



**MINUTES OF THE REGULAR TOWN BOARD MEETING
MARCH 13, 2014**

- 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 Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Joint Parks and Recreation Supervisor Kelly Valentino, Town Treasurer Paul Eilbes and Town 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 Huettl, seconded by Russell to approve the minutes of the February 13, 2014, meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino provided the members with the March 2014 Director’s Report and “Stat Pack”. Valentino noted the upcoming events, projects and provided a “Friends” update.
- B. Treasurer’s Report – Treasurer Eilbes** – Treasurer Eilbes reported the February 28, 2014 account balances as follows: General Fund \$109,171.11; General Fund Money Market \$838,147.61; Encumbered Funds-Highway Money Market \$149,580.82; Encumbered Funds-Building Money Market \$114,582.48; Property Tax \$125.15; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,386.36; Cemetery Fund \$16,684.11. Motion by Huettl, seconded by Russell 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** – Chairman Heidtke noted written correspondence related to item C; D. Groth and G. Groth commented on item C.
- B. Discussion and Possible Action – Alcohol Licensing – Hidden Glen Golf Course – New Agent** – Motion by Hartwig, seconded by Kufahl to approve the change of agent at Hidden Glen Golf Club to Lawrence Musolf. Motion carried without a negative vote.
- C. Discussion and Possible Action – Status Update: Water Pressure Issue, Prohibition of Delayed Connections, Village/Town Agreement, Road Opening Permits and Opt-In Letters, Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec** – Clementi provided the Town Board with a spreadsheet summarizing the response to the water pressure mailing, and he discussed the booster options available to ensure every household connected to the municipal water extension would receive a minimum of 50 psi. Clementi noted that delayed connections would not be allowed; the WSPL and the Village agreements allow an option to “connect or don’t connect” only. Clementi noted he has written conditions for working in the Town right of way which will need to be accepted by the contractor prior to the start of construction; Clementi is

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suggesting the requirement of a \$100,000 letter of credit or performance bond. Clementi indicated the plans for the water distribution system extension are in good shape but Stantec feels strongly that a booster system agreement is required. Clementi indicated that all fixture count letters (the water pressure survey) are due back by March 13th. The Opt-In/Out letters will be mailed March 14th and will be due by April 27th. Clementi noted the Town/Village agreement requires the Town to adopt an ordinance similar to the Village Code Chapter 16. Also, a resident must apply for a permit to keep their well open if they are receiving municipal water; it is being discussed if the Town or the Village would be issuing the permit. Chairman Heidtke noted the contractor has requested longer work hours Monday – Thursday but they will not begin work in the subdivisions until 7:00 AM. No action.

Chairman Heidtke allowed additional comments from the following residents: D. Groth, R. Bishop, P. Dano, J. Braeger, J. Miceh and T. Dano.

- D. Discussion and Possible Action – New Employee for Transfer Station** – Heidtke noted James Brei is not able to work at the Transfer Station due to his full time job requirements and Michael Kannenberg is only working half of the time he used to work. Motion by Russell, seconded by Huettl for Russell to discuss the Transfer Station scheduling needs and applicant qualifications with the Transfer Station Supervisor. Motion carried without a negative vote. Following the discussion the job will be posted and applications will be accepted. Russell will provide a recommendation at the next meeting.
- E. Discussion and Possible Action – Town Hall and Park Use by Non-Profit and Community Groups – Contributions, In-Kind Donations or Fees** – Chairman Heidtke allowed a comment from D. Groth. Valentino provided a recap of the information gathered by the Joint Park and Recreation Committee from the user groups, and reiterated the three questions/comments from the Committee that were included in the February 13, 2014 memo. After discussion it was agreed the Town Board is looking for the Committee to recommend a “menu of services and fees” with related policies so that there is consistency in policy decisions and that the fees for use are fair to both the user and the Town. Valentino will report to the Committee.
- F. Update – Town Hall Remodeling Project – Continuum Architects + Planners** – Heidtke commented on his meeting with Dan Beyer at the Town Hall on March 12th and the proposed schedule for completing the architectural design project. Heidtke requested Supervisor Kufahl provide a report on the project and have large scale copies of the concept drawings for the residents to view at the Annual Meeting.
- G. Discussion and Possible Action – Town Hall Park and Facility – Master Plan, Ordinance and Usage Agreement – Updates/Revisions** - It was agreed the item would be moved to a future agenda.
- H. Discussion and Possible Action – Port-A-John’s at the Town Hall Park** – Motion by Kufahl, seconded by Huettl to contract with Cans-to-Go for three units (two standard and one handicapped) for April 1 thru October 31, 2014. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Nothing additional to report. Heidtke noted the installation of the kitchen cabinets in the apartment is completed and the vinyl flooring has been bid out.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Nothing to report.

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- C. Highway Department – Chairman Heidtke** – Heidtke summarized the Highway department report.
- D. Weed Commissioner – Supervisor Huettl** – Nothing to report.
- E. Grounds - Supervisor Hartwig** – Nothing to report.
- F. Transfer Station – Supervisor Russell** – Nothing additional to report.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke noted the Riveredge Nature Center Bike Ride fundraiser will pass thru the eastern corner of the Town on June 22nd. Hartwig, Heidtke and Oliver will attend Board of Review training in Ripon on March 14th.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported that US Fistball will hold a fish fry fundraiser at the Town Hall on March 21st. The Historical Society will use the Town Hall on March 27th for a meeting/presentation on Lighthouses. The Spring Election will be held on April 1st. Open Book will be May 2nd from 9:00 AM to 11:00 AM at the Town Hall. Board of Review will be held on May 21st from 6:00 PM to 8:00 PM at the Town Hall. Attorney Brantmeier will be following up with Chairman Heidtke on the LB Holdings settlement next week. Phyllis McKenzie, Southeastern Wisconsin Invasive Species Consortium would like to make a brief presentation related to impact reduction. The Opt-In/Out letters will be mailed on Monday, March 17th to the residents. The bridge on Sherman Road was damaged during a recent motor vehicle accident and Washington County has been contacted for an inspection.
- V. Future Agenda Items** – Nothing additional noted.
- VI. Announcements** – Heidtke announced the upcoming meetings.
- VII. Approval of Vouchers** – Motion by Huettl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.
- VIII. Adjournment** – Motion by Hartwig, seconded by Russell to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

Next Resolution Number: J-14-002
Next Ordinance Number: J-14-004