



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
OCTOBER 14, 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 Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed the meeting notification.
2. **Roll call.** Town Chairman Robert Hartwig, Supervisors Steve Fischer, Marcy Bishop, and David Behringer were present. Supervisor Joe Kufahl was excused. Also present was Sheriff's Deputy Andrew Meier, Building Inspector/Zoning Administrator Jim Micech, Treasurer Monica Diaz, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Fischer, seconded by Behringer to approve the agenda. Motion carried
4. **Approval of the minutes.** Motion by Behringer, seconded by Fischer to approve the minutes of the September 9, 2021 Town Board meeting and October 8, 2021 Special Town Board Meeting, Motion carried.
5. **Resident comment on any agenda item.** There were no comments.
6. **Discussion and possible action – Adjustment to Clerk Salary.** Motion by Bishop, seconded by Behringer, to increase the clerk's salary from \$45,000/yr. to \$47,000/yr. to offset the cost of the clerk returning to the Wisconsin Retirement System. Motion carried
7. **Discussion and possible action – Community Center Agreement.** Chairman Hartwig reported that he and Atty. Andringa began negotiations with the Village regarding the agreement for early termination of the Community Center Agreement. Atty. Andringa would like to meet with the Board in closed session before the Town Hall Facility & Park Master Plan Committee meeting on October 20, 2021 to discuss the progress and conditions for approval of the release. No further action was taken.
8. **Discussion and possible action – Liquor License Transfer.** Mr. Ted Weller appeared as new Owner of the Pleasant Valley Tennis Club requesting a transfer of the current liquor license. Having confirmed the Mr. Weller passed the background check a motion was made by Bishop, seconded by Behringer, to approve the liquor license transfer pending an inventory transfer list be submitted to the Clerk. Motion carried
9. **Discussion and possible action - Theresa Miller – T7-0073-00Z – CSM.** No action was taken on this Item as Ms., Miller was not ready to appear.
10. **Update on the exterior lighting.** Administrator Micech reported that two exit lights in Town Hall have been upgraded and the light on the barn is now on a photocell and a timer.
11. **Update, Discussion, and possible action - Town Hall water quality issue.** Supr. Behringer reported that the water quality issue is now in the hands of the DNR. The county is pursuing a possible contamination source of the manure pile south of the Town Hall property.

12. **Use ABT Mailcom for Tax Bill distribution.** Based on a discussion of saving staff time and possible cost savings, a Motion to use ABT Mailcom for tax bill printing and mailing was made by Bishop, seconded by Fischer. Carried.
13. **2022 Annual Fee Schedule** the Board will discuss changes to the 2022 Fee Schedule as part of a budget workshop on October 20, 2021. The workshop will also have a closed session to discuss personnel contracts and wages.
14. **2021 holiday hours at transfer station** Motion by Bishop, seconded by Fischer to set the Transfer Station/Recycling Holiday hours as follows; Saturday December 25, 2021 – closed; Monday December 27, 2021 3pm to 7pm; Saturday January 1, 2022 – closed; Monday January 3, 2022 3pm to 7pm. Motion carried.
15. **Ordinance TOJ-21-07 Redistricting.** Motion by Fischer, seconded by Bishop, to approve Resolution TOJ -21-07 Establishing the Town Ward boundaries following the decennial census. Motion carried.
16. **Financial Review of town records.** No discussion or action on this item. Clerk Eichner will provide quotes to complete the Audit in 2021 at the November meeting
17. **Switch Accounting software from Quickbooks to Town Hall software.** Motion by Behringer, seconded by Bishop, to switch accounting software from QuickBooks to TownHall Software on condition that the annual cost is not higher than for current software, and that we do not need 2 licenses for the new system. Motion carried.
18. **Washington County Sheriff's Department report – Liaison Deputy Andrew Meier.** Deputy Meier provided the board members written incident summary data for the reporting period of 9/1/2021 thru 9/30/2021 and noted it has been very busy but uneventful. Meier provided answers to questions about the report
19. **Washington County Board report.** County Supervisor Bishop reported that the County celebrated the service of Sherriff Deputy Schwitz for 35 years of service. The County approved a \$ million bond issue to upgrade radio facilities for County Sheriff, police, fire and emergency services. The Board also approved a land purchase at Highways 83 & 167 in the Town of Erin to be used as a Plan B site to complete the radio tower loop.
20. **Building Inspection/Zoning Administration report.** Administer Micech is following up on a complaint about a hobby farm on Mill Road that has vastly exceeded the animal capacity. The Schulenberg property clean-up is slowly progressing. Micech will follow-up soon on the 30-day notice he issued in September. The plans for a senior CBRF on Pleasant Valley Road are still progressing. The operator is trying to obtain an agreement from the Village for sewer and water like that which the Fair Park and Hospital have. The Country Aire CSM is paused waiting on new financing.
21. **Treasurer's report.** Treasurer Diaz presented reports for May through September.
22. **Ground's report.** No report.
23. **Building's report.** Nothing new to report.
24. **Transfer Station report.** Bishop reported that there is difficulty in locating the proper emergency stop switch.

**25. Noxious Weeds report.** No report

**26. Highway/Chairman's report.** Chairman Hartwig reported that all pavement marking is done except on Cedar Creek Road. We received notice that the Cedar Creek Road bridge work will be let soon for work in 2022.

**27. Clerk's report.** Clerk Eichner reported that there will be a few revenue increases in 2022. The PILT payment should go up significantly. We may see an increase in our Transportation Aid if it is not offset by a reduction in miles of road in the Town due to annexations.

**28. Communications and announcements.** Crackfilling should take place in the next few weeks.

**29. Review of bills and authorization of payment.** Motion by Bishop, seconded by Fischer to approve the vouchers as presented. Motion carried.

**30. Adjournment.** Motion by Fischer, seconded by Bishop, to adjourn at 9:33pm. Motion carried.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Town Clerk at least one business day prior to the meeting. It is possible a quorum of members of other governmental bodies of the Town of Jackson may attend this meeting to gather information; no action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice.

**AFFIDAVIT OF POSTING:** I hereby certify that this notice has been posted on the Town of Jackson website at [www.town-jackson.com](http://www.town-jackson.com) and at the Town of Jackson Town Hall, 3146 Division Road. As a courtesy the notice *may* be posted at the Town of Jackson Town Garage, 3685 Division Road. I further certify that this notice has been sent to the West Bend News, WBKV Radio Station and the Express News.

Dated October 13, 2021.

Bob Eichner, Clerk, Town of Jackson