



**MINUTES OF THE REGULAR TOWN BOARD MEETING
SEPTEMBER 11, 2014**

- 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. Also present was Town Engineer Matthew Clementi, Stantec Representative Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino was 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 Huettl, seconded by Hartwig to approve the minutes of the August 14, 2014 Regular Town Board meeting and the September 9, 2014 Special Town Board meeting. Motion carried without a negative vote.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Valentino was excused. The Town Board was provided copies of the monthly financial “Stat Pack”, the September 2014 monthly calendar and the September 2014 Director’s Report. Chairman Heidtke summarized the Director’s Report noting recent and upcoming programs, events, and activities.
- B. Treasurer’s Report – Treasurer Eilbes** – Eilbes reported the August 31, 2014 account balances as follows: General Fund \$48,217.78; General Fund Money Market \$837,705.03; Encumbered Funds-Highway Money Market \$49,766.46; Encumbered Funds-Building Money Market \$114,640.26; Property Tax \$.03; Property Tax Money Market \$0; Park and Planning \$968.32; Park Fund Savings \$5,387.71; Cemetery Fund \$16,688.33. Motion by Huettl, 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** – D. Boerschig, C. Boettcher, D. Martin, J. Johnson, and R. Seidel all commented on the Town of Jackson / Village of Jackson Revenue Sharing and Cooperative Boundary Plan as it relates to the Twin Creeks subdivision.
- B. Update and Discussion – State Representative Duey Stroebel** – Representative Stroebel stated his primary purpose in attending was to get an update on the fuel release and water extension issues. Stroebel provided an update on State government and stressed the focus on economics. Topics specifically addresses were the 2013-2015 biennium budget, the increase in the public education budget, and holding the line on property taxes, noting that Wisconsin is a high tax state which makes it less competitive for economic development. Stroebel also noted the efforts on waste/fraud and abuse, simplifying the WI tax code, entitlement reform, mental health reform, “double dipping” legislation, and TIF legislation. When asked about the next sessions agenda Stroebel commented that he was sure

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economic growth and prevailing wage would be considered high priority items. Stroebel commented he has enjoyed serving in the legislature and is considering future options.

- C. Discussion and Possible Action – Eagle Scout Project – Ben Boppre** - Boppre explained his proposed project of constructing four Leopold benches and one animal proof waste/recycling receptacle. Motion by Hartwig, seconded by Russell to approve the Eagle Scout project as presented by Ben Boppre. Motion carried without a negative vote.
- D. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec** – Clementi reported that 88 of the 122 properties have received laterals and 66 of the laterals are connected to Village water. Approximately 25–30 properties need the wells sealed, POETS removed and electrical service to the pumps removed. The properties still to receive laterals are located in “rocky” sections of the Town. PTS has requested a contract extension due to weather delays.
- E. Discussion and Possible Action –Roads Effected by the Water Extension Project** – Clementi noted the paving will start in the next week or so; he presented a map showing the work that will be completed. Maple Road and Mill Road will be completely pulverized and rebuilt. Western Avenue and Sherman Road will have the areas that were trenched milled and repaired with 3 ½ inches of base. The subdivision roads will be milled and repaired with 2 ½ inches of base. Western, Sherman and the subdivisions will all receive a 2 inch surface course in 2015. Clementi reminded the Town Board that there is a two year warranty and also the PTS bond if cracks occur where the roads have been milled. It is positive that the base course will have time to settle before the surface course; if settling occurs then the areas can be wedged prior to the surface course installation. Maple and Mill will receive both the base and surface course in 2014. All roads will have shouldering and striping. Clementi noted that the warranty period start date has not been agreed upon. The Town Board discussion included many comments of dissatisfaction with the proposal from WSPL on road repairs. Motion by Huettl, seconded by Kufahl that WSPL be notified the Town Board wants the roads rebuilt including the following: Sherman Road and Western Avenue - 3 ½ inches of binder course and 1 ½ inches of surface course, and all other roads that have been damaged – 2 ½ inches of binder course and 1 ½ inches of surface course. Motion carried without a negative vote.
- F. Update, Discussion and Possible Action – Town Hall Remodeling Project** – Heidtke notified the Town Board that the new mound system will cost approximately \$35,000 and will include an oversized tank and smaller drainage field; this is a design used for buildings that have occasional heavy use. Each Supervisor was given a copy of the architects’ plans for the project. Motion by Huettl, seconded by Russell that the Supervisors individually review the plan and forward their comments and questions to Clerk Oliver, Heidtke is to work with Hoffmann and Oliver to complete the proposal packet which will be distributed to the Supervisors for review prior to the next meeting. Motion carried without a negative vote.
- G. Discussion and Possible Action – Crack Filling – Town Hall Parking Lot** – Motion by Kufahl, seconded by Hartwig to approve the crack filling for the Town Hall parking lot. Motion carried without a negative vote.
- H. Discussion and Possible Action – Boy Scout Archery Berm** – The Boy Scouts have proposed a project to clear the weeds off the archery berm, pick the rocks off the north side of the berm and mulch the north side of the berm. Following the project the Town will spray the south side of the berm to kill off the weeds. The highway department will cut the berm prior to the project to knock down the larger weeds. Also, chipped mulch from the Transfer Station will be delivered to the Town Hall for the Scouts to use on the north side of the berm. In addition the Scouts hope to work on the walking trails; they hope to clear out any over-growth and invasive species. Motion by Hartwig, seconded by Huettl to

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authorize the Boy Scout project at the Town Hall/Park on September 21, 2014. Motion carried without a negative vote.

- I. Update – Cemetery Surveying** – Heidtke reported the surveying at the cemetery has been completed; this will assist those installing headstones in locating the correct plots. Pins have been installed by Surveyor Eric Schmitz; Heidtke has directed the highway department to form 6-8 inch concrete “pads” around the pipes to maintain the pipe integrity. Also, Heidtke will direct the highway department to cut down the rise on the eastern edge of the cemetery which is impairing drainage.
- J. Discussion and Possible Action – Adding Part Time Snow Plow Drivers** – No action; place on the agenda next month.
- K. Discussion and Possible Action – Codification Project** – Motion by Kufahl, seconded by Russell accepting the “Table of Contents” proposed by General Code. Motion carried without a negative vote.

IV. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 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 the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan, and 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”. Motion by Huettl, seconded by Hartwig to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried.

V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session – Motion by Huettl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried. Action: motion by Huettl, seconded by Russell to hire Jeff Bagley as a part time snow plow driver at \$17.17 per hour. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

- A. Buildings – Supervisor Kufahl** – Nothing additional to report.
- 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 commented the highway department has also been working on signage updating.
- D. Weed Commissioner – Supervisor Russell** – Russell reported he received a complaint about weeds on the Oldenburg property; it was so over grown it would be difficult to single out specific weeds. Clerk Oliver noted the property is in foreclosure and a Sheriff sale has been posted.
- E. Grounds - Supervisor Hartwig** – Hartwig reported that Jim Blank has contacted him about cleaning up the west fence line by the fist ball courts.

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- F. Transfer Station – Supervisor Huettl** – Huettl reported the blocks for the bins at the Transfer Station have been ordered. Huettl would like to dispose of the “V” plow that is not being used. The action will be placed on the next meeting of the electorate.

- G. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke announced the October 11, 2014 Washington County Clean Sweep Collection.

- H. Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported the Jackson Explorer’s 4-H group will be completing a service project on September 16th which involves repair, painting and sealing of the picnic tables. A complaint was received about a Sherman Parc property that is not being mowed; the person was told to come into the office to file a written complaint. Oliver noted the correspondence she distributed to the Supervisors related to the “Applicability and Triggers for Erosion Control and Storm water Management”. Oliver noted there will not be a fall Joint Parks and Recreation event at the Town Hall Park as originally planned by Director Valentino. Oliver briefly explained a program by ECivis Grant Network which basically is a clearing house for all grants available – more will be presented next month. The accident at the Transfer Station where the building was hit has been settled with the insurance company; the claim did not exceed the deductible – Oliver will attempt to recover the damage costs from the person who hit the building. Oliver reported the Workers Compensation Audit has been completed and the Town will owe an additional premium; it was noted the insurance company has not been increasing the payroll threshold annually as reported on the annual audit – Oliver will formally request the adjustment.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

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

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

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _____

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-005