



**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 12, 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 Associate (engineering) Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino was excused.
- 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 Russell, seconded by Huettl to approve the minutes of the May 8, 2014 meeting and the May 14, 2014 meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the June 2014 monthly calendar and the June 2014 Director’s Report including the Playground Inspection Summary. Chairman Heidtke summarized the Director’s Report noting recent programs and events, and highlighting upcoming programming and activities.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the May 31, 2014 account balances as follows: General Fund \$108,085.65; General Fund Money Market \$798,356.27; Encumbered Funds-Highway Money Market \$149,618.53; Encumbered Funds-Building Money Market \$114,611.36; Property Tax \$.03; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,387.03; Cemetery Fund \$16,686.22. Motion by Huettl, 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** – R. Bishop commented on item D.
- B. Discussion and Possible Action – 2014-2015 Alcohol and Tobacco Licensing** – Chairman Heidtke asked the new license holders Steven Fischer, Lisa Wahlgren and Cheryl Tennes to introduce themselves. Motion by Kufahl, seconded by Hartwig to approve the 2014-2015 Alcohol Licenses as listed (see attached). Motion carried without a negative vote. Clerk Oliver commented that the Jail House Restaurant has not submitted their license renewal application.
- C. Update, Discussion and Possible Action - Town Hall Remodeling Project – Continuum Architects + Planners** – Dan Beyer, Continuum Architects + Planners provided the Town Board with an update on the progress of the drawings and plans. An appointment for a State Review of the plans is scheduled for June 23, 2014. Once the State approves the plans then the local building inspector issues a building permit. Beyer reviewed the 100% Bid Documents, the electrical and mechanical plans, and the opinion of probable cost data with the Town Board. Beyer detailed some of the finish materials he has specified in the plans. The final plans will be a pdf emailed to the Town.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 12, 2014
PAGE 2**

- 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 that of the eight miles of water main to be installed, six miles have been completed, and of the 106 home visits scheduled there are 12 to be completed. Schmidt reported on the continued water pressure review. Schmidt stated Arcadis believes that 45 psi is adequate. Schmidt noted Stantec is reviewing the data and assumptions used by Arcadis when formulating their technical memo and recommendation. Stantec will send out a resident satisfaction survey once the water hook-ups are completed.
- E. Discussion and Possible Action – Strawberry Glen Drainage Issues** – Clementi reported on his spring 2013 review of the drainage/ “sink hole” issues in the Strawberry Glen subdivision; in conclusion he felt there were two possible issues – 1. Bad back fill or 2. A break in the drainage pipe. Clementi feels at this time the Town could either continue investigating or begin repairs; Clementi recommends further investigation. Motion by Huettl, seconded by Hartwig to request to use the Village camera for investigating the drainage/”sink hole” issues. Motion carried without a negative vote.
- F. Discussion and Possible Action – 2014 Road Project – Crack Filling** - Motion by Huettl, seconded by Kufahl to award the 2014 crack filling to Crack Filling Services, amount not to exceed \$24,900. Motion carried without a negative vote.
- G. Discussion and Possible Action – 2014 Road Projects; Review Bids, Award Projects, Consider Slurry Sealing** – Chairman Heidtke announced there were no bids received by the deadline of 9:30 a.m. on June 12, 2014; however Scott Construction did submit a bid later in the day. Clerk Oliver reported she contacted the Wisconsin Towns Association about the dilemma and Attorney Nawrocki stated the Town Board could waive the deadline and open the bid since there is only one bidder, and there would not be an unfair advantage given to any bidders. The consensus of the Town Board was to proceed. The Scott construction bid was read and reviewed. Motion by Kufahl, seconded by Russell to award the following projects to Scott Construction: 1. Cresthill Court – Cold Roll/Slag Seal, 2. Park Manor Court – Cold Roll/Slag Seal, 3. Wildwood Lane – Cold Roll/Slag Seal, 5. Pleasant Valley Road – Chip Seal/Coated Stone, 7. Mourning Dove/Kingbird – Slag Seal, 9. Tesla Terrace – Slag Seal, 10. Briarwood Drive – Slag Seal; all work is to be completed by August 15, 2014. Motion carried without a negative vote.
- H. Discussion and Possible Action – Dead End Church Road Project – DNR Aids** – Motion by Huettl, seconded by Russell to bid out dead end Church Road, 7/10 mile recycled asphalt with seal coat, 3/10 mile additional gravel and grading, signage as needed. Motion carried without a negative vote.
- I. Discussion and Possible Action – Confirmation of Town Chairman Appointments to Committees and Commissions** – Motion by Hartwig, seconded by Huettl to transfer the Weed Commissioner appointment from Hartwig to Russell for 2014-2015. Chairman Heidtke will have an update to the Joint Planning Group appointment at the next meeting.
- J. Discussion and Possible Action – Cemetery Monument Approval** – Motion by Huettl, seconded by Russell to approve the cemetery monument installation permit for Plot 79 (Randy and Allison Finco) submitted by Hilgendorf Memorials. Motion carried without a negative vote.
- K. Discussion and Possible Action – Grounds and Buildings Review for Seasonal Goals and Accomplishments** – A list of building and grounds items that need to be addressed was formulated. The pavilion trim needs to be painted; the picnic tables at the pavilion need to be repaired, a few boards need to be replaced and they need to be painted; the patio picnic tables need to be sealed; the archery berm needs to have the rocks picked off the north side (Supervisor Huettl will take the rocks); and a “bridge” (culvert) needs to be installed in the center of the fistball courts and also at the base of

**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 12, 2014
PAGE 3**

the hill on the north side of the pole barn. The Town Board concluded the picnic tables would be a good 4H project, and the rocks would be a good Scout project as in-kind donations to the Town.

- 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.”**
– 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.
- V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session –**
Motion by Huettl, seconded by Kufahl to move into Open Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Action: Motion by Huettl, seconded by Russell to hire a part time summer Town Hall maintenance employee at a rate of \$9.00 per hour, not to exceed 15 hours per week, duties supervised by the Town Clerk. Motion carried without a negative vote. Motion by Huettl, seconded by Russell maintain the current rate of pay for A. Guhl - reconsider when all department reviews are completed in September. Motion carried without a negative vote.
- VI. Supervisors and Clerk Reports**
- A. Buildings – Supervisor Kufahl** – Nothing additional to report.
- B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell** – Russell provided the draft amendment (to the Community Center Development and Operations Agreement) for the Town Board to review. Russell will present the amendment to the Ad Hoc Committee at the June 18th meeting.
- C. Highway Department – Chairman Heidtke** - Heidtke summarized the Highway department report.
- D. Weed Commissioner – Supervisor Hartwig (Huettl)** – Nothing additional to report.
- E. Grounds - Supervisor Hartwig** – Hartwig commented that he plans to put flowers (annuals) around the flag pole.
- F. Transfer Station – Supervisor Huettl (Russell)** – Nothing additional to report.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke commented he will attend the County Highway G round-about public information meeting on June 16, 2014.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported on a high grass and weeds complaint about the Old Risky Business property on Cty. P/Pleasant Valley Road. David Tucholka asked for Town Board assistance with the Oldenburg property at 2542 Dove Drive which has not been maintained and is affecting the future sale of his property (next door). Oliver shared a recent Milwaukee Journal Sentinel article about limiting fire damage to municipal buildings by installing sprinklers. Oliver reminded the Town Board that they could find weekly updates on the water extension project on-line thru the Town’s website.
- VII. Future Agenda Items** – Kufahl requested the Kirchhayn parade be placed on the July agenda. Huettl asked to be excused from the July meeting.
- VIII. Announcements** – Heidtke announced the upcoming meetings.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 12, 2014
PAGE 4**

- IX. Approval of Vouchers** – Motion by Huettl, seconded by Kufahl to approve the vouchers as presented. Motion carried without a negative vote.
- X. Adjournment** – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

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