



**MINUTES OF THE REGULAR TOWN BOARD MEETING  
JULY 8, 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.** Town Chairman Robert Hartwig, Supervisors Steve Fischer, Marcy Bishop, Joe Kufahl and David Behringer were present. Also present was 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 Behringer to approve the agenda. Motion carried.
- 4. Approval of the minutes.** Motion by Bishop, seconded Fischer to approve the minutes of the June 10, 2021 Regular Town Board meeting. Motion carried.
- 5. Resident comment on any agenda item.** There were no comments.
- 6. Discussion and Possible Action – American Rescue Plan Act (ARPA) funds.** Oliver reported the town has received \$237,963.96 which is half of the ARPA funds and the next half will be received in 2022. Ideas discussed for use of the funds included culvert replacements, lost revenue on rentals and connecting the pavilion holding tank to the town hall septic system. Oliver should start “earmarking” funds as used, such as \$4000 for culverts and the 2020 lost revenue on rentals due to COVID. It was the consensus of the board that Town Engineer Matt Clementi should be asked to attend the next meeting to assist with the brainstorming.
- 7. Discussion and possible action – Town Hall Park and Facility Master Plan.** Motion by Bishop, seconded by Kufahl directing Hartwig and Kufahl to create a master plan committee consisting of Town Board Supervisors Hartwig and Kufahl, two of the Park and Planning Commission members and a couple of citizens. Motion carried without a negative vote.
- 8. Discussion and possible action – Confirmation of Chairman’s committee appointment.** No action: Hartwig has contacted a potential appointee and the person is considering the position.
- 9. Discussion and possible action – Approval of cemetery plot sales.** Oliver stated the family of Gordon Hoffmann has submitted a contract to purchase four lots in the Immanuel Cemetery. Motion by Bishop, seconded by Kufahl approving the sale of four cemetery plots to Dan and Aimee Isaacson. Motion carried without a negative vote.
- 10. Discussion and possible action – Town Hall plumbing repair for water quality issue.** Kufahl stated he has spoken with plumbers and they think the issue is because water sits in the water lines due to lack of use and then bacteria builds up. Kufahl recommends running the water through all the lines (inside and outside) for 5-10 minutes every week. Building Inspector Micech explained that galvanized water lines have pits and the bacteria is trapped there. After discussion, motion by Behringer, seconded by Fischer to get three bids

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from plumbers to find a solution for the water quality issues at the town hall. Motion carried without a negative vote.

- 11. Discussion and possible action – approval of employee (Mark Mytton) to assist with road work.** Motion by Kufahl, seconded by Behringer to authorize Mark Mytton to assist with road work at a rate of \$22.50 per hour.
- 12. Discussion and possible action – filling vacant Town Treasurer position.** Hartwig reported Town Treasurer Eilbes resigned to take a full-time position with the Village of Shorewood and his last day was July 5<sup>th</sup>. During discussion the supervisors agreed it would be a good idea to also advertise for a secretary to assist in the office and be available to work the office when there is a staffing void. After discussion, motion by Bishop, seconded by Behringer to advertise, post and place on the WTA, WMCA and MTAW websites advertisements for a part time town treasurer at an hourly rate of \$15-20 depending on experience, with a flexible schedule of approximately 1200 hours per year, and a part time secretary at an hourly rate of \$15 for approximately 800 hours per year. Motion carried without a negative vote.
- 13. 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 6/1/2021 thru 6/31/2021 and noted it has been busy which is expected during the summer months. Meier provided answers to questions about the report and noted there are three occupants at the CTH NN house.
- 14. Washington County Board report.** County Supervisor Bishop noted the County Board does not meet until next week so there isn't much new for her to report. Bishop noted with Cedar Community backing out of an agreement related to the Samaritan Home, the County is back to square one on how to proceed. Also, Bishop reported STH 60 will be rebuilt thru the Village of Jackson in 2024 and there is a virtual public hearing scheduled.
- 15. Building Inspection/Zoning Administration report – Jim Micech.** Micech reported the carport issue in the front yard on Summer Dr. has been resolved. The debris issue at the property located at the Sherman Rd./Division Rd. intersection will take some time to clean up but he has met with the property owner and will continue to monitor the progress every two weeks. Micech stated land division calls are coming in frequently, he has not received an update from WEAS Development on the elderly facility, and land west of the Pleasant Valley Tennis Club is for sale - the property is zoned B-2 and a local realtor would like to market the property as industrial which would not be a good fit. Sarah King will return to the Park and Planning Commission meeting with an update on the proposed development and he has received a complaint about the lighting in the town hall parking lot. Micech explained a recent Building Code Enforcement Evaluation Report received from the Insurance Services Office related to the rating the town received. Micech further explained how the report might affect the town and residents specifically related to insurance.
- 16. Treasurer's report - June 2021.** No report.
- 17. Ground's report – Kufahl.** Nothing to report. Kufahl requested the exterior lights be placed on the next month's agenda for discussion.
- 18. Building's report – Behringer.** Behringer reported the insert for the dining room light has been replaced and he confirmed the fixture was secure.

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- 19. Transfer Station report – Supervisor Bishop.** Bishop reported she was at the Transfer Station on a Thursday and Saturday to check for placards and turned away four people on Thursday and nine people on Saturday. Bishop noted residents have commented they would like cones with arrows for directing the traffic flow.
- 20. Noxious Weeds report – Supervisor Fischer.** Fischer reported he investigated a complaint about high grass but did not find any noxious weeds.
- 21. Highway/Chairman’s report.** Hartwig summarized the highway report provided by Eickstedt.
- 22. Clerk’s report.** Oliver provided she has posted the letter sent out by Assessor Grota regarding the revaluation process. Oliver has requested that Bertram Wireless refund the credit balance on account. GECI has resolved the electrical issue with the light fixture in the apartment. Eric Schmitz has been contacted to place additional pins in the Immanuel Cemetery, and improve those already in place for plots to be located with less difficulty. Questions from family members of those recently buried at the cemetery have included who will add additional fill after a plot settles and who is responsible for the seeding of a plot following a burial; the town board may need to address who will be monitoring and fulfilling these duties. Oliver reported Hans Dawson from Lannon Stone has suggested a saying for the Hoffmann memorial plaque and Mrs. Hoffmann is pleased with his suggestion.
- 23. Communications and announcements.** Oliver reminded the board of the Special Town Board meeting on July 21, 2021 at 6:00 PM. Oliver provided each supervisor with a notice of her upcoming retirement.
- 24. Review of Bills and Authorization for Payment.** Motion by Bishop, seconded by Fischer to approve the vouchers as presented. Motion carried.
- 25. Adjournment.** Motion by Fischer, seconded by Behringer to adjourn. Motion carried and the meeting was adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

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

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