



**MINUTES OF THE REGULAR TOWN BOARD MEETING
DECEMBER 12, 2013**

- 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 record by Clerk Oliver.
- B. Roll Call** - Chairman Ray Heidtke, Supervisors Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec associate Rick Schmidt and Clerk Julia Oliver. Supervisor Paul Huettl was excused.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Kufahl to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Kufahl, seconded by Hartwig to approve the minutes of the November 14, 2013 meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino was excused. Chairman Heidtke summarized the monthly Director’s Report and “Stat Pack”.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the November 30, 2013 account balances as follows: General Fund \$104,917.15; General Fund Money Market \$379,835.89; Encumbered Funds-Highway Money Market \$149,543.95; Encumbered Funds-Building Money Market \$114,554.23; Property Tax \$0; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,385.69; Cemetery Fund \$16,682.05. Motion by Russell, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried without a negative vote.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – M. Bishop commented on item IV.
- B. Update, Discussion and Possible Action – Town Hall and Park Use by Non-Profit and Community Groups – Contributions, In-Kind Donations or Fees** – No action. Valentino will present the findings of the Joint Parks and Recreation Committee in January 2014.
- C. Discussion and Possible Action – Jackson Area Community Center/Recreation Department 2014 Budget and the Requested Contribution from the Town** – Amended motion by Kufahl, seconded by Hartwig that the Town will contribute \$75,959.43 in 2014: \$36,420.43 for 38% (based on population) toward the existing Director’s Salary agreement and \$39,539 for 38% (based on population) toward the agreed upon Community Center operating expenses (reduced by the Rec Vehicle Mtn. line item), and directing Supervisor Russell to work with Village Trustee Olson to draft amendments to the existing Director’s Salary Agreement and Community Center Operating Agreement. Motion carried without a negative vote.
- D. Discussion and Possible Action – 90% Design Update – Town Engineer Matt Clementi** – Clementi reported on the 90% Design and provided the Supervisors with oral and written comments. Clementi stated that WSPL plans to release the construction contract in January 2014. It was the consensus of the Town Board that Stantec should submit their comments, combined with the Town Board input from this meeting to Arcadis; meeting to discuss and review the comments is acceptable if needed.

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- E. Discussion and Possible Action – Appointment of Election Officials (poll workers) for the 2014 – 2015 Term** – Motion by Russell, seconded by Kufahl to appoint Lester Steffen, Mary Krumbiegel, Carol Butler, Roberta Else, Russell Hanson, Eunice Heckendorf, Ray Heckendorf, Lois Helm, Dennis Jeske, Diane Kowalske, Naomi Mahnke, Louise Porth, Carla Schmidt, Lyle Schmidt, Olivia Underwood, Sharon Weis and Dorothy Wolff as election officials for the 2014-2015 term. Motion carried without a negative vote.
- F. Update, Discussion and Possible Action – Town Hall Remodeling Project – Continuum Architects + Planners** – Motion by Hartwig, seconded by Russell to approve the expenditure of \$25,242 for Continuum Architects + Planners to proceed with the Architectural, MEP and Structural plans for the remodeling project; with the change to the north wall by the entry door/partition as discussed. Motion carried without a negative vote. Heidtke will speak with Dan Beyer at Continuum to discuss the change to the wall and doorway.
- G. Update, Discussion and Possible Action – Town Hall Roofing, Soffit and Fascia Projects** - Motion by Russell, seconded by Hartwig to approve an additional \$257 for the board replacement work required for the roof, soffit and fascia projects. Motion carried without a negative vote.
- H. Discussion and Possible Action – Municipal Water Service to Town Hall, Pavilion and Cemetery** - Motion by Kufahl, seconded by Hartwig to approve the plan as shown on page 117 of the 90% design which will run a 3” municipal water line into the Town Hall building but not actually connect to municipal water at this time. Motion carried without a negative vote. Motion by Hartwig, seconded by Russell to run 1 ½” municipal water line from the Town Hall building to the pavilion without hook up to municipal water at this time. Motion carried without a negative vote. No action on the cemetery hook up; the Village will not allow a buried valve box per their code.
- I. Update, Discussion and Possible Action – “Sandwich Board” or Other Type Signage at the Town Garage Indicating Permit Required** – No action.
- J. Discussion and Possible Action – Amendments to 2013 Town Budget** – Motion by Hartwig, seconded by Russell to approve the budget amendments as presented. Motion carried without a negative vote.
- IV. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 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 an employee review, AND 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 pending negotiations with the Village of Jackson and West Shore Pipe Line regarding providing a long term water solution for residents affected by the July 17, 2012 fuel release, AND 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 the Sigmund arbitration agreement.** Motion by Kufahl, seconded by Hartwig to move into Closed Session; roll call vote: Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Clerk Oliver announced that Attorney Sargeant does not have anything new to report related to the pending negotiations with the Village of Jackson and West Shore Pipe Line so there will not be any discussion or action taken related to that subject.

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- V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session –** Motion by Russell, seconded by Kufahl to move into Open Session; roll call vote: Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Motion by Kufahl, seconded by Russell to proceed with the terms of the Sigmund mediation agreement and have the arbitrator proceed with his task. Motion carried without a negative vote. Motion by Russell, seconded by Kufahl to increase Alan Guhl’s wage rate to \$20.50 per hour effective January 1, 2014, to be reviewed again at the June 2014 meeting. Motion carried without a negative vote.
- VI. Supervisors and Clerk Reports**
- A. Buildings – Supervisor Kufahl –** Nothing additional to report. Heidtke noted the new cabinets for the kitchen apartment have arrived. Oliver commented that the apartment storm door needs repair.
- 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 Huettl –** No report.
- E. Grounds - Supervisor Hartwig -** Nothing additional to report.
- F. Transfer Station – Supervisor Russell –** Russell noted dumpster(s) are needed for leaves which can then be transported to local farm land.
- G. Chairman’s Report and Correspondence –** Chairman Heidtke reported on the recent neighbor issues related to snow removal in the El Camino Subdivision.
- H. Clerk’s Report and Correspondence – Clerk Oliver –** Oliver reported that Eagle Scout Tyler Schommer was almost finished with the trail signage/map project, Stantec has met with Lannon Stone and will be updating the reclamation plan as preparation for the DNR nonmetallic mining program audit, Arcadis has been notified that per the WI DWD the municipal water project is subject to prevailing wage rates, a copy of the Village Resolution reaffirming the Revenue Sharing and Cooperative Boundary Plan agreements has been received, Xerox has indicated they can provide an early contract renewal with an equipment upgrade at a reduced cost if the Town is interested, and the Pecher land on State Hwy. 60 has been sold and there portions of two parcels that have created non accessible land.
- VII. Future Agenda Items –** Kufahl requested the deer gun season rifle ordinance be placed on the next meeting’s agenda for further discussion. Oliver reminded the Town Board of the Special Meeting on January 29, 2014.
- VIII. Announcements -** Heidtke noted upcoming meetings.
- IX. Approval of Vouchers –** Motion by Kufahl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.

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

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____