



**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 9, 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, Stantec Representative (Town Engineer) Rick Schmidt, Town Attorney Daniel Sargeant, Town Treasurer Paul Eilbes and Clerk Julia Oliver.
- C. Approval of the Agenda** - Motion by Hartwig, seconded by Kufahl to approve the agenda. Motion carried without a negative vote.
- D. Approval of the Minutes** – Motion by Russell, seconded by Hartwig to approve the minutes of the April 11, 2013 Regular Town Board meeting and the minutes of the April 25, 2013 Special Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino distributed the May 9, 2013 Director’s Report and highlighted several of the programs and events. Valentino presented the final archery range landscape design by Cade Allcox which implemented the changes requested by the Town Board at the previous meeting. The Board affirmed their authorization for Cade to move forward on the project as presented.
- B. Treasurer’s Report – Treasurer Eilbes** – Treasurer Eilbes reported the April 30, 2013 account balances as follows: General Fund \$134,911.17; General Fund Money Market \$621,252.97; Encumbered Funds Money Market \$263,933.87; Property Tax \$60.01; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park and Planning Money Market \$7,504.00; Cemetery Fund \$15,002.40. Motion by Kufahl, seconded by Hartwig 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 – Long Term Water Solution** – Eric Nitschke, WI DNR summarized the letter that was sent to the Town Board in response to the board action taken where a long term water solution was selected. Nitschke stated the DNR will not tell the town what action must be taken, the DNR feels progress is being made and that the alternatives are being “whittled down”. Additionally Nitschke noted the “fact sheets” attached to the DNR response letter which will offer the Town Board guidelines on how to proceed. The Town Board concurred the next step would be to meet with the Public Service Commission; a tentative meeting is scheduled for May 22, 2013 at 7:00 PM to be held at the Town Hall.
- C. Discussion and Possible Action – Town Hall Barn Remodeling Project – Dan Beyer, Continuum Architects + Planners** – Beyer summarized the previous findings and reviewed the four options previously presented. Beyer reminded the Town Board of their preference for Option 3 with the inclusion of an

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additional multi-fold wall. It was noted a vestibule area for entry into the large meeting room should be considered. Town Board consensus is for Beyer to move forward with Option 3 and provide the Board with drawings and his opinion of “probable costs” at the next meeting. Clerk Oliver is directed to design an office layout in the space discussed and present it to the Town Board.

- D. Discussion and Possible Action – Town Hall Facility Signage** – Motion by Kufahl, seconded by Huettl directing Kelly Valentino to move forward with the signage for the Town Hall Facility and Park. Motion carried without a negative vote.
- E. Discussion and Possible Action – Acceptance of Conditional Use Permit J-13-004 – Town of Jackson, Owner- West Bend Youth Lacrosse, Playing Field Use** – Motion by Kufahl, seconded by Russell to approve Conditional Use Permit J-13-004. Motion carried without a negative vote.
- F. Discussion and Possible Action – Town of Jackson and Village of Jackson Ad-Hoc Parks and Recreation Budget Oversight Committee – Request for Clarification of Duties.** – Motion by Huettl, seconded by Kufahl supporting the Ad-Hoc Committee April 17, 2013 agenda and the course of action set by committee chairman Everett Russell. Motion carried without a negative vote.
- G. Discussion and Possible Action – Town Hall Apartment Remodeling** – Motion by Russell, seconded by Huettl authorizing Chairman Heidtke to coordinate the remodeling of the apartment kitchen for an amount not to exceed \$5,000. Motion carried without a negative vote. Volunteer installers will be utilized when possible.

IV. Supervisors and Clerk Reports

- A. Buildings and Building Committee – Supervisor Kufahl** – Nothing additional to report. Kufahl noted he has done additional caulking on the exterior of the chimney and the apartment windows.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Nothing additional to report.
- 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 working the ground for the fistball courts. Also he will pick up donated annuals from Groths’ and Pranges’ after the Memorial Day weekend.
- F. Transfer Station – Supervisor Russell** – Nothing additional to report.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke read a letter from Michael Schmidt announcing his retirement on July 31, 2013.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported that she has distributed a WTA membership card to each Supervisor, and an informational copy of the Action in Jackson Parade registration form. Engineer Clementi is working with the Village of Jackson Public Works to view 200’ of concrete storm sewer in Strawberry Glen – a report will follow. Attorney Brantmeier has filed a response on behalf of the town to the lawsuit filed by L-B Holdings, LLC. JAYBA has notified the Clerk that they are unable to secure volunteers to complete the 2012 pavilion painting project; Kufahl is assisting with a bid for the project.

V. Future Agenda Items – Nothing additional mentioned.

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- VI. Announcements** - Heidtke noted upcoming meetings. Valentino requested the Joint Park and Recreation Committee meetings be added to the announcements listing on the agendas.
- VII. Approval of Vouchers** – Motion by Huettl seconded by Hartwig to approve the vouchers as presented. Motion carried without a negative vote.
- VIII. Adjournment** – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____