



**MINUTES OF THE REGULAR TOWN BOARD MEETING
APRIL 11, 2019**

- 1. Call meeting to order, Pledge of Allegiance.** The meeting was called to order at 6:00 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 Highway Supervisor Ron Eickstedt and Town Clerk Julia Oliver. Sheriff's Deputy Andrew Meier and Jackson Fire Chief Aaron Swaney arrived for the business part of the meeting.
- 3. Approval of the agenda.** Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried.
- 4. Approval of the minutes.** Motion by Bishop, seconded Huettl to approve the minutes of the March 14, 2019 Regular Town Board meeting. Motion carried.

Agenda item 8 was heard prior to agenda item 5 in consideration of the participant.
- 5. Recess for road review.** *The Town Board will travel by vehicle(s) throughout the town to access the road conditions.* At 6:12 p.m. the Town Board and Highway Supervisor Eickstedt left the Town Hall for the road review.
- 6. Reconvene at the Town Hall in the board room to continue the meeting.** The Town Board returned from the road review and reconvened the meeting at 7:04 p.m. Chairman Heidtke confirmed no action had been taken during the road review.
- 7. Resident comment on any agenda item.** There were no comments.
- 8. Resolution J-19-001, Ben Damai, Eagle Scout Project – donation to the Town Jackson.** Ben provided a synopsis of his bat house idea development and project execution, noting that the reason for the bat house was as a Boy Scout he has worked on trail clean up at the Town Hall Park and experienced the overwhelming number of mosquitos that reside in the park. Ben explained the bat house has been stained and water proofed, and the post that it is mounted on is weather treated. Motion by Huettl, seconded by Hartwig to adopt Resolution J-19-001, recognizing Ben Damai for his effort and contribution to the Town of Jackson. Motion carried without a negative vote.
- 9. Part time hiring for Transfer Station.** No action; the interested applicant has not returned his paperwork.
- 10. Certified Survey Map – Richard Deming, 838 Wildwood Lane.** Deming appeared and explained he would like to divide his 7 ½ acres in order to sell his current home and then downsize by building a new home on one of the lots. Motion by Huettl, seconded by Hartwig to approve the Certified Survey Map for Richard Deming, 838 Wildwood Lane. Motion carried without a negative vote.
- 11. Ordinance J-19-002, Ordinance to amend Title X of the Municipal Code.** The Town Board verified the updates to the ordinance that were recommended by the Park and Planning Commission addressed their concerns related to number of animals per acre and the addition of roosters to the animal list. Motion by Bishop, seconded by Kufahl to adopt Ordinance J-19-002, and amendment to Title X of the Municipal Code. Motion carried without a negative vote.

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- 12. Village of Jackson Fire Department – Chief Aaron Swaney.** Chief Swaney reported the fire department has twelve new members who have been completing their training, as well as current members who have attended officer's school. The new ladder truck should arrive in May and the old ladder truck was sold to the community of Oxford Junction, Iowa. Swaney noted there will be revisions made to the Public Safety Building before moving forward since the Village Board has decided to move the remaining three offices from the current Village Hall into the new building. The old (current) Village Hall will be sold. Swaney also reported that there were almost 900 calls in 2018 which is an increase of about 50 calls compared with 2017.
- 13. Washington County Sheriff's Department report – Liaison Deputy Andrew Meier.** Meier provided an *Incident Summary List* for the period of 3/1/19 – 3/31/19 and noted there were 159 calls. Meier also stated there are currently four residents at the house on CTH NN.
- 14. 2019 road maintenance and construction.** After a discussion of the roads reviewed, including the consideration of the funds available for road maintenance and construction: 1. Motion by Bishop, seconded by Huettl to bid out Church Road from Sherman Road to Western Avenue for pulverizing and first course. Motion carried without a negative vote. It was noted this is a TRIP project. 2. Motion by Bishop, seconded by Huettl to bid out Whitetail Trail, Red Fox Lane, and all five streets in the Appellation Ridge subdivision for chip sealing. Motion carried without a negative vote. 3. Motion by Hartwig, seconded by Kufahl to spend \$25,000 on crack filling in 2019. Motion carried without a negative vote. 4. Motion by Kufahl, seconded by Bishop to chip seal the Transfer Station parking lot. Motion carried without a negative vote.
- 15. Dead end Cedar Creek Road bridge project.** Heidtke reported that Town Engineer Matt Clementi was contacted by the WI Department of Transportation for an update on the progress being made by the Town on the dead end Cedar Creek Road bridge project. Clementi drafted a *Request for Qualifications* and met with Heidtke and Clerk Oliver to discuss the steps and timeline for the project. The draft document was reviewed and discussed by the Town Board. Motion by Huettl, seconded by Hartwig to move forward with noticing the *Request for Qualifications for Design Engineering Services for a bridge replacement project*. Motion carried without a negative vote. Heidtke noted that he will be available to respond to requests from interested parties to discuss the project and Clementi will be available to answer technical questions.
- 16. Town Hall remodeling project – including Heidtke window pricing.** Heidtke reported he had measured all the dining room, bar and board room windows, and then asked Zuern Building Products to provide pricing for window replacement. Heidtke discussed the details of the replacements he is recommending and explained there would be no change to the exterior of the building. Motion by Kufahl, seconded by Bishop to replace the eighteen dining room windows for an amount not to exceed \$5,000. Motion carried without a negative vote. Motion by Huettl, seconded by Bishop to bid out the labor needed to install the eighteen windows, including any necessary installation materials. Motion carried without a negative vote.
- 17. Town Hall parking lot light fixtures.** Clerk Oliver reported only some of the town hall parking lot lights are working. Gillitzer Electric has worked on the fixtures and found that there is a short in two fixtures which will need repair. Tim Gillitzer recommended changing the fixtures to accommodate LED bulbs which would offer a significant operational cost savings. Motion by Huettl, seconded by Kufahl to have the parking lots repaired and add/retrofit the fixtures to accommodate LED bulbs. Motion carried without a negative vote.

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- 18. Washington County Board report.** County Supervisors Hartwig and Bishop reported the County Board passed their Comprehensive Plan 2050 (the update), Heritage Trails County Park has been approved for mining, and there was a discussion on changing the County Administrator position to a County Executive position. The County Highway Department held a transportation information meeting on April 3rd and Heidtke, Bishop and Hartwig attended.
- 19. Washington County Comprehensive Plan Advisory Committee report.** Supervisor Huettl had nothing new to report; he feels the committee will be dissolved now that the Washington County Comprehensive Plan update has been approved.
- 20. Washington County Bicycle and Pedestrian Advisory Committee report.** Supervisor Bishop reported there has been a meeting with the WI Department of Transportation and the committee should have a meeting soon to move to the next step.
- 21. Treasurer's report – March 2019.** The written report provided by Treasurer Eilbes stated the March 2019 account balances are as follows: General Fund Checking \$25,713.40; General Fund Money Market \$1,073,154.38; Encumbered Funds-Highway Money Market \$396,079.31; Encumbered Funds-Building Money Market \$377,460.75; Property Tax Checking \$248.59; Park and Planning Checking \$7,100.44; Cemetery Fund \$16,726.65.
- 22. Highway Department report.** Chairman Heidtke summarized the highway department report provided by Eickstedt.
- 23. Transfer Station report.** Supervisor Huettl had nothing to report.
- 24. Buildings report.** Supervisor Kufahl had nothing to report.
- 25. Noxious Weeds report.** Supervisor Bishop had nothing to report.
- 26. Grounds report.** Supervisor Hartwig reported that he noticed the driveway to the pavilion needs gravel added and the playground needs mulch. Hartwig and Oliver will be meeting to review the grounds and put together a project list for 2019; Hartwig would like to invite Heidtke and the town hall maintenance staff to attend the meeting.
- 27. Chairman's report.** Chairman Heidtke reported he has spoken with Lannon Stone and their banker regarding the request they made at the last Park and Planning Commission meeting to meet the requirement of financial security for reclamation of the quarry from the current cash account to a letter of credit. Heidtke reported he and Oliver met with Engineer Clementi about the bid procedure and timeline for the dead end Cedar Creek Road bridge replacement. Heidtke congratulated Bishop and Huettl on their election.
- 28. Clerk's report.** Oliver reported that the town had a 49.7% turnout on Election Day. Oliver has received the insurance renewal questionnaire from The Horton Group; the supervisors will need to decide if they want to get quotes from other insurance companies this year. Living Word Lutheran High School will be sending student volunteers to the Town Hall on April 25th to assist with projects.

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29. Communications and announcements. April 16th is the Annual Town Meeting; Heidtke asked to be excused from the meeting. May 14th is the Board of Review meeting.

30. Review of Bills and Authorization for Payment. Motion by Huettl, seconded by Kufahl to approve the vouchers as presented. Motion carried.

31. Adjournment. Motion by Huettl, seconded by Bishop to adjourn. Motion carried and the meeting was adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

Next Resolution Number: J-19-002 Next Ordinance Number: J-19-003
