



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
AUGUST 8, 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 Joint Parks and Recreation Director Kelly Valentino, Town Treasurer Paul Eilbes and Clerk Julia Oliver.
- 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 Hartwig to approve the minutes of the July 11, 2013 Regular Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino presented the draft invitation for the Archery Range Dedication that is scheduled for September 12, 2013 prior to the Town Board meeting. Valentino also presented the flyer and briefly described the Kite Fest, Trail Walk and Movie in the Park that is scheduled for August 17, 2013 at the Town Hall. The August 8, 2013 Director’s Report was summarized and upcoming programming was highlighted.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the July 31, 2013 account balances as follows: General Fund \$30,508.82; General Fund Money Market \$758,842.88 Encumbered Funds-Highway Money Market \$149,493.97; Encumbered Funds-Building Money Market \$114,515.94; Property Tax \$0; Property Tax Money Market \$0; Park and Planning \$2,068.13; Park Fund Savings \$5,384.79; Cemetery Fund \$15,004.30. 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** – G. Groth commented on a culvert issue on Spring Valley Road.
- B. Discussion and Possible Action – New Operator’s License – Dustin Syrjanen, Associated with D&S Main Street** – Motion by Hartwig, seconded by Russell to approve a new operator’s license for Dustin Syrjanen. Motion carried without a negative vote; Kufahl abstained.
- C. Update, Discussion and Possible Action – Items Related to the Long Term Water Solution** – Heidtke commented that the Town has received a draft intergovernmental agreement from the Village of Jackson and it has been forwarded to the Town Attorney and Town Engineer for their review. Heidtke also noted the DNR has moved the water advisory area to the west and twenty more POETS have been installed.
- 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, “ specifically consideration of applicants for Highway Department Patrolman/Mechanic Position, AND**

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**19.85 (1) (e) “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session”, specifically Village of Jackson water agreement issues.** Motion by Kufahl, seconded by Huettl to move into closed session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried without a negative vote.

**V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session** – Motion by Huettl, seconded by Russell to reconvene in Open Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried without a negative vote. Motion by Kufahl, seconded Hartwig to hire Alan Guhl for the Patrolman I / Mechanic position at a rate of \$19.00 per hour with a performance review to occur in ninety days. Motion carried with Kufahl, Huettl, Heidtke and Hartwig voting aye and Russell voting no. There was no action related to the Village Water Agreement issues.

**VI. Additional Business**

- A. Discussion and Possible Action – Municipal Water Service at the Town Hall, Pavilion and Town Cemetery** – No action. Clerk Oliver relayed the information discussed at the recent meeting she had with Arcadis relative to municipal water for the Town Hall, Pavilion and Cemetery on Mill Road.
- B. Discussion and Possible Action – Town Hall Barn Remodeling Project (including consideration of the office areas)** – Motion by Kufahl, seconded by Hartwig directing Continuum to incorporate a wall into the drawing that is 12 feet south of the current north wall of the Town Board room and include an air lock area where the “bump outs” currently exist on both sides of the double doors for the center room; then proceed to update the drawings and prepare the quote for the next phase. Motion carried without a negative vote.
- C. Discussion and Update – Town of Jackson and Village of Jackson Ad Hoc Joint Parks and Recreation Budget Oversight Committee** – Russell reported the Ad Hoc Committee has requested the Town Board and Village Board have a joint meeting in August to provide clarification on specific items: 1. The Village wants a joint park and recreation department but there will be exemptions – how will those be defined, 2. Details on how joint decision making (voting) will occur since there are five Town Board members and seven Village Board members, 3. What percentage of Kelly’s efforts benefits the Town; currently there is a voice, and financial support, but no control. Russell noted the committee members have agreed that a split of operating costs based upon population would be the most equitable option.
- D. Discussion and Possible Action – Cemetery: Reopen Discussion on Number of Graves and Plotting Diagram** – Clerk Oliver reported that trees that are on the current drawings have been removed (?). The option exists to increase the size of many of the smaller “cremation only” plots to full size plots. Also, Wally Miller has requested the Town Board consider reducing the width of each plot to four feet rather than the current five feet; in fact Miller has measured and contends the current width is actually on four feet rather than the five feet indicated on the survey. The Town Board directed Clerk Oliver to update the map, verify the plot widths and report at the next meeting.
- E. Discussion and Possible Action – Cemetery: Ability to Bury Multiple (three) Cremated Remains per Single Plot** – Clerk Oliver explained the request by a potential purchaser for the Town Board to indicate if they would look favorably on the burial of three remains between two plots; it was noted the burial would be a child between the parents. The Town Board confirmed they would look favorably on the request.
- F. Discussion and Possible Action – Endorsement of SEWRPC Planning Report No. 54, A Regional Housing Plan for Southeastern Wisconsin 2035** – Heidtke reported the Park and Planning Commission made no recommendation. Motion by Huettl, seconded by Hartwig to take no action on the SEWRPC Report No. 54. Motion carried without a negative vote.

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- G. Discussion and Possible Action – Additional Road Work – Struck & Irwin Paving, Inc.** – Heidtke presented the bid and explained the request being made by Struck to complete some spray patching work prior to the work previously awarded. Motion by Kufahl, seconded by Hartwig to authorize the expenditure of \$2104.20 for spray patching work prior to the contracted slurry seal. Motion carried without a negative vote.

**VII. Supervisors and Clerk Reports**

- A. Buildings and Building Committee – Supervisor Kufahl** – Nothing additional to report. Heidtke commented the cabinets for the apartment kitchen remodel have been ordered; the counter tops have not been ordered.
- 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. Heidtke summarized his recent conversation and agreement with Scott Construction with regard to 2012 warranty work. Heidtke explained the Truntz field access issue related to the Spring Valley Road construction; the situation will be resolved with culvert extensions or a new longer culvert.
- D. Weed Commissioner – Supervisor Huettl** – Notices to destroy noxious weeds continue to be sent out; Huettl will be monitoring the sites to ensure the weeds are killed.
- E. Grounds - Supervisor Hartwig** – Nothing additional to report.
- F. Transfer Station – Supervisor Russell** – Russell commented a brief transfer station employee meeting was held approximately two weeks ago. Nothing additional to report.
- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Nothing additional to report.
- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported on issues that pertain to the Town Hall Park usage. A year to date review of the Town We Energies expenses was mentioned. Oliver reported on a record request from Foley and Lardner related to the Town Garage water testing and related law suits

**VIII. Future Agenda Items** – Nothing additional mentioned.

**IX. Announcements** - Heidtke noted upcoming meetings.

**X. Approval of Vouchers** – Motion by Russell seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

**XI. Adjournment** – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes approved: \_\_\_\_\_