



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
FEBRUARY 11, 2021**

1. **Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited. Clerk Oliver read the meeting notification.
2. **Roll call.** Chairman Ray Heidtke, Supervisors Joe Kufahl, Paul Huettl, Robert Hartwig and Marcy Bishop were present. Also present was Building Inspector/Zoning Administrator Jim Micech and Clerk Julia Oliver. Deputy Andrew Meier was absent.
3. **Approval of the agenda.** Motion by Huettl, seconded by Hartwig to approve the agenda. Motion carried.
4. **Approval of the minutes.** Motion by Bishop, seconded Huettl to approve the minutes of the January 14, 2021 Regular Town Board meeting and the minutes of the January 27, 2021 Joint Park and Planning Commission and Special Town Board meeting. Motion carried.
5. **Resident comment on any agenda item.** D. Kufahl, 1165 Sherman Road commented on items 10 and 11. S. Maney, 3138 Country Aire Drive commented on item 10.
6. **New hire – Transfer Station.** Heidtke reported on applicant Trysten Fulton; motion by Bishop, seconded by Huettl to hire Trysten Fulton as a part time worker at the transfer station at a rate of at \$14 per hour. Motion carried without a negative vote.
7. **Ordinance update to include snow in right of way – request from Supervisor Bishop.**
8. **Updating the town Employee Manual.**
9. **Updating road operational policies such as mailbox replacement and work in the right of way.**

Heidtke stated he would like to have the town supervisors volunteer in groups of two to work on agenda items 7 thru 9 as committees. After researching the topic, the committees of two will provide information and recommendations to the town board at a meeting. Bishop and Kufahl volunteered for agenda item 7. Hartwig and Heidtke volunteered for agenda item 8. Huettl and Heidtke volunteered for agenda item 9. Heidtke asked for everyone to have the groundwork done by the next meeting.

10. **2021 road work.** Heidtke noted that there will be work done on Cedar Creek Road in 2021 which was carried forward from 2020 but the money for the work was also set aside so it will not come out of the 2021 road budget. Heidtke stated that a second lift could be done on Church Road from Sherman to Western, or all the way to Spring Valley. Heidtke also stated Maple Road could be pulverized and a base course put down from STH 60 to Sherman; noting that part of the road will be a joint project with the Village. Highway Supervisor Eickstedt stated he thinks Church Road can wait; in fact, it may only need a chip seal over the three-inch binder course. Eickstedt is recommending pulverizing/binder course on Jackson Drive north of Western (about  $\frac{3}{4}$  of a mile), chip sealing the Strawberry Glen subdivision using the granite stone and he noted both Western and Sherman need to be chip sealed. After discussion, motion by Hartwig, seconded by Huettl to bid out the following road work:

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
FEBRUARY 11, 2021  
PAGE 2**

- Pulverize/binder course - Jackson Drive from Western Avenue north toward Sherman Road, approximately  $\frac{3}{4}$  mile.
- Pulverize/binder course Spring Valley Road from Church Road to CTH M.
- Pulverize/binder course Maple Road from STH 60 to Sherman Road.
- Chip seal the Strawberry Glen subdivision using granite stone.
- Chip seal Western Avenue from CTH G to the Crosswinds subdivision.
- Chip seal Sherman Road from CTH G to Maple Road.

Motion carried without a negative vote.

- 11. Replace posting boards and setting new locations.** Oliver reported the three posting boards are in disrepair, particularly the posting board at the Town Garage and the board on Pleasant Valley Road. Oliver also noted that accessing the Pleasant Valley Road posting location is unsafe due to the car traffic and the snow buildup. Potential locations for new board were discussed and included Jail House, Piggly Wiggly, business lots located at the CTH NN and Maple Road intersection, at the Wittes market on CTH NN, the storage units located at the intersection of Jackson Drive and CTH NN and the entrance drive to Lannon Stone quarry. Oliver stated she will make some calls to see who might be willing to allow a posting board, and then report back to the town board.
- 12. Forms and fees for amendments to the Comprehensive Plan.** Micech reported there are some requests for rezoning in the works that will trigger changes to the Land Use Map/Comprehensive Plan. At this time the town has not set fees for the comprehensive plan amendment process. After discussion, motion by Bishop, seconded by Kufahl to add a fee of \$225 for amendments to the comprehensive plan/land use map. Motion carried without a negative vote.
- 13. Update on Dawson donation to the town in honor of Gordon Hoffmann.** Heidtke stated he has been in contact with Signarama located in Menomonee Falls and he should have a mockup of the plaque and pricing information at the next meeting.
- 14. Resolution J-21-002, Resolution in Appreciation of Service by Ben McKay.** Heidtke noted Ben McKay, Deputy Director of SEWRPC provided valuable assistance during the Comprehensive Plan 2050 development and this resolution is to recognize his efforts. Motion by Huettl, seconded by Hartwig to adopt Resolution J-21-002, Resolution in Appreciation of Service by Ben McKay. Motion carried without a negative vote.
- 15. Update on Dead-end Cedar Creek Road bridge project.** Heidtke reported on his recent meeting related to the acquisition of additional right of way land needed for the project. Heidtke noted very little land is needed.
- 16. Washington County Sheriff's Department report – Liaison Deputy Andrew Meier.** Deputy Meier was absent.
- 17. Washington County Board report.** County Supervisors Hartwig and Bishop reported at the last meeting the County Board discussed the speed limit on CTH Y in Germantown, a sign being placed on the Washington County Government Center property to be used by the County, but also used for advertising by others and the county would receive a rental fee, the Samaritan Home task force has met and they are currently exploring a partnership with the Cedar Lake community – the task force will report to the County Board at the April meeting.

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
FEBRUARY 11, 2021  
PAGE 3**

- 18. Building Inspection/Zoning Administration report – Jim Micech.** Micech stated that coming up at the next Park and Planning Commission meeting a concept review will be presented for the intersection of CTH P and Pleasant Valley Road, and there will be a request for approval of a certified survey map for a land attachment on Spring Valley Road. Board of Appeals will meet twice on February 18<sup>th</sup>, and next week Micech is meeting with a party about a zoning change and development of a 99-acre parcel.
- 19. Treasurer’s reports, December 2020 and January 2021 – Eilbes.** Heidtke briefly summarized the written reports prepared by Eilbes that were provided to each supervisor.
- 20. Chairman’s report – Heidtke.** Chairman Heidtke had nothing additional.
- 21. Buildings report.** Supervisor Kufahl had nothing additional to report. Hartwig asked for Heidtke to discuss any future grant opportunities with the entire board if there is a chance they can be used for the building.
- 22. Transfer Station report.** Supervisor Huettl had nothing additional to report.
- 23. Highway Department report.** Chairman Heidtke summarized the highway activity for the period of December thru mid-February. Bishop reported a Public Information meeting was held on January 19<sup>th</sup> regarding the Washington County upgrade to CTH M, which will impact the town residents on Pioneer Road from Country Aire Drive to Wausaukee Road; the project is scheduled for 2022.
- 24. Clerk’s report.** Oliver reported the highway department has received new cellular phones and the town hall land lines will be replaced with cellular phones as soon as they arrive. Oliver provided the town board supervisors copies of the correspondence from Attorney Andringa related to the Community Center agreement which they had asked to be reminded of after the first of the year. Oliver reminded the supervisors of the cemetery fencing (open item). Oliver reminded the supervisors of the Governor’s emergency order#1 requiring face coverings.
- 25. Communications and announcements.** Oliver reminded the supervisors of the February 24<sup>th</sup> Special Town Board meeting immediately following the Park and Planning Commission meeting. Supervisor Huettl asked that the Community Center Agreement be placed on the March agenda.
- 26. Review of Bills and Authorization for Payment.** Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.
- 27. Adjournment.** Motion by Huettl, seconded by Hartwig to adjourn. Motion carried and the meeting was adjourned.

Respectfully submitted,

---

Julia Oliver, Town Clerk

**MINUTES OF THE REGULAR TOWN BOARD MEETING  
FEBRUARY 11, 2021  
PAGE 4**

Minutes Approved: \_\_\_\_\_

Next Resolution Number: J-21-003  
Next Ordinance Number: J-21-002