



**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 13, 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 Town Engineer Matthew Clementi, Stantec Representative Rick Schmidt, Town Attorney Daniel Sargeant, and Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino and Treasurer Paul Eilbes were 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 Kufahl, seconded by Russell to approve the minutes of the May 9, 2013 Regular Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Chairman Heidtke summarized Valentino’s Directors Report dated June 10, 2013.
- B. Treasurer’s Report – Treasurer Eilbes** – Clerk Oliver reported the May 31, 2013 account balances as follows: General Fund \$127,757.10; General Fund Money Market \$621,305.74; Encumbered Funds-Highway Money Market \$149,463.25; Encumbered Funds-Building Money Market \$114,496.49; Property Tax \$60.01; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park and Planning Money Market \$0; Park Fund Savings \$7,504.23; Cemetery Fund \$15,003.04. Motion by Hartwig, 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** – C. Swiecichowski commented on item E.
- B. Discussion and Possible Action – 2013 /2014 Alcohol** – Motion by Hartwig, seconded by Russell to approve license TOJ-2013-CLRL-01 for D&S on Main Street, Sandra Hron, Owner. Motion carried without a negative vote, Kufahl abstained. Motion by Kufahl, seconded by Russell to approve license TOJ-2013-CLRL-02 for El Doman LLC, DBA Doman’s, Matthew Doman, Agent. Motion carried without a negative vote. Motion by Hartwig, seconded by Huettl to approve license TOJ-2013-CLRL-03 for Bentdale Farms, DBA Hidden Glen Golf Club, Steven Klegon, Agent. Motion carried without a negative vote. Motion by Hartwig, seconded by Huettl to approve license TOJ-2013-CLRL-04 for Midwest Hospitality Group, DBA Jail House Restaurant, Betony Buzdum, Agent. Motion carried without a negative vote. Motion by Russell, seconded by Kufahl to approve license TOJ-2013-CLRL-05 for Pleasant Valley Tennis and Fitness Club, Inc., John Gambucci, Agent. Motion carried without a negative vote.
- C. Discussion and Possible Action – 2013/2014 Operator Licensing** – Motion by Hartwig, seconded by Russell to approve the 2013/2014 Operators Licenses as presented. Motion carried without a negative vote.

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D. Discussion and Possible Action –Resolution J-13-002, Eagle Scout Service Project – Dominic Boppre - Motion by Kufahl, seconded by Huettl to adopt Resolution J-13-002, Eagle Scout Project – Domenic Boppre. Motion carried without a negative vote.

E. Update, Review, Discussion and Possible Action – Items Related to the Long Term Water Solution

- 1. Town Engineer Review/Response to 30% Design** – Engineer Matthew Clementi briefly reviewed the components included in the Arcadis 30% Design and discussed the Stantec comments on the design. Clementi added that the comments have been forwarded to Arcadis and he assumes the comments will be incorporated into the 60% design. Motion by Huettl, seconded by Russell to approve the Arcadis 30% Design Plans for the replacement water system. Motion carried without a negative vote.
- 2. Town Engineer Summary of Meeting with Public Service Commission** – Rick Schmidt briefly summarized the May 24, 2013 meeting that was held at the Public Service Commission office in Madison; Heidtke, Huettl and Schmidt attended the meeting on behalf of the Town. Schmidt commented on the valuable information provided by the PSC relative to the application process, the role of the PSC in establishing a utility district and short term and long term costs associated with running a small utility district.
- 3. DNR Special Casing Area** – Eric Nitschke, WI DNR commented that Special Casing Area boundary was set based on data currently available and can be changed if required. The Special Casing Area establishes the detailed parameters that must be followed to dig a well within the boundary lines. Nitschke also added that the DNR does not have the authority to require a property owner to seal a well that has not tested positive for benzene. Additionally, if a property owner has tested positive for benzene and chooses to drill a new well that meets the Special Casing Area requirements rather than hook up to a municipal water source then the DNR does not have the authority to require the homeowner to hook up to the municipal water source. Nitschke commented the well casing area requirements are stringent and expensive (+/- \$100,000). He also stated the local municipal authority does have the ability to require property owners in the Special Casing Area to hook up to a municipal water source.

Heidtke read an email from Patrick Hodgins, West Shore Pipe Line which stated that WSPL does not support and is not willing to implement the “hybrid option” proposed by the Town at the April 4, 2013 meeting. WSPL requested the Town reconsider the option of permitting residents to receive water as direct customers of the Village via an extension of the Village’s existing water system. After a review of the information provided and discussion the Town Board concurred that the option of establishing a Town water utility district and drilling a Town well as the primary source for water was not a viable option as a long term water solution. Motion by Huettl, seconded by Kufahl to eliminate the “hybrid” option previously endorsed by the Town Board at the April 4, 2013 Special Town Board meeting as a long term water solution. Motion carried without a negative vote. The Town Board concurred that the two remaining options are: 1. Establish a Town water utility district to distribute water that has been purchased in bulk from the Village of Jackson, 2. Village water and residents would become direct customers of the Village of Jackson. As both options will require the source of water to be the Village of Jackson, motion by Huettl, seconded by Hartwig directing the Clerk to send a letter to the Village of Jackson expressing the Town’s request for the Village to supply water to residents in the Town of Jackson that have been adversely affected by the fuel release. Motion carried without a negative vote. The Town Board reiterated the need to hear from the residents who would be directly affected by the decision. To accomplish this goal a Special Meeting will be held on June 25, 2013. Motion by Hartwig, seconded by Kufahl that hand delivered notices of the meeting, specifically requesting every resident within the Special Casing Area attend the meeting to provide their preference to the Town Board with regard to the remaining two options. Motion carried without a negative vote.

F. Discussion and Possible Action – Town Hall Barn Remodeling Project – Dan Beyer, Continuum Architects + Planners – The Town Board directed Clerk Oliver to contact Continuum with the changes made

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to the Option 2 (the Town Board prefers Option 2) drawings. Continuum should redraw the plans with the changes and submit pricing for preparation of working plans and a document for contractor bidding.

1. **Clerk Report on Office Design** – Clerk Oliver commented on the progress completed by staff on the office design.

G. Reading, Discussion and Possible Action – 2013 Road Project Bids – Chairman Heidtke opened and read the bids received from Crack Filling Service, Scott Construction, Fahrner Asphalt Sealers, Struck Paving and Payne and Dolan. Heidtke commented that Scott Construction will complete the warranty work from 2012 by putting down an emulsion product on Maple/Spring Valley Roads and Sherman Road. The Struck bid was for a “slurry seal” which mixes a fine aggregate with asphalt; the bid was not considered because slurry seal was not requested in the advertised road project bid package. Motion by Kufahl seconded by Russell to award project #1 Spring Valley Road to Payne and Dolan in the amount of \$36,862.50. Motion carried without a negative vote. Motion by Kufahl, seconded by Hartwig to award project #5 Pleasant Valley Road: Maple Road to the RR Tracks – chip seal to Scott Construction in the amount of \$22,369.60; the project award is subject to satisfactory completion of the 2012 warranty work. Motion carried without a negative vote. Motion by Kufahl, seconded by Russell to award the 2013 crack filling work to Crack Filling Services, Corp. for 19,920 lbs at \$1.25 per pound – total project \$24,900. Motion carried without a negative vote. Motion by Kufahl, seconded by Hartwig directing the Clerk to post requests for bids for slurry seal for project #4 Jackson Drive, Cedar Creek Road to Pleasant Valley Road and project #7 Mourning Dove/Kingbird. Motion carried without a negative vote.

H. Discussion and Possible Action – Eagle Scout Recognition Plaque for Service to the Town of Jackson (Request Made by Dawn Boppre) – Motion by Hartwig, seconded by Huettl authorizing the display of an Eagle Scout Recognition Plaque inside the Town Hall building. Motion carried without a negative vote.

I. Discussion – Response from the Town Board and the Village Board related to the Town of Jackson and Village of Jackson Ad-Hoc Joint Parks and Recreation Budget Oversight Committee Request for Clarification of Duties – Russell reported the Village Trustees have authorized the Committee to review the contracts and proceed based on the items defined in past committee agendas.

J. Discussion and Possible Action – Confirmation of Town Chairman Committee and Commission Appointments – Motion by Huettl, seconded by Hartwig to confirm Chairman Heidtke’s appointments as stated. Motion carried without a negative vote.

K. Discussion and Possible Action – Renewal of Insurance Through The Horton Group – No action.

L. Discussion and Possible Action – Request by Kevin Schmitt, dba SA Catering LLC for Approval as a Caterer at the Town Hall Facility – Motion by Hartwig, seconded by Huettl to approve SA Catering LLC as a caterer at the Town Hall facility. Motion carried without a negative vote.

M. Discussion and Possible Action – Evaluate Personnel Needs Relative to Highway Department Requirements and Establish Job Description(s) for Potential Job Opening(s) – Amended motion by Russell, seconded by Huettl to post an advertisement to fill the opening created by Michael Schmidt’s retirement, using the information supplied by Michael with applications due by July 9, 2013. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

A. Buildings and Building Committee – Supervisor Kufahl – Nothing additional to report. A future agenda item will be needed to disband the ad hoc Building Committee and recognize the committee for their service.

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- 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 annuals have been planted. Hartwig also reported the Boy Scouts participated in a service project by spending Saturday morning working with Bruce to mulch the archery range and the service road rock barrier.
- F. Transfer Station – Supervisor Russell** – Nothing additional to report. Russell requested Clerk Oliver contact Veolia again for an update on when the fourth 8 yard container will be delivered.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke reported on notification received from UW-Madison School of Public Health stating that the Survey of the Health of Wisconsin research project will be randomly selecting Town residents for participation this summer.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported that LaRosa will be installing the archery range rock barrier by the end of July, Attorney Brantmeier copied the Town on an appraisal engagement letter with The Nicholson Group LLC, a donation of \$150 has been received from the Wisconsin Antique Power Reunion Tractor Club, and Oliver is very close to being able to permit the work in the Town right of way on Mill Road requested by WSPL for the discharge of the treated water.
- V. Future Agenda Items** – Nothing additional mentioned.
- VI. Announcements** - Heidtke noted upcoming meetings.
- VII. Approval of Vouchers** – Motion by Russell seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.
- VIII. Adjournment** – Motion by Hartwig, seconded by Kufahl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____