



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
AUGUST 11, 2011**

- I. Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 p.m. by Supervisor Hartwig, 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** - Supervisors Hartwig, Huettl, Kufahl and Russell were present. Also present was Joint Parks and Recreation Director Kelly Valentino and Clerk Oliver. Chairman Heidtke was excused.
- C. Approval of the Agenda** – Motion by Huettl, seconded by Russell to approve the agenda. Motion carried.
- D. Approval of Minutes** – Motion by Huettl, seconded by Kufahl to approve minutes of the July 7, 2011 Special Town Board meeting. Motion carried. Motion by Kufahl, seconded by Huettl to approve the minutes of the July 14, 2011 Regular Town Board Meeting. Motion carried.
- II. Reports**
- A. Joint Parks and Recreation – Kelly Valentino, Director** – Kelly presented the August 11<sup>th</sup> Director’s Report and highlighted several of the events.
- B. Treasurer** - Due to Treasurer Parnow’s June 30, 2011 resignation the Treasurer’s Report was prepared by Clerk Oliver. Clerk Oliver reported the July 31, 2011 account balances as follows: General Fund \$93,345.80; General Fund Money Market \$512,569.92; Encumbered Funds Money Market \$254,468.04; Property Tax \$59.25; Property Tax Money Market \$0; Park and Planning \$1,368.13; Park and Planning Money Market \$24,241.96; Cemetery \$8,468.83. Motion by Russell, 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.
- B. Discussion and Possible Action - 2011 – 2012 New Operator Licensing**
- **Matthew Hartmann** – Motion by Kufahl, seconded by Huettl to approve a 2011-2012 new Operator’s License for Matthew Hartmann (Bentdale Farms). Motion carried.
- C. Discussion and Possible Action – Jessica Hron – Review of New Information Related to Nonrenewal of Operator’s License for 2011-2012.** Jessica Hron presented documentation that the two alcohol related charges that had occurred in the past two years had both been dismissed. Motion by Russell, seconded by Hartwig to issue a 2011-2012 Operator’s License (renewal) to Jessica Hron (D&S Main Street). Motion carried. Supervisor Kufahl abstained.
- D. 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 – Kelly Valentino** – Kelly sent out RFP’s; one quote was received by Lamm’s. After discussion it was decided the rock boulders donated by Lannon Stone but installed as part of the RFP would be the most

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economical and aesthetically pleasing. Kelly will resend the RFP specifying the boulder design. No action; place on next month's agenda.

- E. Discussion and Possible Action – Waiver of Dog Licensing Late Fee for Krivoshein** – Motion by Kufahl, seconded by Huettl to waive the dog licensing late fee for Krivoshein. Motion carried.
- F. Discussion – Email for Town Elected Officials and Appointees** – After discussion the consensus of the Town Board is the preference for there not to be individual Town of Jackson Supervisor email addresses and that email continue to be received then redistributed through the Town Clerk's office.
- G. Discussion and Possible Action – Certified Survey Map – Section 27 – George Welsh** – No action; Mr. Welsh has not provided the certified survey map.
- H. Discussion - Transfer Station Update on Recent Information Distribution and Planned Enforcement Action** – Supervisor Russell provided an update on the steps being taken to enforce the purchase of Transfer Station Permits and the notification(s) given to Town residents. Constable Wille is keeping a list of violators and after Clerk Oliver verifies the person is not a permit holder the list is forwarded to the Deputy for action (citation). The Board asked Clerk Oliver to pass along to the Sheriff Deputy that their intent, per the action taken on July 7, 2011 was for residents to receive a warning for their first violation, all non-residents should not get warnings.

**IV. Supervisors and Clerk Reports**

- A. Building Committee – Supervisors Hartwig and Kufahl** – Both Supervisors reported the committee members are generating good ideas; the next meeting is August 17, 2011. Bids for barn roof options will be solicited; Supervisor Kufahl will contact Clerk Oliver with the details for posting.
- B. Highway Department – Chairman Heidtke** – In Chairman Heidtke's absence copies of the Highway Department report were distributed to Town Board Supervisors.
- C. Weed Commissioner – Supervisor Huettl** – The Clerk's office has sent out letters to noxious weeds violators; follow up on action taken has begun. Supervisor Huettl commented the weeds on Pleasant Valley Road at the Werni property have not been cut or killed.
- D. Grounds - Supervisor Hartwig** – Supervisor Hartwig indicated the dry weather has required additional watering because the plants have been very dry. The flowers that were donated and planted are doing well.
- E. Buildings – Supervisor Kufahl** – Supervisor Kufahl reported he has plugged in the dehumidifier in the barn and the carpeting that was taken up has not been removed.
- F. Transfer Station – Supervisor Russell** - Supervisor Russell reported meetings have been scheduled to review transfer station duties.
- G. Chairman's Report and Correspondence – Chairman Heidtke** – No report.
- H. Clerk's Report and Correspondence – Clerk Oliver** – Clerk Oliver provided year to date profit and loss statements and commented on line items of concern. The City of Mequon sent notification of an upcoming detour through the Town of Jackson due to their Pioneer Road Project and a request was received from Twin Creeks homeowner Kevin Teynor to close the roads in the subdivision for a run/walk event; the consensus of the Town Board was that if a formal request is made to the Town Board for a permit to close the roads in Twin Creeks it would be denied. Custodian Marion Cox has

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resigned because she is relocating to Alberta, Canada. Jennifer Gabel has asked that her request to bury her father on the same grave site in the Immanuel Cemetery as her brother Bradley; the item will be considered at the next Town Board meeting. Neumann Companies asked Clerk Oliver to request the DWD prevailing wage determination be cancelled for the Strawberry Glen Phase II subdivision; the request was approved by DWD. Lannon Stone (Dawson Trust) has notified the Town of their intent to renew their NR135 registration; no action is required. Washington County will hold the next "Clean Sweep" event on October 15<sup>th</sup>; preregistration is required. During the Clerk Institute training Clerk Oliver found that the Town should be collecting sales tax on certain town hall rentals.

**V. Future Agenda Items**

Supervisor Kufahl requested the Barn roofing be placed on the next agenda for action.

**VI. Announcements**

- **Building Committee – August 17, 2011 7:00 PM**
- **Plan Commission – August 31, 2011 7:00 PM**
- **Regular Town Board Meeting – September 8, 2011 7:00 PM**
- **Plan Commission – Note Date Change - September 21, 2011 7:00 PM**
- **Other Announcements**

**VII. Approval of Vouchers** – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried.

**VIII. Adjournment** – Motion by Kufahl, seconded by Russell to adjourn. Motion carried.

Respectfully submitted,

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Julia Oliver, Town Clerk

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