



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
AUGUST 11, 2016**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 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 Attorney Timothy Andringa, Washington County Sheriff’s Department Liaison Deputy Andrew Meier, Treasurer Paul Eilbes and Town Clerk Julia Oliver.
- C. Approval of the Agenda** – Motion by Bishop, seconded by Huettl to approve the agenda. Motion carried.
- D. Approval of the Minutes** – Motion by Hartwig, seconded by Bishop to approve the minutes of the July 14, 2016 Regular Town Board meeting. Motion carried.
- E. Treasurer’s Report** – Treasurer Eilbes reported that the July 31, 2016 account balances are as follows: General Fund Checking \$73,372.85; General Fund Money Market \$831,744.86; Encumbered Funds-Highway Money Market \$154,623.30; Encumbered Funds-Building Money Market \$39,712.07; Property Tax Checking \$146.05; Property Tax Money Market \$0; Park and Planning Checking \$4,468.32; Park Fund Savings \$5,392.97; Cemetery Fund \$16,704.36. Motion by Huettl, seconded by Hartwig to approve the Treasurer’s report as presented. 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.
- III. Reconvene into Open Session** – Motion by Huettl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Bishop – aye; motion carried.
- IV. Business**

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- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- B. Discussion and Possible Action on Item(s) Discussed in Closed Session if Required, Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim** – Attorney Andringa stated there was nothing new to report. No action.
- C. Discussion and Possible Action – Department of Administration letter of August 4, 2016 Regarding Mediating With the Village of Jackson Under Wis. Stat. 66.0307(4m)(b)** – Motion by Bishop, seconded by Kufahl to approve the adoption of a resolution authorizing the Town of Jackson to proceed with mediation with the Village of Jackson pursuant to WI Stats. 66.0307(4m)(b) pursuant to the Wisconsin Department of Administration request. Motion carried without a negative vote.
- D. Update and Discussion – “State of Washington County” – Joshua Schoemann, County Administrator** - Schoemann presented his 2016 State of the County Address entitled “Promises made, promises kept”. The presentation noted the top five items of 2015 – 2016: 1. Renaming of the Washington County Government Center for former County Board Chair, Herbert Tennes in appreciation for his 50 years of service to Washington County, 2. The Washington County Fair Park Silver Lining Amphitheater which was able to be built because of a \$600,000 donation from West Bend Mutual Insurance, 3. The completion of strategic planning and the priority based budgeting kick-off, 4. The merger of the Washington County and Ozaukee County Public Health Departments; shared services to maintain levels of service while providing taxpayer savings, 5. Keep property tax burden low for taxpayers. Schoemann noted the County Board size was reduced from 30 to 26 members and there was a change in County committee structure. Schoemann responded to comments and questions from the Town Board. The Town Board expressed their appreciation for the information, and wished Josh a Happy Birthday.
- E. Discussion and Possible Action – Right of Way Drainage – 3766 Strawberry Glen Drive** – Photos of the drainage ditch at 3766 Strawberry Glen Drive as well as two other subdivision drainage ditches were provided for the Town Board. It was noted the owners of 3766 Strawberry Glen Drive, Scott and Cheryl Peterson have removed the offending pipe that was placed in the (Town right-of-way) drainage ditch. No action.
- F. Discussion and Possible Action – Certified Survey Map – Section 11 – Bill Mikkelsen** – No action.
- G. Update and Discussion – Extension of Conditional Approval from WI Department of Safety & Professional Services for Town Hall Remodeling Project** – The email exchange with Mike Soto of Continuum Architects + Planners, SC was provided to the Town Board. Soto contacted the Wisconsin Department of Safety and Professional Services to ask for a second extension on the approved permit for the Town Hall remodeling project. After communicating with the State, Soto recommended the Town have Continuum restamp and resubmit for a new permit. Motion by Hartwig, seconded by Bishop authorizing the

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restamp/resubmission for an amount not to exceed \$200. Motion carried without a negative vote. If the cost is greater than \$200 the item will be placed on next month's agenda.

- H. Discussion and Possible Action – Transfer Station Employee(s)** – Chairman Heidtke read an email from Brad Flitsch to the Town Board. Transfer Station Supervisor Brad Flitsch was in attendance and provided additional comments to explain why he felt new employee Nicholas Oestreich is not a good fit for the Town. Flitsch noted Oestreich has notified him that he may be moving and will be unable to work for the Town. The Town Board and Flitsch decided it would be best not to schedule Oestreich in the future. No action.
- I. Discussion and Possible Action – Poll Worker Appointments and Discharge** – Motion by Huettl, seconded by Bishop to appoint Mary Skowlund, Jackie Tews, Sharon Greene and Rebecca Moselle as poll workers for the Town of Jackson for the 2016-2017 term; and to discharge Holly Rogge as a poll worker for the 2016-2017 term. Motion carried without a negative vote.
- J. Update, Discussion and Possible Action – Ordinance Codification Project** – Clerk Oliver reported the Editorial Analysis and Manuscript items have been distributed to Gordon Hoffmann, Deputy Meier, Ron Eickstedt and Paul Eilbes for input on areas related to their expertise. The Town Board suggested a return deadline of the October Town Board meeting be established. Oliver asked the Town Board to consider whether or not the compiled manuscript in full should be reviewed by Attorney Val Anderson, or if only sections should be reviewed. Place on future agenda for action on attorney review.
- K. Discussion and Possible Action – Cedar Creek Road Complaint, William Johnston** – Heidtke read a letter from William and Evelyn Johnston, 2649 Oak Knoll Drive regarding the condition of Cedar Creek Road. Heidtke then read his response to the letter. The Town Board agreed the condition of Cedar Creek Road is unfortunate. Heidtke noted that the division of maintenance of shared roads seems to work most equitably and without conflict if the division is by road section, such as a mile, rather than dividing the road from the center line. Heidtke would like to pursue this type of agreement with the Village of Jackson on shared roads. No action.
- V. Reports**
- A. Sheriff Liaison Report – Deputy Meier** – Each Supervisor was given a written copy of the July 2016 Incident Summary List. Meier updated the Town Board on information related to recent traffic accidents in the town.
- B. County Board Report – County Supervisor Heidtke** – Heidtke reported the County Board has started meeting at 7:30 a.m. on the second Tuesday of each month.
- C. Buildings – Supervisor Kufahl** – Nothing additional to report, but Kufahl did question whether the Town should start on the items that will need to be done to the center portion of

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the Town Hall even if the full remodeling project is not completed. Kufahl will consult with Hoffmann and report at a future meeting.

- D. Highway Department – Chairman Heidtke** - Heidtke summarized the Highway Department report. Heidtke stated the Town of Polk would like to use Shadow Lane as a joint spray patching project, and may be interested in borrowing the spray patch equipment for some of their projects.
- E. Weed Commissioner** – Nothing additional to report.
- F. Grounds - Supervisor Hartwig** – Nothing additional to report.
- G. Transfer Station – Supervisor Huettl** – Nothing additional to report.
- H. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke noted the letter received from Erich Schmidtke, Wisconsin Department of Administration. Heidtke also noted the next Clean Sweep event to be held in October, the letter from Governor Walker related to road funding and the County Planning and Parks news release “Wild About Parks”.
- I. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported that Will Kopp, 3661 Church Road has requested Church Road between State Road 60 and Sherman be reviewed for repair. Natalie Schmidt called to say she feels immediate attention needs to be given to a speaker system in the board room. Oliver asked if the collapsing culvert issue in Appellation Ridge has been rectified or if it is still an open item. Oliver asked for direction on the re-keying of the locks on the pavilion doors, and if it would be possible to leave the bathrooms unlocked. Deputy Meier noted unlocked bathrooms around the County have been targets for vandals. Oliver noted Floyd Berggren’s obituary and commented on his visionary and progressive thinking. Oliver noted if any board members plan to attend the WTA Convention in October to let her know ASAP so that she can book lodging. The actual versus budget labor expenditures through June 30<sup>th</sup> have been reviewed; no issues. Matt Clementi has suggested an October road review may be in order since the PTS bond expires April 15, 2017. An estimate to replace the ash tree that will need to be removed in the circle drive area is \$519 for a Freeman Maple from Johnson Nursery. JAYBA will have an event in the Park on August 21<sup>st</sup> and they have applied for a Temporary Beer Permit. The August 9, 2016 Election turnout was 408 voters; there was one Provisional voter and the air conditioning went out midday. Oliver thanked Gillitzer Electric and Bintz Heating Cooling for their prompt service response time. Oliver will be open until 6:00 p.m. on six nights before the November Election to allow residents to register and make application for an absentee ballot, and during the last two weeks to vote by absentee ballot. The Town Hall has reached capacity on the number of voters that can be processed in a timely manner; hopefully early voting will alleviate the wait times on Election Day. Oliver provided an updated highway expenditures report thru August 11, 2016.

**VI. Future Agenda Items** – Nothing additional noted.

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**VII. Announcements** – Chairman Heidtke noted upcoming meetings.

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

**IX. Adjournment** – Motion by Huettl, seconded by Bishop to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: \_\_\_\_\_

Next Resolution Number: J-16-004 Next Ordinance Number: J-16-002
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