming programs, events and activities. Valentino provided each Supervisor with a letter and supporting draft budget for 2015; the proposed Town contribution is \$78,882.50. The Town Board will review the information for discussion at the November meeting.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the September 30, 2014 account balances as follows: General Fund \$86,320.96; General Fund Money Market \$717,501.60; Encumbered Funds-Highway Money Market \$49,768.51; Encumbered Funds-Building Money Market \$114,649.66; Property Tax \$.03; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,387.94; Cemetery Fund \$16,689.02. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

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V. Business

- A. Any Town Citizen Comment on an Agenda Item** – Prior to resident comment Attorney Hammes introduced himself and Attorney Andringa. Attorney Hammes addressed the residents to summarize what has occurred and the next steps prior to a legal recommendation being made to the Town Board relative to the Town/Village Revenue Sharing and Cooperative Boundary Plan. Attorney Hammes noted that he has advised the Town Board to listen but not respond to resident comments due to the Open Meetings law. B. Seidel, W. Hess, M. Wasif, T. Snyder, B. Hess, D. Nickolay, G. Hanson and S. Zwicky commented on the Town of Jackson / Village of Jackson Revenue Sharing and Cooperative Boundary Plan as it relates to the their subdivisions. M. Bishop commented on item C.
- B. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec** - Clementi reported that 106 of 122 laterals have been installed and 90 of 122 plumbing connections have been completed. Stantec has sent satisfaction letters to 40 of the residents that are complete, including restoration work. Clementi also reported PTS (the contractor) has requested to close Western Avenue for safety, efficiency and speed purposes. The consensus of the Town Board is that closing Western Avenue as described by Clementi would be acceptable.
- C. Discussion and Possible Action – Roads Effected by the Water Extension Project** – Clementi summarized the WSPL responses to the Town Board’s specifications that were submitted on September 22, 2014 in response to the September 16, 2014 letter from Pat Hodgins, WSPL:
- Binder will be installed to the center of the road, not just over the trench
 - Spring 2015 all repairs will be paved with a final course
 - 2” asphalt was mentioned; Town Board consensus (with Clementi’s agreement) is that 1 ½ “ will be acceptable
 - Only a 2 year warranty; the request for 5 years was refused. Clementi noted most failures will be in the trenched areas and will occur in the first 2 years
- Clementi referred to additional items noted in the WSPL letter dated October 8, 2014 referencing road restoration. Motion by Kufahl, seconded by Russell accepting the WSPL proposal to repair roads affected by the water extension project. Motion carried without a negative vote.
- D. Discussion and Possible Action – Grave Opening Permit – Finco** - Motion by Hartwig, seconded by Huettl to approve the grave opening permit for Randy Finco. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Nothing additional to report.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Nothing additional to report.
- C. Highway Department – Chairman Heidtke** - Heidtke summarized the highway department report.
- D. Weed Commissioner – Supervisor Russell** – Nothing additional to report.
- E. Grounds - Supervisor Hartwig** – Hartwig reported he placed some fall decorations outside the upper door and in the fireplace room.
- F. Transfer Station – Supervisor Huettl** – Huettl reported the work on the block bins for the wood chips has been planned and some preparation work is being done.

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G. Chairman's Report and Correspondence – Chairman Heidtke – Heidtke noted the agenda request from Winter Hess.

H. Clerk's Report and Correspondence – Clerk Oliver – Oliver reported the Boy Scout Archery Berm project was completed and a thank you note was sent. Oliver explained the dog licensing process and noted the Town is a “collecting agent”, the Town does not set the licensing requirements. Oliver wanted to clarify the process for the Town Board because there are residents that have been unhappy about receiving letters from the Washington County District Attorney for unlicensed dogs. Oliver noted the Town makes every effort to encourage residents to license their dogs prior to fulfilling the requirement of submitting the unlicensed dog list to Washington County. Oliver noted the upcoming election cycle and her plans to bring in poll workers periodically the week before the election to assist with the absentee voting.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings, and commented that he will continue to work on the bid package for the Town Hall remodeling as time permits.

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

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

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-005