



**MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 10, 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 Oliver read the meeting notification.
- 2. Roll call.** Chairman Robert Hartwig, Supervisors Steve Fischer, Marcy Bishop, Joe Kufahl and David Behringer were present. Also present was Town Attorney Tim Andringa, Sheriff's Deputy Andrew Meier, Building Inspector/Zoning Administrator Jim Micech and Clerk Julia Oliver.
- 3. Approval of the agenda.** Motion by Kufahl, seconded by Bishop to approve the agenda. Motion carried.
- 4. Approval of the minutes.** Motion by Bishop, seconded Behringer to approve the minutes of the May 13, 2021 Regular Town Board meeting. Motion carried.
- 5. Resident comment on any agenda item.** There were no comments.
- 6. Discussion and Possible Action – Certified Survey Map, Mel Heckendorf, 2039 Sherman Road.** It was noted approval is recommended by the Park and Planning Commission. Motion by Bishop, seconded by Kufahl to approve the Certified Survey Map for Mel Heckendorf. Motion carried without a negative vote.
- 7. Discussion and possible action – Community Center Agreement.** Attorney Andringa provided a brief history of the Joint Park and Recreation Director Agreement and the Community Center Operation Agreement. Andringa noted that in 2014 the Director Agreement was terminated per the contract terms, however since the termination the Village continues to send invoices which include administrative costs even though the town is no longer required to pay for the director. Andringa has sent correspondence to the village telling them to stop billing the town for the director and has received no acknowledgment or response from the village. After discussion which included points on how the town has lost tax base and is unable to continue supporting the Community Center and pay for the fire service contract without significantly increasing the tax burden for the residents, it was agreed the town should try to negotiate with the village a way to end the contract early. Motion by Kufahl, seconded by Behringer authorizing Attorney Andringa and Town Chairman Hartwig to open a discussion with the village regarding an early termination of the Community Center agreement. Motion carried without a negative vote.
- 8. Discussion and possible action – 2021-2022 Alcohol Licensing.** Alcohol license applications have been received for Midwest Hospitality, dba The Jail House Restaurant, Kirchhayn Country Club and Pleasant Valley Tennis Club, as well as the operators associated with each business. There are no new operator applications, all are renewals. Motion by Bishop, seconded by Behringer to approve the alcohol licenses as presented. Motion carried without a negative vote and Supervisor Fischer abstained. Deputy Meier noted that The Jail House Restaurant has no Operator's listed and questioned how the agent could always provide sufficient oversight. Oliver reported that Bentlydale Farms, dba Hidden Glen Golf Club did not submit their applications until June 9th and has requested the town board to consider their applications at the June 30, 2021 Special Joint Park and Planning Commission and Town Board meeting.

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The board members agreed to this action and directed the clerk to publish as required. Oliver reported she has not received an application from Doman's and their license will expire on June 30, 2021.

Oliver reported that Kirchhayn Country Club has submitted a request for an extension of premise and a request for town board support of the road closure for a parade on July 25, 2021. After discussion, motion by Bishop, seconded by Behringer to approve the one-day extension of premise for Kirchhayn Country Club for July 25, 2021, and to support the closure of CTH T/Western Avenue for the parade. Motion carried without a negative vote and Supervisor Fischer abstained. Supervisor Kufahl will be available to offer town oversight and road closure assistance for the parade.

- 9. Discussion and possible action – 2021-2022 Property, Vehicle and Liability Insurance Renewal.** The insurance cost for the 2020-2021 policy period and the 2021-2022 policy period was provided. The increase noted was due to the additional coverage for the Zoning Administrator/Building Inspector. The workers compensation increase is based on the payroll numbers. Motion by Behringer, seconded by Fischer to approve the insurance renewal with Rural Mutual. Motion carried without a negative vote.
- 10. Discussion and possible action – Nonmetallic mining oversight.** Oliver explained the oversight provided by the town for the nonmetallic mining reclamation plan at the Lannon Stone Quarry. Oliver would like to transfer the oversight to Washington County Planning and Parks Department. Hans Dawson from Lannon Stone has agreed to the transfer and Paul Sebo from Washington County has agreed to speak with the town about the arrangement if the town board agrees. Motion by Fischer, seconded by Behringer directing Oliver to invite Paul Sebo to the July town board meeting to discuss the transfer of oversight. Motion carried without a negative vote.
- 11. Discussion and possible action – Zion Cemetery.** Oliver explained she has not been successful in determining ownership of the Zion Cemetery on Church Road and has asked Attorney Andringa for assistance in how to proceed with the town taking over the care of the cemetery. After discussion, motion by Bishop, seconded by Behringer authorizing expenditures of up to \$800 for Andringa to research the Zion Cemetery ownership. Motion carried without a negative vote.
- 12. Discussion and possible action – Cedar Creek Road work.** Highway Supervisor Eickstedt explained the road work that needs to be completed by the railroad tracks on Cedar Creek Road, and that the cost is supposed to be shared with the village. Discussion of the issue brought to light confusion related to who is responsible for the railroad permitting and flagger expenses and if the village has plans for the work in the current budget. Hartwig asked he if and Eickstedt should meet with Brian Kober to discussion sharing the railroad permit expenses in order to get the road work finished. It was the consensus of the board to pull out the past contracts to see what Payne and Dolan agreed to and to see what work has been completed. No action.
- 13. Discussion and possible action – approval of employees to assist with road work.** Hartwig explained the highway department needs additional workers to assist with culvert installation projects on an as-needed basis. Hartwig recommended approving Kevin Eickstedt. Motion by Bishop, seconded by Kufahl approving Kevin Eickstedt as a part time highway worker at his current snowplow driver rate. Motion carried without a negative vote.
- 14. Discussion and possible action – Transfer Station and Town Hall Park new hire.** An application has been received from Phillip Mayer for part time work at the town hall park and transfer station. Supervisor

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Bishop recommended the applicant. Motion by Kufahl, seconded by Fischer to hire Phillip Mayer at a rate of \$15 per hour for part time town hall park mowing and maintenance and \$14.50 per hour for part time transfer station work. Motion carried without a negative vote; Bishop abstained.

- 15. 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 5/1/2021 thru 5/31/2021. Meier provided answers to questions about the report and noted there are four occupants at the CTH NN house. Oliver asked Deputy Meier if many of the towns in Washington County contracted with the Humane Society for their services, specifically the service of people bringing in stray animals without a drop off fee. Meier stated he felt about 50% of the towns in the county have a Humane Society contract.
- 16. Washington County Board report.** County Supervisor Bishop reported on the CTH S realignment and CTH W extension projects. Bishop noted the CTH W project vote failed, and it was decided the CTH S realignment project needs to be redesigned. Bishop noted the County received a Block Grant approval and will use the funds to remodel the government center boardroom and bathrooms.
- 17. Building Inspection/Zoning Administration report – Jim Micech.** Micech stated the June Park and Planning Commission meeting will be a joint meeting with the town board and will include two public hearings. Micech stated he has sent a letter to a resident requesting an onsite meeting and the resident did not respond so he will be sending out a second letter in the next day or two.
- 18. Treasurer's reports, May 2021 – Paul Eilbes.** Eilbes provided individual copies to each supervisor. The May 2021 account balances are as follows: General Fund Checking \$188,273.84; General Fund Money Market \$1,697,328.68; Encumbered Funds-Highway Money Market \$396,879.31; Encumbered Funds-Building Money Market \$378,223.16; Property Tax Checking \$207.05; Park and Planning Checking \$14,107.49; Cemetery Fund \$16,768.96.
- 19. Chairman's/Highway report – Chairman Hartwig.** Hartwig summarized the highway report provided by Eickstedt.
- 20. Building's report – Supervisor Behringer.** Behringer stated he will replace the broken light fixture cover in the dining room shortly; he has examined the fixture and a replacement plexiglass insert is needed.
- 21. Transfer Station report – Supervisor Bishop.** Bishop reported the 2021 recycling grant from the state has been received in the amount of \$7,674.63. Bishop stated she has met with Eickstedt at the transfer station and is working on the issue of dumping without a transfer station permit.
- 22. Ground's report – Supervisor Kufahl.** Kufahl had nothing additional to report.
- 23. Noxious Weeds report – Supervisor Fischer.** Fischer reported he just received his first complaint and will be viewing the property tomorrow.
- 24. Clerk's report.** Oliver provided an updated listing of the town elected and appointed officials to each town board member. Oliver stated she has been forwarding all the American Rescue Plan Act information to the supervisors when received and hopes they have been able to review all the information. Oliver reported Town Engineer Matt Clementi has offered to be available if the town board needs assistance with reviewing the grant possibilities and planning how to use the funds. Oliver reminded the board that the bridge

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maintenance evaluation from Jewell Engineering still needs to be addressed. Oliver noted the Park and Planning Commission will start the July meeting with a tour of the Lannon Stone Quarry.

25. Communications and announcements. There were no additional communications or announcements.

26. Review of Bills and Authorization for Payment. Motion by Bishop, seconded by Fischer to approve the vouchers as presented. Motion carried.

27. Adjournment. Motion by Kufahl, seconded by Fischer to adjourn. Motion carried and the meeting was adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: _____

**Next Resolution Number: J-21-003
Next Ordinance Number: J-21-007**