



**MINUTES OF THE REGULAR TOWN BOARD MEETING
FEBRUARY 14, 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 Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Joint Parks and Recreation Director Kelly Valentino, Town Engineer Matthew Clementi, Stantec Associate Rick Schmidt, Town Attorney Dan Sargeant, Treasurer Paul Eilbes and Clerk Julia Oliver.
- C. Approval of the Agenda** - Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Kufahl, seconded by Huettl to approve the minutes of the January 10, 2013 Regular Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino distributed the February 14, 2013 Director’s Report and highlighted several of the events, projects and goals.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the January 31, 2013 account balances as follows: General Fund \$131,331.68; General Fund Money Market \$621,101.50; Encumbered Funds Money Market \$263,869.53; Property Tax \$2,024,712.24; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park and Planning Money Market \$7,503.82; Cemetery \$15,000.56. Motion by Hartwig, seconded by Huettl 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 Other Than Business Item C** – There were no comments.
- B. Discussion and Possible Action – Joint Parks and Recreation Items:**
- 1. Permission to Line Lacrosse Field at the Town Hall Park – Kelly Valentino and Jim Meyers** – Valentino introduced Jim Meyers, representative for West Bend Youth Lacrosse. Meyers provided the Town Board with a written proposal and also a detailed explanation of the request to establish a Lacrosse field at the Town Hall park facility. Valentino and Meyer will contact the Zoning Administrator to secure a Conditional Use Permit for West Bend Lacrosse to establish a playing field and have competitions at the Town Hall Park Facility.
 - 2. Joint Parks and Open Space Plan – Master Plan Revision** – Valentino noted that the Joint Parks and Recreation Committee has started process of revising the Parks and Open Space Plan. Valentino commented it would be beneficial to review the Town Hall Park Master Plan at the same time. The Town Board concurred noting that the revision would need to be reviewed by the Parks and Planning Commission with the final review by the Town Board.

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3. **Creation of Field and Park Facilities User Fees** – Valentino and the Joint Parks and Recreation Committee will begin the process of developing field and park user fees and follow up with a recommendation to the Town Board.

C. Discussion and Update - Long Term Drinking Water Solution

1. **Town Engineer's Technical Review of Phase 2 Evaluation of Long-Term Water Supply Alternatives by Arcadis for West Shore Pipeline – Matthew Clementi, Town Engineer and Rick Schmidt, Stantec** – Clementi stated the Arcadis Phase 2 report was reviewed for technical accuracy; additional information has been requested from Arcadis, the WI DNR and the Village of Jackson. Schmidt concurred and stated the report was a good analysis. Clementi commented their analysis added a review of priorities by those affected; and the results are shown within the report tables. Eric Nitschke, WI DNR reiterated the two requirements established by the DNR: 1. a long-term drinking water solution, 2. the release site must be cleaned up. Nitschke advised the town to make the most “technically sound” decision based upon the priorities that the Town Board establishes. Nitschke stated the March deadline stands – for “forward movement”. Clementi advised the Town Board to use the Stantec report for making assumptions and establishing a first and second choice in order to proceed to the next phase of analysis. Nitschke stated the WI DNR will “weigh in” on the four alternatives soon. Chairman Heidtke thanked Stantec for their efforts.
2. **Any Citizen Comment** – T. Dano, M. Schulz, J. Smith, R. Bishop, Ron Heidtke, and J. Wanke commented.

- D. Discussion and Possible Action – State Trust Fund Loan Application for Road Projects and Building Projects in 2013** – Motion by Hartwig, seconded by Kufahl directing Clerk Oliver to proceed with the State Trust Fund Loan Application process for the 2013 road projects in the amount of \$300,000; \$100,000 for the final lift in the El Camino subdivision, \$135,000 for phase one of the Bridge Road reconstruction, including any required engineering, pulverizing, culverts, base course, shouldering and striping, and \$65,000 for phase one of the Spring Valley Road reconstruction including any required engineering, pulverizing, culverts, base course, shouldering and striping. Motion carried without a negative vote.

- E. Discussion – Draft Ordinance for Noxious Weeds** – No action. Ordinance reviewed by the Town Board; place on next agenda for adoption.

- F. Discussion and Possible Action – Draft of Recycling Compliance Assurance Plan and Request to Delay Recycling Ordinance Update Until Ordinance Codification Complete** – Motion by Russell, seconded by Huettl to approve the Town of Jackson (responsible unit) Compliance Assurance Plan, and directing Clerk Oliver to submit the CAP to the WI DNR and to submit a request to delay updating the recycling ordinance until the Town ordinance codification process is completed. Motion carried without a negative vote.

- G. Discussion and Possible Action – Claim for Excessive Assessment – L-B Holding Company, LLC** - No action.

- 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 Steven Bublitz.** Motion by Huettl, seconded by Hartwig to move into closed session. Roll call vote: Huettl-aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried without a negative vote.

Motion by Hartwig, seconded by Huettl to move into open session. Roll call vote: Huettl-aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried without a negative vote. No action.

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V. Supervisors and Clerk Reports

- A. Buildings and Building Committee – Supervisor Kufahl** – Kufahl reminded the members of the Special Town Board meeting that will be held on March 6, 2013; Dan Beyer of Continuum Architects will make a presentation on the building remodeling project.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Russell reported the initial committee meeting went well. The Village members seem open to the discussion of the responsibilities/contributions for each community. Russell also stated that all committee members concurred that the \$10,000 annual contribution from the Boys and Girls Clun is unacceptable. The next meeting will be held on February 28, 2013 at the Community Center.
- C. Highway Department – Chairman Heidtke** - Heidtke summarized the Highway Department report.
- D. Weed Commissioner – Supervisor Huettl** – Nothing additional to report.
- E. Grounds - Supervisor Hartwig** – Hartwig commented he is contacting local businesses regarding spring flower donations.
- F. Transfer Station – Supervisor Russell** – Russell reported he attended a home remodeling show and picked up information from Waste Management about debris bags that are filled and then picked up by Waste Management. Russell has directed the Transfer Station employees to remove the aluminum pile; if the work is not completed as directed then he is going to order a dumpster for metal collection.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke commented that Washington County has already exceeded their budgeted salt usage.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver noted she received a flyer on mattress recycling, the 2013 Clean Sweep information was received in the mail, the US Fistball Association is having a fish fry on February 15th at the Town Hall, and the Town Board is reminded of the WI DNR Public Information meeting scheduled for February 18, 2013 at Kettle Moraine Lutheran High School.

VI. Future Agenda Items – Nothing additional mentioned.

VII. Announcements - Heidtke noted upcoming meetings.

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

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

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____