



**MINUTES OF THE REGULAR TOWN BOARD MEETING
AUGUST 13, 2015**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 5:30 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, Zoning Administrator Gordon Hoffmann and Town Clerk Julia Oliver.
- C. Approval of the Agenda** – Motion by Huettl, seconded by Bishop to approve the agenda. Motion carried.
- D. Approval of the Minutes** – Motion by Bishop, seconded by Hartwig to approve the minutes of the July 9, 2015 Regular Town Board meeting. Motion carried.
- II. Closed Session - The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (d) to consider strategy for crime detection or prevention, AND 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, (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. Chairman Heidtke asked Zoning Administrator Hoffmann, Attorney Andringa and Washington County Sheriff Dale Schmidt to participate in the Closed Session.
- Reconvene into Open Session:** motion by Huettl, seconded by Hartwig to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
- At 7:02 p.m. the Regular Meeting began.** Town Engineer Matthew Clementi, Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes joined the meeting.
- Action on matters discussed in Closed Session: motion by Kufahl, seconded by Huettl directing Attorney Andringa to draft an ordinance to address the safety concerns discussed in the closed session. Motion carried without a negative vote.
- III. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – The Town Board was provided with copies of the August Director’s Report and the August monthly Financial “Stat Pack”. Valentino summarized the information for those in attendance and specifically noted the date for the *Operation Finally Home, Tailgate Community Fundraiser* will be held on September 20, 2015.
- Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the July 31, 2015 account balances as follows: General Fund Checking \$35,201.71; General Fund Money Market \$819,069.32; Encumbered Funds-Highway Money Market \$154,468.58; Encumbered Funds-Building Money Market \$39,692.19; Property Tax Checking \$106.16; Property Tax Money Market \$0; Park and Planning Checking

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\$4,468.32; Park Fund Savings \$5,390.27; Cemetery Fund \$16,695.99. Motion by Hartwig, seconded by Huettl to approve the Treasurer's report as presented. Motion carried.

IV. Business

- A. Any Town Citizen Comment on an Agenda Item** – C. Swiecichowski, T. Wagner and J. Fenton commented on agenda item E. M. Dueno, T. Miller, L. Drost, and E. Skowlund commented on agenda item F.
- B. Discussion and Possible Action – New Operator Licensing** – Motion by Kufahl, seconded by Huettl to approve new operator licenses for Heather Brandt and Jacob Miller. Motion carried without a negative vote. Both operators will be working at Kirzhayn Country Club.
- C. Update and Discussion – “State of Washington County” – Joshua Schoemann, County Administrator** – Schoemann presented his 2015 State of the County Address by providing the Town Board with a summary of the “Top Ten of 2014”. Schoemann noted the Town will be effected by the reduction in the number of County Supervisors. The Town Board expressed their appreciation for the information.
- D. Update and Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim** – Chairman Heidtke stated there was nothing new to report.
- E. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work** – Town Engineer Clementi reported the project is almost finished; he expects a re-inspection of punch list items next week. Clementi said outstanding items are divided into:
1. Road/Right of way items including how the shouldering work is holding up, specifically Crosswinds subdivision where there have been shoulder washouts, and the mail box height issues and 2. Non Right of way items, specifically the booster pump noise issues. After discussion, motion by Huettl, seconded by Kufahl that the Town investigate options available to assist residents with booster pump noise issues. Motion carried without a negative vote.
- F. Discussion and Possible Action - Speed Limit Signage on Center Road Between Western Avenue and Sherman Road, and Stop Sign at the Intersection of El Camino and Fiesta Court; and Speed Limit Signage on Church Road South of State Hwy. 60** – Chairman Heidtke reported he witnessed the danger at the El Camino Drive/Fiesta Court intersection while he was out reviewing the resident concerns. Motion by Kufahl, seconded by Huettl to place a stop sign at the intersection of El Camino Drive and Fiesta Court. Motion carried without a negative vote. Heidtke stated in addition he will direct the highway crew to add flags to warn drivers of the new signage. After further discussion on the speed limit signage, amended motion by Huettl, seconded by Bishop directing the Clerk to draft an ordinance to establish a 45 mph. speed limit on Center Road from State Hwy. 60 to County Hwy. T (Western Avenue). Motion carried without a negative vote. It was noted that the speed limit signage on Church Road (35 mph.) south of State Hwy. 60 was erected without an ordinance; this issue will be addresses at the next meeting.
- G. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic System, Roof and Chimney Repairs, Windows, Painting, Wood Repairs and Gutter Replacement** - Heidtke updated the Town Board; the new septic system installation began today, the roof and chimney project will be reviewed with the contractor on August 24th, the gutters will be a part of the August 24th discussion and then bids will be gathered accordingly, all other work is completed. No action.
- H. Discussion and Possible Action – WE Energies Notice of Claim for Damages – Guy Wire at Town Garage Facility** – Motion by Kufahl, seconded by Huettl authorizing payment to We Energies for

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the damage and directing the Clerk to send a letter of reprimand to the Town employee that caused the damage. Motion carried without a negative vote.

- I. Discussion and Possible Action – Correspondence from Bishop Enterprises** – The two letters from Bishop Enterprises were read into the record. Clerk Oliver provided information gathered relative to the lost taxes question. Oliver will research the remaining questions and provide responses to the Bishops.
- J. Discussion and Possible Action – Hire Additional Transfer Station Employee** – Motion by Huettl, seconded by Bishop to hire Gregory Beaudry as a part time transfer station employee; scheduling is at the Transfer Station Supervisors’ discretion. Motion carried without a negative vote.
- K. Discussion and Possible Action – Letter of Intent to Continue Dental Coverage – Delta Dental** – Motion by Kufahl, seconded by Huettl directing Clerk Oliver to sign and submit the Wisconsin Department of Employee Trust Funds “Letter of Intent to Elect Uniform Dental Benefits Effective 1/1/2016, Wisconsin Public Employers’ Group Health Insurance Program”. Motion carried without a negative vote.

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** – Supervisor Bishop reported on noxious weed cutting by the highway department on Pleasant Valley Road, the Sherman Parc Homeowners Association cutting/clean up of the subdivision green space areas and the mowing/cutting that Washington County is doing along Cty. Hwy. G.
- 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 Cty. Hwy. G north of Cty. Hwy. NN will reopen on August 14th. Heidtke reported on conversations he has had with John Fenton (Western Avenue) with regard to the WSPL repairs to his driveway. Heidtke noted he attended the Open House/Dedication of the Spaeth Park which is located across from the Washington County Fair Grounds. Heidtke reported on the letter that was placed in resident mailboxes regarding improper mailbox installation. Heidtke reiterated his receipt of the letter from the Swiecichowski’s. Heidtke announced Clerk Oliver completed the coursework for the Certificate of Public Administration through UW-Milwaukee on July 15, 2015.
- G. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported the Town Hall usage on September 20, 2015 for a baby shower will include the family bringing in their own food to serve. State Representative Brooks sent a letter of appreciation to the Town for taking the time to express support for repealing prevailing wage. Four new covers have been ordered from Pacific Bow Butts for the archery range targets; one cover is ripped. The State has approved the extension for the approval of the architectural drawings submitted, and they have accepted the change submitted by Continuum Architects to remove Dan Beyer and naming Michael Soto as the architect of record. The extension expires on August 12, 2016. Legacy Recycling (who is doing the County Electronics Recycling Program) will pick up the electronics that have accumulated at the Transfer Station on August 19th. The

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charge is a \$50 trip fee plus \$10 for computer monitors and \$20 for old style televisions; all other electronics are free. Oliver reported on the need for the Town Board to formally address mowing in the ROW, specifically responsibility and how to handle complaints. The Town received the population numbers from the State department of Administration and the Town had an increase of approximately 170 people.

- VI. Future Agenda Items** – Road speed signage, mowing in the Right of way and the resident’s noisy booster pumps were noted.
- VII. Announcements** – Heidtke noted the upcoming meetings.
- VIII. Approval of Vouchers** – Motion by Kufhal, seconded by Hartwig to approve the vouchers as presented. Motion carried.
- IX. Adjournment** – Motion by Hartwig, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

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