



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
NOVEMBER 12, 2015**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 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 Zoning Administrator/Building Inspector Gordon Hoffmann and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes were excused.
- 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 Kufahl to approve the minutes of the October 8, 2015 Regular Town Board meeting. Motion carried. Motion by Hartwig, seconded by Bishop to approve the minutes of the October 22, 2015 Special Town Board meeting. Motion carried.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – The Town Board was provided with copies of the November Director’s Report and the November monthly Financial “Stat Pack”. Heidtke summarized the information for those in attendance.
- Treasurer’s Report – Treasurer Eilbes** – Clerk Oliver reported the October 31, 2015 account balances as follows: General Fund Checking \$103,687.33; General Fund Money Market \$504,214.59; Encumbered Funds-Highway Money Market \$154,507.52; Encumbered Funds-Building Money Market \$39,697.20; Property Tax Checking \$106.16; Property Tax Money Market \$0; Park and Planning Checking \$4,468.32; Park Fund Savings \$5,390.95; Cemetery Fund \$16,698.10. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – C. Swiecichowski commented on agenda item D.
- B. Discussion and Possible Action – New Operators License** – Motion by Hartwig, seconded by Bishop to approve a new Operators License for Angela Forbes. Motion carried without a negative vote.
- C. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim** – No report. The Oral Ruling will be held on December 1, 2015 at 1:30 p.m. at the Justice Center Courtroom 1254.
- D. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work** – Chairman Heidtke read a letter into the record submitted by Town Engineer Matt Clementi which summarized a meeting held on November 11, 2015 at the Swiecichowski property and the Feilbach property. Grundfos Pump representative Eric Stahl attended the meeting. In summary, Grundfos Pumps stated the pumps are working as designed. No action.

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
NOVEMBER 12, 2015  
PAGE 2**

- E. Discussion and Possible Action – Exit Light(s) Replacement** - Motion by Huettl, seconded by Kufahl authorizing the replacement of two exit sign lights in the Town Hall building. Motion carried without a negative vote.
- F. Discussion and Possible Action – Special Assessments on the 2015 Tax Roll** – Motion by Kufahl, seconded by Huettl authorizing the placement of the special assessments on the 2015 tax roll. Motion carried without a negative vote.
- IV. Closed Session - The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; specifically the zoning administrator and building inspector.** Motion by Kufahl, seconded by Bishop to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- V. Reconvene into Open Session** - 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.

  - A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required.** No action.
- 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 highway crew replaced several sections of the front sidewalk at the Town Hall.
  - C. Weed Commissioner** – Nothing additional to report.
  - D. Grounds - Supervisor Hartwig** – Hartwig reported the Town Hall maintenance staff have been doing an excellent job trimming the trees and shrubs, and cleaning up the planting beds at the Town Hall.
  - E. Transfer Station – Supervisor Huettl** – Supervisor Huettl reported that Transfer Station Supervisor Steve Spaeth has given notice; he will stop working for the town at the end of November. Huettl also reported he would like to see some safety protocols at the Transfer Station.
  - F. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke reported he has spoken with Washington County Sargent Beaudry about the concerns on Pleasant Valley Road in front of Trinity Lutheran Church and School. Beaudry “unofficially” conducted a speed study and found that the majority of the vehicles are traveling between 43-45 mph. in front of the church and school. Beaudry also reported that enforcement of speed signage would be difficult since most activity involving the children is conducted in the back area of the church/school. At this point the Town has not received a response to the last correspondence sent to Trinity.
  - G. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver passed along an update from Attorney Anderson related to Red Fox House Trust. Oliver reported she contacted Washington County Interim Highway Commissioner Scott Schmidt to ask for assistance with the safety concern at El Camino Drive and Fiesta Court; Schmidt is unable to assist due to current staffing levels. Oliver reminded the Town Board that if they plan to make any ordinance changes related to Implements of Animal Husbandry

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
NOVEMBER 12, 2015  
PAGE 3**

local oversight it must be completed by November 30, 2015. Oliver reminded the Town Board of the November 30<sup>th</sup> WTA Washington County Unit meeting. JAYBA emailed to say they would like to put off the painting of the interior of the pavilion garage until spring. Additionally JAYBA has been given permission to have a flexible dumpster at the pavilion for the next couple of weeks; they are cleaning out old equipment, etc. Oliver reported she has contacted two electronic recyclers about an event in late April or early May; only one has responded and they are not available until June. Oliver announced the local General Code representative will be at the December meeting to go over the next steps in the codification process. Oliver provided copies of a recent WTA email that discussed four new laws that directly relate to towns. Oliver reported the new election equipment will be picked up following a training session on December 2<sup>nd</sup>. Heidtke and Oliver attended the WTA Annual Convention in October. Oliver reminded Town Board members to let her know if they plan to attend any type of meeting or event where other Town Board members may be present so that she can provide notice to the residents. The notice will state they “may” be at the same event but no town will be discussed or town action taken.

- VII. Future Agenda Items** – Town Hall building remodeling, Replacement of the Transfer Station Supervisor and Transfer Station safety protocol were noted.
- VIII. Announcements** – Heidtke noted the upcoming meetings, specifically noting the Park and Planning meeting has been changed from November 25<sup>th</sup> to November 18<sup>th</sup>.
- IX. Approval of Vouchers** – Motion by Hartwig, seconded by Huettl to approve the vouchers as presented. Motion carried.
- X. Adjournment** – Motion by Hartwig, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

\_\_\_\_\_  
Julia Oliver  
Town Clerk

Minutes approved: \_\_\_\_\_

Next Resolution Number: J-15-005  
Next Ordinance Number: J-15-002