



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
DECEMBER 8, 2011**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 PM by Chairman Heidtke.
- A. Official Meeting Notification** - The official meeting notice was read into the public record by Clerk Oliver.
- B. Roll Call** – Chairman Heidtke, Supervisors Hartwig, Kufahl and Russell were present. Also present was Treasurer Kathy Welch and Clerk Julia Oliver. Supervisor Huettl was excused.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Kufahl to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Russell, seconded by Hartwig to approve the minutes of the November 10, 2011 Special Town Board Meeting and Budget Hearing, the November 10, 2011 Special Town Meeting and the November 10, 2011 Regular Town Board Meeting. Motion carried.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director**- The Director’s Report dated December 8, 2011 was distributed and Kelly commented on several of the items; specifically highlighted was the February 4<sup>th</sup> Monte Carlo Night and the Parks and Recreation Intern. Kelly also noted the hours the Community Center will be closed in observance of the Christmas and New Year’s holidays.
- B. Treasurer – Kathy Welch** – Treasurer Welch reported the November 30, 2011 account balances as follows: General Fund \$176,844.46; General Fund Money Market \$326,941.02; Encumbered Funds Money Market \$254,887.62; Property Tax \$0; Property Tax Money Market \$0; Park and Planning \$1,368.13; Park and Planning Money Market \$10,664.53; Cemetery \$8,470.24. Motion by Hartwig, seconded by Russell to approve the Treasurer’s report as presented. Motion carried.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Discussion and Possible Action - Adopt 2012 Town Budget** – Motion by Kufahl, seconded by Hartwig to adopt the 2012 Budget as presented. Motion carried.
- C. Discussion and Possible Action - Cemetery Deed and Perpetual Care Contract – Elmer and Lenore Kloehn** – Motion by Hartwig, seconded by Russell to approve the cemetery deed and perpetual care contract for Elmer and Lenore Kloehn. Motion carried.
- D. Discussion and Possible Action - Cemetery Deed and Perpetual Care Contract – Mark and Carol Viesselmann** – Motion by Hartwig, seconded by Russell to approve the cemetery deed and perpetual care contract for Mark and Carol Viesselmann, with the notation that Mark and Carol Viesselmann will be cremated with both remains interred on plot 40. Motion carried.

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
DECEMBER 8, 2011  
PAGE 2**

- E. Discussion and Possible Action – Appointment of Election Poll Workers for 2012-2013** – Motion by Kufahl, seconded by Russell to appoint Lester Steffen, Russell Hanson, Eunice Heckendorf, Ray Heckendorf, Lois Helm, Mary Krumbiegel, Louise Porth, Carla Schmidt, Lyle Schmidt, Dorothy Wolff, Olivia Underwood, Ronald Underwood, Roberta Else and Theresa Morton as Poll Workers for the 2012 – 2013 term. Motion carried.
- F. Discussion and Possible Action – Authorization to Rehire Richard Oestreich for Seasonal Snow Plowing** – Motion by Hartwig, seconded by Kufahl to rehire Richard Oestreich for seasonal snow plowing. Motion carried.
- G. Discussion and Possible Action – Hiring Town Hall Snow Maintenance Worker; Potential Ability for Same to Work as Alternate Snow Plow Driver** – The bid from Arborscape for “as needed” Town Hall snow maintenance was presented. Chairman Heidtke commented on the candidate interview he conducted. Motion by Kufahl, seconded by Russell to hire Bruce Rolston as a Town Hall snow removal and maintenance worker at the rate of \$15 per hour. Motion carried with Hartwig abstaining.
- H. Discussion and Possible Action – Highway Department Vehicle Purchase** – Motion by Kufahl, seconded by Russell authorizing the purchase of the 2011 International plow truck from Lakeside International, LLC with the purchase of the 201 stainless steel body package from Burke Truck for a total cost of \$143,734, including \$10,000 trade in allowance. Motion carried. Motion by Hartwig, seconded by Heidtke to table the small truck purchase discussion and action for one month. Motion carried.
- I. Discussion and Possible Action – Resident Survey – Town Hall Building Improvements** – No action. Supervisor Kufahl met with Doug Ernst from Capstone Engineering with regard to the integrity of the beams in the barn. It will cost approximately \$4,000 - \$5,000 to get the opinion in writing but verbally Doug indicated the barn is structurally sound, however dancing in the upper level is not a good idea, but storage would be okay. If dancing upstairs were to continue then beams and columns would need to be added downstairs which would limit the use of the lower level. Regarding the facilities feasibility study for the entire Town Hall facility, Groth Design Group provided an estimate of \$8,800. Supervisor Kufahl will get a few more bids from architects.
- J. Discussion and Possible Action – Use of Snowmobiles at Town Hall Facility and Park by Boy Scouts for Transport and Emergencies During February Usage, if needed** – No action, written request has not been received from the Boy Scouts.
- K. Discussion and Possible Action – Amendments to 2011 Budget** – Motion by Kufahl, seconded by Russell to amend the 2011 Budget per items 1-6 recommended by the Town Clerk. Motion carried.
- L. Discussion and Possible Action – Town of Jackson Reflectivity Plan** – Motion by Kufahl, seconded by Russell to table until after review of the proposed resolution. Motion carried.
- M. Discussion and Possible Action – El Camino Estates Easement Drainage** – Chairman Heidtke recommended holding a public hearing during the February Regular Town Board Meeting to allow the El Camino homeowners to participate in the resolution of the drainage issue. Clerk Oliver is directed to notify the residents of the public hearing.
- N. Discussion and Possible Action - Appointment to Joint Park and Recreation Group** – No action.
- O. Discussion and Possible Action – Approve Certified Survey Map – Section 34 – Marvin and Arlene Rusch** – Motion by Hartwig, seconded by Kufahl to approve the certified survey map for Marvin and Arlene Rusch, Section 34. Motion carried.

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
DECEMBER 8, 2011  
PAGE 3**

**P. Discussion and Possible Action – Approve Certified Survey Map – Section 31 – Dale E. Peterson and Dianne L. Milianta** – Motion by Russell, seconded by Hartwig to approve the certified survey map for Dale Peterson and Diane Milianta, Section 31. Motion carried.

**Q. Discussion and Possible Action – Parking on Town Roads During Winter Storms** – Motion by Russell, seconded by Hartwig to take no action, noting if substantial issues arise the Town Board will revisit the topic and seek legal advice for resolution. Motion carried.

**IV. Supervisors and Clerk Reports**

**A. Building Committee – Supervisors Hartwig and Kufahl** – D&S provided a roof estimate for the upper roof over the main “house” portion of the town Hall building and for the fascia over the main “house” eaves and gables. Supervisor Kufahl will use the information to put together a bid package for the work. There will not be a building committee meeting in December or January.

**B. Highway Department – Chairman Heidtke** – Chairman Heidtke summarized the monthly highway department report. Chairman Heidtke attended the recent snow plow driver meeting.

**C. Weed Commissioner – Supervisor Huettl** – Nothing additional to report.

**D. Grounds - Supervisor Hartwig** – Supervisor Hartwig reported the “elves” had decorated for the holiday season; thanks for their efforts.

**E. Buildings – Supervisor Kufahl** –Nothing additional to report.

**F. Transfer Station –Supervisor Russell** – Supervisor Russell reported he has been unable to get the vendors to provide pricing information he is requesting. There has been some cleanup work done at the Transfer Station but the progress is slow.

**G. Chairman’s Report and Correspondence – Chairman Heidtke** – Chairman Heidtke read the note of thanks from the Jackson Historical Society for the recent donation. Chairman Heidtke attended a project informational and planning meeting at the Cedarburg Town Hall for the 2017 Highway 60 Eagle Drive, Jackson to 12<sup>th</sup> Street Grafton road project. The State Highway 60 round about project will occur in 2012.

**H. Clerk’s Report and Correspondence – Clerk Oliver** – Clerk Oliver provided a copy of the Political Protest Issues letter from Attorney Riffle. Clerk Oliver commented she has received resident complaints about the proposed performance center addition to Kettle Moraine Lutheran High School; residents have been told that it is not a town issue.

**V. Future Agenda Items** – Nothing noted.

**VI. Announcements** – Upcoming meetings were noted.

**VII. Approval of Vouchers** – Motion by Kufahl, seconded by Russell to approve the vouchers as presented. Motion carried.

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
DECEMBER 8, 2011  
PAGE 4**

**VIII. Adjournment** – Motion by Russell seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

---

Julia Oliver, Town Clerk

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