



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
JULY 7, 2011**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 p.m. by Chairman Heidtke, and the Pledge of Allegiance was recited.
- A. Official Meeting Notification-** The official meeting notice was read into the public record by Clerk Oliver.
- B. Roll Call** - Chairman Heidtke, Supervisors Hartwig, Huettl, Kufahl and Russell were present. Also present was Joint Parks and Recreation Director Kelly Valentino and Clerk Oliver.
- C. Approval of the Agenda** – Motion by Hartwig, seconded by Kufahl to approve the agenda as presented. Motion carried
- D. Approval of Minutes** – Motion by Kufahl, seconded by Hartwig to approve the minutes of the June 9, 2011 Regular Town Board Meeting. Motion carried. Motion by Hartwig, seconded by Huettl to approve the minutes of the June 15, 2011 Special Town Board Meeting. Motion carried.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Kelly introduced Mark Thompson who is interning in the Jackson Parks and Recreation Department. Kelly presented her Director’s Report and commented on the annual inspection of the Town Hall playground. Also, Kelly asked if Town Board members would submit the ranking sheets from the Joint Parks and Recreation Group that contained ideas for Town facility programming.
- B. Treasurer** – Due to Treasurer Parnow’s June 30, 2011 resignation the Treasurer’s Report was prepared by Clerk Oliver. Clerk Oliver reported the June 30, 2011 account balances as follows: General Fund \$86,721.84; General Fund Money Market \$582,435.33; Encumbered Funds Money Market \$254,328.07; Property Tax \$59.25; Property Tax Money Market \$0; Park and Planning \$1,368.13; Park and Planning Money Market \$29,108.88; Cemetery \$8,468.47. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.
- III. Business**
- A. Any Town Citizen Comment on an Agenda Item** – There were no comments.
- Item F was discussed following item A in order to conclude business involving Joint Parks and Recreation Director Kelly Valentino.
- B. Discussion and Possible Action - Farmland Preservation – Resolution J-11-004** – Motion by Russell, seconded by Kufahl to adopt Resolution J-11-004, Farmland Preservation. Motion carried with Kufahl, Heidtke, Hartwig and Russell voting yes and Huettl voting no.
- C. Discussion and Possible Action – Transfer Station – Operations, Violations, Citations/Forfeitures** – Supervisor Russell presented a summary of the current Town ordinances addressing Transfer Station operation. Motion by Huettl, seconded by Russell to establish a resolution appointing the Washington County Sheriff Department as the enforcing agent for violations and citation related to the Transfer Station, including the recommended forfeiture amounts of \$100 for a first offense, \$150 for a second offense and \$200 for a

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third offense violation(s). Motion carried. Discussion also indicated that the Sheriff will need to set the procedure and that a warning letter should be sent for the first violation.

- D. Discussion and Possible Action – Review and Additional Appointment of Members to Ad-hoc Building Committee** – Motion by Huettl, seconded by Kufahl to add Jane Walter as a member of the Ad-hoc Building Committee. Motion carried.
- E. Discussion and Possible Action – Certified Survey Map – Section 27 – George Welsh** – No action.
- F. Discussion and Possible Action - Proposal Related to Blocking Parking on the South Side of the Pavilion Service Drive and New Walkway Between East Ball Fields and Playground Equipment** – Motion by Huettl, seconded by Hartwig to table action until next month. Kelly Valentino will gather additional information and pricing on boulders, fencing and path materials.

IV. Supervisors and Clerk Reports

- A. Chairman’s Report and Correspondence – Chairman Heidtke** – Chairman Heidtke commented the highway department had started replacing culverts.
- B. Clerk’s Report and Correspondence – Clerk Oliver** – Clerk Oliver provided the Supervisors with budget verses actual reports for the first six months of 2011, also a map indicating the 2015/2030 Cooperative Boundary Agreement Village-Town municipal limits.

V. Future Agenda Items – No comments.

VI. The Town Board may go to 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”. Motion by Hartwig, seconded by Russell to go into Closed Session. Roll call vote – Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried.

VII. Reconvene in Open Session for the Purpose of Acting on Matters Discussed in Closed Session. Motion by Huettl, seconded by Hartwig to reconvene in Open Session. Motion carried. Motion by Russell, seconded by Hartwig authorizing the Town Clerk to advertise for the Town Treasurer position. Motion carried.

VIII. Announcements

- **Building Committee – July 12, 2011 7:00 PM**
- **Regular Town Board Meeting – July 14, 2011 7:00 PM**
- **Plan Commission – Note Date Change - July 20, 2011 at 6:00 PM; Meet at Lannon Stone for Annual Inspection - Meeting will Recess and will Reconvene at the Town Hall**
- **Regular Town Board Meeting – To Be Determined**
- **Other Announcements**

IX. Approval of Vouchers – Motion by Kufahl, seconded by Hartwig to approve the vouchers as presented. Motion carried.

X. Adjournment – Motion by Huettl. Seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes approved: _____