



**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 10, 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.
2. **Roll Call.** Chairman Ray Heidtke, Supervisors, Joe Kufahl, Paul Huettl, Robert Hartwig, and Marcy Bishop were present. Also present was Town Attorney Tim Andringa, Washington County Sheriff's Deputy Andrew Meier and Town Clerk Julia Oliver.
3. **Approval of the Agenda.** Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.
4. **Approval of the Minutes.** Motion by Bishop, seconded Huettl to approve the minutes of the April 12, 2018 Regular Town Board meeting and the April 25, 2018 Special Town Board meeting. Motion carried.
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, and Wis. Stats. §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 WI Department of Administration comments on the submitted Boundary Agreement between the Village of Jackson and the Town of Jackson.** Motion by Huettl, seconded by Bishop to move into Closed Session. Roll call vote: Kufahl-aye, Huettl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
6. **Reconvene into open session.** Motion by Kufahl, seconded by Huettl to reconvene into open session. Roll call vote: Kufahl-aye, Huettl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
7. **Resident comment on any agenda item.** There were no comments.
8. **Action to adopt or deny by resolution the revised Boundary Agreement between the Village of Jackson and the Town of Jackson.** Motion by Bishop, seconded by Hartwig to adopt Resolution J-18-006, a *Resolution Approving Revisions to Mediated Cooperative Plan and Directing Submittal to the Department of Administration*. Motion carried without a negative vote.
9. **Rezone from A-1 Agricultural/Rural Residential District to B-2 Highway Business District, 4720 CTH P, Town of Jackson – Peter D. West, Owner and Dittmar Realty, Inc., Buyer.** Heidtke confirmed the public hearing was held on April 25, 2018 and that the Park and Planning Commission has recommended approval. Motion by Huettl, seconded by Kufahl to rezone 4720 CTH P, (parcel T7 011700B), from A-1 Agricultural/Rural Residential to B-2 Highway Business District. Motion carried without a negative vote.
10. **Rezone from A-1 Agricultural/Rural Residential District to R-1 Single Family Residential District, 4411 Pleasant Hollow Road, Town of Jackson, - Stanley and Patricia Steinike, Owners.** Heidtke confirmed the public hearing was held on April 25, 2018 and that the Park and Planning Commission has recommended approval. Motion by Bishop, seconded by Hartwig to rezone 4411 Pleasant Hollow Road, Town of Jackson from A-1 Agricultural/Rural Residential to R-1 Single Family Residential District. Motion carried without a negative vote.
11. **JAYBA Update: scoreboard landscaping, locks changed, picnic tables and weed control.** Clerk Oliver provided an update on the following: the locks have been ordered by JAYBA from Bonafide Security Solutions and the Town will be billed directly for the installation. A new dishwasher has been ordered for the pavilion.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 10, 2018
PAGE 2**

JAYBA has contracted with a company (Terf Tech - Brad) for fertilizer application and Spring Valley provided the product including the chemical safety information. The picnic table frames will be approximately \$200 each plus freight which includes a 12% discount and will be ordered from Lee Recreation. Hartwig asked that JAYBA be reminded that the fertilizer must be allowed to dry for 24 hours prior to children being on the fields that have been treated. No update on the scoreboards.

- 12. Bonafide estimate to open Town Hall safe and Town Garage vault.** Heidtke reported that the garage vault has been opened. Oliver stated Gordon Hoffmann was able to open the vault at the garage today, but the safe at the Town Hall has not been opened. Additional attempts will be made on the safe now that the correct combination has been located.
- 13. Request from Belinski to annex to the Village of Jackson.** Heidtke reported that Belinski Homes filed a request with the Department of Administration to annex land on the northwest corner of the Jackson Drive/Cedar Creek Road intersection which they plan to develop with condominiums. The Department of Administration denied the request until the Town and Village complete the Cooperative Boundary agreement.
- 14. Confirmation of Chairman's appointments to commissions and committees.** Heidtke noted he reported on his appointments at the last meeting but needs Town Board confirmation of his appointments. Motion by Huettl, seconded by Kufahl to confirm Chairman Heidtke's appointments as follows:
 - Park and Planning Commission – Randy Vogel, Arlyn Johnson
 - Board of Appeals – Timothy Whitehouse, Mel Heckendorf
 - Joint Village/Town Park and Recreation Group – Christa Weiss, Renee Kreiter
 - Community Development Authority – Randy VogelMotion carried without a negative vote.
- 15. Road projects, update/continued discussion.** Heidtke reported he met with Brian Kober and John Walther to discuss the proposed cost sharing of the Cedar Creek Road reconstruction. After discussion of the Village preference for a wider road with a 5' shoulder and the cemetery implications that may arise during construction if the road is significantly widened, motion by Huettl, seconded by Kufahl to update the proposed cost sharing of the Cedar Creek Road reconstruction by the Town paying for all the shouldering in full and the Village paying for the additional costs to widen the road to 27'. Motion carried with four yes votes and one opposed (Heidtke). Further discussion emphasized the need to improve the road and how the timing couldn't be any better because Payne and Dolan will be working in the area on the CTH P road reconstruction. Motion by Bishop, seconded by Hartwig to request a joint meeting of the Village Board and the Town Board to try and work out an agreement so that the Cedar Creek Road reconstruction can be completed promptly. Motion carried without a negative vote.

During the meeting item 17 of the agenda was moved to follow item 15.

- 16. Town Hall Facility: remodeling project, north parking lot repair or replacement and parking lot sealing.** Heidtke read an email from Mike Soto that provided an update on the work Continuum is completing on the HVAC design. Heidtke provided a proposal from Advanced Asphalt Paving Inc. to repave the north parking lot of the Town Hall. Heidtke noted the asphalt will extend into the pole building between 2-3' in order for the overhead door to close firmly, the four bollards will be re placed in front of the electric panel and an asphalt strip will extend approximately ten feet along the east and west sides of the pole barn. Motion by Bishop, seconded by Hartwig to accept the proposal from Advanced Asphalt Paving Inc. in the amount of \$15,900. Motion carried without a negative vote. The Town highway crew will remove the existing asphalt and haul it away.
- 17. Washington county Sheriff's Department Report – Liaison Deputy Andrew Meier.** Meier reported that April was busy due to the snow storms. The Department of Corrections site states there are four registered sex offenders living at the house on CTH NN. He also noted the damage to the Town Hall pavilion during a recent

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 10, 2018
PAGE 3**

break-in attempt. Heidtke asked if the Sheriff's Department is noticing more issues in the southern third of the County; Meier stated the southern third of Washington County is definitely the busiest.

- 18. Washington County Board Report.** Hartwig reported the May 9, 2018 County meeting was held at 6:00 p.m. and it was noted there were no additional public in attendance even though the meeting was being held in the evening. Discussion included the sheriff's department the body scanner, a new paint truck will be purchased in 2019 for the highway department, a bridge on CTH M is scheduled for work and a custodian who worked over twenty-eight years retired. Bishop added that the County Administrator provided the annual "State of the County" address.
- 19. Washington County Comprehensive Plan Advisory Committee.** Huettl had nothing new to report.
- 20. Treasurer's Report.** The written report provided by Treasurer Eilbes stated the April 2018 account balances are as follows: General Fund Checking \$38,604.26; General Fund Money Market \$1,356,954.20; Encumbered Funds-Highway Money Market \$154,893.64; Encumbered Funds-Building Money Market \$39,746.77; Property Tax Checking \$218.18; Property Tax Money Market \$0; Park and Planning Checking \$6,569.20; Park Fund Savings \$11,000.28; Cemetery Fund \$16,718.97.
- 21. Highway Department Report.** Heidtke summarized the highway department report provided by Eickstedt. Heidtke noted the Town is storing 40 tons of salt for the Village which they were unable to take as part of their contract commitment.
- 22. Transfer Station Report.** Huettl reported he has started to look into security cameras for the Transfer Station and he is weighing the benefits of a wireless and hard wired system, specifically for reliability.
- 23. Buildings Report.** Kufahl reported the pavilion dishwasher was replaced rather than repaired due to the service cost and age of the machine.
- 24. Noxious Weeds Report.** Bishop had nothing additional to report.
- 25. Grounds Report.** Hartwig has started looking at flowers to plant at the Town Hall. Kettle Moraine Lutheran High School students were at the Town Hall on April 23rd as part of their Volunteer Day. The students mulched the beds around the Town Hall building, washed the inside and outside of the windows and thoroughly vacuumed.
- 26. Chairman's Report.** Heidtke noted the Department of Administration has returned the Bielinski Development annexation review and stated they are unable to perform a review because the proposed territory to be annexed is located within the area that there is a pending cooperative boundary agreement under consideration. Heidtke also noted an alcohol workshop that he will attend on June 28th at the Town of Polk building. Heidtke read a thank you note from a Slinger High School student who attended the April Town Board meeting.
- 27. Clerk's Report.** Oliver reported she has received a request from Kirrchayn Country Club for Town Board assistance related to the brief closure of CTH T (Western Avenue) for the annual parade scheduled for July 29, 2018. Oliver reported on WI Act 326 which relaxes the rules on elected officials working at an election; Oliver noted she will be looking for assistance as tabulators when the polls close following the November 6th election. Oliver reported that American Metal and Paper will no longer pay for the mixed paper that is collected at the Transfer Station. A resident called to make sure the Town Board was aware that Western Avenue is significantly breaking apart from Maple Road east to the Feilbach property, including a hole in the middle of the road about the size of a football. Mill Road continues to have issues, and Church Road from CTH T north is in very bad shape. Oliver reminded everyone that Board of Review will be held on May 22nd from 6-8 p.m. at the Town Hall; each Supervisor (Board of Review member) received a "2018 Guide for Board of Review Members". The WI DNR has requested that METCO prepare a site closure packet for the Town Garage site.

**MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 10, 2018
PAGE 4**

- 28. Communications and Announcements.** Heidtke reiterated the alcohol workshop and Board of Review.
- 29. Review of Bills and Authorization for Payment.** Motion by Kufahl, seconded by Hartwig to approve the vouchers as presented. Motion carried.
- 30. Adjournment.** Motion by Kufahl, seconded by Huettl to adjourn, Motion carried, meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

Next Resolution Number: J-18-007 Next Ordinance Number: J-18-002
