I. **Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. **Official Meeting Notification** - The official meeting notice was read into the record by Clerk Oliver.

B. **Roll Call** - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Joint Parks and Recreation Supervisor Kelly Valentino and Town Clerk Julia Oliver. Town Treasurer Paul Eilbes was excused.

C. **Approval of the Agenda** – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.

D. **Approval of the Minutes** – Motion by Kufahl, seconded by Huettl to approve the minutes of the November 20, 2013 Joint Town Board and Village of Jackson Board meeting, the December 3, 2013 Special Town Board Budget Hearing meeting, the December 3, 2013 Special Town meeting and the December 12, 2013 Regular Town Board meeting. Motion carried without a negative vote.

II. **Reports**

A. **Joint Parks and Recreation – Kelly Valentino, Director** – Valentino provided the Board members with the monthly Director’s Report and “Stat Pack”. An information pamphlet on the “Friends of Jackson Joint Parks and Recreation” was provided, and information on the first annual meeting which will be held on January 21, 2014 was noted.

B. **Treasurer’s Report – Treasurer Eilbes** – Clerk Oliver reported the December 31, 2013 account balances as follows: General Fund $21,262.43; General Fund Money Market $379,868.15; Encumbered Funds-Highway Money Market $149,556.65; Encumbered Funds-Building Money Market $114,563.96; Property Tax $3,699,408.68; Property Tax Money Market 0; Park and Planning $968.32; Park Fund Savings $5,385.92; Cemetery Fund $16,682.76. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. **Business**

A. **Any Town Citizen Comment on an Agenda Item** – R. Bishop commented on items II. B and III. G, J. Fenton (who stated he was unable to speak at an earlier meeting due to a motorcycle accident on September 13, 2013) commented on item III. F, M. Bishop commented on item III. F, M. Codere, G. Goll, P. Kowalske, J. Braeger, S. Wanke, and S. Kufahl commented on item III. E.

B. **Presentation, Discussion and Possible Action – Eagle Scout Project – Tyler Schommer** – Tyler made a brief presentation to the Town Board on the approximately 8000 feet of trails that he numbered and mapped; additionally he constructed a map box to hold trail maps which was installed at the trail head. Motion by Hartwig, seconded by Huettl to adopt Resolution J-14-001 recognizing Tyler Schommer for his service to the Town of Jackson. Motion carried without a negative vote.

C. **Update, Discussion and Possible Action – Town Hall and Park Use by Non-Profit and Community Groups – Contributions, In-Kind Donations or Fees** - Valentino commented that the Joint Park and Recreation Group did not meet in December; they continue to gather information and will be discussing the issue at the January 21st meeting.
D. Update, Discussion and Possible Action – Jackson Area Community Center/Recreation Department 2014 Budget and the Requested Contribution from the Town – Clerk Oliver sent an email on December 20, 2013 to the Joint Village – Town Parks and Recreation Budget Ad Hoc Committee members and to Kelly Valentino, Joint Parks and Recreation Director notifying them of the Town Board action taken on December 12, 2013 which stated the Town of Jackson 2014 contribution amount and the direction for Everett Russell to work with Don Olsen to draft amendments to the existing agreements. There has not been a response to the email. Supervisor Russell noted he has not been able to meet with Don Olsen on the amendments.

E. Discussion and Possible Action – Gun Deer Season – Firearm Restrictions – After discussion, motion by Kufahl, seconded by Russell to revise the current firearms ordinance to reflect the “current times” and to meet State requirements. Motion carried without a negative vote.

F. Discussion and Possible Action – Long Term Drinking Water Solution – Chairman Heidtke provided the Town Board with an update and called upon Neil Palmer (a representative assisting with the process on behalf of West Shore Pipe Line) to add his comments if he had additional information.

G. Update, Discussion and Possible Action – Town Hall Remodeling Project – Continuum Architects + Planners – Chairman Heidtke reported he spoke with Dan Beyer and provided Dan with the details relative to the minor wall change; Beyer was to provide a contract for Board approval at the January 9, 2014 meeting. Clerk Oliver reported the contract has not been received.

IV. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report.

C. Highway Department – Chairman Heidtke – Heidtke summarized the Highway Department report.

D. Weed Commissioner – Supervisor Huettl – No report.

E. Grounds - Supervisor Hartwig - Nothing additional to report.

F. Transfer Station – Supervisor Russell – Russell reported that Waste Management missed requested pickups at the Transfer Station.

G. Chairman’s Report and Correspondence – Chairman Heidtke reported he will attend mediation on January 24th with regard to the L-B Holdings legal case. Heidtke also reported he has asked Dennis Bell and Mel Heckendorf to participate in the pay study for Town Supervisors and he would like to ask one more person before presenting the names to the Town Board for confirmation.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver noted the upcoming WTA meetings which will include Board of Review training and asked the Town Board members to let her know if they will attend.

V. Future Agenda Items – Nothing noted.
VI. **Announcements** - Heidtke noted upcoming meetings.

VII. **Approval of Vouchers** – Motion by Kufahl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.

VIII. **Adjournment** – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number: J-14-002
Next Ordinance Number: J-14-001
MINUTES OF THE SPECIAL TOWN BOARD MEETING  
JANUARY 29, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Zoning Administrator Gordon Hoffmann and Clerk Julia Oliver.

C. Approval of the Agenda - Motion by Huettl, seconded by Hartwig to approve the agenda. Motion carried without a negative vote.

II. Public Hearing – 7:00 PM

A. To Amend Section 2.15 of the Zoning Ordinance Relating to Provision Compliance Violations of Said Ordinance.

B. To Create Section 4.05(O) of the Zoning Ordinance to Allow Public Parks as a Conditional Use in the A-1 Agricultural District.

C. To Repeal and Recreate Section 4.12 of the Zoning Ordinance Regarding Wireless Telecommunication Facilities.

Chairman Heidtke read the Notice of Public Hearing to Amend the Zoning Ordinance into the record. Clerk Oliver confirmed publication of the notice as required. Zoning Administrator Hoffmann provided a brief overview of the noticed amendments. There were no comments.

D. Close the Public Hearing – Heidtke closed the Public Hearing.

III. Recess for Attendance of the Park and Planning Commission Meeting – Heidtke announced the Town Board meeting would recess for the purpose of attending the Park and Planning Commission meeting.

IV. Reconvene Following the Park and Planning Commission Meeting – Heidtke reconvened the Special Town Board meeting following the adjournment of the Park and Planning Commission meeting.

V. Business

A. Any Town Citizen Comment on an Agenda Item – There were no comments.

B. Discussion and Possible Action – Amend Section 2.15 of the Zoning Ordinance Relating to Provision Compliance Violations of Said Ordinance – Motion by Kufahl, seconded by Huettl to adopt Ordinance J-14-001, “To Amend Section 2.15 of the Zoning Ordinance Relating to Provision Compliance Violations of Said Ordinance,” as recommended by the Park and Planning Commission. Motion carried without a negative vote.

C. Discussion and Possible Action – Create Section 4.05(O) of the Zoning Ordinance to Allow Public Parks as a Conditional Use in the A-1 Agricultural District – Motion by Huettl, seconded by Hartwig to adopt Ordinance J-14-002, “To Create Section 4.05(O) of the Zoning Ordinance to Allow Public Parks as a Conditional Use in the A-1 Agricultural District”. Motion carried without a negative vote.
D. Discussion and Possible Action – To Repeal and Recreate Section 4.12 of the Zoning Ordinance Regarding Wireless Telecommunication Facilities - Motion by Huettl, seconded by Russell to adopt Ordinance J-14-003, “To Repeal and Recreate Section 4.12 of the Zoning Ordinance Regarding Wireless Telecommunication Facilities”. Motion carried without a negative vote.

VI. Adjournment – Motion by Hartwig, seconded by Russell to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes approved: ____________________________

Next Resolution Number: J-14-002
Next Ordinance Number: J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Attorney Dan Sargeant, Zoning Administrator Gordon Hoffmann and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Huettl, seconded by Hartwig to approve the agenda. Motion carried without a negative vote.

II. Business
A. Any Town Citizen Comment on an Agenda Item – There were no comments.

III. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1)(e) “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session”, specifically Pending Negotiations and Agreements with the Village of Jackson and West Shore Pipe Line regarding providing a long term water solution for residents affected by the July 17, 2012 fuel release. Motion by Russell, seconded by Hartwig to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried.

IV. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session. Motion by Hartwig, seconded by Huettl to move into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried. There was no action.

V. Additional Business
A. Discussion and Possible Action – Resident Water Use Questionnaire for Calculation of Water Pressure – Rick Schmidt, Stantec Engineering – Schmidt explained the purpose of the letter and the information that will be gathered. Motion by Huettl, seconded by Kufahl directing Stantec to proceed with preparation of a final draft for approval at the February 13, 2014 meeting. Motion carried without a negative vote.

VI. Adjournment – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk     Minutes approved: ________________
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl (arrived at 6:30 PM), Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Attorney Ben Brantmeier, Attorney Dan Sargeant, Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Joint Village/Town Planning Group member Arlyn Johnson (arrived at 6:40 PM), Joint Parks and Recreation Supervisor Kelly Valentino (arrived following the closed session), and Town Clerk Julia Oliver. Town Treasurer Paul Eilbes was excused.

C. Approval of the Agenda – Motion by Kufahl, seconded by Hartwig to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Russell, seconded by Hartwig to approve the minutes of the January 9, 2014, January 29, 2014 and February 6, 2014 meetings. Motion carried without a negative vote.

II. Closed Session – Adjourn to Closed Session Pursuant to Wisconsin Statutes 19.85(1)(g) to Discuss Pending Litigation, LB Holdings, LLC v. Town of Jackson, Washington County Circuit Court Case No. 13 CV 218 with Attorney Brantmeier, AND Closed Session Pursuant to Wisconsin Statutes 19.85(1)(e) to Deliberate or Negotiate the Purchase of Public Property, Investment of Public Funds, or Conducting Other Specified Public Business When Competitive or Bargaining Reasons Require a Closed Session, specifically Pending Negotiations and Agreements with the Village of Jackson and West Shore Pipe Line regarding Providing a Long Term Water Solution for Residents affected by the July 17, 2012 Fuel Release. Motion by Russell, seconded by Hartwig to move into Closed Session. Roll call vote: Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried.

III. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session – Motion by Kufahl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried. Attorney Sargeant provided a brief summary of the agreements and the steps that lead up to the closed session discussions this evening. Attorney Sargeant stated he recommended to the Town Board that they adopt both agreements contingent upon the Village/WSPL agreement. Comments on the Closed Session items were made by C. Swiecichowski, J. Smith and R. Bishop. Rick Schmidt commented that the Arcadis design plans are almost at 100%; they will be ready very soon for local review and DNR review for approval to begin the work. Also, WSPL wants to complete the project in six months or less. **Action #1:** Motion by Kufahl, seconded by Huettl to adopt the “Intergovernmental Agreement Regarding the Provision of Limited Water Service” between the Town of Jackson and the Village of Jackson as presented to the Town by the Village contingent upon the Village of Jackson entering into a development agreement with West Shore Pipe Line Company. Motion carried without a negative vote. **Action #2:** Motion by Kufahl, seconded by Russell to adopt the “Development and Reimbursement Agreement” between the Town of Jackson and West Shore Pipe Line Company as presented to the Town contingent upon the Village of Jackson entering into a development agreement with West Shore Pipe Line Company. Motion carried without a negative vote. Both agreements will be signed tonight by the Town Board members except the Town Chairman. Once the Village provides the executed development agreement as specified then Chairman Heidtke will sign the documents.
**Action #3:** Motion by Russell, seconded by Huettl to approve the Stipulation and Order between L-B Holdings Company, LLC and the Town of Jackson, Case 13 CV 218, with amendments as approved by Attorney Brantmeier. Motion carried without a negative vote.

**IV. Reports**

A. **Joint Parks and Recreation – Kelly Valentino, Director** – Valentino provided the members with the February 2014 Director’s Report and “Stat Pack”. Valentino noted that Monte Carlo night raised $10,796.11 and she thanked all those who contributed to the success. Several of the upcoming events and projects were highlighted.

B. **Treasurer’s Report – Treasurer Eilbes** - Clerk Oliver reported the January 31, 2014 account balances as follows: General Fund $122,462.55; General Fund Money Market $787,739.53; Encumbered Funds-Highway Money Market $149,569.35; Encumbered Funds-Building Money Market $114,573.69; Property Tax $1,898,659.21; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,386.15; Cemetery Fund $16,683.47. Motion by Huettl, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried without a negative vote.

**V. Business**

A. **Any Town Citizen Comment on an Agenda Item** – C. Swiecichowski commented on the Treasurer’s Report.

B. **Discussion and Possible Action – Alcohol Licensing – Hidden Glen Golf Course – New Agent** – The new agent, Lawrence Musolf did not attend the meeting; no action.

C. **Update, Discussion and Possible Action – Town Hall and Park Use by Non-Profit and Community Groups – Contributions, In-Kind Donations or Fees** – No action. Valentino provided the Town Board with a memo that summarized the survey responses provided to the Joint Parks and Recreation Committee related to community group parks and field usage in the Village and Town. The Committee asked for the Town Board to respond to three questions in order to better understand the task and direction the Town Board has assigned. Heidtke asked the Town Board Supervisors to review the findings and be prepared to discuss and respond to the Joint Park and Recreation Committee’s questions at the next meeting.

D. **Discussion and Possible Action – Resident Water Use Questionnaire for Calculation of Water Pressure – Matthew Clementi, Town Engineer** – The Town Board was presented a draft of the letter of explanation and questionnaire. Heidtke explained the purpose of the questionnaire to the residents in attendance. Motion by Huettl, seconded by Russell directing Town Engineer Clementi and Stantec associate Schmidt to mail the prepared letter and questionnaire to the list of eligible residents per the Village list of properties to be served with municipal water, in order to gather water pressure information. Motion carried without a negative vote.

E. **Update, Discussion and Possible Action – Town Hall Remodeling Project – Continuum Architects + Planners** – After review of the proposal, motion by Kufahl, seconded by Hartwig to accept the Continuum Architects + Planners proposal for design services as submitted in the amount of $25,242.00. Motion carried without a negative vote. Kufahl requested that PDF files of the drawings be included.

F. **Discussion and Possible Action – Village/Town Joint Planning Group – Cooperative Boundary and Revenue Sharing Agreement** – No action. Attorney Sargeant asked for time to review the document prior to the Town Board taking action.
G. Discussion and Possible Action – Immanuel Cemetery Drive – Winter Access – Motion by Russell, seconded by Hartwig to plow access to the Immanuel Cemetery Drive only as needed and only after all other plowing has been completed and the roads are being plowed for clean up. Motion carried without a negative vote.

H. Discussion and Possible Action – Reduction in Rental Fee for April Fundraising Event – Motion by Hartwig, seconded by Huettl that the regular rental fee of $300 be reduced by $100 for the West Bend Dance and Tumbling fund raising event. Motion carried without a negative vote.

I. Discussion and Possible Action – Town Hall Park and Facility – Master Plan, Ordinance and Usage Agreement – Updates/Revisions – No action. Clerk Oliver provided the Town Board with a copy of the current ordinance and usage agreement, and a draft ordinance with the proposed revisions and updates highlighted. Clerk Oliver provided the information in order to open the discussion for updating the Town Hall Park and Facility ordinance and usage agreement. Heidtke asked the Town Board to review the information and be prepared to discuss this agenda item at the next meeting.

J. Discussion and Possible Action – Appointments to Town Board and Constable Salary Review Ad Hoc Committee – Motion by Huettl, seconded by Russell confirming Chairman Heidtke’s appointment of Dennis Bell, Mel Heckendorf and Jeff Smith to the Town Board and Constable Salary Review Ad Hoc Committee. Motion carried without a negative vote. Heidtke commented the committee will bring their findings to the Annual Town meeting in April.

K. Discussion and Possible Action – Update and Printing of New Edition – Title X, Zoning Ordinance – Motion by Huettl, seconded by Russell directing Zoning Administrator Hoffmann to update and reprint Title X of the Town ordinances. Motion carried without a negative vote.

L. Discussion and Possible Action – Purchase of Snow Blower for the Town Hall Facility – Motion by Hartwig, seconded by Russell authorizing the purchase of an Ariens snow blower, model 921028 for the Town Hall, for an amount not to exceed $1300. Motion carried without a negative vote.

M. Discussion and Possible Action – Port-A-John’s at the Town Hall Park – No action. The Town Board received information on two providers; additional bid information from “Cans to Go” was requested.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report.

C. Highway Department – Chairman Heidtke – Heidtke summarized the Highway department report. Heidtke noted the Town has received all of the 2013-2014 contract salt.

D. Weed Commissioner – Supervisor Huettl – Nothing additional to report.

E. Grounds - Supervisor Hartwig – Nothing additional to report.

F. Transfer Station – Supervisor Russell – Nothing additional to report.
G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke provided an update on the State Highway 60 resurfacing project and the upcoming County Highway P and County Highway NN road projects.

H. Clerk’s Report and Correspondence – Clerk Oliver – Nothing additional to report.

VII. Future Agenda Items – Nothing additional noted.

VIII. Announcements – Heidtke announced the upcoming meetings.

IX. Approval of Vouchers – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

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Next Resolution Number:   J-14-002
Next Ordinance Number:   J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

   A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

   B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Joint Parks and Recreation Supervisor Kelly Valentino, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver.

   C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

   D. Approval of the Minutes – Motion by Huettl, seconded by Russell to approve the minutes of the February 13, 2014, meeting. Motion carried without a negative vote.

II. Reports

   A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the members with the March 2014 Director’s Report and “Stat Pack”. Valentino noted the upcoming events, projects and provided a “Friends” update.

   B. Treasurer’s Report – Treasurer Eilbes – Treasurer Eilbes reported the February 28, 2014 account balances as follows: General Fund $109,171.11; General Fund Money Market $838,147.61; Encumbered Funds-Highway Money Market $149,580.82; Encumbered Funds-Building Money Market $114,582.48; Property Tax $125.15; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,386.36; Cemetery Fund $16,684.11. Motion by Huettl, seconded by Russell to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

   A. Any Town Citizen Comment on an Agenda Item – Chairman Heidtke noted written correspondence related to item C; D. Groth and G. Groth commented on item C.

   B. Discussion and Possible Action – Alcohol Licensing – Hidden Glen Golf Course – New Agent – Motion by Hartwig, seconded by Kufahl to approve the change of agent at Hidden Glen Golf Club to Lawrence Musolf. Motion carried without a negative vote.

   C. Discussion and Possible Action – Status Update: Water Pressure Issue, Prohibition of Delayed Connections, Village/Town Agreement, Road Opening Permits and Opt-In Letters, Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi provided the Town Board with a spreadsheet summarizing the response to the water pressure mailing, and he discussed the booster options available to ensure every household connected to the municipal water extension would receive a minimum of 50 psi. Clementi noted that delayed connections would not be allowed; the WSPL and the Village agreements allow an option to “connect or don’t connect” only. Clementi noted he has written conditions for working in the Town right of way which will need to be accepted by the contractor prior to the start of construction; Clementi is
suggesting the requirement of a $100,000 letter of credit or performance bond. Clementi indicated the plans for the water distribution system extension are in good shape but Stantec feels strongly that a booster system agreement is required. Clementi indicated that all fixture count letters (the water pressure survey) are due back by March 13th. The Opt-In/Out letters will be mailed March 14th and will be due by April 27th. Clementi noted the Town/Village agreement requires the Town to adopt an ordinance similar to the Village Code Chapter 16. Also, a resident must apply for a permit to keep their well open if they are receiving municipal water; it is being discussed if the Town or the Village would be issuing the permit. Chairman Heidtke noted the contractor has requested longer work hours Monday – Thursday but they will not begin work in the subdivisions until 7:00 AM. No action.

Chairman Heidtke allowed additional comments from the following residents: D. Groth, R. Bishop, P. Dano, J. Braeger, J. Miceh and T. Dano.

D. Discussion and Possible Action – New Employee for Transfer Station – Heidtke noted James Brei is not able to work at the Transfer Station due to his full time job requirements and Michael Kannenberg is only working half of the time he used to work. Motion by Russell, seconded by Huettl for Russell to discuss the Transfer Station scheduling needs and applicant qualifications with the Transfer Station Supervisor. Motion carried without a negative vote. Following the discussion the job will be posted and applications will be accepted. Russell will provide a recommendation at the next meeting.

E. Discussion and Possible Action – Town Hall and Park Use by Non-Profit and Community Groups – Contributions, In-Kind Donations or Fees – Chairman Heidtke allowed a comment from D. Groth. Valentino provided a recap of the information gathered by the Joint Park and Recreation Committee from the user groups, and reiterated the three questions/comments from the Committee that were included in the February 13, 2014 memo. After discussion it was agreed the Town Board is looking for the Committee to recommend a “menu of services and fees” with related policies so that there is consistency in policy decisions and that the fees for use are fair to both the user and the Town. Valentino will report to the Committee.

F. Update – Town Hall Remodeling Project – Continuum Architects + Planners – Heidtke commented on his meeting with Dan Beyer at the Town Hall on March 12th and the proposed schedule for completing the architectural design project. Heidtke requested Supervisor Kufahl provide a report on the project and have large scale copies of the concept drawings for the residents to view at the Annual Meeting.

G. Discussion and Possible Action – Town Hall Park and Facility – Master Plan, Ordinance and Usage Agreement – Updates/Revisions - It was agreed the item would be moved to a future agenda.

H. Discussion and Possible Action – Port-A-John’s at the Town Hall Park – Motion by Kufahl, seconded by Huettl to contract with Cans-to-Go for three units (two standard and one handicapped) for April 1 thru October 31, 2014. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report. Heidtke noted the installation of the kitchen cabinets in the apartment is completed and the vinyl flooring has been bid out.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing to report.
C. **Highway Department – Chairman Heidtke** – Heidtke summarized the Highway department report.

D. **Weed Commissioner – Supervisor Huettl** – Nothing to report.

E. **Grounds - Supervisor Hartwig** – Nothing to report.

F. **Transfer Station – Supervisor Russell** – Nothing additional to report.

G. **Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke noted the Riveredge Nature Center Bike Ride fundraiser will pass thru the eastern corner of the Town on June 22nd. Hartwig, Heidtke and Oliver will attend Board of Review training in Ripon on March 14th.

H. **Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported that US Fistball will hold a fish fry fundraiser at the Town Hall on March 21st. The Historical Society will use the Town Hall on March 27th for a meeting/presentation on Lighthouses. The Spring Election will be held on April 1st. Open Book will be May 2nd from 9:00 AM to 11:00 AM at the Town Hall. Board of Review will be held on May 21st from 6:00 PM to 8:00 PM at the Town Hall. Attorney Brantmeier will be following up with Chairman Heidtke on the LB Holdings settlement next week. Phyllis McKenzie, Southeastern Wisconsin Invasive Species Consortium would like to make a brief presentation related to impact reduction. The Opt-In/Out letters will be mailed on Monday, March 17th to the residents. The bridge on Sherman Road was damaged during a recent motor vehicle accident and Washington County has been contacted for an inspection.

V. **Future Agenda Items** – Nothing additional noted.

VI. **Announcements** – Heidtke announced the upcoming meetings.

VII. **Approval of Vouchers** – Motion by Huettl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.

VIII. **Adjournment** – Motion by Hartwig, seconded by Russell to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: _________________________________

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Next Resolution Number:   J-14-002
Next Ordinance Number: J-14-004
MINUTES OF THE REGULAR TOWN BOARD MEETING
APRIL 10, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig (arrived late) and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Supervisor Kelly Valentino was excused.

C. Approval of the Agenda – Motion by Russell, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Russell, seconded by Huettl to approve the minutes of the March 13, 2014, meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Chairman Heidtke summarized the April 2014 Director’s Report and highlighted several upcoming events.

B. Treasurer’s Report – Treasurer Eilbes – Treasurer Eilbes reported the March 31, 2014 account balances as follows: General Fund $110,179.68; General Fund Money Market $838,218.801; Encumbered Funds-Highway Money Market $149,593.52; Encumbered Funds-Building Money Market $114,592.21; Property Tax $233.91; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,386.58; Cemetery Fund $16,684.82. Motion by Huettl, seconded by Kufahl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – Jeff Smith commented on items D and G. Ross Bishop commented on items D, E and G. Francis Wanty commented. Greg Denker commented on item G. Andre Leak commented on item G. Chairman Heidtke advised that residents may directly contact Town Attorney Sargeant with concerns if needed.

B. Discussion and Possible Action – Town Hall Remodeling Project – Continuum Architects + Planners – Dan Beyer presented an agenda of items for discussion which included the revised floor plan, the reflected ceiling plan, mechanical and electrical concerns, phasing, scheduling and budget. Beyer asked for Town Board consensus on the room partitions (2) – it was decided to move forward with the accordion style partitions. Other items agreed upon related to the design were to have the west windows fixed and add two on the east side, close off the interior barn entry between the two spaces, plan that the tennis court fencing that will interfere with the mechanicals will be removed, and there will be a vaulted ceiling in the center of the room. It was noted that it needs to be determined if the HVAC in the basement of the main building will handle the office area. Beyer will continue to move forward with the plans and will return to the June 12th meeting with the updated plans.

C. Discussion and Possible Action – Request to Add a Fence on Field 4 at the Town Hall Park – Ashlyn Gibeaut, Jackson J-Hawks Fast Pitch Coordinator – No action; Gibeaut was unable to
attend the meeting. The Town Board consensus is they would be amenable to reviewing a proposal by Gibeaut at the next Town Board meeting.

D. Update, Discussion and Possible Action – Status/Update: Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi provided an update on the water extension project specifically noting the plan to be as communicative as possible to the residents. Tuesdays at 9:00 AM there is a weekly site meeting. The water system was approved “as is” with no pressure systems being installed at this time.

E. Discussion and Possible Action – Water System Ordinance – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – No action. Clementi noted the Town Board must adopt an ordinance that matches the Village Chapters 16 and 17, but that the Village ordinance doesn’t make sense for Town residents. Specific items of concern at this time are: 1. Per the Village ordinance if the water main goes past a residence then within one year service must be connected. 2. No new wells are allowed in a water service area. 3. Which municipality will issue permits for wells that will stay open in the new water service area – the Village or the Town. 4. Clarify if a resident opted out and does not elect water service but is within the water service area do they still need a permit for their well? The Town Board stressed the need to have clarification and answers to open items and to have written responses and agreements.

F. Discussion and Possible Action - Confirmation by Town Board of PTS Construction Work Hours – Motion by Kufahl, seconded by Russell to authorize the revised works hours requested by PTS Contractors: Monday – Thursday 6:00 a.m. (7:00 a.m. in subdivisions) to 7:00 p.m., Friday will be used for make-up due to weather/other delays and for finishing up open items. Motion carried without a negative vote.

G. Discussion and Possible Action – Town Hall Opt In/Out Letter and Access Agreement, Village Water Distribution System Extension Project - No action. Town Board consensus is to wait for responses and clarifications noted in item E prior to making a decision. The will be a Special Town Board meeting on April 16, 2014 at 7:00 p.m. at the Town Hall for the engineer and attorney to provide information to the residents.

H. Discussion and Possible Action – New Employee for Transfer Station – Supervisor Russell noted that only one application was received. Motion by Hartwig, seconded by Kufahl to hire Ryan Schrank as a part time Transfer Station employee at $10.00 per hour. Motion carried without a negative vote.

I. Discussion and Possible Action – Tax Key T7 0760 00X – Town Road Passing Over Private Property - Chairman Heidtke explained that as part of the biennial Department of Revenue tax exempt property reporting it was discovered that Jackson Drive was installed over a privately owned property. In order to clean up the issue the Town Board would need to purchase the property from the resident. The Town Assessor has indicated the value of the property is less than $500. Heidtke further explained in order for the Town Board to purchase real estate they must have Town Electorate authority. Motion by Kufahl, seconded by Huettl to place the purchase of tax key T7 0760 00X on the Annual Town Meeting agenda. Motion carried without a negative vote.

J. Discussion and Possible Action – Approval of Ries’ Sausage Plus Spirits as a Caterer at the Town Hall Facility and Park – Motion by Kufahl, seconded by Hartwig authorizing Ries’ Sausage Plus Spirits to cater at the Town Hall properties. Motion carried without a negative vote.

K. Discussion and Possible Action – Per Attorney Brantmeier: “Motion to Accept Stipulated Agreement to Resolve the Tax Assessment Appeal of L-B Holding Company, LLC Washington County Circuit Court case no. 13 CV 218 – Motion by Huettl, seconded by Hartwig to accept
stipulated agreement to resolve the tax assessment appeal of L-B Holding Company, LLC, Washington County Circuit Court case no. 13 CV 218. Motion carried without a negative vote.

L. Discussion and Possible Action – Annual Meeting Agenda Item – Report From the Ad Hoc Committee to Review Town Board and Constable Wages – Motion by Kufahl, seconded by Huettl to place the report from the Ad Hoc Committee to Review Town Board and Constable Wages on the Annual Town Meeting agenda. Motion carried without a negative vote.

IV. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Kufahl commented he has spoken with the highway department workers to ensure they are wearing respirators while working on the center area demo and cleanup project. Heidtke commented the new flooring is scheduled to be installed in the apartment.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Russell noted the Town and Village need to formulate a document specifying what Community Center expenses will be paid, the maximum percentage that the Town contribution can increase each year, and stipulating the costs will be shared based upon population numbers. Russell will start his discussions with other committee members in May.

C. Highway Department – Chairman Heidtke - Heidtke summarized the Highway department report. Heidtke noted 2014 road work will need to be decided and asked the Town Board members to look at the subdivisions, particularly Park Manor, Crestview, Tessla, Wildflower and Stoney Creek. Additionally he asked them to review the section of Pleasant Valley Road between County M and Wausaukee Road, and to consider whether or not to put the final course on Bridge Road.

D. Weed Commissioner – Supervisor Huettl – Huettl noted on April 24th there will be a meeting with a representative from the Southeastern Wisconsin Invasive Species Consortium.

E. Grounds - Supervisor Hartwig – Hartwig noted the Fistball fields are progressing and will be rolled in the near future.

F. Transfer Station – Supervisor Russell – Nothing additional to report.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke shared the annual report from Washington County Sheriff Schmidt.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on the Cans-To-Go contract, the April 1, 2014 Spring Election and expressed congratulations to Supervisors Kufahl and Hartwig on their re-election. The Town received $7665 for the recycling grant in 2014, the Town Hall computer server and Clerk’s desktop computer will be upgraded, the Town has joined the Greater Jackson Area Business Alliance and two Town representatives may attend each meeting. The pavilion will be opened as soon as weather permits and all are reminded the hot water heater does not work.

V. Future Agenda Items – Nothing additional noted.

VI. Announcements – Heidtke announced the upcoming meetings. He commented that the Town Board members will be changing areas of responsibility effective after the May Board meeting.

VII. Approval of Vouchers – Motion by Huettl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.
VIII. Adjournment – Motion by Huettl, seconded by Russell to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number:  J-14-002
Next Ordinance Number:  J-14-004
MINUTES OF THE SPECIAL TOWN BOARD MEETING
APRIL 16, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec engineering associate Rick Schmidt, Town Attorney Daniel Sargeant and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Russell, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

II. Business

A. Any Town Citizen Comment on an Agenda Item – Chairman Heidtke asked for comments to be held until after item B.

B. Update, Discussion and Possible Action – Water Distribution System Extension: Items Discussed May Include the Intergovernmental Agreement with the Village of Jackson, the Development and Reimbursement Agreement with West Shore Pipe Line, Opt-In and Access Agreements, Construction Updates, the Adoption of Village Chapter 16 and 17 Related to Municipal Water Service and all other Items Specifically Related to the Installation of the Water System – Attorney Sargeant summarized events and conversations to date between himself, Attorney Flanagan (WSPL) and Attorney St. Peter (Village of Jackson); he noted there are a few outstanding questions but for the most part there is agreement on the issues. In summary it was noted that agricultural users are able to receive Village water if they Opt-In, residents that Opt-Out, but that have a water main installed in front of their property are not required to hook up to Village water within one year, if a resident Opt-Out of Village service then they do not need a well permit. Sargeant noted the Town, per the agreement with the Village, will need to adopt an ordinance that mirrors the Village Chapter 16, but it will need to have sections carved out that do not reflect the intent of the water agreement. During discussion the Town Board reiterated the need for the document that the Town adopts to be clear, and written in layman terms. Also questions about water costs (rates), chlorine, hydrants, water pressure, booster pumps, placement of water service laterals on Town resident properties, the timeline for continued water testing, specifics about the well permitting process, what to do if water is needed “down the road”, and future development were discussed. Questions and comments about road conditions, the DNR lifting the Special Casing area in the future, and what happens if a resident doesn’t respond to the Opt-In or Opt-Out, and the April 27th deadline were discussed. The letter from Attorney St. Peter to Attorney Sargeant was read aloud. Sargeant commented the letter will be attached to
the Town/Village Intergovernmental Agreement. The next step in the process will be for the Town to adopt the

MINUTES OF THE SPECIAL TOWN BOARD MEETING
APRIL 16, 2014
PAGE 2

ordinance which mirrors Chapter 16 of the Village Code. Citizen comments were heard from Steinke, Mozdzen, Dano, Leak, Steitz, Denker, Smith, Goodman, Tetzlaff, Johnson, Wood, Weyker and Bishop.

Many residents expressed their thanks to the Town Board for their time and efforts in handling the fuel spill and safe drinking water situation.

Chairman Heidtke provided a brief update on the construction progress and upcoming plans, specifically the noise and dust that can be expected from the big rock grinder.

Chairman Heidtke asked the Town Board to act on the Town Hall Water Election Form. Motion by Kufahl, seconded by Huettl to Opt-Out and not have water service connected to the Town Hall property. Motion carried with Huettl, Kufahl, Hartwig and Russell voting aye and Heidtke voting no.

III. Adjournment – Motion by Huettl, seconded by Russell to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number:  J-14-002
Next Ordinance Number:  J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer /Stantec engineering associate Rick Schmidt, Town Attorney Daniel Sargeant and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.

II. Business

A. Any Town Citizen Comment on an Agenda Item – Chairman Heidtke asked for comments on item B. There were no comments.

B. Update, Discussion and Possible Action – Status/Update: Water Distribution System Extension - Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Schmidt explained that daily meetings with the residents, Stantec (primarily Matt Clementi), Arcadis, and the Village Engineer are occurring to discuss the laterals and water hookup. Heidtke reminded Schmidt that someone should be documenting the well location, plumbing, etc…in each residence with photos. Schmidt explained the two current issues: 1. Will WSPL pay for the connection of the wells to the existing out buildings, etc…. and/or a new hose bib or whatever is necessary for the resident to keep well service on their property, if the resident asked to hookup to municipal water and keep their well (by permit)? 2. Acceptable Water Pressures – still outstanding and under review.

The Town Board asked if a resident is told there will be a cost for them to hookup their well separately can they change their mind and decide to seal the well at WSPL’s cost? Also, can Stantec check water pressures while they are meeting with homeowners to verify the information that was submitted? Schmidt said he would pass along the Town Board comments to Clementi. No action.

C. Discussion and Possible Action – Water System Ordinance – Dan Sargeant, Town Attorney – Sargeant recapped the conversations and actions related to the preparation of an ordinance that satisfies the requirement stipulated in the Village/Town Intergovernmental Agreement related to the Village water extension. The Town has agreed to adopt an ordinance that adopts Chapter 16, and Sections 11.08 and 11.09 of Chapter 11 of the Village Code. Sargeant accepted submissions from Attorney St. Peter (Village) and Attorney Flanagan (WSPL) as alternatives to the ordinance he prepared. The Town Board was given copies of all three options prior to the May 14th meeting. Chairman Heidtke accepted comments on this agenda item from resident Ross Bishop. After discussion, motion by Huettl, seconded by Kufahl to adopt Ordinance J-14-004, An Ordinance Adopting Chapter 16 of the Village of
Jackson’s Code Entitled “Water Utility Rules and Regulations” and Sections 11.08 and 11.09 of Chapter 11 of the Village of Jackson’s Code Regulating Cross-Connections and Making these Provisions Applicable to Town of Jackson Property Owners Who Receive Water Service form the Village”. Motion carried without a negative vote. The sections of Village Code currently on record as of this date will be attached to Town Ordinance J-14-004 as part of the Town records.

III. Future Agenda Items – Nothing additional noted.

IV. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: _________________________________

| Next Resolution Number: J-14-002 |
| Next Ordinance Number: J-14-004 |
MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 12, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Stantec Associate (engineering) Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino was excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Russell, seconded by Huettl to approve the minutes of the May 8, 2014 meeting and the May 14, 2014 meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the June 2014 monthly calendar and the June 2014 Director’s Report including the Playground Inspection Summary. Chairman Heidtke summarized the Director’s Report noting recent programs and events, and highlighting upcoming programming and activities.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the May 31, 2014 account balances as follows: General Fund $108,085.65; General Fund Money Market $798,356.27; Encumbered Funds-Highway Money Market $149,618.53; Encumbered Funds-Building Money Market $114,611.36; Property Tax $.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,387.03; Cemetery Fund $16,686.22. Motion by Huettl, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – R. Bishop commented on item D.

B. Discussion and Possible Action – 2014-2015 Alcohol and Tobacco Licensing – Chairman Heidtke asked the new license holders Steven Fischer, Lisa Wahlgren and Cheryl Tennies to introduce themselves. Motion by Kufahl, seconded by Hartwig to approve the 2014-2015 Alcohol Licenses as listed (see attached). Motion carried without a negative vote. Clerk Oliver commented that the Jail House Restaurant has not submitted their license renewal application.

C. Update, Discussion and Possible Action - Town Hall Remodeling Project – Continuum Architects + Planners – Dan Beyer, Continuum Architects + Planners provided the Town Board with an update on the progress of the drawings and plans. An appointment for a State Review of the plans is scheduled for June 23, 2014. Once the State approves the plans then the local building inspector issues a building permit. Beyer reviewed the 100% Bid Documents, the electrical and mechanical plans, and the opinion of probable cost data with the Town Board. Beyer detailed some of the finish materials he has specified in the plans. The final plans will be a pdf emailed to the Town.
D. Update, Discussion and Possible Action – Status/Update: Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi provided an update on the water extension project specifically noting that of the eight miles of water main to be installed, six miles have been completed, and of the 106 home visits scheduled there are 12 to be completed. Schmidt reported on the continued water pressure review. Schmidt stated Arcadis believes that 45 psi is adequate. Schmidt noted Stantec is reviewing the data and assumptions used by Arcadis when formulating their technical memo and recommendation. Stantec will send out a resident satisfaction survey once the water hook-ups are completed.

E. Discussion and Possible Action – Strawberry Glen Drainage Issues – Clementi reported on his spring 2013 review of the drainage/“sink hole” issues in the Strawberry Glen subdivision; in conclusion he felt there were two possible issues – 1. Bad back fill or 2. A break in the drainage pipe. Clementi feels at this time the Town could either continue investigating or begin repairs; Clementi recommends further investigation. Motion by Huettl, seconded by Hartwig to request to use the Village camera for investigating the drainage/“sink hole” issues. Motion carried without a negative vote.

F. Discussion and Possible Action – 2014 Road Project – Crack Filling - Motion by Huettl, seconded by Kufahl to award the 2014 crack filling to Crack Filling Services, amount not to exceed $24,900. Motion carried without a negative vote.

G. Discussion and Possible Action – 2014 Road Projects; Review Bids, Award Projects, Consider Slurry Sealing – Chairman Heidtke announced there were no bids received by the deadline of 9:30 a.m. on June 12, 2014; however Scott Construction did submit a bid later in the day. Clerk Oliver reported she contacted the Wisconsin Towns Association about the dilemma and Attorney Nawrocki stated the Town Board could waive the deadline and open the bid since there is only one bidder, and there would not be an unfair advantage given to any bidders. The consensus of the Town Board was to proceed. The Scott construction bid was read and reviewed. Motion by Kufahl, seconded by Russell to award the following projects to Scott Construction: 1. Cresthill Court – Cold Roll/Slag Seal, 2. Park Manor Court – Cold Roll/Slag Seal, 3. Wildwood Lane – Cold Roll/Slag Seal, 5. Pleasant Valley Road – Chip Seal/Coated Stone, 7. Mourning Dove/Kingbird – Slag Seal, 9. Tessla Terrace – Slag Seal, 10. Briarwood Drive – Slag Seal; all work is to be completed by August 15, 2014. Motion carried without a negative vote.

H. Discussion and Possible Action – Dead End Church Road Project – DNR Aids – Motion by Huettl, seconded by Russell to bid out dead end Church Road, 7/10 mile recycled asphalt with seal coat, 3/10 mile additional gravel and grading, signage as needed. Motion carried without a negative vote.

I. Discussion and Possible Action – Confirmation of Town Chairman Appointments to Committees and Commissions – Motion by Hartwig, seconded by Huettl to transfer the Weed Commissioner appointment from Hartwig to Russell for 2014-2015. Chairman Heidtke will have an update to the Joint Planning Group appointment at the next meeting.

J. Discussion and Possible Action – Cemetery Monument Approval – Motion by Huettl, seconded by Russell to approve the cemetery monument installation permit for Plot 79 (Randy and Allison Finco) submitted by Hilgendorf Memorials. Motion carried without a negative vote.

K. Discussion and Possible Action – Grounds and Buildings Review for Seasonal Goals and Accomplishments – A list of building and grounds items that need to be addressed was formulated. The pavilion trim needs to be painted; the picnic tables at the pavilion need to be repaired, a few boards need to be replaced and they need to be painted; the patio picnic tables need to be sealed; the archery berm needs to have the rocks picked off the north side (Supervisor Huettl will take the rocks); and a “bridge” (culvert) needs to be installed in the center of the fistball courts and also at the base of
the hill on the north side of the pole barn. The Town Board concluded the picnic tables would be a
good 4H project, and the rocks would be a good Scout project as in-kind donations to the Town.

IV.  Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec.
19.85(1) (c) to “Consider employment, promotion, compensation or performance evaluation data of
any public employee over which the governmental body has jurisdiction or exercises responsibility.”
– Motion by Huettl, seconded by Hartwig to move into Closed Session. Roll call vote: Huettl – aye, Kufahl

V.  Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session –
Motion by Huettl, seconded by Kufahl to move into Open Session. Roll call vote: Huettl – aye, Kufahl –
aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Action: Motion by Huettl, seconded by
Russell to hire a part time summer Town Hall maintenance employee at a rate of $9.00 per hour, not to
exceed 15 hours per week, duties supervised by the Town Clerk. Motion carried without a negative vote.
Motion by Huettl, seconded by Russell maintain the current rate of pay for A. Guhl - reconsider when all
department reviews are completed in September. Motion carried without a negative vote.

VI.  Supervisors and Clerk Reports

A.  Buildings – Supervisor Kufahl – Nothing additional to report.

B.  Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Russell
provided the draft amendment (to the Community Center Development and Operations Agreement) for
the Town Board to review. Russell will present the amendment to the Ad Hoc Committee at the June
18th meeting.

C.  Highway Department – Chairman Heidtke - Heidtke summarized the Highway department report.

D.  Weed Commissioner – Supervisor Hartwig (Huettl) – Nothing additional to report.

E.  Grounds - Supervisor Hartwig – Hartwig commented that he plans to put flowers (annuals) around
the flag pole.

F.  Transfer Station – Supervisor Huettl (Russell) – Nothing additional to report.

G.  Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke commented he will attend
the County Highway G round-about public information meeting on June 16, 2014.

H.  Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on a high grass and weeds
complaint about the Old Risky Business property on Cty. P/Pleasant Valley Road. David Tucholka
asked for Town Board assistance with the Oldenburg property at 2542 Dove Drive which has not been
maintained and is affecting the future sale of his property (next door). Oliver shared a recent
Milwaukee Journal Sentinel article about limiting fire damage to municipal buildings by installing
sprinklers. Oliver reminded the Town Board that they could find weekly updates on the water extension
project on-line thru the Town’s website.

VII.  Future Agenda Items – Kufahl requested the Kirchhayn parade be placed on the July agenda. Huettl asked
to be excused from the July meeting.

VIII.  Announcements – Heidtke announced the upcoming meetings.
IX. Approval of Vouchers – Motion by Huettl, seconded by Kufahl to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:45 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl and Robert Hartwig were present. Also present was Town Clerk Julia Oliver. Supervisor Everett Russell was excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

II. Business
A. Any Town Citizen Comment on an Agenda Item – There were no comments.

B. Discussion and Possible Action – Provisional Alcohol License – Midwest Hospitality Group, LLC, dba Jail House Restaurant, Betony Buzdum, agent – Heidtke commented that Buzdum had failed to submit her alcohol licensing paperwork in a timely manner despite the Clerk’s office reminders. Buzdum opted to pay for a Special Town Board meeting to request a provisional license for the interim (July 1st thru July 10th) until the Town Board can take action on her renewal at the July Regular Town Board meeting. The other option was for Buzdum to not serve or store alcohol on the Jail House premise until her licensing issue could be resolved. Motion by Hartwig, seconded by Kufahl to issue a provisional alcohol license to Midwest Hospitality Group, LLC dba the Jail House Restaurant, Betony Buzdum, agent for the period of July 1, 2014 thru July 10, 2014. Motion carried without a negative vote.

III. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes approved: ________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Town Engineer Matthew Clementi, Joint Parks and Recreation Director Kelly Valentino, Zoning Administrator /Building Inspector Gordon Hoffmann, Joint Planning Group Co-Chair Arlyn Johnson (arrived late) Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Supervisor Paul Huettl was excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Kufahl, seconded by Russell to approve the minutes of the June 12, 2014 meeting and the June 25, 2014 meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the July 2014 monthly calendar and the July 2014 Director’s Report. Valentino summarized the Director’s Report noting recent and upcoming programs, events, and activities.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the June 30, 2014 account balances as follows: General Fund $95,848.57; General Fund Money Market $714,728.89; Encumbered Funds-Highway Money Market $149,630.83; Encumbered Funds-Building Money Market $114,620.78; Property Tax $.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,387.26; Cemetery Fund $16,686.91. Motion by Russell, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – M. Bishop commented on item E.

B. Discussion and Possible Action – 2014-2015 Alcohol and Tobacco Licensing – Motion by Kufahl, seconded by Hartwig to approve alcohol licensing for Midwest Hospitality Group, dba Jail House Restaurant, and new operator Elizabeth Semmann. Motion carried without a negative vote.

C. Discussion and Possible Action – Kirchhayn Parade – Motion by Hartwig, seconded by Kufahl confirming the Town will accept the responsibility for oversight of the Kirchhayn Parade that will be held on July 27, 2014. Town Supervisors Dan Kufahl and Everett Russell will be on location for the duration of the parade. Steven Fischer requested an amendment to his alcohol license for the Kirchhayn Parade to allow alcohol in specified areas of the parking lot, sidewalk and grass areas; a map was provided. Motion by Hartwig, seconded by Heidtke to amend the alcohol license for Kirchhayn
Country Club, Steven Fischer, agent for one day - July 27, 2014 to include areas in the parking lot, sidewalk and grass areas as indicated on the map provided. Motion carried without a negative vote.

D. Discussion and Possible Action – Ilona Stank – Special Assessment, Interest and Penalties Due on 4145 Country Aire Drive – Mrs. Ilona Stank, as well as Mr. Roger Stank and son Sheldon Stank appeared and requested the Town Board waive the interest, penalties and attorney fees that are due. Clerk Oliver reported the County has sent notice that Mrs. Stank has ninety days to pay the past due taxes, special assessments, interest and penalties due on parcel T7 0324 00D; if the amounts due are not paid the County will begin the process of selling the property to satisfy the debts. Zoning Administrator Hoffmann provided a brief summary of the events that occurred, including the costs for the property clean that were assessed against the Stank’s property. Hoffmann reiterated that the Stanks could have avoided the special assessment by cleaning up the property. Mrs. Stank stated she brought $19,779 to the meeting and requested the Town Board consider that amount payment in full for all that is owed. After discussion, motion by Kufahl, seconded by Russell to accept $19,779 from Ilona Stank as payment in full for the special assessment, interest and penalties due on parcel T7 0324 00D, the Town will waive the interest and penalties due and reduce the special assessment balance by $4,583.75, subject to payment in the amount of $854.61 of taxes due to the Washington County Treasurer on or before July 31, 2014. Motion carried without a negative vote. Mrs. Stank was warned that failure to pay the taxes due as required will void the Town Board action and she will be responsible for the full amount of special assessment, interest and penalties that is currently due, plus additional penalties and interest as applicable.

E. Update, Discussion and Possible Action – Status/Update: Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi provided an update on the water extension project specifically noting that the water project is over half way completed; work is concentrated on Cty. Hwy. T (Western Avenue) east of Division Road and Division Road south of Mill Road. Cty. Hwy. T (Western Avenue) east of Division Road will be closed beginning July 14th for approximately one week. The contractor anticipates the entire water main will be completed by the end of July. Twenty laterals have been installed and six have been connected. Public Service Commission approval is still needed. Approximately 10% of the homes will need pressure reducing valves, and pressure boosters will be required in at least fifteen homes. Clementi will be meeting with Arcadis on July 15th to begin the discussion on road reconstruction.

F. Discussion and Possible Action – Building Inspector Oversight – Town Hall Remodeling Project – Clerk Oliver stated that Betty Wiese, Building Inspector, State of Wisconsin Department of Safety & Professional Services stopped into the Town Hall on July 2nd to follow up on a preliminary consultation document. Clerk Oliver affirmed the Town was not moving forward with a barn remodeling project, but efforts were progressing on the center section (old locker rooms, bathrooms and bar area). During the review of the area Ms. Wiese noted the Town Building Inspector is the contact for ensuring the Town has an appropriate demolition plan, and also he would issue the permits and inspections once the State has signed off on the plans. To date Mr. Hoffmann has not been directed by the Town Board on the project. Motion by Hartwig, seconded by Kufahl directing Town Building Inspector Gordon Hoffmann to be involved in the remodeling project as is appropriate. Motion carried without a negative vote.

G. Discussion and Possible Action – Town Hall Remodeling Project – Dan Beyer, Continuum Architects + Planners – Beyer introduced Bob Latta the structural engineering consultant for the remodeling project. Beyer and Latta explained the structural damages and inadequacies that will require additional work that is outside the scope of the current contract. The design fee for the
additional work will be $2,640. **Motion** by Russell, seconded by Kufahl authorizing the additional design work for $2,640. **Motion** carried without a negative vote. Beyer provided the Town Board with some updated drawings related to the interior detailing; the proposed ceiling plan and lighting was discussed. Hoffmann asked about Washington County’s involvement related to the septic field, building fire sprinklers and facility revisions to meet current regulations. Beyer indicated he should have the drawings ready to submit to the State in approximately one month; once a conditional approval is received then the project can be sent out for bids.

**H. Discussion and Possible Action – Certified Survey Map – Living Word Lutheran High School – 2230 Living Word Lane** – No action; document was not submitted for action.

**I. Discussion and Possible Action – Certified Survey Map – Scott Luenberg and Richard Luenberg – 3322 and 3314 Cty. Hwy. P** – No action; document was not submitted for action.

**J. Discussion and Possible Action – DNR Road Aids Road Project – Dead End Church Road (South of Pleasant Valley Road)** – **Motion** by Kufahl, seconded by Russell to waive the chip seal bid deadline because no timely bids were received and only one bid (late) was received. **Motion** carried without a negative vote. There was one bid from Payne and Dolan (received on time) for the recycled asphalt/grading part of the bid package, and one bid from Scott Construction (not received on time) for the chip seal part of the bid package. Heidtke commented the project may require the replacement of 2-3 culverts, and at the request of the DNR there may be some additional cost for signage and guardrails. The Board members noted they do not want the trucks for the DNR wetland project off of Church Road driving in and out on the new road surface; Clerk Oliver stated Tom Isaac from the DNR has given the wetland contractor until August 1 to complete the project. **Motion** by Russell, seconded by Kufahl to award the Dead End Church Road DNR Road Aids Project to Payne and Dolan for the 7/10’s mile recycled asphalt/grade/compact and 3/10’s mile gravel/grade in the amount of $60,630.00 and to Scott Construction for the 7/10’s mile stone chip seal for $21,232.25, work to be completed August 1-15, 2014. **Motion** carried without a negative vote.

**K. Discussion and Possible Action – Amend 2014 Fee Schedule to Reflect Special Meeting Charges** – **Motion** by Kufahl, seconded by Russell to amend the 2014 Annual Fee Schedule as presented; specifically the charges for a special meeting. **Motion** carried without a negative vote.

**L. Discussion and Possible Action – Self Catered Wedding Reception – September 2014** – **Motion** by Kufahl, seconded by Hartwig authorizing the Peterson event on September 26-27, 2014 to be self-catered. **Motion** carried without a negative vote.

**M. Update, Discussion and Possible Action – Joint Village/Town Planning Group** – **Motion** by Kufahl, seconded by Hartwig to confirm Chairman Heidtke’s appointment of Kurt Henning to the Joint Planning Group. **Motion** carried without a negative vote. Town Representative/Co-Chairman of the Joint Planning Group Arlyn Johnson was in attendance to provide input on the Group’s activities. Johnson has committed to attend Town Board meetings, or providing written reports to the Town Board to eliminate the “disconnect” in Town Board awareness of the Planning Groups’ discussions. Heidtke commented he would like the Town Board to direct the group to start conversation on the Boundary Agreement issue and the Cedar Creek Road shared road work. Johnson distributed his proposal on the cost allocation of the Cedar Creek Road repairs/reconstruction that was presented to the Joint Planning Group members. Johnson noted that Village Public Works Director Kober has stated that the Village plans to use LRIP funds for the project, and that there would be engineering requirements; additionally there would be ROW acquisitions needed. The Village has stated that Cedar Creek Road is not a high priority at this time. It was the consensus of the Town Board that as Planning Group Co-Chair Johnson should start conversation with the Village regarding the Boundary Agreement
(correcting/updating so the agreement meets State standards and will be accepted by the Department of Administration). Additionally Johnson should continue working on the details to begin the shared Cedar Creek Road reconstruction project; the Town will budget for the project in 2015.

IV. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1) (c) to “Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” – Motion by Hartwig, seconded by Russell to move into Closed Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried.

V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session – Motion by Russell, seconded by Hartwig to move into Open Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Action: Motion by Hartwig, seconded by Heidtke to approve the three year contract with Town Clerk Oliver as presented. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Kufahl noted the air conditioning went out while an anniversary party was taking place at the Town Hall. Heidtke noted he called Gillitzer Electric for repair.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Russell provided the edited draft amendment (to the Community Center Development and Operations Agreement) for the Town Board to review. The Ad Hoc committee members made a few changes to the document at their last meeting, but they have been unable to agree on the maximum percentage for annual increase as well as whether the existing documents should be clarified with an amendment, or if the existing documents should be repealed and a new document written. The Ad Hoc Committee requested a joint meeting of the Town Board and the Village Board; the meeting will be held on July 16, 2014.

C. Highway Department – Chairman Heidtke - Heidtke summarized the Highway department report.

D. Weed Commissioner – Supervisor Russell – The Oldenburg property was noted.

E. Grounds - Supervisor Hartwig – Hartwig commented on creeping Jenny at the Town Garage.

F. Transfer Station – Supervisor Huettl – Nothing additional to report.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Nothing additional to report.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on a complaint about two properties in Strawberry Glen that are not being mowed.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke announced the upcoming meetings.
IX. **Approval of Vouchers** – Motion by Russell, seconded by Hartwig to approve the vouchers as presented. Motion carried without a negative vote.

X. **Adjournment** – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________

Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number:  J-14-004
Next Ordinance Number:  J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Town Chairman Heidtke and Village President Kannenberg. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call – Town Board Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Village President Wendy Kannenberg, Trustees Brian Emmrich, John Kruepke, Jack Lippold, Donald Olson and Michael Kufahl were present. Trustee Scott Mittelsteadt was excused. Also present was Town Clerk Julia Oliver

C. Approval of the Agenda – Motion by Town Supervisor Hartwig, seconded by Town Supervisor Russell to approve the agenda. Motion carried. Motion by Village Trustee Kufahl, seconded by Village Trustee Lippold to approve the agenda. Motion carried.

II. Business

A. Comments from any Town Resident or Village Resident on an Agenda Item – Comments were heard from Town resident Arlyn Johnson.

B. Discussion and Possible Action – 1. Community Center Development and Operations Agreement: Define Operating Expenses Contribution and Annual Maximum Percentage of Increase, and 2. Clarification of Director’s Agreement and Development and Operations Agreement by Amending Current Agreements – As a courtesy Supervisor Russell (Ad-hoc Committee Chairman) provided a brief summary of events and the tasks assigned to the Ad-hoc Committee. The current “sticking point” is how to proceed – should the two existing agreements, the Community Center Development and Operations Agreement, and the Director’s Agreement be amended to clarify the budget items and cost sharing, or should the two existing agreements be repealed and a new agreement be drafted. After discussion, motion by Town Supervisor Hartwig, seconded by Town Supervisor Huettl directing Ad-hoc Committee members Don Olson and Everett Russell to continue working together to update the draft amendment presented to incorporate a change to item #4 that stipulates within a two year period (completion by the 2016 budget) the 2001 Recreation Director Agreement and the 2008 Community Center Development and Operations Agreement will be rewritten and combined into one document; the updated amendment will be provided for review and possible action at the respective August Regular Board Meetings; and that in the interim Exhibit A will be used as an expression of intent for defining the Town annual contribution (cost sharing) of Community Center operation expenses. Motion carried.
Motion by Village Trustee Lippold, seconded by Village Trustee Emmrich directing Ad-hoc Committee members Don Olson and Everett Russell to continue working together to update the draft amendment presented to incorporate a change to item #4 that stipulates within a two year period (completion by the 2016 budget) the 2001 Recreation Director Agreement and the 2008 Community Center Development and Operations Agreement will be rewritten and combined into one document for the purpose to the two existing agreements, for review and possible action at the respective August Regular Board Meetings; and that in the interim Exhibit A will be used as an expression of intent for defining the Town annual contribution (cost sharing) of Community Center operation expenses. Motion carried.

It is the consensus of both Boards that Olson and Russell will continue to work together to prepare the new agreement, sharing drafts through their prospective Clerks and reporting progress on a monthly basis to their respective Boards. Once Olson and Russell have agreement from both Boards on the draft of the new document, the document will be given to the Village Attorney and Town Attorney for final review prior to both Boards adopting.

III. Future Agenda Items and Set Next Meeting Date – Town Chairman Heidtke commented he would like future discussion on the shared Cedar Creek road project, and the work on the Revenue Sharing Agreement and Cooperative Boundary Plan so that the State will accept the agreement. Trustee Emmrich would like to discuss shared services such as filling in when a building inspector is on vacation. Trustee Kufahl supported Emmrich and stated there may be other areas that services could be shared which would assist both communities. The next Joint Village Board and Town Board meeting is tentatively scheduled for Wednesday, November 19, 2014 at 7:00 p.m. to be held at the Community Center or the Village Hall.

IV. Adjournment – Motion by Town Supervisor Russell, seconded by Town Supervisor Hartwig to adjourn. Motion carried. Motion by Village Trustee Lippold, seconded by Village Trustee Olson to adjourn. Motion carried.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes approved by the Town of Jackson: _____________________________, 2014

Minutes approved by the Village of Jackson: ____________________________, 2014
Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Dan Kufahl and Robert Hartwig. Also present was Town Engineer Matthew Clementi, Stantec Representative Rick Schmidt, Zoning Administrator/Building Inspector Gordon Hoffmann, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino, Supervisor Paul Huettl and Supervisor Everett Russell were excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Kufahl to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Kufahl, seconded by Hartwig to approve the minutes of the July 10, 2014 Regular Town Board meeting and the July 16, 2014 Town of Jackson Board and Village of Jackson Board meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino was excused. The Town Board was provided copies of the monthly financial “Stat Pack”, the August 2014 monthly calendar and the August 2014 Director’s Report. Chairman Heidtke summarized the Director’s Report noting recent and upcoming programs, events, and activities.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the July 31, 2014 account balances as follows: General Fund $94,872.51; General Fund Money Market $629,739.79; Encumbered Funds-Highway Money Market $49764.35; Encumbered Funds-Building Money Market $114,630.52; Property Tax $.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,387.49; Cemetery Fund $16,687.62. Motion by Hartwig, seconded by Kufahl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – J. Smith commented on items E and F. M. Bishop commented on items E, F. and G.

B. Discussion and Possible Action – 2014-2015 Alcohol and Tobacco Licensing – Motion by Hartwig, seconded by Heidtke to approve a new Operator’s license for Jessica Veldre. Motion carried without a negative vote.

C. Discussion and Possible Action – Certified Survey Map – Scott Luenberg and Richard Luenberg – 3322 AND 3314 Cty. Hwy. P – Motion by Kufhal, seconded by Hartwig to approve the certified survey map for Scott Luenberg and Richard Luenberg, 3322 and 3314 County Highway P. Motion carried without a negative vote.
D. Discussion and Possible Action – Certified Survey Map – Living Word Lutheran High School – 2230 Living Word Lane – Motion by Kufahl, seconded by Hartwig to approve the certified survey map for Living Word High School, 2230 Living Word Lane. Motion carried without a negative vote.

E. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi provided a map dated August 5, 2014 that illustrated the status of property connections. Clementi noted only one boring crew has been installing laterals; a second boring crew would be starting next week. Only one plumbing crew has been working on lateral connections; a second crew will be starting soon. It was anticipated that fifteen pressure boosters would be needed however three homeowners have said they don’t need them; twelve are scheduled for installation. Research indicates the installed boosters will cost approximately $5,000 each. Clementi noted the permanent self-flushing hydrants will be located at the far end of Crosswind Trail and the east side of Division Road, ¼ mile south of Western Avenue. These are temporary setups until the final flushers are installed. Clementi initiated conversation on the draft letter proposed by WSPL to owners of property where work has been completed. Clementi has edited the letter and would like to move forward with mailing to property owners as their lateral is installed and wells sealed (if requested/required) as a part of the project “wrap up”. The Town Board agreed and authorized Clementi to begin mailing the letter to the residents.

F. Discussion and Possible Action – Roads Effected by the Water Extension Project – To start the discussion Clementi distributed a map that by using color coding displayed the results of the initial discussions with the pipeline with regard to proposed road repairs, such as pulverize and pave, patch and seal, culvert replacement, etc… The Town Board expressed dissatisfaction with the plan, specifically the decision to one patch repair or pave one lane wide on roads that have been fully seal coated or replaced in recent years, at a significant investment by the Town. Clementi assured the Town Board that the road repairs were still being discussed and negotiated. Additionally it was noted the slope in the ditches needs to be checked by the Town inspector to ensure good drainage.

G. Discussion and Possible Action – Town Hall Remodeling Project – Town Building Inspector Gordon Hoffmann reported the State has given a Conditional Approval to the architect’s plans. The Town will need to get the sanitary situation corrected; Heidtke explained he has contacted David Klug and asked for his assistance with the design of a new system. Hoffmann recommended putting the remodeling project out for bid to see if it is feasible, and also to gather the information from Klug to see if the new septic system is cost prohibitive. In the interim, Hoffmann stated that all plumbing fixtures that have been removed must be capped by a licensed plumber, the electrical that has been dismantled must be reviewed by a licensed electrician, and the wall deficiencies previously noted must be supported. Motion by Kufahl, seconded by Hartwig to send the town hall remodeling project out for bid. Motion carried without a negative vote.

H. Discussion and Possible Action – Update, Discussion and Possible Action – DNR Road Aids Road Project – Dead End Church Road (South of Pleasant Valley Road) – Clerk Oliver reported she received email notification from DNR Representative Julie Anakobe that the funds for the project do not lapse. Motion by Kufahl, seconded by Hartwig to extend the Town deadline for completing the dead end Church Road project with the DNR Road Aids to August 2015. Motion carried without a negative vote.

I. Discussion and Possible Action – Amendment to the Village of Jackson and Town of Jackson Recreation Director Agreement of June 2001 and the Village of Jackson and Town of Jackson Community Center Development and Operations Agreement of February 2008 – Discussion included the need to have the document reviewed by the Town Attorney and to have all Town Board members in attendance to act on the amendment. Motion by Kufahl, seconded by Hartwig to table this
J. Discussion and Possible Action – Transfer Station “Bins” for Mulch, Soil and Stone Storage – Heidtke explained the purpose for the bins; loose material can be stored and can be moved with the skid loader or backhoe. Motion by Kufahl, seconded by Hartwig to approve the purchase of materials to construct the storage bins for an amount not to exceed $3,000. Motion carried without a negative vote.

K. Discussion and Possible Action – Town Board Laptops or Tablets – Oliver asked for additional clarification from the Supervisors on what they would like the computers to achieve. Kufahl: would like to be able to retrieve information on the laptop instead of searching through papers, he does not want to take it home – only use it during meetings, he does not wish to use it for email, he would like a large screen – probably a laptop instead of a tablet, he would like to be able to type notes on it, he would like all the files set up for him and he would like it all as cheaply as possible. Heidtke: noted it will take training on use, he would like to take it home to prep for meetings. Oliver will pass the information along to Bill Prusow, Pros 4 Technology, for his recommendations.

L. Update – Cemetery Surveying – Oliver provided an update on the addition of corner and mid-section pins at the cemetery. The pins are needed because the monument companies are having a difficult time locating plot boundaries when they are installing headstones. Surveyor Eric Schmitz has been contacted.

IV. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1) (e) to “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan. Motion by Hartwig, seconded by Kufahl to move into Closed Session. Roll call vote: Hartwig – aye, Heidtke – aye, Kufahl – aye; motion carried.

V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session – Motion by Hartwig, seconded by Kufahl to move into Open Session. Roll call vote: Kufahl – aye, Heidtke – aye, Hartwig – aye; motion carried. Action: motion by Kufahl, seconded by Hartwig directing Gordon Hoffmann to contact the attorney discussed in closed session. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.


C. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report.

D. Weed Commissioner – Supervisor Russell – Excused.

E. Grounds - Supervisor Hartwig – Nothing additional to report.

F. Transfer Station – Supervisor Huettl – Excused.
G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke read a phone message from T. Dano related to road repairs in the Mockingbird/Hummingbird subdivision.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported the May and June WSPL reimbursements have finally been received. Oliver noted the Wisconsin Towns Association letter; a copy was provided for each Supervisor, and the weeds located on Highway 60 by the Weis property have been addressed. Oliver noted she is waiting for a response from Attorney Sargeant with regard to the Oldenburg court case, the proposed “wrap up” letter for the residents went their water installation is completed, and his opinion on whether or not Mike Grota should meet with the Habush attorney. A representative from GAF has been out to inspect the roof shingles over the high center section of the building. Resident J. Holter has requested a “No Outlet” sign be placed at the entrance to the Crosswinds subdivision. Oliver noted the small water heater that used to be in the center section bar could be used in the Pavilion (the pavilion water heater is not serviceable and there has not been hot water in the pavilion for the past two years), and the Washington County Humane Society sent a note of appreciation for the use of the large tables (from the barn) for their rummage sale which raised over $33,500. Oliver noted the 4-H will be taking on the picnic table repair/painting and picnic table sealing project, and she has offered the archery berm project to the Boy Scouts. Oliver has prepared a budget verses actual analysis through June 2014; there are no issues at this time.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Hartwig, seconded by Kufahl to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Hartwig, seconded by Heidtke to adjourn. Motion carried without a negative vote.

Respectfully submitted,

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Julia Oliver
Town Clerk

Minutes approved: ______________________________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-005
MINUTES OF THE SPECIAL TOWN BOARD MEETING  
SEPTEMBER 9, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Zoning Administrator Gordon Hoffmann and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.

II. Business
A. Any Town Citizen Comment on an Agenda Item – There were no comments.

III. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1)(e) “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan, and other joint/cooperative agreements with the Village of Jackson. Motion by Huettl, seconded by Hartwig to go into Closed Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried.

IV. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session. Motion by Huettl, seconded by Russell to move into Open Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Russell – aye. Motion carried. Action: Motion by Huettl, seconded by Russell to retain the firm of Cramer, Multhauf & Hammes, LLP to represent the Town in the resolution of the Town of Jackson / Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan issue, and any other Town matters related to dealings with the Village. Motion carried without a negative vote. Attorney Timothy Andringa will be direct contact for the Town. Attorney Andringa requested the Town Board compose a list of the issues and questions that are of initial concern; Attorney Andringa will attend the October 9, 2014 Regular Town Board meeting and will be prepared to discuss the items on the list the Town Board prepares.

Clerk Oliver is directed to provide Village President Kannenberg with Attorney Andringa’s contact information.

V. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________  
Julia Oliver, Town Clerk

Minutes approved: ________________

Next Resolution Number:  J-14-004
Next Ordinance Number:  J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell. Also present was Town Engineer Matthew Clementi, Stantec Representative Rick Schmidt, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino was excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Huettl, seconded by Hartwig to approve the minutes of the August 14, 2014 Regular Town Board meeting and the September 9, 2014 Special Town Board meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino was excused. The Town Board was provided copies of the monthly financial “Stat Pack”, the September 2014 monthly calendar and the September 2014 Director’s Report. Chairman Heidtke summarized the Director’s Report noting recent and upcoming programs, events, and activities.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the August 31, 2014 account balances as follows: General Fund $48,217.78; General Fund Money Market $837,705.03; Encumbered Funds-Highway Money Market $49,766.46; Encumbered Funds-Building Money Market $114,640.26; Property Tax $0.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,387.71; Cemetery Fund $16,688.33. Motion by Huettl, seconded by Russell to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – D. Boerschig, C. Boettcher, D. Martin, J. Johnson, and R. Seidel all commented on the Town of Jackson / Village of Jackson Revenue Sharing and Cooperative Boundary Plan as it relates to the Twin Creeks subdivision.

B. Update and Discussion – State Representative Duey Stroebel – Representative Stroebel stated his primary purpose in attending was to get an update on the fuel release and water extension issues. Stroebel provided an update on State government and stressed the focus on economics. Topics specifically addresses were the 2013-2015 biennium budget, the increase in the public education budget, and holding the line on property taxes, noting that Wisconsin is a high tax state which makes it less competitive for economic development. Stroebel also noted the efforts on waste/fraud and abuse, simplifying the WI tax code, entitlement reform, mental health reform, “double dipping” legislation, and TIF legislation. When asked about the next sessions agenda Stroebel commented that he was sure
economic growth and prevailing wage would be considered high priority items. Stroebel commented he has enjoyed serving in the legislature and is considering future options.

C. Discussion and Possible Action – Eagle Scout Project – Ben Boppre - Boppre explained his proposed project of constructing four Leopold benches and one animal proof waste/recycling receptacle. Motion by Hartwig, seconded by Russell to approve the Eagle Scout project as presented by Ben Boppre. Motion carried without a negative vote.

D. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi reported that 88 of the 122 properties have received laterals and 66 of the laterals are connected to Village water. Approximately 25–30 properties need the wells sealed, POETS removed and electrical service to the pumps removed. The properties still to receive laterals are located in “rocky” sections of the Town. PTS has requested a contract extension due to weather delays.

E. Discussion and Possible Action – Roads Effected by the Water Extension Project – Clementi noted the paving will start in the next week or so; he presented a map showing the work that will be completed. Maple Road and Mill Road will be completely pulverized and rebuilt. Western Avenue and Sherman Road will have the areas that were trenched milled and repaired with 3 ½ inches of base. The subdivision roads will be milled and repaired with 2 ½ inches of base. Western, Sherman and the subdivisions will all receive a 2 inch surface course in 2015. Clementi reminded the Town Board that there is a two year warranty and also the PTS bond if cracks occur where the roads have been milled. It is positive that the base course will have time to settle before the surface course; if settling occurs then the areas can be wedged prior to the surface course installation. Maple and Mill will receive both the base and surface course in 2014. All roads will have shouldering and striping. Clementi noted that the warranty period start date has not been agreed upon. The Town Board discussion included many comments of dissatisfaction with the proposal from WSPL on road repairs. Motion by Huettl, seconded by Kufahl that WSPL be notified the Town Board wants the roads rebuilt including the following: Sherman Road and Western Avenue - 3 ½ inches of binder course and 1 ½ inches of surface course, and all other roads that have been damaged – 2 ½ inches of binder course and 1 ½ inches of surface course. Motion carried without a negative vote.

F. Update, Discussion and Possible Action – Town Hall Remodeling Project – Heidtke notified the Town Board that the new mound system will cost approximately $35,000 and will include an oversized tank and smaller drainage field; this is a design used for buildings that have occasional heavy use. Each Supervisor was given a copy of the architects’ plans for the project. Motion by Huettl, seconded by Russell that the Supervisors individually review the plan and forward their comments and questions to Clerk Oliver, Heidtke is to work with Hoffmann and Oliver to complete the proposal packet which will be distributed to the Supervisors for review prior to the next meeting. Motion carried without a negative vote.

G. Discussion and Possible Action – Crack Filling – Town Hall Parking Lot – Motion by Kufahl, seconded by Hartwig to approve the crack filling for the Town Hall parking lot. Motion carried without a negative vote.

H. Discussion and Possible Action – Boy Scout Archery Berm – The Boy Scouts have proposed a project to clear the weeds off the archery berm, pick the rocks off the north side of the berm and mulch the north side of the berm. Following the project the Town will spray the south side of the berm to kill off the weeds. The highway department will cut the berm prior to the project to knock down the larger weeds. Also, chipped mulch from the Transfer Station will be delivered to the Town Hall for the Scouts to use on the north side of the berm. In addition the Scouts hope to work on the walking trails; they hope to clear out any over-growth and invasive species. Motion by Hartwig, seconded by Huettl to
authorize the Boy Scout project at the Town Hall/Park on September 21, 2014. Motion carried without a negative vote.

I. Update – Cemetery Surveying – Heidtke reported the surveying at the cemetery has been completed; this will assist those installing headstones in locating the correct plots. Pins have been installed by Surveyor Eric Schmitz; Heidtke has directed the highway department to form 6-8 inch concrete “pads” around the pipes to maintain the pipe integrity. Also, Heidtke will direct the highway department to cut down the rise on the eastern edge of the cemetery which is impairing drainage.

J. Discussion and Possible Action – Adding Part Time Snow Plow Drivers – No action; place on the agenda next month.

K. Discussion and Possible Action – Codification Project – Motion by Kufahl, seconded by Russell accepting the “Table of Contents” proposed by General Code. Motion carried without a negative vote.

IV. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1) (e), “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan, and Pursuant to Wisconsin Statutes Sec. 19.85 (1)(c) to “Consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility”. Motion by Huettl, seconded by Hartwig to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye; motion carried.

V. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session – Motion by Huettl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl-aye, Kufahl–aye, Heidtke–aye, Hartwig–aye, Russell-aye; motion carried. Action: motion by Huettl, seconded by Russell to hire Jeff Bagley as a part time snow plow driver at $17.17 per hour. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report.

C. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report. Heidtke commented the highway department has also been working on signage updating.

D. Weed Commissioner – Supervisor Russell – Russell reported he received a complaint about weeds on the Oldenburg property; it was so over grown it would be difficult to single out specific weeds. Clerk Oliver noted the property is in foreclosure and a Sheriff sale has been posted.

E. Grounds - Supervisor Hartwig – Hartwig reported that Jim Blank has contacted him about cleaning up the west fence line by the fist ball courts.
F. Transfer Station – Supervisor Huettl – Huettl reported the blocks for the bins at the Transfer Station have been ordered. Huettl would like to dispose of the “V” plow that is not being used. The action will be placed on the next meeting of the electorate.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke announced the October 11, 2014 Washington County Clean Sweep Collection.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported the Jackson Explorer’s 4-H group will be completing a service project on September 16th which involves repair, painting and sealing of the picnic tables. A complaint was received about a Sherman Parc property that is not being mowed; the person was told to come into the office to file a written complaint. Oliver noted the correspondence she distributed to the Supervisors related to the “Applicability and Triggers for Erosion Control and Storm water Management”. Oliver noted there will not be a fall Joint Parks and Recreation event at the Town Hall Park as originally planned by Director Valentino. Oliver briefly explained a program by ECivis Grant Network which basically is a clearing house for all grants available – more will be presented next month. The accident at the Transfer Station where the building was hit has been settled with the insurance company; the claim did not exceed the deductible – Oliver will attempt to recover the damage costs from the person who hit the building. Oliver reported the Workers Compensation Audit has been completed and the Town will owe an additional premium; it was noted the insurance company has not been increasing the payroll threshold annually as reported on the annual audit – Oliver will formally request the adjustment.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number:  J-14-004
Next Ordinance Number:  J-14-005
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig (arrived at 6:18 p.m.) and Everett Russell. Also present was Attorney Timothy Andringa, Attorney James Hammes and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Huettl, seconded by Russell to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Huettl, seconded by Kufahl to approve the minutes of the September 11, 2014 Regular Town Board meeting. Motion carried without a negative vote.

II. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1)(e) “Deliberating or negotiating the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan. Motion by Kufahl, seconded by Huettl to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.

III. Reconvene into Open Session for the Purpose of Acting on Matters Discussed in Closed Session. Motion by Kufahl, seconded by Hartwig to move into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.

Joint Parks and Recreation Director Kelly Valentino, Town Treasurer Paul Eilbes and Town Engineer Matthew Clementi joined the meeting.

IV. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the October 2014 monthly calendar and the October 2014 Director’s Report. Valentino summarized the Director’s Report noting recent and upcoming programs, events and activities. Valentino provided each Supervisor with a letter and supporting draft budget for 2015; the proposed Town contribution is $78,882.50. The Town Board will review the information for discussion at the November meeting.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the September 30, 2014 account balances as follows: General Fund $86,320.96; General Fund Money Market $717,501.60; Encumbered Funds-Highway Money Market $49,768.51; Encumbered Funds-Building Money Market $114,649.66; Property Tax $.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,387.94; Cemetery Fund $16,689.02. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried without a negative vote.
V. Business

A. Any Town Citizen Comment on an Agenda Item – Prior to resident comment Attorney Hammes introduced himself and Attorney Andringa. Attorney Hammes addressed the residents to summarize what has occurred and the next steps prior to a legal recommendation being made to the Town Board relative to the Town/Village Revenue Sharing and Cooperative Boundary Plan. Attorney Hammes noted that he has advised the Town Board to listen but not respond to resident comments due to the Open Meetings law. B. Seidel, W. Hess, M. Wasif, T. Snyder, B. Hess, D. Nickolay, G. Hanson and S. Zwicky commented on the Town of Jackson / Village of Jackson Revenue Sharing and Cooperative Boundary Plan as it relates to the subdivisions. M. Bishop commented on item C.

B. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec - Clementi reported that 106 of 122 laterals have been installed and 90 of 122 plumbing connections have been completed. Stantec has sent satisfaction letters to 40 of the residents that are complete, including restoration work. Clementi also reported PTS (the contractor) has requested to close Western Avenue for safety, efficiency and speed purposes. The consensus of the Town Board is that closing Western Avenue as described by Clementi would be acceptable.

C. Discussion and Possible Action – Roads Effected by the Water Extension Project – Clementi summarized the WSPL responses to the Town Board’s specifications that were submitted on September 22, 2014 in response to the September 16, 2014 letter from Pat Hodgins, WSPL:
   - Binder will be installed to the center of the road, not just over the trench
   - Spring 2015 all repairs will be paved with a final course
   - 2” asphalt was mentioned; Town Board consensus (with Clementi’s agreement) is that 1 ½ “ will be acceptable
   - Only a 2 year warranty; the request for 5 years was refused. Clementi noted most failures will be in the trenched areas and will occur in the first 2 years
Clementi referred to additional items noted in the WSPL letter dated October 8, 2014 referencing road restoration. Motion by Kufahl, seconded by Russell accepting the WSPL proposal to repair roads affected by the water extension project. Motion carried without a negative vote.

D. Discussion and Possible Action – Grave Opening Permit – Finco - Motion by Hartwig, seconded by Huettl to approve the grave opening permit for Randy Finco. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report.

C. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report.

D. Weed Commissioner – Supervisor Russell – Nothing additional to report.

E. Grounds - Supervisor Hartwig – Hartwig reported he placed some fall decorations outside the upper door and in the fireplace room.

F. Transfer Station – Supervisor Huettl – Huettl reported the work on the block bins for the wood chips has been planned and some preparation work is being done.
G. **Chairman’s Report and Correspondence** – **Chairman Heidtke** – Heidtke noted the agenda request from Winter Hess.

H. **Clerk’s Report and Correspondence** – **Clerk Oliver** – Oliver reported the Boy Scout Archery Berm project was completed and a thank you note was sent. Oliver explained the dog licensing process and noted the Town is a “collecting agent”, the Town does not set the licensing requirements. Oliver wanted to clarify the process for the Town Board because there are residents that have been unhappy about receiving letters from the Washington County District Attorney for unlicensed dogs. Oliver noted the Town makes every effort to encourage residents to license their dogs prior to fulfilling the requirement of submitting the unlicensed dog list to Washington County. Oliver noted the upcoming election cycle and her plans to bring in poll workers periodically the week before the election to assist with the absentee voting.

**VII. Future Agenda Items** – Nothing noted.

**VIII. Announcements** – Heidtke noted the upcoming meetings, and commented that he will continue to work on the bid package for the Town Hall remodeling as time permits.

**IX. Approval of Vouchers** – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

**X. Adjournment** – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________

Julia Oliver
Town Clerk

Minutes approved: ___________________________________

Next Resolution Number:  J-14-004
Next Ordinance Number:  J-14-005
MINUTES OF THE SPECIAL TOWN BOARD MEETING  
OCTOBER 30, 2014

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited.

   A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

   B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell (arrived at 7:09 p.m.) were present. Also present was Attorney Timothy Andringa, Attorney James Hammes and Town Clerk Julia Oliver.

   C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

II. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes Sec. 19.85(1)(g) “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” specifically the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan, and other joint/cooperative agreements with the Village of Jackson. Motion by Huettl, seconded by Hartwig to go into Closed Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye. Motion carried.


   Meeting moved to Upstairs Dining Room

IV. Business – Agenda items moved by Chairman Heidtke; started Business with item IV. (B).

   A. Any Town Citizen Comment on an Agenda Item – Comments were heard from W. Hess and Attorney Joe Cincotta. Chairman Heidtke read a letter from Matthew and Jessica Braeager.

   B. Update, Discussion and Possible Action - the Town of Jackson/Village of Jackson Revenue Sharing Agreement and Cooperative Boundary Plan, and other joint/cooperative agreements with the Village of Jackson. – Attorney Hammes provided the residents with an update: the agreements between the Town and Village have been reviewed and there have been discussions with the Village attorney John St. Peter. Attorney Hammes and Attorney Andringa are of the opinion that the Revenue Sharing Agreement and Cooperative Boundary Plan are unenforceable due to procedural deficiencies and lack of WI Department of Administration approval. Action: Motion by Huettl, seconded by Kufahl authorizing the Town Attorney to initiate legal proceedings to determine the validity and
enforceability of the 2008 Revenue Sharing Agreement and Cooperative Boundary Plan between the Town of Jackson and Village of Jackson. Motion carried without a negative vote.

V. **Future Agenda Items** – Nothing additional noted.

VI. **Announcements** – Heidtke noted the upcoming meetings.

VII. **Adjournment** – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________
Julia Oliver, Town Clerk

Minutes approved: ________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-004
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:00 PM by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Attorney Timothy Andringa, Town Engineer Matthew Clementi, Joint Parks and Recreation Director Kelly Valentino and Town Clerk Julia Oliver. Town Treasurer Paul Eilbes was excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Russell to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Huettl, seconded by Russell to approve the minutes of the October 9, 2014 Regular Town Board meeting. Motion carried without a negative vote. Motion by Hartwig, seconded by Russell to approve the minutes of the October 30, 2014 Special Town Board meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the November 2014 monthly calendar and the November 2014 Director’s Report. Valentino summarized the Director’s Report noting recent and upcoming programs, events and activities.

B. Treasurer’s Report – Treasurer Eilbes – Clerk Oliver reported the October 31, 2014 account balances as follows: General Fund $79,911.97; General Fund Money Market $595,815.39; Encumbered Funds-Highway Money Market $115,206.31; Encumbered Funds-Building Money Market $114,659.42; Property Tax $.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,388.16; Cemetery Fund $16,689.73. Motion by Huettl, seconded by Russell to approve the Treasurer’s report as presented. Motion carried without a negative vote.

III. Business

A. Any Town Citizen Comment on an Agenda Item – There were no comments.

B. Update, Discussion and Possible Action – Town of Jackson/Village of Jackson Cooperative Boundary and Revenue Sharing Agreement – Attorney Andringa reported the Village Administrator and Village Clerk/Treasurer were served the Notice of Claim on November 7th and the Village President was served on November 9th. The Village has one-hundred, twenty (120) days to act. Village Attorney St. Peter has asked for a courtesy copy of the document. Nothing additional to report.

C. Discussion and Possible Action – Director’s Agreement, Joint Parks and Recreation, Town of Jackson/Village of Jackson – Attorney Andringa commented he has reviewed the agreement and previously offered the Town Board his written opinion. Attorney Andringa reiterated a one year notice of intent to terminate is required. After discussion, motion by Huettl, seconded by Kufahl to give notice of termination with regard to the Director’s Agreement and Kelly Valentino, Director as of January 1, 2015. Motion carried with Huettl, Kufahl, Russell and Hartwig voting aye and Heidtke voting no.
D. Discussion and Possible Action – Town of Jackson/Village of Jackson Community Center Agreement – Attorney Andringa noted a previous opinion letter was sent to the Town Board. Andringa summarized by stating there are two items to consider: 1. Notification if the Town would like to discontinue the agreement, 2. Demand for repayment of initial $416,000 contribution. Motion by Huettl, seconded by Hartwig to place on the next agenda for discussion and action. Motion carried without a negative vote.

E. Update, Discussion and Possible Action – Water Distribution System Extension – Matthew Clementi Town Engineer and Rick Schmidt, Stantec – Clementi reported the water extension project is wrapping up; 121 of the 122 properties have been completed – only 1880 Western Avenue is left to complete. Also, ninety percent of the laterals have been connected to the home plumbing systems. Well abandonment will continue through the end of December. Paving continues and has faced weather delays; only the binder course will go in this year. The flushing station at the Western Avenue/Division Road intersection still has to be completed. There was a water main break on October 31st and the Village lost a significant amount of water. Clementi noted approximately 25 wells were kept and 4-5 booster pumps have been installed. The two year warranty on the roads will begin once PTS reaches “substantial completion” (WSPL discretion).

F. Update, Discussion and Possible Action – Village Base Meter Charge – Clementi explained that a meter installation charge of $30 was included in all of the initial water bills sent to residents. Stantec has requested that Dan Sargeant, Schloemer Law Firm contact WSPL – this charge should have been paid as part of the water installation costs.

G. Update, Discussion and Possible Action – Roads Effected by the Water Extension Project – Nothing additional to report.

H. Discussion and Possible Action – Partial Refund of Rental Fee for Usage October 4, 2014 – Clerk Oliver requested a $50 refund for the October 4, 2014 facility renter because the custodian was out of town, therefore the facility was not cleaned prior to the use. Motion by Huettl, seconded by Russell authorizing the $50 refund. Motion carried without a negative vote, Kufahl abstained.

I. Discussion and Possible Action – Transfer Station – Review of Application, Collection of Extraordinary Items and Related Fees – Clerk Oliver distributed the draft 2015 Transfer Station Permit application form for Town Board review. Oliver is recommending the permit fee be increased to $65 in 2015. Motion by Kufahl, seconded by Huettl to approve the application form as presented. Motion carried without a negative vote.

J. Discussion and Possible Action – Town Hall Copier Lease – Clerk Oliver reported the Xerox copier lease is ending at the end of November 2014. Two options have been recommended by the Xerox Representative based on usage and desired machine functions. Oliver distributed information on the two options, and also information on the functions of the expiring equipment. Motion by Huettl, seconded by Russell authorizing the five year lease agreement for a Xerox 7830 (copier) Work Center. Motion carried without a negative vote.

K. Update, Discussion and Possible Action – Election Equipment Purchase in 2015 – Chairman Heidtke provided the Town Board with an update on the plan for all of Washington County to purchase new election equipment in 2015, and the Town financial commitment. Clerk Oliver noted four town clerks (including Jackson) had discussed sharing the cost of one additional machine to be shared as a back-up. Oliver noted the other three Town Boards were not interested in sharing the cost of the machine. No action.

IV. Budget Workshop – Clerk Oliver presented the 2015 budget.
V. Additional Business

A. Discussion and Possible Action – Special Assessments, 2014 Tax Roll – Motion by Kufahl, seconded by Hartwig to approve the Special Assessments presented for placement on the 2014 Tax Roll. Motion carried without a negative vote.

B. Discussion and Possible Action – 2015 Fee Schedule – Motion by Huettl, seconded by Russell to approve the 2015 Fee Schedule as presented. Motion carried without a negative vote.

C. Discussion and Possible Action – Set Date for Budget Hearing and Meeting to Set the Levy – After discussion the Town Board directed Clerk Oliver to notice a meeting of the electors to set the levy, and to notice a Special Town Board meeting to hold a public hearing on the proposed 2015 budget, both meetings to be held on December 2, 2014, commencing at 6:00 PM.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report.

B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report.

C. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report.

D. Weed Commissioner – Supervisor Russell – Nothing additional to report.

E. Grounds - Supervisor Hartwig – Nothing new to report.

F. Transfer Station – Supervisor Huettl – Huettl reported the work on the block bins for the wood chips has been postponed to 2015 because the concrete blocks are unavailable due to a concrete mix shortage.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Nothing additional to report.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported the Town had an 83% turnout for the November 4, 2014 General Election. The Town had 540 absentee ballots returned. Clerk Oliver said she is getting use requests for 2015 and will need to know as soon as possible if she should be limiting any dates due to construction on the remodeling project. The Washington County Sheriff’s Department will be using the facility on April 21, 2014 for a wrap up luncheon. The Sheriff’s Department is organizing an event for County youth called “Every 15 Minutes”; “a national program designed to dramatically instill among teenagers the dangerous consequences of drinking alcohol and driving”.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Kufahl, seconded by Russell to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Russell, seconded by Hartwig to adjourn. Motion carried without a negative vote.
Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-005
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:30 p.m. by Chairman Heidtke. The Pledge of Allegiance was recited.

A. Official Meeting Notification - The official meeting notice was read into the record by Clerk Oliver.

B. Roll Call - Chairman Ray Heidtke, Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig and Everett Russell were present. Also present was Attorney Timothy Andringa and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried without a negative vote.

D. Approval of the Minutes – Motion by Huettl, seconded by Russell to approve the minutes of the November 13, 2014 Regular Town Board meeting. Motion carried without a negative vote.

II. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 19.85 (1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – specifically A.) Town of Jackson / Village of Jackson agreements and Town Notice of Injury to Village of Jackson, and B.) Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim. Motion by Hartwig, seconded by Huettl to move into Closed Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.

III. Reconvene into Open Session – Move Meeting to Upstairs Dining Room. Motion by Hartwig, seconded by Huettl to reconvene into Open Session. Roll call vote: Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Russell-aye. Motion carried.

Joint Parks and Recreation Director Kelly Valentino and Town Engineer Matthew Clementi were in attendance.

IV. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the monthly financial “Stat Pack”, the December 2014 monthly calendar and the December 2014 Director’s Report. Valentino summarized the Director’s Report noting recent and upcoming programs, events and activities.

B. Treasurer’s Report – Treasurer Eilbes – Clerk Oliver reported the November 30, 2014 account balances as follows: General Fund $59,638.93; General Fund Money Market $520,860.66; Encumbered Funds-Highway Money Market $115,215.78; Encumbered Funds-Building Money Market $114,668.84; Property Tax $0.03; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,388.39; Cemetery Fund $16,690.42. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried without a negative vote.

V. Business

A. Any Town Citizen Comment on an Agenda Item – Comments were made by B. Liebl, D. Jeske, J. Fenton M. Heckendorf, K. Dusha, L. McGraw, J. Smith, G. Dencker, J. Rupnow, W. Hess and B. Schnell.

B. Discussion and Possible Action – Town of Jackson / Village of Jackson Community Center
Agreement – No action. The consensus of the Town Board is that additional information is needed, specifically the future costs involved and advice of legal counsel.

C. Update, Discussion and Possible Action – Town of Jackson/Village of Jackson Cooperative Boundary and Revenue Sharing Agreement – Attorney Andringa provided the residents with a brief update on the “Notice of Injury and Claim” sent to the Village; no action has been taken by the Village. Attorney Andringa anticipates litigation before the end of the year. No action.

D. Discussion and Possible Action – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Attorney Andringa updated the Town Board on the “Notice of Injury and Claim” that was served on the Town, which is identical to the notice that was served on the Village. Attorney Andringa requested the Town take action authorizing him to accept service; once accepted by Attorney Andringa the 120 day time frame in which the Town should respond to the claim will begin. The Town insurance carrier will be notified. Motion by Huettl, seconded by Kufahl to allow Attorney Andringa to admit service of the Town of Jackson Resident “Notice of Injury and Claim” pursuant to Wisconsin Statute 893.80, dated November 26, 2014. Motion carried without a negative vote.

E. Discussion and Possible Action – 1880 Western Avenue Water Connection – Town Engineer Clementi explained that WSPL wants the water service to go to the out building, not to the house (as is the standard). Clerk Oliver confirmed with Mr. Hoffmann that zoning does not preclude the action. Motion by Huettl, seconded by Hartwig that the Town Board concurs that the water service to the treatment building at 1880 Western Avenue is an essential service. Motion carried without a negative vote.

F. Update, Discussion and Possible Action – Water Distribution System Extension Project and Related Road Repairs – Town Engineer Clementi provided the Town Board with an update on the water distribution extension: all properties requesting service have been hooked up, wells are still being sealed and this will probably continue into January, the flushing station at 2818 Division Road still has to be installed, and there is a punch list for Spring repairs. PTS has requested a letter of “substantial completion” and it is expected this will be split into two sections, one for water extension and one for road work; the letter is expected in January. Failures in the newly completed roadwork have been noted, the need for shoulder and ditch improvements have been noted. Road striping was completed to meet the Town’s safety concerns.

G. Discussion and Possible Action – Adopt 2015 Wage Rates – Motion by Kufahl, seconded by Russell to approve the 2015 Wage Rates as presented. Motion carried without a negative vote.

H. Discussion and Possible Action – Adopt 2015 Budget – Motion by Kufahl, seconded by Hartwig to adopt the 2015 Budget as presented at the December 2, 2014 Public Hearing. Motion carried without a negative vote.

I. Discussion and Possible Action – Amend 2014 Budget – Motion by Huettl, seconded by Hartwig to amend the 2014 Budget as presented. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Nothing additional to report; bidding out the remodeling project has been placed on hold while other Town business is addressed.
B. Joint Parks and Recreation Budget Oversight Ad-hoc Committee – Supervisor Russell – Nothing additional to report; on hold until issues are addressed.

C. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report.

D. Weed Commissioner – Supervisor Russell – Nothing additional to report.

E. Grounds - Supervisor Hartwig – Nothing new to report.

F. Transfer Station – Supervisor Huettl – Huettl reported the work on the block bins for the wood chips has been postponed to 2015 because the concrete blocks are unavailable due to a concrete mix shortage.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke shared email correspondence from residents related to the Community Center agreement.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported that thank you notes were sent to the Jackson Explorers and WI Hunter Safety of Jackson for their 2014 donations/contributions, and a thank you note was received from the Jackson Historical Society. It was noted that Jim Blank (US Fistball) had passed away on December 9th. The Nonmetallic Mining Reclamation Audit was completed by the WI DNR on October 1, 2014 and Oliver received audit outcome notification that the Town “demonstrates compliance”; Oliver thanked Town Engineer Clementi for his assistance. Oliver provided copies of the methodology for determining the sharing of the Jackson Fire District Budget; Oliver encouraged the Town Board to consider a review of this contract and alternate options for fire services. Oliver reminded the Town Board they need to review the Town’s Association information on Implements of Animal Husbandry and take action as recommended.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the December Park and Planning Commission meeting is canceled.

IX. Approval of Vouchers – Motion by Russell, seconded by Huettl to approve the vouchers as presented. Motion carried without a negative vote.

X. Adjournment – Motion by Russell, seconded by Huettl to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number: J-14-004
Next Ordinance Number: J-14-005