



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
APRIL 11, 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 Treasurer Paul Eilbes and Clerk Julia Oliver.
- C. Approval of the Agenda** - Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Huettl, seconded by Hartwig to approve the minutes of the March 14, 2013 Regular Town Board meeting and the minutes of the April 4, 2013 Special Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino distributed the April 11, 2013 Director’s Report and highlighted several of the programs and events. Valentino also noted the timeline for the revision/update of the Joint Parks, Recreation and Open Space Plan.
- B. Treasurer’s Report – Treasurer Eilbes** – Treasurer Eilbes reported the March 31, 2013 account balances as follows: General Fund \$145,185.86; General Fund Money Market \$621,201.91; Encumbered Funds Money Market \$263,912.18; Property Tax \$.01; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park and Planning Money Market \$7,503.94; Cemetery Fund \$15,001.78. Motion by Hartwig, 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** – There were no comments.
- B. Discussion and Possible Action – Archery Range Eagle Scout Project – Cade Allcox** – Cade provided the Town Board Supervisors with an information packet and discussed his landscaping, seating and trash receptacle plans for the archery range area. After discussion, motion by Russell, seconded by Hartwig to approve the archery range Eagle Scout project as presented. Motion carried without a negative vote.
- C. Discussion and Possible Action – Town Hall Barn Remodeling Project – Dan Beyer, Continuum Architects + Planners** – Beyer introduced Robert Latta, the structural engineer he retained to assist with the review of the current condition of the barn. Beyer distributed the report from Latta and a memo summarizing the findings relative to the two objectives previously defined. Objective One detailed the work that would be required to use the lower level of the barn as an assembly space and the upper level of the barn as storage space. Objective Two detailed the work that would need to be done to use both the upper and lower levels of the barn as assembly space. After discussion the consensus of the Town Board was not to proceed with Objective Two. Beyer will proceed with development of a objectives 1a and 1b and he will incorporate comments from the March 6, 2013 and April 11, 2103 meetings, noting the inclusion of a dedicated food prep

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area and locating the bathrooms at the south end of the main building. Beyer will attend the May 9, 2013 Regular Town Board meeting to present his recommendations.

- D. Discussion and Possible Action – Town Hall Facility Signage** – No action; Valentino will present an updated proposal at the May meeting.
- E. Update, Discussion and Possible Action – Long Term Drinking Water Solution** – No action.
- F. Discussion and Possible Action – Sound System for Town Board Meeting Room** – No action. Revisit when architect has completed plans for the remodeling project.
- G. Discussion and Possible Action – Town Hall Roofing and Soffit Repairs/Replacement** – Motion by Huettl, seconded by Russell directing Supervisor Kufahl to get bids for a new roof on the center section of main Town Hall building and for soffit and fascia on upper areas. Motion carried without a negative vote.
- H. Discussion and Possible Action – Spraying Town Hall for Box Elder Insects** – Motion by Kufahl, seconded by Huettl authorizing Clerk Oliver to have the Town Hall sprayed for insects as specified in the bid by Advanced Wildlife Control, Inc. Motion carried without a negative vote.
- I. Discussion and Possible Action – Resolution Specified by the State Trust Fund Loan Application Process Approving and Authorizing an Application to the State of Wisconsin Board of Commissioners of Public Lands for a Five (5) Year, \$300,000 Loan to be Used for 2013 Road Projects; and Resolving to Levy a Direct Annual Tax Upon all the Taxable Property in the Town Sufficient to Pay the Annual Installments as They Fall Due** – Road bids for the work specified in the loan application were received from Daniel Haas, Stark Asphalt and Todd Hughes, Payne and Dolan. Clerk Oliver noted the Stark Asphalt bid was received after the April 10, 2013 deadline. Motion by Huettl, seconded by Kufahl to disallow the late bid from Stark Asphalt. Motion carried without a negative vote. Motion by Hartwig, seconded by Kufahl to accept the bids from Payne and Dolan for projects 1, 2 and 3. The motion failed. Motion by Russell, seconded by Hartwig to accept the bids from Payne and Dolan as follows: Project 1 as bid excluding the wedge course, Project 2 and Project 3 as bid but only use 8-10” of recycled asphalt instead of 12” as listed on the bid. Motion carried without a negative vote. The preamble and resolutions required by the Board of Commissioners of Public Lands resolving to borrow \$300,000 for the purpose of financing 2013 road projects, payable in five years at a rate of 2.5 percent per annum, and resolving to levy all taxable property within the Town of Jackson a direct annual tax for the purpose of paying interest and principal on the loan as it becomes due, and resolving the purpose of the loan is for financing the 2013 road projects as bid and accepted above, and resolving to authorize the Town Chairman and Town Clerk to execute the certificate of indebtedness, was read into the record by Chairman Heidtke. Motion by Kufahl, seconded by Huettl to adopt the preamble and resolutions as read. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried without a negative vote.
- J. Discussion and Possible Action – Bidding for Liability, Vehicle and Workers Compensation Insurance** – Motion by Russell, seconded by Huettl not to bid out liability, vehicle and workers compensation insurance in 2013, to continue with the current carriers for 2013, and to place this item on the agenda next year for consideration. Motion carried without a negative vote.

**IV. Supervisors and Clerk Reports**

- A. Buildings and Building Committee – Supervisor Kufahl** – Nothing additional related to the Building Committee. Kufahl noted the soffit on the southwest end of the barn is falling off and the gutter is dropping down; Kufahl will put it back up when the weather permits.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Russell reported the committee will meet on April 17<sup>th</sup>.

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- 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 monitoring the archery berm seeding and will add seed if needed. The north side of the berm needs rocks picked up; could this be a service project?
- F. Transfer Station – Supervisor Russell** – Russell reported that the Transfer Station workers are requesting additional tools which he will pick up; the total cost will be less than \$500.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke read a letter from Cy and Shirley Swiecichowski thanking the Board for their efforts during the fuel spill and resident well contamination.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported L-B Holding Company has filed a lawsuit against the Town; Attorney Brantmeier will respond. Oliver distributed the Washington County Sheriff’s 2012 Annual Report for review. On May 2<sup>nd</sup> the Kirchhayn Trotters will be washing the Town Hall windows as an in-kind donation for the use of the Town Hall for their meetings. Oliver reported contacting Washington County Emergency Management to review the need for warning sirens; Rob Schmidt stated the sirens are considered “old technology” and that the Town should pursue purchasing weather radios. The Town will receive \$7,673.15 for the 2013 recycling grant. Oliver congratulated Heidtke, Russell, Huettl and Constable Wille on their recent reelections; the Town had a 28% turnout for the April 2<sup>nd</sup> election.
- V. Future Agenda Items** – Nothing additional mentioned.
- VI. Announcements** - Heidtke noted upcoming meetings.
- VII. Approval of Vouchers** – Motion by Kufahl seconded by Hartwig to approve the vouchers as presented. Motion carried without a negative vote.
- VIII. Adjournment** – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk

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