



**MINUTES OF THE REGULAR TOWN BOARD MEETING
SEPTEMBER 8, 2016**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 6:45 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 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 Huettl, seconded by Bishop to approve the minutes of the August 11, 2016 Regular 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 Bishop 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.
- Due to the large citizen turnout the meeting was moved to the Town Hall dining room. Washington County Sheriff’s Department Liaison Deputy Andrew Meier joined the meeting.
- IV. Business**
- A. Any Town Citizen Comment on an Agenda Item** – W. Hess, M. Nasif, D. Martin, S. Bacigalupo, D. Boerschig, E. Fortney, C. Losik, B. Schnell, j. Munn, P. Rizzo, J. Eiche, B. Davidson, S. Prichard Branta, A. Bloechl, D. Nikolay, T. Snyder, T. Heller, C. Wagner, B. Saari and A. Leak commented on agenda items B and C.

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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 and noted there will be a Public Hearing on September 27, 2016. No action.

C. Discussion and Possible Action – Resolution J-16-004, Resolution Authorizing Participation in Mediation of a Cooperative Boundary Plan with the Village Of Jackson – Attorney Andringa reminded the Town Board that the resolution was an action “agreeing to the process” of mediation, not specific mediated agreements. Motion by Bishop, seconded by Heidtke to adopt resolution J-16-004, A Resolution Authorizing Participation in Mediation of a Cooperative Boundary Plan with the Village of Jackson. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Bishop – aye; motion carried.

After Item C most of the citizens left so the meeting was moved back into the Town Board room.

D. Discussion and Possible Action – Appointment of New Agent for Bentdale Farms, DBA Hidden Glen Golf Course. – Clerk Oliver stated that the office person for Bentdale Farms has sent an emailed copy of the required AT-104 and AT-103 forms for changing an agent but she forgot to drop off the originals. Clerk Oliver stated that the new agent has held an Operator license in the Town of Jackson and been employed by Bentdale Farms for a few years, and he just had a criminal history check completed in late May 2016 as part of the annual licensing; there were no issues when the criminal check was completed. Motion by Hartwig, seconded by Huettl to approve Nathan Walters as the agent for Bentdale Farms, DBA Hidden Glen Golf Course. Motion carried without a negative vote. The revised license will be issued once the original forms are received.

E. Discussion and Possible Action – Certified Survey Map – Section 11 – Bill Mikkelson – No action; corrected documents have not been received from Mr. Mikkelson.

F. Update and Discussion – Extension of Conditional Approval from WI Department of Safety & Professional Services for Town Hall Remodeling Project – It was the consensus of the Town Board that the plans may need to be updated but that the new architect handling the project should come in to speak with the Town Board before proceeding. Clerk Oliver will contact Mike Soto, Continuum Architects + Planners to ask him to attend the October Regular Town Board meeting.

G. Update, Discussion and Possible Action – Ordinance Codification Project – Clerk Oliver noted the draft and editorial analysis is still being reviewed by Gordon Hoffmann, Deputy Meier, Ron Eickstedt and Paul Eilbes as it is applicable to their areas of responsibility; they all have been asked to complete their reviews by the October meeting. The Town Board needs to decide if they want to have the entire document reviewed by an attorney prior to sending it back to General Code. After discussion, motion by Heidtke, seconded by Huettl to have Attorney Val Anderson lead the legal review. Motion carried without a negative vote. Clerk Oliver will ask for a rough estimate of the cost.

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- H. Discussion and Possible Action – Resolution J-16-005, Resolution to “Just Fix It”** – Motion by Kufahl, seconded by Bishop to adopt resolution J-16-005, Resolution to “Just Fix It” as requested by the Wisconsin Towns Association. Motion carried without a negative vote.

V. Reports

- A. Sheriff Liaison Report – Deputy Meier** – Meier updated the Town Board on the addition of another sex offender being housed at the property on County Road NN; there have been no incidents at the house.
- B. County Board Report – County Supervisor Heidtke** – Heidtke reported a Clean Sweep event will be held on October 1, 2016 at the Washington County Highway Facility. Also, the County budget is in process.
- C. Buildings – Supervisor Kufahl** – Nothing additional to report.
- D. Highway Department – Chairman Heidtke** - Heidtke summarized the Highway Department report. Heidtke also reported on the spray patching completed in the Town, a total of nine miles. Heidtke stated he met with Gierach Paving and Highway Supervisor Eickstedt to review the paving work that will be done on the salt shed apron and a 12’ x 12’ area by the Transfer Station access. Eickstedt will remove the existing pavement and Gierach will prep and lay the new surface. Heidtke noted he is not satisfied with the wedging work done by Scott Construction on Pioneer Road and he will be meeting with Don Bade to review. Heidtke shared correspondence from the Town of Polk that expressed interest in working together on a shared road next year.
- E. Weed Commissioner** – Nothing additional to report.
- F. Grounds - Supervisor Hartwig** – Nothing additional to report.
- G. Transfer Station – Supervisor Huettl** – Nothing to report. Huettl asked how he should handle equipment requests for made by the Transfer Station Supervisor.
- H. Treasurer’s Report** – Clerk Oliver reported that the August 31, 2016 account balances are as follows: General Fund Checking \$27,663.51; General Fund Money Market \$1,042,104.30; Encumbered Funds-Highway Money Market \$154,636.40; Encumbered Funds-Building Money Market \$39,713.75; Property Tax Checking \$146.05; Property Tax Money Market \$0; Park and Planning Checking \$4,468.36; Park Fund Savings \$5,393.20; Cemetery Fund \$16,705.07.
- I. Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke reported on the proposed “Just Fix It” statewide meeting scheduled for September 29, 2016 at 7:00 p.m. and on the news release from Washington County related to Parks Summer Programs. Heidtke also reported on the letter from Governor Walker that reiterates Wisconsin is “open for business,” and that a resident in the Crosswinds Farms subdivision has contacted him about water washout issues.

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J. Clerk's Report and Correspondence – Clerk Oliver – Oliver reported on her discussions with the Wisconsin Department of Administration related to the population estimates. Lannon Stone Products will donate 200 ton of ¾” traffic bond for the gravel drive to the pavilion. Washington County is working on bridge inspections. The Sheriff was asked to investigate a written complaint that was received in the drop box related to a property on Sherman Road. A tree limb has fallen on the ball field fencing; it will be removed and any damage assessed. Clerk Oliver is working on an early voting/absentee voting schedule. The AT&T contract is up for renewal and there will be an increase of approximately \$5.00 per phone line. A new company will be providing the software for tax collection and dog licensing – Transcendent Technologies.

VI. Future Agenda Items – Nothing additional noted.

VII. Announcements – Chairman Heidtke noted upcoming meetings and reminded everyone of the September 27, 2016 Public Hearing that will be held at 7:00 p.m.; location information will be forthcoming.

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. Meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

Next Resolution Number: J-16-006 Next Ordinance Number: J-16-002
