



**MINUTES OF THE REGULAR TOWN BOARD MEETING
JULY 9, 2015**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 6:30 p.m. 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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa and Town Clerk Julia Oliver.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.
- D. Approval of the Minutes** – Motion by Huettl, seconded by Bishop to approve the minutes of the June 11, 2015 Regular Town Board meeting and the June 24, 2015 Special Town Board meeting. Motion carried.
- II. Closed Session - The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – specifically Case No. 14-CV-897.** Motion by Hartwig, seconded by Huettl to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- Motion by Hartwig, seconded by Huettl to move into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. No action.
- At 7:12 p.m. the Regular Meeting began.** Town Treasurer Paul Eilbes joined the meeting, Joint Parks and Recreation Director Kelly Valentino was absent.
- III. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – The Town Board was provided with copies of the July Director’s Report and the July monthly Financial “Stat Pack”. Chairman Heidtke summarized the information for those in attendance.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the June 30, 2015 account balances as follows: General Fund Checking \$43,317.24; General Fund Money Market \$818,999.76; Encumbered Funds-Highway Money Market \$154,455.46; Encumbered Funds-Building Money Market \$39,690.50; Property Tax Checking \$106.16; Property Tax Money Market \$0; Park and Planning Checking \$3,068.32; Park Fund Savings \$5,390.04; Cemetery Fund \$16,695.28. Motion by Huettl, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.

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IV. Business

- A. Any Town Citizen Comment on an Agenda Item** – M. Dueno, R. Bishop, J. Myers and V. Dueno commented on agenda item D. Written comment from C. and S. Swiecichowski on agenda item I was read by Chairman Heidtke. R. Bishop and M. Dueno also commented on agenda item I.
- B. Update and Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim** – Chairman Heidtke stated there was nothing new to report.
- C. Update and Discussion – “State of Washington County” - Joshua Schoemann, County Administrator** – County Administrator Schoemann did not attend the meeting.
- D. Discussion - Speed Limit Signage Between Western Avenue and Sherman Road, and Stop Sign at the Intersection of El Camino and Fiesta Court** – Chairman Heidtke noted the Wisconsin Transportation Bulletin No. 21 “Setting Speed Limits on Local Roads”. The Town Board acknowledged the resident’s concerns. Consensus of the Town Board that they will need to consider action on the Center Road speed limit and signage at a future meeting. The request for a stop sign at the intersection of El Camino and Fiesta Court will need additional research.
- E. Discussion and Possible Action – Kirchhayn Parade** – Motion by Huettl, seconded by Bishop that the Town will accept responsibility for the oversight of the Kirchhayn Parade to be held on July 26, 2015, and authorizing Supervisor Kufahl to represent the Town of Jackson at the event. Motion carried without a negative vote.
- F. Discussion and Possible Action – Amendment to Kirchhayn Country Club Alcohol Licensing for the Kirchhayn Parade Event** – Motion by Huettl, seconded by Hartwig to amend the Kirchhayn Country Club Class B Retail License Number TOJ-2015-CLRL-03 to include the parking lot adjacent to the west side of the bar per the request and drawing, for July 26, 2015 from 9:00 a.m. to 9:00 p.m. Motion carried without a negative vote.
- G. Discussion and Possible Action –All Occasions Catering** – Motion by Hartwig, seconded by Bishop to accept All Occasions Catering as a caterer for events held at the Town Hall facility. Motion carried without a negative vote.
- H. Discussion and Possible Action – 2015 Town Hall Projects – Replace Gutters** – Motion by Kufahl, seconded by Huettl authorizing Chairman Heidtke to have the gutters and downspouts repaired and/or replaced for an amount not to exceed \$2,000. Motion carried without a negative vote.
- I. Update and Discussion – Water Extension Project, Including Booster Pumps and Road Work** – Heidtke reported on the walk thru he attended with Arcadis, Stantec, Washington County and the Village related to signing off on the substantial completion; Arcadis would like the sign off to occur by July 27th.
- J. Update, Discussion and Possible Action – Town Hall Facility Projects; New Septic System, Roof and Chimney Repairs, Windows, Painting and Wood Repair** – Motion by Huettl, seconded by Kufahl to award the Town Hall chimney tear off and roof repair/replacement projects to B-E Controls in the amount of \$13,244 provided they are able to start the project no later than September 15th. Motion carried without a negative vote. Supervisor Kufahl reported on the wood repair completed by Lee Carter to date, specifically noting the power washing done by the painters’ revealed additional wood rot and damage that needs repair/replacement; Kufahl would like to authorize Carter to complete the additional work provided he provides photos and documentation for the additional work. Motion by

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Kufahl, seconded by Huettl to authorize Lee Carter to complete the documented additional wood repairs. Motion carried without a negative vote. Kufahl reported the painters are doing a decent job and he verified they used the primer that was specified in the bid packet.

V. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Nothing additional to report.
- B. Highway Department – Chairman Heidtke** - Heidtke summarized the highway department report.
- C. Weed Commissioner** – Nothing additional to report.
- D. Grounds - Supervisor Hartwig** – Nothing additional to report.
- E. Transfer Station – Supervisor Huettl** – Nothing additional to report.
- F. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke reported he spoke with Sheriff Schmidt with regard to the signage requested in the Strawberry Glen subdivision; the Sheriff said this was a subdivision issue and he did not recommend the Town add any additional signage.
- G. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported on an email sent to State Representative Robert Brooks related to the prevailing wage issue under consideration at the State level. Oliver noted she has been working with the Women’s Cycling Century Ride organizers to ensure their route does not conflict with the Kirchhayn Parade. State Inspector Betty Weiss stopped in and reminded the Town their building permit is close to expiration; Oliver has contacted Continuum Architects and directed them to notify the State of the new “architect of record” (Dan Beyer’s replacement) and also to file for an extension. Oliver read Dan Sargeant’s response to the Town Board inquiry on preserving the right of the Town to file a lawsuit for lost tax revenue due to reduced valuation. Oliver noted the new crack in the picture window located on the north side of the upstairs main entrance; as directed she will mark the crack ends with a magic marker.

VI. Future Agenda Items – Center Road speed limit signage and El Camino/Fiesta stop sign were noted.

VII. Announcements – Heidtke noted the upcoming meetings.

VIII. Approval of Vouchers – Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

IX. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

Next Resolution Number: J-15-005
Next Ordinance Number: J-15-001