



**MINUTES OF THE REGULAR TOWN BOARD MEETING
FEBRUARY 8, 2018**

1. **Call Meeting to Order, Pledge of Allegiance and Confirmation of Meeting Notice.** The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited. The meeting notice was confirmed.
2. **Roll Call.** Chairman Ray Heidtke, Supervisors, Paul Huettl, Dan Kufahl, Robert Hartwig, and Marcy Bishop were present. Also present was Attorney Tim Andringa, Washington County Sheriff Deputy Andrew Meier and Town Clerk Julia Oliver.
3. **Approval of the Agenda.** Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried.
4. **Approval of the Minutes.** Motion by Huettl, seconded Hartwig to approve the minutes of the January 11, 2018 Regular Town Board meeting. Motion carried.

Agenda item 7 followed item 4.

5. **Closed Session pursuant to Wis. Stats. §19.85(1)(g) conferring 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 involved, specifically Jackson Town Residents Against Attachment et al vs. Village of Jackson, Case No. 14-CV-897, WI Dept. of Administration public hearing update and strategy.** 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. Chairman Heidtke asked Deputy Meier and Supervisor candidate Joe Kufahl to stay for the closed session.

Motion by Huettl, seconded by Bishop to move into open session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Bishop – aye, motion carried. There was no action taken.

6. **Resident comment on any agenda item.** There were no comments.
7. **Certified Survey Map – John Clemens, 2988 Church Road.** Surveyor Brad Johnson and John Clemens spoke to the agenda item. Clemens would like to split his current lot into two parcels. Heidtke noted the Park and Planning Commission has recommended approval. Motion by Kufahl, seconded by Huettl to approve the Certified Survey Map for John Clemens subject to the payment of town review and impact fees. Motion carried without a negative vote.
8. **JAYBA Field and Pavilion use: scoreboard landscaping, locks changed, parking in turn around area, handicapped parking, field maintenance, and weed control.** The Town Board considered the requests from JAYBA and provided the following responses:

No Parking, drop-off and pickup only and handicapped signage – The Town Board approved the request with the following stipulations; the signage will be ordered and installed by town employees but JAYBA will be billed for the cost of the signage.

Lock replacement – The Town Board approved the request but the work will be coordinated by the clerk and she will contract with Vrana to have the work completed. JAYBA will be billed for the work.

Scoreboard landscaping – The Town Board indicated they want the landscaping to be easily maintained. Clerk Oliver noted the following has been discussed: removing the existing rocks, cutting in an edge, installing weed barrier and mulch. The Town Board stated they would like further information on how the scoreboards are anchored to the ground.

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Field maintenance – The Town Board has no preference if JAYBA contracts with someone for maintenance or does the work themselves, with the following stipulations; the contractor must be approved by the Town Board prior to JAYBA contracting and the contractor must provide certificates of insurance and contact information to the town. If JAYBA decides to do the maintenance themselves then the town will need proof that JAYBA has insurance coverage for this type of work and workers comp coverage.

Fertilizer and weed control – The Town Board will require further information regarding the types of products that will be used, who will be applying the products and copies of the required licenses. Insurance certificates will also be required.

Clerk Oliver will continue to work with JAYBA on the projects.

- 9. Liberty Tire Recycling.** Heidtke reported that Ron Eickstedt has compared the pricing from Liberty Tire with the amount we are currently paying to get rid of tires and he thinks we should continue with the current disposal company (Advanced Disposal at \$.16 per pound/\$320 per ton).
- 10. Conditional Use Authority – New preemptions, 2017 Wisconsin Act 67; cost share attorney fees with Town of Wayne.** Heidtke reported that Zoning Administrator Hoffmann contacted him regarding the Conditional Use Authority changes contained in 2017 Wisconsin Act 67. Hoffmann stated the Town code will need to be reviewed and possibly updated to consider the newly adopted land use law related to conditional use authority. Hoffmann suggested the Town coordinate the efforts with the Town of Wayne by using Attorney Riffle and sharing the associated costs. Motion by Bishop, seconded by Kufahl to share attorney fees with the Town of Wayne for the review and update by Attorney Riffle’s office, and providing Heidtke with the authority to approve the legal work expense within reason. Motion carried without a negative vote.
- 11. Truck #14 – replacement of box.** Motion by Bishop, seconded by Huettl to replace the box on truck #14 as described in the February 6, 2018 quote (estimate 57103-1) from Jackson Truck Body Inc. in the amount of \$10,990. Motion carried without a negative vote.
- 12. Treasurer computer replacement.** Motion by Huettl, seconded by Bishop to replace the Treasurer computer per the proposal provided by Pros 4 Technology on January 20, 2018. Motion carried without a negative vote.
- 13. Washington County Sheriff’s Department Report – Liaison Deputy Andrew Meier.** Deputy Meier provided a written report for December 2017 and January 2018. Meier noted the increase in general patrolling in the winter because there is less of other types of service need. Meier provided an analysis of transfer station incidents between 2016 and 2017 and commented on the results.
- 14. Washington County Board Report.** Heidtke and Hartwig had nothing additional to report.
- 15. Washington County Comprehensive Plan Advisory Committee.** Huettl stated there has not been a meeting.
- 16. Treasurer’s Report.** The written report provided by Treasurer Eilbes stated the January 2018 account balances are as follows: General Fund Checking \$130,239.57; General Fund Money Market \$1,192,368.07; Encumbered Funds-Highway Money Market \$154,855.88; Encumbered Funds-Building Money Market \$39,741.93; Property Tax Checking \$1,811,603.34; Property Tax Money Market \$0; Park and Planning Checking \$5,869.06; Park Fund Savings \$10,298.99; Cemetery Fund \$16,716.93.
- 17. Highway Department Report.** Heidtke summarized the highway department report provided by Eickstedt.
- 18. Transfer Station Report.** Huettl had nothing additional to report.

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- 19. Buildings Report.** Kufahl had nothing additional to report. Heidtke noted there have been contractors calling Mike Soto at Continuum Architects + Planners with questions about the drawings. Heidtke commented that we should get going on a revised request for bid document.
- 20. Noxious Weeds Report.** Bishop had nothing additional to report.
- 21. Grounds Report.** Hartwig had nothing additional to report.
- 22. Chairman's Report.** Heidtke stated he has attended several meetings. On February 8th he attended a meeting at the Washington County Sheriff's Department regarding a sexual offender (Eric Moffatt) who will be released into the property located on CTH NN in the Town of Jackson. WI Department of Corrections attendees noted there will be another release (Justin Rathke) to the property on March 13th. Sheriff's deputies will hand deliver information about Eric Moffatt to residents who live near-by. Both individuals will wear a live tracking GPS unit. On February 1st Heidtke attended a meeting called by Wisconsin Attorney General Brad Schimel. Schimel is having meetings in communities to seek input on local issues. Heidtke shared correspondence related to the request from West Shore Pipeline to the WI Department of Natural Resources to decrease well sampling outside the special casing area. Heidtke reported that American Transmission has been using a helicopter and crew to replace the fiber optic line on the towers in the Town. Engineer Matt Clementi has revised the grant application for the replacement of the bridge over dead-end Cedar Creek Road per the new Department of Transportation guidelines. Heidtke noted there is a contractor who would like to build a home on the east/dead-end side of the bridge so Heidtke has provided them with the information to contact Michael Mertens at Jewell since he provided the bridge rating information. Heidtke received information from Washington County Highway Superintendent Schmidt that the weight limit on the Pleasant Valley Road bridge by Schreiber Foods can be removed.
- 23. Clerk's Report.** Oliver provided each Supervisor with a letter from Attorney Riffle about zoning board of appeals new statutory variance standards. Oliver received notice that the well needed a "checkup" from Schaefer Brothers; the Town Board stated it was not required. Oliver asked if the Town Board would like to continue receiving bound State Statutes books; the Town Board stated it was not necessary. Notice from Scott Construction was provided to each Supervisor regarding a replacement for Don Bade who is retiring. Oliver provided an email to each Supervisor from John Keefe regarding the broadband grant application that Ethoplex has submitted. Oliver reported the apartment tenant is concerned because he is having less and less hot water available for use; Supervisor Kufahl will look at the hot water heater and respond.
- 24. Communications and Announcements.** Nothing additional. Huettl requested the recycling contract with Advance Disposal and the proposal from Waste Management be placed on the March agenda.
- 25. Review of Bills and Authorization for Payment.** Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.
- 26. Adjournment.** Motion by Hartwig, seconded by Huettl to adjourn, Motion carried, meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____