



**MINUTES OF THE REGULAR TOWN BOARD MEETING
APRIL 10, 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 (arrived late) and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Supervisor Kelly Valentino was excused.
- C. Approval of the Agenda** – Motion by Russell, seconded by Huettl to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Russell, seconded by Huettl to approve the minutes of the March 13, 2014, meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Chairman Heidtke summarized the April 2014 Director’s Report and highlighted several upcoming events.
- B. Treasurer’s Report – Treasurer Eilbes** – Treasurer Eilbes reported the March 31, 2014 account balances as follows: General Fund \$110,179.68; General Fund Money Market \$838,218.801; Encumbered Funds-Highway Money Market \$149,593.52; Encumbered Funds-Building Money Market \$114,592.21; Property Tax \$233.91; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,386.58; Cemetery Fund \$16,684.82. Motion by Huettl, seconded by Kufahl 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** – Jeff Smith commented on items D and G. Ross Bishop commented on items D, E and G. Francis Wanty commented. Greg Denker commented on item G. Andre Leak commented on item G. Chairman Heidtke advised that residents may directly contact Town Attorney Sargeant with concerns if needed.
- B. Discussion and Possible Action – Town Hall Remodeling Project – Continuum Architects + Planners** – Dan Beyer presented an agenda of items for discussion which included the revised floor plan, the reflected ceiling plan, mechanical and electrical concerns, phasing, scheduling and budget. Beyer asked for Town Board consensus on the room partitions (2) – it was decided to move forward with the accordion style partitions. Other items agreed upon related to the design were to have the west windows fixed and add two on the east side, close off the interior barn entry between the two spaces, plan that the tennis court fencing that will interfere with the mechanicals will be removed, and there will be a vaulted ceiling in the center of the room. It was noted that it needs to be determined if the HVAC in the basement of the main building will handle the office area. Beyer will continue to move forward with the plans and will return to the June 12th meeting with the updated plans.
- C. Discussion and Possible Action – Request to Add a Fence on Field 4 at the Town Hall Park – Ashlyn Gibeaut, Jackson J-Hawks Fast Pitch Coordinator** – No action; Gibeaut was unable to

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attend the meeting. The Town Board consensus is they would be amenable to reviewing a proposal by Gibbaut at the next Town Board meeting.

- D. Update, Discussion and Possible Action – Status/Update: Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec** – Clementi provided an update on the water extension project specifically noting the plan to be as communicative as possible to the residents. Tuesdays at 9:00 AM there is a weekly site meeting. The water system was approved “as is” with no pressure systems being installed at this time.
- E. Discussion and Possible Action – Water System Ordinance – Matthew Clementi Town Engineer and Rick Schmidt, Stantec** – No action. Clementi noted the Town Board must adopt an ordinance that matches the Village Chapters 16 and 17, but that the Village ordinance doesn’t make sense for Town residents. Specific items of concern at this time are: 1. Per the Village ordinance if the water main goes past a residence then within one year service must be connected. 2. No new wells are allowed in a water service area. 3. Which municipality will issue permits for wells that will stay open in the new water service area – the Village or the Town. 4. Clarify if a resident opted out and does not elect water service but is within the water service area do they still need a permit for their well? The Town Board stressed the need to have clarification and answers to open items and to have written responses and agreements.
- F. Discussion and Possible Action - Confirmation by Town Board of PTS Construction Work Hours** – Motion by Kufahl, seconded by Russell to authorize the revised works hours requested by PTS Contractors: Monday – Thursday 6:00 a.m. (7:00 a.m. in subdivisions) to 7:00 p.m., Friday will be used for make-up due to weather/other delays and for finishing up open items. Motion carried without a negative vote.
- G. Discussion and Possible Action – Town Hall Opt In/Out Letter and Access Agreement, Village Water Distribution System Extension Project** - No action. Town Board consensus is to wait for responses and clarifications noted in item E prior to making a decision. There will be a Special Town Board meeting on April 16, 2014 at 7:00 p.m. at the Town Hall for the engineer and attorney to provide information to the residents.
- H. Discussion and Possible Action – New Employee for Transfer Station** – Supervisor Russell noted that only one application was received. Motion by Hartwig, seconded by Kufahl to hire Ryan Schrank as a part time Transfer Station employee at \$10.00 per hour. Motion carried without a negative vote.
- I. Discussion and Possible Action – Tax Key T7 0760 00X – Town Road Passing Over Private Property** - Chairman Heidtke explained that as part of the biennial Department of Revenue tax exempt property reporting it was discovered that Jackson Drive was installed over a privately owned property. In order to clean up the issue the Town Board would need to purchase the property from the resident. The Town Assessor has indicated the value of the property is less than \$500. Heidtke further explained in order for the Town Board to purchase real estate they must have Town Electorate authority. Motion by Kufahl, seconded by Huettl to place the purchase of tax key T7 0760 00X on the Annual Town Meeting agenda. Motion carried without a negative vote.
- J. Discussion and Possible Action – Approval of Ries’ Sausage Plus Spirits as a Caterer at the Town Hall Facility and Park** – Motion by Kufahl, seconded by Hartwig authorizing Ries’ Sausage Plus Spirits to cater at the Town Hall properties. Motion carried without a negative vote.
- K. Discussion and Possible Action – Per Attorney Brantmeier: “Motion to Accept Stipulated Agreement to Resolve the Tax Assessment Appeal of L-B Holding Company, LLC Washington County Circuit Court case no. 13 CV 218** – Motion by Huettl, seconded by Hartwig to accept

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stipulated agreement to resolve the tax assessment appeal of L-B Holding Company, LLC, Washington County Circuit Court case no. 13 CV 218. Motion carried without a negative vote.

- L. Discussion and Possible Action – Annual Meeting Agenda Item – Report From the Ad Hoc Committee to Review Town Board and Constable Wages** – Motion by Kufahl, seconded by Huettl to place the report from the Ad Hoc Committee to Review Town Board and Constable Wages on the Annual Town Meeting agenda. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Kufahl commented he has spoken with the highway department workers to ensure they are wearing respirators while working on the center area demo and cleanup project. Heidtke commented the new flooring is scheduled to be installed in the apartment.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Russell noted the Town and Village need to formulate a document specifying what Community Center expenses will be paid, the maximum percentage that the Town contribution can increase each year, and stipulating the costs will be shared based upon population numbers. Russell will start his discussions with other committee members in May.
- C. Highway Department – Chairman Heidtke** - Heidtke summarized the Highway department report. Heidtke noted 2014 road work will need to be decided and asked the Town Board members to look at the subdivisions, particularly Park Manor, Crestview, Tessla, Wildflower and Stoney Creek. Additionally he asked them to review the section of Pleasant Valley Road between County M and Wausaukee Road, and to consider whether or not to put the final course on Bridge Road.
- D. Weed Commissioner – Supervisor Huettl** – Huettl noted on April 24th there will be a meeting with a representative from the Southeastern Wisconsin Invasive Species Consortium.
- E. Grounds - Supervisor Hartwig** – Hartwig noted the Fistball fields are progressing and will be rolled in the near future.
- F. Transfer Station – Supervisor Russell** – Nothing additional to report.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke shared the annual report from Washington County Sheriff Schmidt.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported on the Cans-To-Go contract, the April 1, 2014 Spring Election and expressed congratulations to Supervisors Kufahl and Hartwig on their re-election. The Town received \$7665 for the recycling grant in 2014, the Town Hall computer server and Clerk’s desktop computer will be upgraded, the Town has joined the Greater Jackson Area Business Alliance and two Town representatives may attend each meeting. The pavilion will be opened as soon as weather permits and all are reminded the hot water heater does not work.

V. Future Agenda Items – Nothing additional noted.

VI. Announcements – Heidtke announced the upcoming meetings. He commented that the Town Board members will be changing areas of responsibility effective after the May Board meeting.

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

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VIII. Adjournment – Motion by Huettl, 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