Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:00 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 Attorney Timothy Andringa and Town Clerk Julia Oliver. Treasurer Paul Eilbes and Joint Parks and Recreation Director Kelly Valentino were 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 Hartwig to approve the minutes of the December 2, 2014 Special Town Meeting of the Electors, the December 2, 2014 Special Town Board meeting and the December 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 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 B.) JTRAA (“Jackson Town Residents Against Attachment”). Motion by Russell, 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 – 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.

The Open Session started at 7:25 p.m.

IV. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the monthly financial “Stat Pack”, the January 2015 monthly calendar, the 2015 Calendar of Special Events and a flyer for the Monte Carlo fundraising event. Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Clerk Oliver reported the December 31, 2014 account balances as follows: General Fund $129,745.63; General Fund Money Market $380,617.40; Encumbered Funds-Highway Money Market $115,225.57; Encumbered Funds-Building Money Market $114,678.58; Property Tax $.03; Property Tax Money Market $3,487,990.93; Park and Planning $968.32; Park Fund Savings $5,388.61; Cemetery Fund $16,691.13. 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 M. Bishop with regard to item F.
B. **Discussion and Possible Action** – New Operators License for Danielle Cyrak and Elizabeth Schoessow – Motion by Hartwig, seconded by Kufahl to approve new operators licenses for Danielle Cyrak and Elizabeth Schoessow. Motion carried without a negative vote.

C. **Update and Discussion** – Town of Jackson / Village of Jackson Community Center Agreement – Nothing new; Attorney has been dealing with other issues.

D. **Update, Discussion and Possible Action** – Town of Jackson/Village of Jackson Cooperative Boundary and Revenue Sharing Agreement and Related Legal Issues – Attorney Andringa commented that the Court granted the JTRAA resident group a temporary injunction. A scheduling conference will be held on January 22, 2015. A $150,000 bond is required by January 13, 2015. In lieu of the bond Attorney Andringa has received a verbal commitment that Attorney St. Peter (Village) would accept a cash bond on deposit with the Clerk of Courts. Attorney Andringa has drafted Resolution J-15-001 authorizing the Town Clerk to deposit the $150,000 with the Clerk of Courts and he is recommending Town Board adoption of the resolution. Motion by Kufahl, seconded by Huettl to adopt Resolution J-15-001, “Resolution Authorizing the Town Clerk to Deposit Funds with the Clerk of Courts for the Circuit Court of Washington County”. Motion carried without a negative vote.

E. **Update, Discussion and Possible Action** – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Attorney Andringa said there was no additional information. No action.

F. **Discussion and Possible Action** – Implements of Animal Husbandry – Motion by Huettl, seconded by Hartwig to table this agenda until the February 2015 meeting. Motion carried without a negative vote. Clerk Oliver reminded the Town Board of the summary information provided at the December meeting.

G. **Discussion and Possible Action** – Donation of Art Work by Richard Blend – Clerk Oliver presented the water color painting donated by Mr. Richard Blend. While dropping off the painting Mr. Blend stated he donates one painting annually to an area community; this year he is donating a plein air watercolor which was completed in the Jackson Marsh to the Town of Jackson. Motion by Huettl, seconded by Hartwig to accept the water color painting donation from Richard Blend. 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 – Nothing new to report.

F. **Transfer Station** – Supervisor Huettl – Nothing new to report.

G. **Chairman’s Report and Correspondence** – Chairman Heidtke – Nothing additional to report.
H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver shared information from Town Engineer Matt Clementi that the booster pumps that were installed in the water extension area are being adjusted to run quieter. An office printer needs drums replaced; due to the excessive cost of the drums, Clerk Oliver may replace the printer. The Town will have a new Supervisor following the April Election; Supervisor Russell has filed his non-candidacy paper; incumbent Huettl and Marcy Bishop are running for the two open Supervisor seats. Chairman Heidtke and Constable Milt Wille are seeking reelection. John Fenton submitted a declaration of candidacy but failed to complete the other documents by the January 6th deadline. Mr. Fenton was notified, and also offered to submit his name for consideration for committee appointments. Clerk Oliver noted a recent new article that stated the Village has three candidates running for Village President; challengers Mike Schwab, Scott Mittelsteadt and incumbent Wendy Kannenberg. Village Trustees Emmrich, Lippold and Olson are unopposed.

VII. Future Agenda Items – Implements of Animal Husbandry and the Town Hall septic system upgrade were 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 Hartwig to adjourn. Motion carried without a negative vote.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

Next Resolution Number:   J-15-002
Next Ordinance Number:   J-15-001
MINUTES OF THE REGULAR TOWN BOARD MEETING
FEBRUARY 12, 2015

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:00 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 Attorney Timothy Andringa, Treasurer Paul Eilbes and Town Clerk Julia Oliver. Joint Parks and Recreation Director 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 Hartwig, seconded by Kufahl to approve the minutes of the January 8, 2015 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 agreement(s) and B.) JTRAA (“Jackson Town Residents Against Attachment”). Motion by Huettl, seconded by Kufahl 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 – 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.

The Open Session started at 7:04 p.m.

IV. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the monthly financial “Stat Pack” and the February 2015 monthly calendar and the February Director’s Report. Heidtke summarized the information for those in attendance.

B. Treasurer's Report – Treasurer Eilbes – Eilbes reported the January 31, 2015 account balances as follows: General Fund $156,877.68; General Fund Money Market $834,087.49; Encumbered Funds-Highway Money Market $40,229.36; Encumbered Funds-Building Money Market $39,682.34; Property Tax $1,674,348.06; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,388.84; Cemetery Fund $16,691.84. 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 – Comments were made by G. Petrick, J. Wenzel, R. Dippman and G. Kannenberg with regard to item B.

B. Discussion and Possible Action – American Legion Post 486 – Chairman Heidtke noted each Supervisor received a letter from the Legion post that summarized what Mr. Petrick shared during citizen comments. No action.
C. Discussion and Possible Action – Update, Discussion and Possible Action – Town of Jackson / Village of Jackson Cooperative Boundary and Revenue Sharing Agreement and Related Legal Issues – Attorney Andringa provided an update which included agenda items C, D and E. Andringa stated the lawsuit work continues; the discovery process has started and the next conferencing between the attorney’s and the court will be March 30th. Attorney Andringa expects his next update for the Town Board will be in April. No action.

D. Update, Discussion and Possible Action – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – See agenda item C; no action.

E. Update and Discussion – Town of Jackson / Village of Jackson Community Center - No action. It was the consensus of the Town Board to remove this topic from future agendas until the Town / Village lawsuit is settled.

F. Discussion and Possible Action – Implements of Animal Husbandry – Motion by Kufahl, seconded by Huettl confirming the Town will follow Option F provided by the Wisconsin Towns Association and take no local action to govern implements of animal husbandry; there will be no change from the lengths and weights imposed under Wisconsin Act 377. Motion carried without a negative vote.

G. Discussion and Possible Action – Purchase of Shelving and File Cabinets – Motion by Kufahl, seconded by Hartwig authorizing Clerk Oliver to proceed with the purchase of additional shelving and file cabinets for the upstairs file room, amount not to exceed $3,000. Motion carried without a negative vote.

H. Discussion and Possible Action – Collection of Security Deposits for Outdoor Events, (such as 4-H Archery Programs – No action; continue with the current procedure of not collecting security deposits for outdoor events/rentals/usage.

I. Discussion and Possible Action – Contracting for Portable Toilets for the Town Park- No action; it was the consensus of the Town Board to let each group that uses the park to provide their own portable toilet if desired. The Town Board will reconsider the agenda item in mid to late summer.

J. Discussion and Possible Action – Town Hall Remodeling Project – Interim Demolition Work and Project Bidding – Supervisor Kufahl reported he has received the architect information and has started to work on the bid document. Kufahl noted there are some immediate project needs; reinforcement of wall and ceiling frames were noted and the open sewer lines need to be capped. Kufahl will contact Building Inspector Hoffmann regarding the requirements and procedures to follow. Heidtke noted the mound system design is in process, there have been test holes dug and the proposed location for the new mound has been agreed to by Dave Linder from Washington County.

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

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke attended the February 2nd SEWRPC Vision 2050 meeting as the Town representative to the Washington County Jurisdictional Highway Planning Committee. Heidtke mentioned a letter from Cy and Shirley Swiecichowski, which has been forwarded to Matt Clementi.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on the DOT HWY 60 update she received. Supervisors were asked if they will be attending the WTA District meeting. Oliver noted the request by Royal Natzke, Jackson Historical Society for signage at the Zion Cemetery; Oliver noted she is researching the cemetery but it appears the Town will be taking over the abandoned Zion Cemetery. Oliver referred the Supervisors to the wind turbine article provided. Oliver asked if the Supervisors had a date preference for the Piranha shredding event; the consensus is that spring would be best. Oliver noted the Governors’ budget plan would move assessment to the county level, and the Local Government Property Insurance Fund would be dissolved. WSPL has agreed to continue paying (at least until June) for the additional recycling costs for the excessive number of plastic bottles. Oliver relayed a recommendation from BMO manager (and Town resident) Lisa Gillitzer that would give the Clerk some discretion related to assessing fees for items returned from the bank. Waste Management has submitted a proposal for a reduction in pricing. A PECFA claim has been submitted in the amount of $9,439.60. Oliver asked if the Town Board is interested in her pursuing the ECIVIS grant program, and the laptops or tablets for Town Supervisors; the consensus was the grant program will be held until other projects are completed, and the laptops/tablets need further discussion.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Huettl, 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-15-002
Next Ordinance Number:  J-15-001
I. **Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 6:00 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 Attorney Timothy Andringa, Zoning Administrator Gordon Hoffmann, Town Engineer Matthew Clementi and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino and Treasurer Paul Eilbes were 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 Russell to approve the minutes of the February 12, 2015 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 the current lawsuit the Town is involved in with JTRAA (“Jackson Town Residents Against Attachment”) and the Village of Jackson. Motion by Huettl, seconded by Russell 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** – Motion by Hartwig, seconded by Huettl to reconvene into Open Session. Motion carried without a negative vote.

The Open Session started at 7:30 p.m.

IV. **Reports**

A. **Joint Parks and Recreation** – Kelly Valentino, Director – The Town Board was provided with copies of the monthly financial “Stat Pack” and the March Director’s Report. Heidtke summarized the information for those in attendance.

B. **Treasurer’s Report** – Treasurer Eilbes – Clerk Oliver reported the February 28, 2015 account balances as follows: General Fund $79,755.34; General Fund Money Market $1,058,678.89; Encumbered Funds-Highway Money Market $154,403.85; Encumbered Funds-Building Money Market $39,683.86; Property Tax $104.45; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,389.05; Cemetery Fund $16,692.48. 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** – There were no comments.
B. Update, Discussion and Possible Action – Town of Jackson / Village of Jackson Agreement(s), and Related Legal Issues – No action. Attorney Andringa commented there is a telephonic status conference scheduled for March 30th and the discovery process continues.

C. Update, Discussion and Possible Action - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Motion by Huettl, seconded by Kufahl to take no action; the issue is already in litigation. Motion carried without a negative vote. Heidtke noted the item will continue to be placed on the agenda as an update/discussion item in order for residents to voice concerns or comments as needed.

D. Update, Discussion and Possible Action – Water Extension Booster Pumps – Town Engineer Clementi reported that satisfaction letters were sent to seven homeowners that had the booster pumps (variable speed Grundfos pump) installed as part of the water extension project. Four homeowners responded and complained about the pump noise. Videos of the noise will be posted on You Tube for anyone who wishes to hear the sound; Clementi is working with WSPL on the issue. No action.

E. Update, Discussion and Possible Action – Town Hall Remodeling Project, Including New Septic System – Resident David Klug has been assisting Town officials with the septic system replacement. Klug presented the findings of Vander Leest Soil Testing, including a preliminary site plan and design. Klug noted he would like to see the pump chamber moved further away from the fistball field. Motion by Russell, seconded by Huettl authorizing Vander Leest Soil Testing to proceed with the design of the replacement septic system for the Town Hall facility. Motion carried without a negative vote.

F. Discussion and Possible Action – Resolution J-15-002, Opposition to State Budget Proposal to Change from Municipal Assessment to County Assessment – Motion by Kufahl, seconded by Huettl to adopt Resolution J-15-002 opposing the state budget proposal to change from municipal assessment to county assessment. Motion carried without a negative vote.

G. Discussion and Possible Action – 2014-2015 Salt Contract – Storage of Remaining Contracted Tonnage – Heidtke noted that Town has 212 tons of salt left to take on the current contract and he explained the various options for storage or selling. Motion by Huettl, seconded by Hartwig to sell 200 tons of salt to Washington County. Motion carried without a negative vote.

H. Discussion and Possible Action – Waste Management Proposals – No action; Clerk Oliver noted she is still waiting for Waste Management to respond to outstanding questions about the proposal.

I. Update, Discussion and Possible Action – Zion Cemetery – No action. Clerk Oliver noted it is likely the Town will be assuming responsibility for the cemetery; update will be provided.

J. Discussion and Possible Action – 2015 Seasonal Grounds and Building Goals – Heidtke announced the Supervisors should plan to arrive at 6:00 p.m. prior to the April 9th Town Board meeting in order to walk the facility and grounds to set 2015 goals. Heidtke asked Town Supervisor candidate Marcy Bishop to attend.

K. Discussion and Possible Action – 2015 Roads Projects – After discussion, motion by Kufahl, seconded by Hartwig to bid out the second lift on Bridge Road, and rebid if required dead-end Church Road. Motion carried without a negative vote. Motion by Russell, seconded by Kufahl authorizing Crack Filling Service to complete $24,500 of crack filling on Town roads. Motion carried without a negative vote.

VI. Supervisors and Clerk Reports
MINUTES OF THE REGULAR TOWN BOARD MEETING  
MARCH 12, 2015  
PAGE 3

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 Cty. Hwy. NN at Jackson Drive/Cty. Hwy. G roundabout construction will cause Jackson Drive heading south to be closed from June through completion (which is anticipated to be September). Heidtke also noted he has received the County bridge inspection report and there were three bridges that need work.

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

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

F. Transfer Station – Supervisor Huettl – Huettl reported the concrete blocks for the bins at the Transfer Station have started to arrive.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke attended Wisconsin Towns Association meeting in Juneau; he briefly explained the possible Board of Review changes that were discussed at the meeting.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on correspondence from METCO regarding continued well testing at the Town Garage. Resident Lisa Kasubaski sent correspondence regarding the suffix of Mourning Dove Drive. Kevin Weighner a representative working on the State Hwy. 60 resurfacing project contacted the Town about the removal of the Forest Hills subdivision signage in the State right-of-way. There was a 13.7% voter turnout for the February 17th election. Oliver reminded the Town Board they are to provide a copy of all correspondence they receive that is related to Town affairs for placement in their file in the Clerk’s office. Oliver noted she spoke with Supervisor Huettl concerning the cost of taking magazines to American Metal and Paper verses the revenue we receive. The “shredding event” is confirmed for May 9th; Piranha will be at the Town Hall for two hours to accept resident items for shredding. The facility renters on May 3, 2015 (Schmandt – confirmation party) and July 26th (Feil – anniversary party) will be bringing in their own food. Oliver said she waived the alcohol spot check fee for the American Legion Post 486 based on the Town Board action at the February 2015 meeting waiving all fees and monetary donations for the American Legion. The fencing request that was made by the JayHawks and approved by the Town Board will not be installed; the group found the fencing would not be necessary. Oliver noted JAYBA did an outstanding job of submitting their usage contract early this year. Unfortunately when Kettle Moraine Lutheran High School requested to use the fields the dates were filled. JAYBA and KMLHS have worked out the scheduling conflicts.

VII. Future Agenda Items – Nothing noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Kufahl, 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-15-003
Next Ordinance Number: J-15-001
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 and Robert Hartwig were present. Also present was Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Supervisor Everett Russell and Joint Parks and Recreation Director Kelly Valentino were 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 March 12, 2015 Regular Town Board meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the monthly financial “Stat Pack” and the April Director’s Report. Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the March 31, 2015 account balances as follows: General Fund $31,110.30; General Fund Money Market $1,023,766.99; Encumbered Funds-Highway Money Market $154,416.96; Encumbered Funds-Building Money Market $39,685.55; Property Tax $106.15; Property Tax Money Market $0; Park and Planning $968.32; Park Fund Savings $5,389.28; Cemetery Fund $16,693.19. 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 – There were no comments.

B. Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Heidtke reported there is not an update from the Town attorney other than a decision from the judge is expected in November. Heidtke also noted the item will continue to be placed on the agenda as a discussion item in order for residents to voice concerns or comments as needed.

C. Discussion – Request for Change in Alcohol License for Kirchhayn Country Club to Include an Area Outside of the Building – Heidtke noted Steve Fischer will be appearing at the April Park and Planning Commission meeting to request a Conditional Use Permit to have volleyball courts and horseshoe pits at the Kirchhayn Country Club location. Fischer stated that if he isn’t given a CUP he would still like to have an outdoor consumption area. During discussion it was noted there will be fencing to ensure the only entrance and exit to the yard is through the existing bar to prevent carryout’s and carry ins. Motion by Huettl, seconded by Hartwig to amend the Kirchhayn Country Club license to include an outside area as presented by Steven Fischer. Motion carried without a negative vote.
D. **Update and Discussion – Water Extension Project Booster Pumps** – Heidtke summarized the recent onsite reviews and discussions related to the noise produced by some (not all) of the booster pumps; he also relayed information received from Town Engineer Matt Clementi.

E. **Update, Discussion and Possible Action – Town Hall Remodeling Project, Including New Septic System** – No action. Heidtke reported he does not have an update or proposal on the septic system. Kufahl stated he does not have an update on the remodeling project.

F. **Discussion and Possible Action – Waste Management Proposal** – No action; Clerk Oliver noted she is still waiting for Waste Management to respond to outstanding questions about the proposal.

G. **Discussion and Possible Action – 2015 Seasonal Grounds and Building Goals** – It was noted the playground will need additional mulch this spring and the rock barrier along the pavilion drive will need to be mulched. Light mulching will be needed around the building(s). Additionally the Town Hall building continues to have leaks around the fireplace, in the women’s bathroom and in the doorway to the kitchen when the rain comes from the east. After discussion with regard to a solution for the leaking, motion by Huettl, seconded by Hartwig to bid out the chimney tear off and re-roofing. Motion carried without a negative vote. And to continue the leaking investigation, motion by Hartwig, seconded by Huettl authorizing Kufahl to have Noffke Roofing look at the rubber roof and for Heidtke to open up the wall/walkway to the kitchen to investigate the leaking. Motion carried without a negative vote.

H. **Discussion and Possible Action – 2015 Road Projects** – Motion by Hartwig, seconded by Kufahl to accept the Payne & Dolan bid for Bridge Road, finish course asphalt lift in the amount of $76,626.00. Motion carried without a negative vote. The PTS road work was discussed and the possible uses for the asphalt millings, specifically dead end Spring Valley Road, Highland Road and dead end Church Road. Heidtke noted he will be meeting with Mike Strobel (Payne & Dolan) on April 16th.

I. **Discussion and Possible Action – Land Division – Ray Heidtke** – Action not required.

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** – Excused – no report.

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

D. **Weed Commissioner – Supervisor Russell** – Excused – no report.

E. **Grounds - Supervisor Hartwig** – Hartwig reported he met with Clerk Oliver and Grounds Maintenance worker Rolston to review plans for spring cleanup.

F. **Transfer Station – Supervisor Huettl** – Huettl reported the concrete blocks for the bins at the Transfer Station continue to arrive; he is hoping the work will start as soon as possible.

G. **Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke noted the letter received from Assessor Grotta discussing proposed County assessment, he reminded the board members of the elected official wage rate changes that were authorized at the 2014 Annual Meeting, and he pointed out the two letters from Attorney Stan Riffle that were copied for each supervisor. Heidtke announced the
May 9th shredding event that will be held at the Town Hall and he stated there are copies of the Washington County Sheriff’s office annual report available for review.

A. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported over seven hundred pages of documents have been pulled and copied in response the lawsuit discovery process and the process is not complete yet. Oliver reminded the supervisors that April 21st is Open Book and Board of Review is May 13th; all supervisors have been provided with a copy of “Guide for Board of Review Members”. The town had a 24.5% turnout for the April 7th election; congratulations to Ray Heidtke, Paul Huettl, Milt Wille and first time Supervisor Marcy Bishop. Oliver stated she will have the small hot water heater from the old bar moved to the pavilion and she reminded the supervisors if they wish to get rid of any town property, such as the old Oshkosh V-Plow or the cast aluminum playground animals, action will need to be taken by the electors at the annual meeting on April 21st.

V. Future Agenda Items – Nothing noted.

VI. Announcements – Heidtke noted the upcoming meetings.

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

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

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________

| Next Resolution Number: J-15-003 |
| Next Ordinance Number: J-15-001 |
MINUTES OF THE ANNUAL TOWN MEETING
APRIL 21, 2015

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

A. Official Meeting Notification - The official meeting notice was read into the public record by Clerk Oliver; “This is a public meeting, notice was given to the public by posting at the appropriate places in the municipality and additional notice of this meeting was sent to the following news media who have filed requests for all public notices – the Daily News,, WBKV Radio, and Express News”.

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

C. Introduction of Town Board Members and Staff - Chairman Heidtke introduced Supervisors Paul Huettl, Dan Kufahl, Robert Hartwig, newly elected Supervisor Marcy Bishop and outgoing Supervisor Everett Russell. Heidtke also introduced Joint Parks and Recreation Director Kelly Valentino, Treasurer Paul Eilbes, Attorney Timothy Andringa and Clerk Julia Oliver.

D. Approval of Minutes – April 15, 2014 – Motion by Ross Bishop, seconded by Cy Swiecichowski to approve the minutes of the April 15, 2014 Annual Town meeting. Motion carried without a negative vote.

II. Business

A. Resolution Service Recognition, Everett Russell – Chairman Heidtke read Resolution J-15-003 “Recognizing the Service of Everett Russell to the Town of Jackson” into the record. Motion by Ron Eickstedt, seconded by Roger Rogge to adopt Resolution J-15-003. Motion carried without a negative vote. Chairman Heidtke thanked Russell for his service, and he noted the knowledge and insight Russell provided throughout the water extension project.

B. Discussion and Possible Action – Disposal of Town Plow Equipment and Playground Equipment – Supervisor Paul Huettl reported the “V” plow for the 1971 Oshkosh Truck was not being used and had little resale value. Huettl recommends turning the plow in for recycling value. Highway Supervisor Ron Eickstedt noted the plow is outdated and has not been used for years. After discussion, motion by Randy Vogel, seconded by Kevin Schloemer authorizing the Town Board, at their discretion to sell the “V” plow. The electorate voted: ten (10) in favor of the motion and eight (8) opposed the motion. Motion carried.

C. Discussion and Possible Action – Town Constable Position – Constable Milt Wille provided a brief history of his service as Town Constable in the Town of Jackson. Wille stated this will be his last term as Town Constable, and he wished to make the Town Board aware of his intentions so that they have time to take any necessary action. Wille noted he is one of the few remaining Town Constables in the State of Wisconsin. Chairman Heidtke explained the electorate would need to act to eliminate the position. Heidtke stated citations are now issued by the Washington County Sheriff’s office. After discussion, motion by Robert Hartwig, seconded by Roger Rogge to eliminate the Town Constable position in the Town of Jackson at the end of Milt Wille’s current term. Motion carried without a negative vote.

III. Reports

A. Presentation of the 2014 Annual Report – Chairman Raymond Heidtke – Chairman Heidtke asked Clerk Oliver to present the 2014 Annual Report. Oliver explained significant income and expenditure line
items detailed in the report. Residents are invited to call or stop in the Clerk's office if they have any questions or would like further explanation. Chairman Heidtke summarized notable Town event such as the water extension project, road closures due to construction and the annexation issue. It was noted in 2015 the Town is bidding out a new mound system for the Town Hall and the Town will hold its first shredding event. Heidtke thanked the clerk's office, maintenance workers, poll workers, highway personnel and transfer station workers for their service to the Town.

B. Grounds Report – Supervisor Robert Hartwig – Supervisor Hartwig reported the work on the Town Hall Park fistball fields has continued; the project was headed up by the late Jim Blank. Hartwig expressed his appreciation to Prange Greenhouses, Groth's Country Gardens and Arborscape for their flower donations. Hartwig acknowledged the work of the Town grounds maintenance staff.

C. Building Report – Supervisor Dan Kufahl – Supervisor Kufahl reported that in 2014 the primary focus was on general maintenance. The Town does have architectural drawings for the Town Hall remodeling project but has not moved forward due to all the water fuel spill and water extension project issues. The Town is currently getting bids for roof repairs.

D. Transfer Station Report – Supervisor Paul Huettl – Supervisor Huettl reported there were 992 Transfer Station permits purchased in 2014. The Transfer Station collected approximately 567 tons of waste last year; 376 residents have contracted curbside pick-up. Currently the focus is on cleaning up the Transfer Station grounds, also concrete block bins are being constructed to hold shredded materials.

E. Joint Village/Town Parks and Recreation Report – Joint Parks and Recreation Director Kelly Valentino – Valentino noted the 2014 focus was to get the “Friends of the Jackson Joint Parks & Recreation” up and running. The Friends group held two events, the Jackson 5K run/walk and the Energy Glo Run – over $6,000 was raised. Valentino summarized 2014 park and facility programming, and noted 2015 events such as “Action in Jackson” that are coming soon. Valentino commented that it has been a pleasure to serve the Town residents over the last fifteen years.

F. Weed Commissioner Report – Supervisor Paul Huettl – Supervisor Huettl reported there were no complaints in 2014; no other issues.

G. Roads Report – Chairman Raymond Heidtke – Chairman Heidtke summarized the annual road report highlighting the fact that half as much salt was used during the 2014/2015 snow plow season than was used the previous season. Heidtke provided a brief update on road work that West Shore Pipe Line (and their subcontractor PTS) has completed to date and summarized the work remaining. Heidtke also noted the Town will contract for the final course on Bridge Road in 2015.

Heidtke opened the meeting to resident comments. Kevin Schloemer commented on the condition of Cedar Creek Road west of Jackson Drive and emphasized his safety concerns.

All in attendance were invited to join the Town Board members for refreshments in the upstairs dining room.

IV. Adjournment – Motion by Roger Rogge, seconded by Ross Bishop to adjourn the Town Meeting until it is reconvened on April 19, 2016. Motion carried.

Respectfully submitted,

_____________________________
Julia Oliver, Town Clerk

Minutes approved: __________________
MINUTES OF THE SPECIAL TOWN BOARD MEETING
MAY 13, 2015

I. Call Meeting to Order – The meeting was called to order immediately following the Board of Review meeting (8:05 p.m.) by Chairman Heidtke.

   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 Marcy Bishop were present. Supervisor Paul Huettl was excused. Also present was Town Clerk Julia Oliver.

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

II. Business

   A. Discussion and Possible Action – 2015 Road Projects, Specifically Highland Road and (Dead End – Off of Jackson Drive) Spring Valley Road – Motion by Kufahl, seconded by Bishop to accept the proposal from Payne & Dolan, Inc. to pulverize the existing asphalt on Sherman Road (south half only) from Maple Road to Cty. Hwy. G, truck millings to Highland Road and Spring Valley Road, place, fine grade, water and roll millings at each location; proposal in the amount of $8,500. Motion carried without a negative vote.

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

Respectfully submitted,

___________________________
Julia Oliver, Town Clerk

Minutes approved: _______________

Next Resolution Number: J-15-004
Next Ordinance Number: J-15-001
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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa, Town Engineer Matthew Clementi, 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 Kufahl, seconded by Hartwig 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 April 9, 2015 Regular Town Board meeting. Motion carried without a negative vote.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the May Director’s Report and the monthly financial “Stat Pack”. Chairman Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the April 30, 2015 account balances as follows: General Fund Checking $59,697.58; General Fund Money Market $1,023,851.14; Encumbered Funds-Highway Money Market $154,429.65; Encumbered Funds-Building Money Market $39,687.18; Property Tax Checking $140.41; Property Tax Money Market $0; Park and Planning Checking $1,668.32; Park Fund Savings $5,389.50; Cemetery Fund $16,693.88. 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 – There were no comments.

B. Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Attorney Andringa reported there is not an update; the item is on the agenda as a discussion item in order for residents to voice concerns or comments as needed.

C. Update and Discussion – Town of Jackson/Village of Jackson – Related Legal Issues – Attorney Andringa reported there is not an update. Andringa noted they are continuing with the discovery.

D. Correspondence and Discussion – Village of Jackson Refusal to Provide Sewer Service to Town Residents – Attorney Andringa reported on the letter sent from the Wisconsin Public Service Commission to the Village addressing the Village refusal to provide sewer service to properties under construction in the Town, which are located in areas that have previously received water and/or sewer service.
E. Discussion and Possible Action – Request for Amendment to Alcohol License for Kirchhayn Country Club to Include an Area Outside of the Building – Motion by Kufahl, seconded by Huettl to approve the amendment to the alcohol license for Kirchhayn Country Club to include an area outside of the building as presented. Motion carried without a negative vote.

F. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work – Town Engineer Clementi provided an update on the booster pump noise concerns and the status of the road repairs. Clementi will contact Attorney Sargeant to bring him up to date on the booster pump issue and request his assistance. Clementi noted the water system warranty period is through December 19, 2016 and the paving and landscaping warranty period is estimated to be through May 26, 2017, depending on if the work is completed by the target date of May 26, 2015. No action.

G. Update, Discussion and Possible Action – Strawberry Glen Drainage Concern – Clementi provided a brief history of the settling concerns along the buried drainage pipe in the Strawberry Glen subdivision. Clementi proposed a remedy involving removal of grass and soil, add clay and compact, then top dress and seed. Motion by Huettl, seconded by Bishop that the Town address the drainage problem using town equipment and labor under Clementi’s supervision. Motion carried without a negative vote.

H. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic system, Roof and Chimney Repairs, Windows, Painting and Wood Repairs – Motion by Huettl, seconded by Kufahl to bid out the septic system. Motion carried without a negative vote. Heidtke commented that the septic system requests for bids will be sent to Kons, Hilgart and Wollner, and will be posted; David Klug will not bid but has offered to advise. Proposals for the roof work were received from Noffke, Lee Carter and Northern; the bid parameters will be revised and the bidders will be asked for revised bids in order to have comparable information. The Town Board discussed what painting, window replacement and wood repairs are needed; requests for bids will be posted for action at the June meeting.

I. Discussion and Possible Action – Approval of Two Parcel Certified Survey Map – Section 32, Pamela Otto – Motion by Huettl, seconded by Kufahl to approve the two parcel Certified Survey Map for Pamela Otto. Motion carried without a negative vote.

J. Update – Additional Assistance for Maintenance (Mowing) at the Town Hall Park – Heidtke reminded the Town Board of the action last season to hire a part time worker to assist Bruce Rolston with the Town Hall park maintenance; the person selected committed but then never showed up to work. Tom Okruhlica has been hired this summer.

IV. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Kufahl noted he is holding off moving forward on the building remodeling bidding until the legislature makes a decision on the prevailing wage issue.

B. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report, provided a summary of the recent Washington County bridge inspection report (completed for the Town) and provided information on the Cty. Hwy. NN / G roundabout.

C. Weed Commissioner – no report.

D. Grounds - Supervisor Hartwig – Hartwig reported he would like to put day lilies or a similar perennial around the flag pole this year.
E. **Transfer Station – Supervisor Huettl** – Huettl reported all recycling bins have been moved inside to streamline sorting process. Heidtke commented that Steve Spaeth is looking for additional workers; please pass along information to town residents that might be interested.

F. **Chairman’s Report and Correspondence – Chairman Heidtke** – Heidtke noted the thank you letter received from the Washington County Sheriff’s department for support of the “Every 15 Minutes” program.

G. **Clerk’s Report and Correspondence – Clerk Oliver** – Oliver reported the Town has been awarded a 2015 DNR Recycling Grant in the amount of $7,663.24. The annual water testing was completed by Washington County on May 11th. On that date there were several JAYBA issues discovered related to the pavilion cleanliness and food service. A letter was received from the Washington County Health Department and phone notification from Supervisor Kufahl. ME Maintenance Engineering has place two LED bulbs in the board room fixtures for the Town Board to consider. A letter from the American Legion Post 486 states they agree to replace worn USA flags at the two flag pole locations as needed.

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

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

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

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

Respectfully submitted,

______________________________________________________________________

Julia Oliver  
Town Clerk

Minutes approved: __________________________________________________________________________

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<td>Next Ordinance Number: J-15-001</td>
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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, Robert Hartwig and Marcy Bishop were present. Also present was Town Treasurer Paul Eilbes and Town Clerk Julia Oliver. Supervisor Dan Kufahl and Joint Parks and Recreation Director Kelly Valentino were excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Huettl to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Bishop, seconded by Hartwig to approve the minutes of the May 13, 2015 Special Town Board meeting and the May 14, 2015 Regular Town Board meeting. Motion carried.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the May Director’s Report and the June monthly Financial “Stat Pack”. Chairman Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the May 31, 2015 account balances as follows: General Fund Checking $4,973.20; General Fund Money Market $908,932.44; Encumbered Funds-Highway Money Market $154,442.77; Encumbered Funds-Building Money Market $39,688.87; Property Tax Checking $106.16; Property Tax Money Market $0; Park and Planning Checking $1,668.32; Park Fund Savings $5,389.78; Cemetery Fund $16,694.59. Motion by Hartwig, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.

III. Business

A. Any Town Citizen Comment on an Agenda Item – T. Provencher commented on item H. Heidtke read a letter from S. Cleveland commenting on item E.

B. Discussion and Possible Action – Resolution J-15-004, Ben Boppre, Eagle Scout Project – Motion by Huettl, seconded by Hartwig to adopt Resolution J-15-004 acknowledging Ben Boppre for his service to the Town of Jackson through his Eagle Scout project. Motion carried without a negative vote. Boppre constructed a trash/recycling container and multiple benches for use in the Town Hall Park.

C. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – No update and no comments.

D. Discussion and Possible Action – JAYBA, Pat Sullivan, Board Chairman – Program Overview and Field/Facility Use – Sullivan reported the participant numbers have dwindled over the last few years primarily because kids want to participate in leagues with their school friends. Parental feedback indicates JAYBA families prefer to have games at the Town Hall Park. Sullivan acknowledged the
health issue that occurred in the pavilion kitchen and stated the situation was addressed immediately. Sullivan asked the Town Board to consider the following: 1. requested that the Town bill JAYBA prior to the first of December because they set the fees for the following season in December, 2. asked if the Town would consider field maintenance such as dragging the fields (JAYBA is now paying a contractor to have this done). 3. would the Town consider allowing JAYBA to paint the pavilion instead of them having to pay a portion of the project. 4. Is there space available for the addition of another field similar in size to filed 4 that could be used for children up to age 12?

Chairman Heidtke thanked Pat Sullivan and the other JAYBA Board members for attending the meeting and the opportunity to have a conversation.

E. Discussion and Possible Action – “Children at Play” Signage – Heidtke referred to the letter from Seann Cleveland who lives in the Strawberry Glen subdivision and has requested the “Children at Play” signage. Motion by Hartwig, seconded by Huettl that no action be taken and to request further advice from the Town Attorney and from the Washington County Sheriff before proceeding. Motion carried without a negative vote.

F. Discussion and Possible Action – 2015-2016 Alcohol Licensing – Motion by Hartwig, seconded by Bishop to approve the 2015-2016 Alcohol Licenses as presented. Motion carried without a negative vote.

G. Discussion and Possible Action – Local Road Limits and Restrictions Related to CTH G and CTH NN Roundabout Project – No action.

H. Discussion and Possible Action – 2015 Road Projects – Motion by Hartwig, seconded by Huettl to award the Church Road double chip seal project to Scott Construction for $38,316.00 Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig to award the dead end Spring Valley Road and Highland Road double chip seal projects to Scott Construction for $16,929.44. Motion carried without a negative vote.

I. Discussion and Possible Action – Termination of Restrictive Covenant – 1109 Pleasant Valley Road – William Mikkelson – Motion by Huettl, seconded by Hartwig to approve the “Termination of Declaration of Restrictive Covenant” between William and Judith Mikkelson and the Town of Jackson. Motion carried without a negative vote.

J. Discussion and Possible Action – Three (3) Parcel Certified Survey Map – Section 26 – 3234 Elm Road – Bevan and Diane Grueneberg – No action.

K. Update and Discussion – Water Extension Project, Including Booster Pumps and Road Work – Heidtke summarized the written update provided by Town Engineer Matt Clementi noting WSPL has stated they will not replace the noisy booster pumps.

L. Update and Discussion – Strawberry Glen Drainage Concern – Heidtke reported Engineer Clementi, Highway Supervisor Eickstedt and Heidtke have met to plan a course of action to address the drainage concern.

M. Update, Discussion and Possible Action – Town Hall Facility Projects; New Septic System, Roof and Chimney Repairs, Windows, Painting and Wood Repair – Motion by Huettl, seconded by Bishop to award the water heater replacement and water filter installation in the Town Hall Park pavilion to Jon DeBelak Plumbing & Heating in the amount of $1,240.00. Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig to award the construction of a new mound system for the Town Hall facility to WM. Hilgart & Sons in the amount of $40,854.00. Motion carried
without a negative vote. Motion by Huettl, seconded by Hartwig to follow up on the two roofing/chimney repair bids to clarify the information provided and place on the July agenda for possible action. Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig to award the Town Hall and Pavilion painting project to Golden Brush Painting in the amount of $13,250.00. Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig to award the building (wood) repairs project to Lee Carter Construction in the amount of $6,285.00. Motion carried without a negative vote.

N. Discussion and Possible Action – Insurance Renewal Through The Horton Group – Motion by Huettl, seconded by Bishop to approve the renewal of the liability, auto and workers’ compensation policies through The Horton Group. Motion carried without a negative vote.

O. Discussion and Possible Action – New Hires for the Transfer Station – Motion by Huettl, seconded by Hartwig to approve the hiring of Mark Mytton and Allen Klug as part time Transfer Station employees; scheduling will be as needed per Transfer Station Supervisor Steve Spaeth’s discretion. Motion carried without a negative vote.

P. Discussion and Possible Action – Confirmation of Committee and Commission Appointments – Motion by Hartwig, seconded by Bishop to confirm the committee and commission appointments of Chairman Heidtke as follows: Community Development Authority – Domenic Foti, Board of Appeals – Melvin Heckendorf and Timothy Whitehouse, Park and Planning Commission – Arlyn Johnson and Randy Vogel. Motion carried without a negative vote. Heidtke noted the Town Board appointments to the Park and Planning Commission June 2015 through May 2016 will be Ray Heidtke, Robert Hartwig and Marcy Bishop. Heidtke appointed Supervisor Bishop as the Weed Commissioner.

IV. Supervisors and Clerk Reports


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

C. Weed Commissioner – No report.

D. Grounds - Supervisor Hartwig – Hartwig reported annuals were planted on June 10th.

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

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

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported Wisconsin Women Cycling will be holding a Bike Ride that will pass thru the Town on July 26th. Attorney Sargeant was contact regarding Town Board questions related to WSPL and no response has been received. Oliver reminded the Town Board that there are two open items related to the demolition in the center area of the building; two areas need support and the plumbing pipes needs to be sealed by a licensed plumber. Oliver commented there have been some issues related to “family” use of transfer station permits; one permit per family at an individual home. For example Chairman Heidtke has three children living at separate homes in the Town; they each need a separate permit, and Chairman Heidtke needs his own permit. The Town Hall internet service was upgraded through Bertam Wireless; please take a look at the new antenna on the barn. There is a broken piece on the playground equipment; a replacement part has been ordered and it is under warranty. Fifty yards of the specialty playground mulch will be ordered. The Town has been contacted by Washington County Planning and Parks asking if the Town
would like to have old permits and reviews of Certified Survey Maps completed prior to April 1, 1986; Mr. Hoffmann has recommended the Town continue to rely on Washington County for these records.

V. Future Agenda Items – Nothing noted.

VI. Announcements – Heidtke noted the upcoming meetings.

VII. Approval of Vouchers – Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

VIII. Adjournment – Motion by Hartwig, seconded by Huettl to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________________________________
MINUTES OF THE SPECIAL TOWN BOARD MEETING
JUNE 24, 2015

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:38 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 Dan Kufahl, Robert Hartwig and Marcy Bishop were present. Supervisor Paul Huettl was excused. Also present was Town Attorney Timothy Andringa, Zoning Administrator/Building Inspector Gordon Hoffmann, Past Town Supervisor Everett Russell and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Bishop, seconded by Hartwig 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 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 deposition notices and subpoenas, Case No. 14-CV-897. Motion by Hartwig, seconded by Bishop to move into Closed Session. Roll call vote: Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop -aye. Motion carried.

III. Reconvene into Open Session – No Action Will Be Taken - Motion by Hartwig, seconded by Bishop to reconvene into Open Session. Motion carried without a negative vote.

IV. Business
A. Discussion and Possible Action – Three (3) Parcel Certified Survey Map – Section 26 – 3234 Elm Road – Bevan and Diane Grueneberg – Motion by Hartwig, seconded by Bishop to approve the three parcel Certified Survey Map, 3234 Elm Road for Bevan and Diane Grueneberg. Motion carried without a negative vote.

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

Respectfully submitted,

___________________________
Julia Oliver, Town Clerk

Minutes approved: ________________

Next Resolution Number:   J-15-005
Next Ordinance Number:   J-15-001
MINUTES OF THE REGULAR TOWN BOARD MEETING
JULY 9, 2015

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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Huettl, seconded by Bishop to approve the minutes of the June 11, 2015 Regular Town Board meeting and the June 24, 2015 Special Town Board meeting. Motion carried.

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 Case No. 14-CV-897. Motion by Hartwig, seconded by Huettl to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

Motion by Hartwig, seconded by Huettl to move into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. No action.

At 7:12 p.m. the Regular Meeting began. Town Treasurer Paul Eilbes joined the meeting, Joint Parks and Recreation Director Kelly Valentino was absent.

III. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the July Director’s Report and the July monthly Financial “Stat Pack”. Chairman Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the June 30, 2015 account balances as follows: General Fund Checking $43,317.24; General Fund Money Market $818,999.76; Encumbered Funds-Highway Money Market $154,455.46; Encumbered Funds-Building Money Market $39,690.50; Property Tax Checking $106,16; Property Tax Money Market $0; Park and Planning Checking $3,068.32; Park Fund Savings $5,390.04; Cemetery Fund $16,695.28. Motion by Huettl, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.
IV. Business

A. Any Town Citizen Comment on an Agenda Item – M. Dueno, R. Bishop, J. Myers and V. Dueno commented on agenda item D. Written comment from C. and S. Swiecichowski on agenda item I was read by Chairman Heidtke. R. Bishop and M. Dueno also commented on agenda item I.

B. Update and Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Chairman Heidtke stated there was nothing new to report.

C. Update and Discussion – “State of Washington County” - Joshua Schoemann, County Administrator – County Administrator Schoemann did not attend the meeting.

D. Discussion - Speed Limit Signage Between Western Avenue and Sherman Road, and Stop Sign at the Intersection of El Camino and Fiesta Court – Chairman Heidtke noted the Wisconsin Transportation Bulletin No. 21 “Setting Speed Limits on Local Roads”. The Town Board acknowledged the resident’s concerns. Consensus of the Town Board that they will need to consider action on the Center Road speed limit and signage at a future meeting. The request for a stop sign at the intersection of El Camino and Fiesta Court will need additional research.

E. Discussion and Possible Action – Kirchhayn Parade – Motion by Huettl, seconded by Bishop that the Town will accept responsibility for the oversight of the Kirchhayn Parade to be held on July 26, 2015, and authorizing Supervisor Kufahl to represent the Town of Jackson at the event. Motion carried without a negative vote.

F. Discussion and Possible Action – Amendment to Kirchhayn Country Club Alcohol Licensing for the Kirchhayn Parade Event – Motion by Huettl, seconded by Hartwig to amend the Kirchhayn Country Club Class B Retail License Number TOJ-2015-CLRL-03 to include the parking lot adjacent to the west side of the bar per the request and drawing, for July 26, 2015 from 9:00 a.m. to 9:00 p.m. Motion carried without a negative vote.

G. Discussion and Possible Action – All Occasions Catering – Motion by Hartwig, seconded by Bishop to accept All Occasions Catering as a caterer for events held at the Town Hall facility. Motion carried without a negative vote.

H. Discussion and Possible Action – 2015 Town Hall Projects – Replace Gutters – Motion by Kufahl, seconded by Huettl authorizing Chairman Heidtke to have the gutters and downspouts repaired and/or replaced for an amount not to exceed $2,000. Motion carried without a negative vote.

I. Update and Discussion – Water Extension Project, Including Booster Pumps and Road Work – Heidtke reported on the walk thru he attended with Arcadis, Stantec, Washington County and the Village related to signing off on the substantial completion; Arcadis would like the sign off to occur by July 27th.

J. Update, Discussion and Possible Action – Town Hall Facility Projects; New Septic System, Roof and Chimney Repairs, Windows, Painting and Wood Repair – Motion by Huettl, seconded by Kufahl to award the Town Hall chimney tear off and roof repair/replacement projects to B-E Controls in the amount of $13,244 provided they are able to start the project no later than September 15th. Motion carried without a negative vote. Supervisor Kufahl reported on the wood repair completed by Lee Carter to date, specifically noting the power washing done by the painter’s revealed additional wood rot and damage that needs repair/replacement; Kufahl would like to authorize Carter to complete the additional work provided he provides photos and documentation for the additional work. Motion by
Kufahl, seconded by Huettl to authorize Lee Carter to complete the documented additional wood repairs. Motion carried without a negative vote. Kufahl reported the painters are doing a decent job and he verified they used the primer that was specified in the bid packet.

V. Supervisors and Clerk Reports

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

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

C. Weed Commissioner – Nothing additional to report.

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

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

F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported he spoke with Sheriff Schmidt with regard to the signage requested in the Strawberry Glen subdivision; the Sheriff said this was a subdivision issue and he did not recommend the Town add any additional signage.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on an email sent to State Representative Robert Brooks related to the prevailing wage issue under consideration at the State level. Oliver noted she has been working with the Women’s Cycling Century Ride organizers to ensure their route does not conflict with the Kirchhayn Parade. State Inspector Betty Weiss stopped in and reminded the Town their building permit is close to expiration; Oliver has contacted Continuum Architects and directed them to notify the State of the new “architect of record” (Dan Beyer’s replacement) and also to file for an extension. Oliver read Dan Sargeant’s response to the Town Board inquiry on preserving the right of the Town to file a lawsuit for lost tax revenue due to reduced valuation. Oliver noted the new crack in the picture window located on the north side of the upstairs main entrance; as directed she will mark the crack ends with a magic marker.

VI. Future Agenda Items – Center Road speed limit signage and El Camino/Fiesta stop sign were noted.

VII. Announcements – Heidtke noted the upcoming meetings.

VIII. Approval of Vouchers – Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

IX. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: ________
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 5:30 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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa, Zoning Administrator Gordon Hoffmann and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Huettl, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Bishop, seconded by Hartwig to approve the minutes of the July 9, 2015 Regular Town Board meeting. Motion carried.

II. Closed Session - The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 19.85 (1) (d) to consider strategy for crime detection or prevention, AND 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, (Case No. 14-CV-897). Motion by Hartwig, seconded by Huettl to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. Chairman Heidtke asked Zoning Administrator Hoffmann, Attorney Andringa and Washington County Sheriff Dale Schmidt to participate in the Closed Session.

Reconvene into Open Session: motion by Huettl, seconded by Hartwig to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

At 7:02 p.m. the Regular Meeting began. Town Engineer Matthew Clementi, Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes joined the meeting.

Action on matters discussed in Closed Session: motion by Kufahl, seconded by Huettl directing Attorney Andringa to draft an ordinance to address the safety concerns discussed in the closed session. Motion carried without a negative vote.

III. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the August Director’s Report and the August monthly Financial “Stat Pack”. Valentino summarized the information for those in attendance and specifically noted the date for the Operation Finally Home, Tailgate Community Fundraiser will be held on September 20, 2015.

Treasurer's Report – Treasurer Eilbes – Eilbes reported the July 31, 2015 account balances as follows: General Fund Checking $35,201.71; General Fund Money Market $819,069.32; Encumbered Funds-Highway Money Market $154,468.58; Encumbered Funds-Building Money Market $39,692.19; Property Tax Checking $106.16; Property Tax Money Market $0; Park and Planning Checking
$4,468.32; Park Fund Savings $5,390.27; Cemetery Fund $16,695.99. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.

IV. Business

A. Any Town Citizen Comment on an Agenda Item – C. Swiecichowski, T. Wagner and J. Fenton commented on agenda item E. M. Dueno, T. Miller, L. Drost, and E. Skowlund commented on agenda item F.

B. Discussion and Possible Action – New Operator Licensing – Motion by Kufahl, seconded by Huettl to approve new operator licenses for Heather Brandt and Jacob Miller. Motion carried without a negative vote. Both operators will be working at Kirchhayn Country Club.

C. Update and Discussion – “State of Washington County” – Joshua Schoemann, County Administrator – Schoemann presented his 2015 State of the County Address by providing the Town Board with a summary of the “Top Ten of 2014”. Schoemann noted the Town will be effected by the reduction in the number of County Supervisors. The Town Board expressed their appreciation for the information.

D. Update and Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Chairman Heidtke stated there was nothing new to report.

E. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work – Town Engineer Clementi reported the project is almost finished; he expects a re-inspection of punch list items next week. Clementi said outstanding items are divided into:
   1. Road/Right of way items including how the shouldering work is holding up, specifically Crosswinds subdivision where there have been shoulder washouts, and the mailbox height issues and 2. Non Right of way items, specifically the booster pump noise issues. After discussion, motion by Huettl, seconded by Kufahl that the Town investigate options available to assist residents with booster pump noise issues. Motion carried without a negative vote.

F. Discussion and Possible Action - Speed Limit Signage on Center Road Between Western Avenue and Sherman Road, and Stop Sign at the Intersection of El Camino and Fiesta Court; and Speed Limit Signage on Church Road South of State Hwy. 60 – Chairman Heidtke reported he witnessed the danger at the El Camino Drive/Fiesta Court intersection while he was out reviewing the resident concerns. Motion by Kufahl, seconded by Huettl to place a stop sign at the intersection of El Camino Drive and Fiesta Court. Motion carried without a negative vote. Heidtke stated in addition he will direct the highway crew to add flags to warn drivers of the new signage. After further discussion on the speed limit signage, amended motion by Huettl, seconded by Bishop directing the Clerk to draft an ordinance to establish a 45 mph. speed limit on Center Road from State Hwy. 60 to County Hwy. T (Western Avenue). Motion carried without a negative vote. It was noted that the speed limit signage on Church Road (35 mph.) south of State Hwy. 60 was erected without an ordinance; this issue will be addressed at the next meeting.

G. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic System, Roof and Chimney Repairs, Windows, Painting, Wood Repairs and Gutter Replacement - Heidtke updated the Town Board; the new septic system installation began today, the roof and chimney project will be reviewed with the contractor on August 24th, the gutters will be a part of the August 24th discussion and then bids will be gathered accordingly, all other work is completed. No action.

H. Discussion and Possible Action – WE Energies Notice of Claim for Damages – Guy Wire at Town Garage Facility – Motion by Kufahl, seconded by Huettl authorizing payment to We Energies for
the damage and directing the Clerk to send a letter of reprimand to the Town employee that caused the damage. Motion carried without a negative vote.

I. Discussion and Possible Action – Correspondence from Bishop Enterprises – The two letters from Bishop Enterprises were read into the record. Clerk Oliver provided information gathered relative to the lost taxes question. Oliver will research the remaining questions and provide responses to the Bishops.

J. Discussion and Possible Action – Hire Additional Transfer Station Employee – Motion by Huettl, seconded by Bishop to hire Gregory Beaudry as a part time transfer station employee; scheduling is at the Transfer Station Supervisors’ discretion. Motion carried without a negative vote.

K. Discussion and Possible Action – Letter of Intent to Continue Dental Coverage – Delta Dental – Motion by Kufahl, seconded by Huettl directing Clerk Oliver to sign and submit the Wisconsin Department of Employee Trust Funds “Letter of Intent to Elect Uniform Dental Benefits Effective 1/1/2016, Wisconsin Public Employers’ Group Health Insurance Program”. Motion carried without a negative vote.

V. Supervisors and Clerk Reports

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

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

C. Weed Commissioner – Supervisor Bishop reported on noxious weed cutting by the highway department on Pleasant Valley Road, the Sherman Parc Homeowners Association cutting/clean up of the subdivision green space areas and the mowing/cutting that Washington County is doing along Cty. Hwy. G.

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

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

F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported Cty. Hwy. G north of Cty. Hwy. NN will reopen on August 14th. Heidtke reported on conversations he has had with John Fenton (Western Avenue) with regard to the WSPL repairs to his driveway. Heidtke noted he attended the Open House/Dedication of the Spaeth Park which is located across from the Washington County Fair Grounds. Heidtke reported on the letter that was placed in resident mailboxes regarding improper mailbox installation. Heidtke reiterated his receipt of the letter from the Swiecichowski’s. Heidtke announced Clerk Oliver completed the coursework for the Certificate of Public Administration through UW-Milwaukee on July 15, 2015.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported the Town Hall usage on September 20, 2015 for a baby shower will include the family bringing in their own food to serve. State Representative Brooks sent a letter of appreciation to the Town for taking the time to express support for repealing prevailing wage. Four new covers have been ordered from Pacific Bow Butts for the archery range targets; one cover is ripped. The State has approved the extension for the approval of the architectural drawings submitted, and they have accepted the change submitted by Continuum Architects to remove Dan Beyer and naming Michael Soto as the architect of record. The extension expires on August 12, 2016. Legacy Recycling (who is doing the County Electronics Recycling Program) will pick up the electronics that have accumulated at the Transfer Station on August 19th. The
charge is a $50 trip fee plus $10 for computer monitors and $20 for old style televisions; all other electronics are free. Oliver reported on the need for the Town Board to formally address mowing in the ROW, specifically responsibility and how to handle complaints. The Town received the population numbers from the State department of Administration and the Town had an increase of approximately 170 people.

VI. Future Agenda Items – Road speed signage, mowing in the Right of way and the resident’s noisy booster pumps were noted.

VII. Announcements – Heidtke noted the upcoming meetings.

VIII. Approval of Vouchers – Motion by Kufhal, seconded by Hartwig to approve the vouchers as presented. Motion carried.

IX. Adjournment – Motion by Hartwig, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

______________________________
Julia Oliver
Town Clerk

Minutes approved: ________

Next Resolution Number: J-15-005
Next Ordinance Number: J-15-001
MINUTES OF THE REGULAR TOWN BOARD MEETING
SEPTEMBER 10, 2015

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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa, Joint Parks and Recreation Director Kelly Valentino, Town Engineer Matthew Clementi, Town Treasurer Paul Eilbes and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Huettl, seconded by Hartwig to approve the minutes of the August 13, 2015 Regular Town Board meeting. Motion carried.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – Valentino provided the Town Board with copies of the September Director’s Report and the September monthly Financial “Stat Pack”. Valentino summarized the information for those in attendance and specifically noted upcoming programs and events.

B. Treasurer’s Report – Treasurer Eilbes – Eilbes reported the August 31, 2015 account balances as follows: General Fund Checking $15,120.31; General Fund Money Market $811,107.25; Encumbered Funds-Highway Money Market $154,481.70; Encumbered Funds-Building Money Market $39,693.88; Property Tax Checking $106.16; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,390.50; Cemetery Fund $16,696.70. Motion by Huettl, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.

III. Business

A. Any Town Citizen Comment on an Agenda Item – C. Swiecichowski and J. Smith commented on agenda item C.

B. Update and Discussion - Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Attorney Andringa reported the next filing deadline has been pushed back to September 22nd. The hearing date is December 1, 2015 at 1:30 p.m. and a decision is expected. Andringa noted he is still receiving calls from individuals who are building homes in the Town and who are being told they must agree to future annexation before the Village will hook up their sewer and water.

C. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work – Town Engineer Clementi referred to the recent letter received from Attorney Flanagan responding to the booster pump complaints. Clementi also noted Attorney Sargeant’s opinion relative
to the booster pumps. Clementi stated the pump as measured does meet the contract specifications; as a remedy Clementi suggested an adjustment be made to the pump so that it would run less often, or the addition of a pressure tank could maintain pressure thereby causing the pump to run less often.

Clementi reported a few minor items remain open: 1. Gravel washout in ditch in Crosswinds, 2. A Maple Road resident has an open item that is still being determined, 3. There is a culvert issue on Division Road/County G which Clementi will forward to Washington County, and 4. The slag sealing by Scott construction.

No action.

D. Discussion and Possible Action – Appointment Confirmation to Joint Parks and Recreation Group – Renee Kreiter - Motion by Bishop, seconded by Hartwig confirming Chairman Heidtke’s appointment of Renee Kreiter as a Town representative to the Joint Parks and Recreation Group. Motion carried without a negative vote.

E. Discussion and Possible Action – Ordinance J-15-001, Ordinance for the Town Zoning Code Respecting Child Sex Offender Residing Within 1000 Feet of Schools, Day-Care Centers, Parks and Other Specified Facilities and Child Safety Zones – Motion by Kufahl, seconded by Huettl to adopt Ordinance J-15-001, Ordinance for the Town Zoning Code Respecting Child Sex Offender Residing Within 1000 Feet of Schools, Day-Care Centers, Parks and Other Specified Facilities and Child Safety Zones. Motion carried without a negative vote. Clerk Oliver is directed to complete the map referred to in the ordinance.

F. Discussion and Possible Action – Certified Survey Map – Richard and Deborah Bloomer – 3604 Division Road - Motion by Bishop, seconded by Hartwig to approve the Certified Survey Map for Richard and Deborah Bloomer, 3604 Division Road as presented. Motion carried without a negative vote.

G. Discussion and Possible Action – Town Speed Limits – Motion by Kufahl, seconded by Huettl to find out the cost of the engineering study that is required as part of the process to reduce speed limits. Motion carried without a negative vote.

H. Discussion and Possible Action – Speed Limit Signage on Center Road Between Western Avenue and Sherman Road, and Speed Limit Signage on Church Road South of State HWY 60 – Motion by Huettl, seconded by Kufahl to proceed with the engineering study that is required as part of the process for the Town Board to reduce the speed limit on Center Road between Western Avenue and Sherman Road from 55 mph. to 45 mph. Motion carried without a negative vote. No action was taken on the speed limit signage on Church Road.

I. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic System, Roof and Chimney Repairs, Windows, Painting, Wood Repairs and Gutter Replacement - Heidtke updated the Town Board. The new septic system is installed and the disturbed ground has been seeded – the electric hook up and pump programming will be completed in the next few days. The windows, painting and wood repairs are completed. Heidtke is meeting with B-E Controls for a roof and chimney preconstruction meeting on September 15th; they will also discuss the gutters. No action.

J. Discussion and Possible Action – Mowing, Trimming, etc…in the Town Right of Way – Clerk Oliver updated the Town Board on the information received from Washington County Highway Commissioner Scott Schmidt. After discussion, motion by Kufahl, seconded by Huettl to continue to
allow Highway Supervisor Ron Eickstedt to prioritize the maintenance in the Town right of way. Motion carried without a negative vote.

K. Discussion and Possible Action – Disposal of Excess Items at the Highway Shop; Gravel – Clerk Oliver updated the Town Board with the information she received from the Wisconsin Towns Association. Motion by Huettl, seconded by Bishop to dispose of the excess pea gravel located at the Highway Shop that was left over from a project completed by Scott Construction. Motion carried without a negative vote. Residents are able to take the gravel for their own use.

L. Update, Discussion and Possible Action – Monetary or In-Kind Donations for Town Hall Use – Clerk Oliver provided the Town Board with a summary of the 2014 and 2015 Facility Usage by “regular/repeat” groups and the donations they have made to the Town. Oliver noted the Boy Scouts will be completing trail clean-up work this fall.

IV. Supervisors and Clerk Reports

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

B. Highway Department – Chairman Heidtke – Heidtke summarized the highway department report.

C. Weed Commissioner – Nothing additional to report.

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

E. Transfer Station – Supervisor Huettl – Supervisor Huettl noted he will be reminding the Transfer Station employees that they are not authorized to use cash receipts as petty cash.

F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported the next Washington County Clean Sweep will be held on October 10th. Heidtke also noted each Supervisor received a copy of correspondence from Trinity Lutheran School related to a request for a flashing light to draw attention to the 15 mph speed limit when children are present.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on an update from Attorney Val Anderson, and she noted the article distributed to the Supervisors titled “Legislature Limits Kenosha’s Ability to Deny Extension of Municipal Water or Sewer Service”. The State Budget reduced DNR Recycling Grant funding by $4 million – this will represent approximately a $1400-$1500 reduction in the amount the Town will receive. Also the PECFA reimbursements will end on June 30, 2020; however we will still have monitoring responsibilities until the DNR approves the site for closure. Washington County Clerk Jaszewski has decided to purchase the Dominion Voting System ICE with wireless modems as the new county-wide election equipment. Clerk Oliver briefed the Supervisors on recent facility maintenance and repairs.

V. Future Agenda Items – Stop sign at El Camino Drive and Fiesta Court.

VI. Announcements – Heidtke noted the upcoming meetings.
VII. Approval of Vouchers – Motion by Hartwig, seconded by Bishop to approve the vouchers as presented. Motion carried.

VIII. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

___________________________________  Minutes approved: _________
Julia Oliver  
Town Clerk

Next Resolution Number:  J-15-005
Next Ordinance Number:  J-15-002
MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 8, 2015

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 Marcy Bishop were present. Also present was Town Attorney Timothy Andringa and Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Huettl, seconded by Hartwig to approve the minutes of the September 10, 2015 Regular Town Board meeting. Motion carried.

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 Case No. 14-CV-897. Motion by Bishop, seconded by Huettl to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

Reconvene into Open Session - Motion by Hartwig, seconded by Huettl to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

At 7:14 p.m. the Regular Meeting began. Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes joined the meeting.

A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required. No action.

III. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the October Director’s Report and the October monthly Financial “Stat Pack”. Valentino summarized the information for those in attendance and specifically noted the date for Ghoul Gala and Trick or Treat will be Saturday, October 31st. Valentino provided the Town Board with copies of the 2016 Proposed Budget. Chairman Heidtke asked the Town Board to review the information and prepare for discussion at the next budget workshop.

Treasurer’s Report – Treasurer Eilbes – Eilbes reported the September 30, 2015 account balances as follows: General Fund Checking $66,140.50; General Fund Money Market $721,167.01; Encumbered Funds-Highway Money Market $154,494.40; Encumbered Funds-Building Money Market $39,695.51; Property Tax Checking $171.16; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,390.72; Cemetery Fund $16,697.39. Motion by Hartwig, seconded by Bishop to approve the Treasurer’s report as presented. Motion carried.

IV. Business
A. Any Town Citizen Comment on an Agenda Item – C. Swiecichowski commented on agenda item C.

B. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – Attorney Andringa stated there is nothing new to report.

C. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work – Chairman Heidtke read a letter into the record that he was copied on that was dated September 29, 2015, addressed to Attorney Michael Flanagan and sent by Cy and Shirley Swiecichowski. The Swiecichowski’s continue to have noise issues with the Grundfos pump that was installed by West Shore Pipe Line as part of the water extension project. Attorney Sargeant’s opinion is that the Town has no recourse against WSPL, or any other method to assist the Swiecichowski’s with the noise situation. Chairman Heidtke has approached Dan Ownby on behalf of the Swiecichowski’s. No action.

D. Discussion and Possible Action - Speed Limit Signage on Center Road Between Western Avenue and Sherman Road, Stop Sign at the Intersection of El Camino and Fiesta Court; and Speed Limit Signage on Church Road South of State Hwy. 60 – Chairman Heidtke relayed information from Town Engineer Clementi; the engineering study required to make speed limit changes would be approximately $1,000 per mile, and in his opinion a study of Center Road would not prove favorable because in Clementi’s opinion the study would not show the need for a speed limit reduction. Motion by Bishop, seconded by Huettl that no further discussion or action is needed on the Center Road speed limit reduction topic. Motion carried without a negative vote. Motion by Bishop to put a stop sign at Fiesta Court failed. Motion by Bishop, seconded by Huettl directing Clerk Oliver to contact Washington County interim Highway Commissioner Scott Schmidt regarding the safety concerns at the intersection of El Camino Drive and Fiesta Court to request his input and suggestions. Motion carried without a negative vote.

E. Discussion and Possible Action – Speed Limit Signage in Front of Trinity Lutheran Church and School, Pleasant Valley Road – Clerk Oliver reported the preliminary pricing information indicates the signage requested would cost between $1,600 - $2,300, dependent on if the sign will be electric or solar powered, what type of timer/controls are desired and if there will be a computer interface. Oliver has contacted the school principal to provide the information and ask what the school would prefer. Oliver also asked if the school would be paying for the requested signage. Supervisor Huettl volunteered to be the Town Board liaison as the speed limit signage project moves forward. Motion by Bishop, seconded by Huettl directing Clerk Oliver to contact the Washington County Sheriff to request the speed trailer be placed by Trinity Lutheran on Pleasant Valley Road. Motion carried without a negative vote. The agenda item will be placed on next month’s agenda.

F. Update, Discussion and Possible Action – Red Fox House Trust, Attorney Val Anderson – Clerk Oliver read an email update from Attorney Anderson. No action.

G. Update, Discussion and Possible Action – Town Hall Facility Projects: New Septic System, Roof and Chimney Repairs, Windows, Painting, Wood Repairs and Gutter Replacement – Heidtke reported the new septic system has been installed, the chimney repairs are finished, the window replacement is complete, the painting is finished, wood repairs are complete and the gutter work is in process. Primarily the gutters are being reused but there are some minor improvements being made. No action.

H. Update, Discussion and Possible Action – Ordinance J-15-001, Ordinance for the Town Zoning Code Respecting Child Sex Offender Residing Within 1000 Feet of Schools, Day Care Centers, Parks and Other Specified Facilities and Child Safety Zones - Clerk Oliver explained the difficulty she is having related to the definitions when preparing the map referenced in the ordinance. Oliver also
noted concern if new facilities are added without Town knowledge, which causes the map to become outdated. Oliver consulted Attorney Andringa and Washington County Sheriff Schmidt. Attorney Andringa offered to conduct additional research related to specific facility definitions. Sheriff Schmidt reviewed the ordinance and concluded the ordinance is enforceable without the map. Motion by Kufahl, seconded by Huettl to amend the adoption of Ordinance J-15-001 to reflect the removal of the map inclusion/reference. Motion carried without a negative vote.

I. Update – Sex Offenders Living in the Town of Jackson – Clerk Oliver read an update from Sheriff Schmidt. No action.

J. Discussion and Possible Action – Appointment Confirmation to the Town of Jackson Board of Appeals, Diane Behm - Motion by Huettl, seconded by Hartwig to confirm Chairman Heidtke’s appointment of Diane Behm to the Board of Appeals. Motion carried without a negative vote.

K. Discussion and Possible Action – Discussion and Possible Action – Headstone Placement in Newly EstablishedRows in Town Cemetery – Motion by Huettl, seconded by Kufahl that headstone placement in the Town cemetery be consistent, placed at the same end of every plot and facing the same direction, in every row. Motion carried without a negative vote.

L. Discussion and Possible Action – Proposed 2016 Fee Schedule – Clerk Oliver distributed drafts of the 2015/2016 Tax Collection information letter, the 2016 Dog License application and the 2016 Transfer Station application. Oliver stated that gray will be the 2016 placard color. The proposed 2016 Fee Schedule was presented by Oliver. After discussion the Town Board requested the Transfer Station Permit fee be increased to $70 and that the fee be prorated to $35 for new residents that move into the Town after July 1st (applicable only to NEW residents). Also the Town will not take electronics (televisions, computers, stereos, etc.….) except on the one scheduled electronic recycling day which should be noted on the Transfer Station Permit application. Motion by Huettl, seconded by Bishop to adopt the 2016 Fee Schedule as discussed. Motion carried without a negative vote. Clerk Oliver is directed to schedule a date in April or May 2016 to have a document and electronic recycling event.

V. Budget Workshop – Clerk Oliver presented the Town Board with excel spreadsheets that include the 2014 actuals, the 2015 budget, 2015 actuals through September 2015, the current estimate for 2015 year end actuals and the current budget information available for 2016. Clerk Oliver also provided proposed labor expenditures for 2016. Chairman Heidtke asked the Supervisors to review the information, and the next budget workshop was scheduled for October 22nd at 7:00 p.m.; the public hearing for the budget and meeting of the electors to set the levy will be November 12th prior to the Regular Town Board meeting.

VI. Supervisors and Clerk Reports

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

B. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report. Heidtke noted the plan is to complete fog lines on Pleasant Valley Road, Sherman Road and Western Avenue.

C. Weed Commissioner – Nothing additional to report.

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

E. Transfer Station – Supervisor Huettl – Nothing additional to report.
F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported he attended a breakfast on October 7th organized by State Senator Duey Stroebel where a legislative update was provided. Heidtke also attended the LRIP meeting on October 7th; the Town is eligible for LRIP funds in this cycle.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver pointed out the Shoreland Zoning letter provided by Attorney Riffle. Oliver noted there will be an event on Thanksgiving Day at the Town Hall and the renter will be providing their own food. Oliver reported on the upcoming update of SVRS which will be called WisVote. Oliver stated the electronic backup system hard drives began to fail and she was authorized by Chairman Heidtke to update the system with a new NSA drive and also managed backup for data. Oliver stated there was unscheduled use of the fields by JAYBA that will extend into October. Oliver also noted she received an invoice for the 2015 2nd Qtr. (Town resident) past due water bills from the Village of Jackson.

VII. Future Agenda Items – Nothing additional was noted.

VIII. Announcements – Heidtke noted the upcoming meetings.

IX. Approval of Vouchers – Motion by Kufhal, seconded by Huettl to approve the vouchers as presented. Motion carried.

X. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: ________

Next Resolution Number: J-15-005
Next Ordinance Number: J-15-002
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 Marcy Bishop were present. Also present was Town Clerk Julia Oliver.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

II. Business

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

B. Budget Workshop – The Town Board discussed the draft budget provided to them on October 8, 2015 by Clerk Oliver. After discussion Clerk Oliver was directed to put $40,658 in line item 5530000 and to increase line item 5540002 to $2,000. November 12th at 6:00 p.m. there will be a public hearing to present the 2016 budget. Immediately following the public hearing there will be the called meeting of the electorate to set the levy and to approve the highway expenditures.

III. Future Agenda Items – Nothing additional was noted.

IV. Adjournment – Motion by Kufahl, seconded by Huettl to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: _________

Next Resolution Number:  J-15-005
Next Ordinance Number:  J-15-002
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 Marcy Bishop were present. Also present was Town Zoning Administrator/Building Inspector Gordon Hoffmann and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino and Town Treasurer Paul Eilbes were excused.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Huettl, seconded by Kufahl to approve the minutes of the October 8, 2015 Regular Town Board meeting. Motion carried. Motion by Hartwig, seconded by Bishop to approve the minutes of the October 22, 2015 Special Town Board meeting. Motion carried.

II. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the November Director’s Report and the November monthly Financial “Stat Pack”. Heidtke summarized the information for those in attendance.

Treasurer’s Report – Treasurer Eilbes – Clerk Oliver reported the October 31, 2015 account balances as follows: General Fund Checking $103,687.33; General Fund Money Market $504,214.59; Encumbered Funds-Highway Money Market $154,507.52; Encumbered Funds-Building Money Market $39,697.20; Property Tax Checking $106.16; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,390.95; Cemetery Fund $16,698.10. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.

III. Business

A. Any Town Citizen Comment on an Agenda Item – C. Swiecichowski commented on agenda item D.

B. Discussion and Possible Action – New Operators License – Motion by Hartwig, seconded by Bishop to approve a new Operators License for Angela Forbes. Motion carried without a negative vote.

C. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – No report. The Oral Ruling will be held on December 1, 2015 at 1:30 p.m. at the Justice Center Courtroom 1254.

D. Update, Discussion and Possible Action – Water Extension Project, Including Booster Pumps and Road Work – Chairman Heidtke read a letter into the record submitted by Town Engineer Matt Clementi which summarized a meeting held on November 11, 2015 at the Swiecichowski property and the Feilbach property. Grundfos Pump representative Eric Stahl attended the meeting. In summary, Grundfoss Pumps stated the pumps are working as designed. No action.
E. Discussion and Possible Action – Exit Light(s) Replacement - Motion by Huettl, seconded by Kufahl authorizing the replacement of two exit sign lights in the Town Hall building. Motion carried without a negative vote.

F. Discussion and Possible Action – Special Assessments on the 2015 Tax Roll – Motion by Kufahl, seconded by Huettl authorizing the placement of the special assessments on the 2015 tax roll. Motion carried without a negative vote.

IV. Closed Session - The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 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; specifically the zoning administrator and building inspector. Motion by Kufahl, seconded by Bishop to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

V. Reconvene into Open Session - Motion by Huettl, seconded by Hartwig to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required. No action.

VI. Supervisors and Clerk Reports

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

B. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report. Heidtke noted the highway crew replaced several sections of the front sidewalk at the Town Hall.

C. Weed Commissioner – Nothing additional to report.

D. Grounds - Supervisor Hartwig – Hartwig reported the Town Hall maintenance staff have been doing an excellent job trimming the trees and shrubs, and cleaning up the planting beds at the Town Hall.

E. Transfer Station – Supervisor Huettl – Supervisor Huettl reported that Transfer Station Supervisor Steve Spaeth has given notice; he will stop working for the town at the end of November. Huettl also reported he would like to see some safety protocols at the Transfer Station.

F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported he has spoken with Washington County Sargent Beaudry about the concerns on Pleasant Valley Road in front of Trinity Lutheran Church and School. Beaudry “unofficially” conducted a speed study and found that the majority of the vehicles are traveling between 43-45 mph. in front of the church and school. Beaudry also reported that enforcement of speed signage would be difficult since most activity involving the children is conducted in the back area of the church/school. At this point the Town has not received a response to the last correspondence sent to Trinity.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver passed along an update from Attorney Anderson related to Red Fox House Trust. Oliver reported she contacted Washington County Interim Highway Commissioner Scott Schmidt to ask for assistance with the safety concern at El Camino Drive and Fiesta Court; Schmidt is unable to assist due to current staffing levels. Oliver reminded the Town Board that if they plan to make any ordinance changes related to Implements of Animal Husbandry
local oversight it must be completed by November 30, 2015. Oliver reminded the Town Board of the November 30th WTA Washington County Unit meeting. JAYBA emailed to say they would like to put off the painting of the interior of the pavilion garage until spring. Additionally JAYBA has been given permission to have a flexible dumpster at the pavilion for the next couple of weeks; they are cleaning out old equipment, etc. Oliver reported she has contacted two electronic recyclers about an event in late April or early May; only one has responded and they are not available until June. Oliver announced the local General Code representative will be at the December meeting to go over the next steps in the codification process. Oliver provided copies of a recent WTA email that discussed four new laws that directly relate to towns. Oliver reported the new election equipment will be picked up following a training session on December 2nd. Heidtke and Oliver attended the WTA Annual Convention in October. Oliver reminded Town Board members to let her know if they plan to attend any type of meeting or event where other Town Board members may be present so that she can provide notice to the residents. The notice will state they “may” be at the same event but no town will be discussed or town action taken.

VII. Future Agenda Items – Town Hall building remodeling, Replacement of the Transfer Station Supervisor and Transfer Station safety protocol were noted.

VIII. Announcements – Heidtke noted the upcoming meetings, specifically noting the Park and Planning meeting has been changed from November 25th to November 18th.

IX. Approval of Vouchers – Motion by Hartwig, seconded by Huettl to approve the vouchers as presented. Motion carried.

X. Adjournment – Motion by Hartwig, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: ________

Next Resolution Number: J-15-005
Next Ordinance Number: J-15-002
I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:00 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 Marcy Bishop were present. Also present was Town Attorney Tim Andringa, Town Zoning Administrator/Building Inspector Gordon Hoffmann and Town Clerk Julia Oliver. Joint Parks and Recreation Director Kelly Valentino did not attend and stated she will not attend Town meetings any longer based on the Director’s Agreement termination; Valentino will continue to send the monthly report. Town Treasurer Paul Eilbes joined the meeting following the Closed Session.

C. Approval of the Agenda – Motion by Hartwig, seconded by Bishop to approve the agenda. Motion carried.

D. Approval of the Minutes – Motion by Huettl, seconded by Hartwig to approve the minutes of the November 12, 2015 Regular Town Board meeting. Motion carried. Motion by Bishop, seconded by Hartwig to approve the minutes of both the November 12, 2015 Special Town Board/Budget Hearing and the Special Town Meeting of the Electors. Motion carried.

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 Case No. 14-CV-897. Motion by Kufahl, seconded by Hartwig to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

III. Reconvene into Open Session

A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required. Motion by Huettl, seconded by Hartwig to reconvene into Open Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried. No action.

The Reports and Business meeting began at 7:27 p.m.

IV. Reports

A. Joint Parks and Recreation – Kelly Valentino, Director – The Town Board was provided with copies of the December Director’s Report and the December monthly Financial “Stat Pack”. Heidtke summarized the information for those in attendance.

B. Treasurer’s Report – Treasurer Eilbes – Treasurer Eilbes reported the November 30, 2015 account balances as follows: General Fund Checking $94,498.26; General Fund Money Market $504,256.03; Encumbered Funds-Highway Money Market $154,520.22; Encumbered Funds-Building Money Market $39,698.83; Property Tax Checking $106.16; Property Tax Money Market $0; Park and Planning
Checking $4,468.32; Park Fund Savings $5,391.17; Cemetery Fund $16,698.79. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.

V. Business

A. Any Town Citizen Comment on an Agenda Item – J. Fenton commented on agenda item L. R. Bishop commented on agenda item K.

B. Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim – No report. Heidtke noted the judge will issue a written ruling pertaining to the fourth point raised by JTRAA on January 12, 2016.

C. Update, Discussion and Possible Action – Red Fox House Trust, Attorney Val Anderson – Clerk Oliver summarized the email update received from Attorney Anderson. Attorney Anderson has been in contact with the Wisconsin Department of Revenue and is proceeding to collect the information they have asked him to submit. No action.

D. Discussion and Possible Action – Appointment of Poll Workers for 2016-2017 – Motion by Kufahl, seconded by Bishop to appoint the following individuals as poll workers for the 2016-2017 term: Lester Steffen, Mary Krumbiegel, Carol Butler, Roberta Else, Russell Hanson, Eunice Heckendorf, Ray Heckendorf, Diane Kowalske, Naomi Mahne, Louise Porth, Holly Rogge, Carla Schmidt, Lyle Schmidt, Olivia Underwood, Sharon Weis and Dorothy Wolff. Motion carried without a negative vote.

E. Discussion and Possible Action – Service Recognition Resolution – Dennis Jeske – Heidtke read Resolution J-15-005 into the record. Motion by Hartwig, seconded by Huettl to adopt Resolution J-15-005, Service Recognition for Dennis Jeske. Motion carried without a negative vote.

F. Discussion and Possible Action – Transfer Station Safety Protocol – Huettl presented a few of his Transfer Station safety concerns. Heidtke asked Huettl to prepare a safety protocol document for the Town Board to review. No action.

G. Discussion and Possible Action – 2016-2017 Contract for Assessment, Grota Appraisals – Motion by Kufahl, seconded by Bishop to place the Assessment Contract on next month’s agenda. Motion carried without a negative vote.

H. Discussion and Possible Action – 2016 Property Insurance, and if Required Resolution to Local Government Property Insurance Group Fund Participation – Heidtke read the list of insurance companies that were contacted for proposals. Motion by Kufahl, seconded by Hartwig to contract with The Horton Group for property insurance. Motion carried without a negative vote.

I. Discussion and Possible Action – Existing Employer Resolution, Wisconsin Public Employers’ Group Health Insurance Program – Motion by Kufahl, seconded by Bishop to adopt Resolution J-15-006, Existing Employer, Option Selection Resolution, Wisconsin Public Employers’ Group Health Insurance Program. Motion carried without a negative vote. Clerk Oliver will notify the LGPIF that the Town will not be renewing.

J. Discussion and Possible Action – Filling Open Transfer Station Supervisor Position – Supervisor Huettl stated he has discussed candidates for the position with Steve Spaeth. Huettl provided two names for consideration. After discussion, motion by Huettl, seconded by Hartwig to offer the Transfer
Station Supervisor position to James Brei, and if James declines then offer the position to Brad Flitsch. Motion carried without a negative vote.

K. Discussion and Possible Action – Town Hall Remodeling Project – No action.

L. Discussion and Possible Action – Agreement for 2016 Jackson Fire Department Services – Motion by Kufahl, seconded by Bishop authorizing Chairman Heidtke to sign the agreement with the addition of language provided by Attorney Andringa that states there will be an equitable adjustment to the contract rate if Town properties are attached/annexed to the Village of Jackson. Motion carried without a negative vote.

M. Discussion and Possible Action – Amend 2015 Budget – Motion by Kufahl, seconded by Huettl to amend the 2015 Budget per the recommendations provided by Clerk Oliver. Motion carried without a negative vote.

N. Discussion and Possible Action – Adopt 2016 Wage Rates – Motion by Hartwig, seconded by Bishop to adopt the 2016 wages rates as presented; and to review Al Guhl’s rate at the January 2016 meeting. Motion carried without a negative vote.

O. Discussion and Possible Action – Adopt 2016 Budget – Motion by Bishop, seconded by Kufahl to adopt the 2016 Budget as presented. Motion carried without a negative vote. It was noted the budget may have to be amended if the attachment by the Village of Jackson occurs.

VI. Supervisors and Clerk Reports

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

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

C. Weed Commissioner – Nothing additional to report.

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

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

F. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported he attended the WTA Washington County Unit meeting on November 30th which was held in the Town of Polk.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver requested direction at a future meeting in order to take employees who no longer work for the Town off the active employee roll. Oliver noted JAYBA has requested to be placed on the January agenda and that the representative from General Code who has offered to explain the “next steps” in the codification process will be on the February agenda. Oliver noted she has heard back from Legacies about a recycling event in late April or early May and they do not have any openings until June; we have not heard back from Piranha. Oliver provided a map of the Washington County Supervisory Districts for the Town of Jackson.

VII. Future Agenda Items – Nothing additional.
VIII. Announcements – Heidtke noted the upcoming meetings, specifically noting the Park and Planning Commission will not meet in December.

IX. Approval of Vouchers – Motion by Huettl, seconded by Bishop to approve the vouchers as presented. Motion carried.

X. Adjournment – Motion by Huettl, seconded by Hartwig to adjourn. Motion carried.

Respectfully submitted,

___________________________________
Julia Oliver
Town Clerk

Minutes approved: ________

Next Resolution Number: J-16-001
Next Ordinance Number: J-16-001