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 Tim Andringa, Town Zoning Administrator/Building Inspector Gordon Hoffmann and Town Clerk Julia Oliver. Town Treasurer Paul Eilbes was 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 Bishop to approve the minutes of the December 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 Hartwig, seconded by Huettl 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 - 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.

IV. Reports

A. Treasurer’s Report – Treasurer Eilbes – Chairman Heidtke read the report from Treasurer Eilbes into the record. The December 31, 2015 account balances are as follows: General Fund Checking $106,435.45; General Fund Money Market $454,295.85; Encumbered Funds-Highway Money Market $154,533.34; Encumbered Funds-Building Money Market $39,700.52; Property Tax Checking $3,252,097.01; Property Tax Money Market 0; Park and Planning Checking $4,468.32; Park Fund Savings $5,391.40; Cemetery Fund $16,699.50. Motion by Bishop, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried.

V. Business
A. **Any Town Citizen Comment on an Agenda Item** – W. Hess commented on agenda item B.

B. **Update and Discussion – Town Residents (“Jackson Town Residents Against Attachment”)**
   Notice of Injury and Claim – No report or action.

C. **Discussion and Possible Action – JAYBA (Jackson Area Youth Baseball Association), Pat Sullivan, Board Chairman** – Sullivan asked to appear before the Town Board to provide an update on the youth baseball association and to present some facility improvement/expansion requests. Sullivan stated that 90% of all JAYBA practices and games are held at the Town Hall Park. JAYBA will paint the inside of the pavilion garage in spring 2016. Sullivan asked the Town Board to consider allowing JAYBA to add a GFI outlet at the pitchers mounds on field 1 and field 4 to accommodate the use of pitching machines. Also they would like the Town Board to allow JAYBA to build a T-ball field west of the pavilion. Heidtke commented the Master Plan would be consulted and also the request must start with a Park and Planning Commission hearing. Kufahl reminded JAYBA that they are responsible for the care of the building while they are using it.

D. **Discussion and Possible Action – Jackson Fire Service Contract** – Heidtke explained he proceeded with signing the fire service contract after language was added by Attorney Andringa in order to ensure the town residents would have emergency service coverage after January 1, 2016. Motion by Bishop, seconded by Huettl to approve the revised Jackson Fire Service Contract as presented. Motion carried without a negative vote.

E. **Discussion and Possible Action – Resolution for Plowing on Shared Roads, Village of Jackson** – No action. Heidtke noted he initiated discussion on plowing routes if the Village prevailed in the lawsuit and the annexation occurred. Heidtke also noted he would like a cooperative agreement in place in the event the Village or Town would need assistance, such as if a plow breaks down.

F. **Discussion and Possible Action – Assessor Contract, Grota Appraisals** – Motion by Kufahl, seconded by Hartwig to approve the 2016-2017 contract for assessment with Grota Appraisals. Motion carried without a negative vote.

G. **Discussion and Possible Action – Resolution Regarding Posting Locations for Public Notification** – Motion by Kufahl, seconded by Huettl to adopt Resolution J-16-001, a Resolution Regarding Posting Locations for Public Notification. Motion carried without a negative vote.

H. **Discussion and Possible Action – Annual Shredding and Recycling Event** – Clerk Oliver reported that she was unable to find a vendor that is available in April or May to conduct a paper and electronic shredding event. After discussion the Town Board asked Oliver to see if she could set up a date in June.

I. **Discussion and Possible Action – 2016 Crack Filling** – Motion by Huettl, seconded by Hartwig to bid out the 2016 crack filling for up to $36,000, with the work completed under the direction of the Highway Supervisor. Motion carried without a negative vote.

VI. **Supervisors and Clerk Reports**

A. **Buildings – Supervisor Kufahl** – Kufahl reported there was an odor coming from the women’s bathroom floor drain which has been remedied by placing a bit of vegetable oil in the trap. Also, the Town Hall (including the Clerk’s office) has a mice infestation; an exterminator has been called.

B. **Highway Department – Chairman Heidtke** - Heidtke summarized the highway department report. Heidtke reported he recently attended a SEWRPC meeting where planning out to 2050 was discussed.
The State Highway 60 reconstruction project has been placed on hold indefinitely, and the State Highway 60/County Highway Y roundabout project is scheduled for 2018.

C. Weed Commissioner – Nothing additional to report.

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

E. Transfer Station – Supervisor Huettl – Huettl reported that he has been looking into safety protocols and OSHA requirements that are applicable to the Transfer Station. Huettl recommends sending Brad Flitsch to Hazardous Material training, and he would like to purchase some protective equipment such as hard hats, ear protection, reflective vests and safety glasses for the workers. Additionally Huettl would like to hire a few more (part time) workers.

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

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver briefly summarized an email update received from Attorney Anderson regarding the Red Fox House Trust review. Oliver noted she has provided each Supervisor a copy of email correspondence from Joint Parks and Recreation Director Kelly Valentino, as well as a copy of the January 2016 Director’s Report. Oliver will attend the WTA District meeting on March 4, 2016 in Juneau; please notify her if you plan to attend. METCO will be conducting vapor testing inside the Town Garage on January 25, 2016 which will require them to drill a hole through the floor. Oliver noted the Greater Jackson Business Alliance membership renewal is due; does the Town Board want to renew the membership? Board of Review will be on May 19, 2016 from 6:00 – 8:00 p.m. at the Town Hall. Copies of the 2015 Building Permit Report provided by Gordon Hoffmann have been distributed to each Town Board member.

VII. Future Agenda Items - Safety protocols and equipment for the Transfer Station. Additional employees for the Transfer Station.

VIII. 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 road/mechanic position and transfer station positions. Motion by Hartwig, seconded by Bishop to move into Closed Session. Roll call vote; Huettl-aye, Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.

IX. 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 Items Discussed in Closed Session, if Required. Motion by Kufahl, seconded by Hartwig to immediately increase the hourly pay rate for Al Guhl to $22.50, and in 2017 increase his hourly rate of pay to $24.00; no additional pay bumps will be made. Motion carried without a negative vote. Motion by Huettl, seconded by Bishop to immediately increase the hourly rate for Brad Flitsch to $14.15 due to his new role as Transfer Station Supervisor. Motion carried without a negative vote.

X. Announcements – Chairman Heidtke noted upcoming meetings.
XI. Approval of Vouchers – Motion by Huettl, seconded by Hartwig to approve the vouchers as presented. Motion carried.

XII. Adjournment – Motion by Huettl, seconded by Bishop to adjourn. Motion carried.

Respectfully submitted,

______________________________  __________________________
Julia Oliver, Town Clerk        Minutes Approved: ____________

Next Resolution Number:  J-16-002
Next Ordinance Number:  J-16-001
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 Tim Andringa and Town Clerk Julia Oliver. Town Treasurer Paul Eilbes was 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 Hartwig to approve the minutes of the January 14, 2016 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 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 - 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.

IV. Reports

   A. Treasurer’s Report – Treasurer Eilbes – Clerk Oliver read the report from Treasurer Eilbes into the record. The January 31, 2016 account balances are as follows: General Fund Checking $126,151.92; General Fund Money Market $877,224.24; Encumbered Funds-Highway Money Market $154,546.43; Encumbered Funds-Building Money Market $39,702.20; Property Tax Checking $1,978,332.96; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,391.63; Cemetery Fund $16,700.21. 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 – There were no comments.

B. Discussion and Possible Action – Case No. 14-CV-897 and issues related to the Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, and Village of Jackson Claim - No action. Heidtke announced the trial dates have been set as May 24, 25 and 26, 2016, and the court ordered mediation must be completed by April 1, 2016.

C. Discussion and Possible Action – Ordinance Codification – “Next Steps”, Marcia Clifford, General Code – Marcia Clifford explained the two sections included in the codification portfolio; she noted the best way to proceed is to go item by item through the editorial analysis questions, reviewing the section associated with each question. Continue by writing responses and associated notes or questions on the editorial analysis pages. Each Supervisor and the Clerk should complete the task. Marcia stated she would be willing to return once the reviews are completed to facilitate a working meeting. The Town Board discussed how to proceed. No action.

D. Discussion and Possible Action – Transfer Station, Safety Protocol and Related Equipment – Kufahl stated he would like to see a protocol in place to address employee injury. After discussion, motion by Huettl, seconded by Kufahl to adopt Resolution J-16-002, Resolution to Implement Safety Protocols at the Transfer Station. Motion carried without a negative vote. Transfer Station Supervisor Brad Flitsch added he would like to see some type of barrier along the east side of the Transfer Station to prevent potential injury to the Transfer Station east wall and personnel while people are parking their vehicles in the drop off area. Clerk Oliver is directed to have the locks changed on the Transfer Station east door and the Garage south door.

E. Update, Discussion and Possible Action – Red Fox House Trust - An email update from Attorney Anderson was read aloud. Attorney Anderson would like to meet with the Town Board in Closed Session on March 11th to provide an update and discuss a strategy.

F. Discussion and Possible Action – Additional Transfer Station Employees – No action; word of mouth and local posting will continue as the means for finding applicants.

G. Discussion and Possible Action – Controls at El Camino Drive and Fiesta Court – Motion by Bishop, seconded by Hartwig to install appropriate cautionary signs at all three interior intersections in the El Camino subdivision. Motion carried without a negative vote.

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 reported on a bridge inspection completed by County Engineer Scott Schmidt. Heidtke noted the Crack Filling request for bids has been posted.

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 shared correspondence from the Washington County Sheriff requesting to be placed on the March agenda to provide
information on the Town Liaison Program. Heidtke reported he attended a listening session hosted by Governor Walker at the Village Hall on February 11th that focused on “where should Wisconsin be in twenty years?”

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver noted she provided each Supervisor copies of Town Hall Park master plan information. Oliver has heard from JAYBA Chairman Pat Sullivan and he will be attending the Park and Planning Commission meeting to present the JAYBA requests. Oliver noted JAYBA submitted a request to use the Town Hall Park fields for most of the summer; if Oliver receives a request from another party she will contact Sullivan and they will work together to try and accommodate the new request. Oliver reported she received a February 17, 2016 agenda from Joint Park and Recreation Director Valentino and noted the Joint Parks and Recreation Committee will begin meeting on the 3rd Wednesday of each month. A February Directors Report and Stat Pack were not received from Valentino. Oliver forwarded a request to Valentino to add “sprucing up the front of the Highway Shop as a possible Eagle Scout project. Town Engineer Matthew Clementi contacted Oliver about a Maple Road mailbox that was not reset to the correct height after the road construction. Oliver reminded Clementi of the direction from WSPL Attorney Flanagan that provided residents direction on who to contact with open items. Oliver provided Town Board members with copies of an email from the Washington County Highway Department inviting them to an event on March 23, 2016. Oliver noted the Sheriff’s communication regarding burglaries in the Town of Jackson. Oliver reported that Piranha Paper is no longer offering document shredding events. Oliver has contacted a couple other communities and they have stopped holding the events due to the lack of available vendors. Legacy Recycling is still an option for electronic recycling. Oliver followed up on the WTA District meeting email she sent out to see who will attend; Heidtke, Huettl and Hartwig will attend the event in Juneau on March 4, 2016. Oliver reported the completion of the Fires Dues Self Certification, tax collections continued through February 5th and the January settlement for early collections was completed. A training was held on February 9th for the poll workers, the shelving in the upstairs file room is installed and the additional file cabinets have been ordered. In office absentee voting began February 1st and will continue through February 12th. The new WISVOTE system has experienced a rough start. Oliver completed an audit of the 2015 books and noted a “missing” donation from Lannon Stone for the 2nd quarter; Lannon Stone was contacted and they have reissued a check that must have been lost in the mail. We continue to box up the 2015 records and set filing for 2016. It has been noted the front walkway lights are having light bulb issues, the men’s urinal is leaking and the woman’s toilet is running. The board room exterior door was opened by the Boy Scouts during their event and was left open. The annual WRS reconciliation has been submitted. The W-2’s/ W-3, 1099’s/ 1096 have been distributed and submitted to SSA and the Wisconsin DOR.

VII. Future Agenda Items - Additional employees for the Transfer Station when required, “working session” on ordinance codification in April, Closed Session with Attorney Anderson in March and Sheriff presentation in March.

VIII. Announcements – Chairman Heidtke noted upcoming meetings.

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

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

______________________________  Minutes Approved: ________________
Julia Oliver, Town Clerk

Next Resolution Number:  J-16-003
Next Ordinance Number:  J-16-001
MINUTES OF THE REGULAR TOWN BOARD MEETING
MARCH 10, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:15 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 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 Bishop, seconded by Huettl to approve the minutes of the February 11, 2016 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 Hartwig, seconded by Huettl 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 - 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 and the Town Board reconvened into Open Session at 7:01 p.m.; Treasurer Paul Eilbes joined the meeting.

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

IV. Reports

A. Treasurer’s Report – Treasurer Eilbes – Treasurer Eilbes read the report into the record. The February 29, 2016 account balances are as follows: General Fund Checking $66,141.66; General Fund Money Market $1,162,435.93; Encumbered Funds-Highway Money Market $154,558.68; Encumbered Funds-Building Money Market $39,703.77; Property Tax Checking $134.09; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,391.84; Cemetery Fund $16,700.87. Motion by Bishop, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried.
V. Business  
A. Any Town Citizen Comment on an Agenda Item – There were no comments.

B. Discussion and Possible Action – Case No. 14-CV-897 and issues related to the Town Residents (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, and Village of Jackson Claim - No action. Heidtke announced the mediation date is April 4, 2016.

C. Discussion and Possible Action – Introduction to Town Liaison Program, Washington County Sheriff’s Department – Captain Schulteis, Lieutenant Kemps and Deputy Meier attended the meeting to discuss the Town Liaison Program. Captain Schulteis summarized the Sheriff’s Department operations and explained that Lieutenant Kemps and Deputy Meier would be “assigned” to the Town of Jackson. If the Town would like the Sheriff's Department to enforce ordinances then the Town Board will need to take action giving the Sheriff authority to enforce. No action.

VI. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin 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 Red Fox House Trust. Closed session not required; Attorney Anderson asked for the discussion to be delayed one month.

VII. Reconvene into Open Session  
A. Discussion and Possible Action on Item Discussed in Closed Session, if Required. No action.

VIII. Additional Business  
A. Updates, Discussion and Possible Action – Transfer Station, Safety Protocol and Related Equipment – Motion by Kufahl, seconded by Bishop authorizing Supervisor Huettl to purchase safety equipment for the Transfer Station, amount not to exceed $2,000. Motion carried without a negative vote. Clerk Oliver reported that Brad Flitsch was not able to locate the Safety Manual and Injury Reporting Forms at the Transfer Station or Highway Shop. Oliver asked Supervisor Huettl to review the issue so the appropriate information and forms can be provided.

B. Update and Discussion – Additional Transfer Station Employees – Clerk Oliver reported she has not received any applications. No Action.

C. Discussion and Possible Action – Safety Related to Apartment Access Across Roof – After discussion, the consensus of the Town Board is that Supervisor Kufahl should contact Building Inspector Hoffmann to discuss what is required to meet safety code. Then based on the information Supervisor Kufahl will draft some recommendations for Town Board review and discussion at the next meeting.

D. Discussion and Possible Action – 2016 Road Projects – Chairman Heidtke reported he and Highway Supervisor Eickstedt reviewed the Town roads north of State Highway 60. The list of road projects for consideration includes: Seal coat – Magna Vista and Bittersweet, Canyon and Dry Gulch, and Lime Ridge. Heidtke noted they discussed pulverizing Cedar Creek Road from Jackson Drive to County Highway P but Heidtke stated since this is a shared road with the Village he does not see a cooperative
IX. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Kufahl reported a section of the roof shingles pulled up and he replaced them. On a following windy day another section of shingles pulled up; Lee Carter was called to make repairs.

B. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report. Heidtke will attend the March 15th meeting at the County Highway Department related to future County and State road construction projects, Emergency Management Procedures and Traffic Safety Control.

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 noted he has been approached by a resident about changing the tennis courts into pickle ball courts.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported she has received numerous calls about spring weight restrictions on Town roads. The County Health Department is requiring additional procedures for opening and closing the pavilion water system. The Boy Scouts replaced the American Flag while they were using the facility for their annual Klondike Derby; the Scouts stated the American Flag was in very poor condition and they are not allowed to hold their ceremony with a flag in that condition. On a related note Oliver reported the American Legion agreed to monitor and replace flags as needed (which is not being done), also she has received reports from the Town Hall custodian that the American Legion is not cleaning up after themselves following their monthly use. Oliver reported the Village held a retirement luncheon for Chief Skodinski and noted none of the Town Board members were invited. Oliver needs to rekey the pavilion and has asked to place the item on the next agenda so that consideration can be given to an electronic key system for the pavilion restrooms. Oliver reminded the Town Board the Comprehensive Plan must updated every ten years per Wisconsin Statutes. Oliver has contacted Trinity Lutheran Church and School to follow up on the signage situation; they have requested assistance with researching pricing.

X. Future Agenda Items – Discussion regarding curbside trash and recycling pick up, and rekeying pavilion doors with timed access to the restrooms.

XI. Announcements – Chairman Heidtke noted upcoming meetings.

XII. Approval of Vouchers – Motion by Kufahl, seconded by Huettl to approve the vouchers as presented. Motion carried.
XIII. **Adjournment** – Motion by Huettl, seconded by Kufahl to adjourn. Motion carried. Meeting adjourned at 8:16 p.m.

Respectfully submitted,

__________________________________________
Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number: J-16-003
Next Ordinance Number: J-16-001
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 and Town Clerk Julia Oliver.

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 Huettl to approve the minutes of the March 10, 2016 Regular Town Board meeting. Motion carried.

E. Treasurer’s Report – Clerk Oliver – Clerk Oliver read the report into the record. The March 31, 2016 account balances are as follows: General Fund Checking $99,446.41; General Fund Money Market $1,025,421.89; Encumbered Funds-Highway Money Market $154,571.77; Encumbered Funds-Building Money Market $39,705.45; Property Tax Checking $141.18; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,392.07; Cemetery Fund $16,701.58. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.

F. Any Town Citizen Comment on Agenda Item II – W. Hess spoke on behalf of JTRAA. T. Heller spoke as a resident and an owner of two properties in the Town.

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 Huettl, seconded by Bishop 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 - 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 and the Town Board reconvened into Open Session.

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

IV. Public Hearing – 7:00 P.M.

A. To Create Section 4.06(P) of the Zoning Ordinance to Allow for Sport Courts for Private Recreational Use in any Residential District - The Notice of Public Hearing to Amend the Zoning
Ordinance was read into the record by Heidtke. Heidtke noted the amendment is recommended by the Park and Planning Commission. There were no comments.

B. Close Public Hearing – Motion by Hartwig, seconded by Kufahl to close the Public Hearing. Motion carried.

V. Business

A. Any Town Citizen Comment on an Agenda Item – A. Johnson commented on item K.

B. Discussion and Possible Action – Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim - No action. Heidtke thanked Winter Hess for his earlier comments on behalf of JTRAA. Attorney Andringa reported the mediation continues.

C. Discussion and Possible Action – Create Section 4.06(P) of the Zoning Ordinance to Allow for Sport Courts for Private Recreational Use in Any Residential District – Motion by Kufahl, seconded by Bishop to adopt ordinance J-16-001, an “Ordinance to Amend the Zoning Ordinance Being Title X of the Municipal Code of the Town of Jackson, Washington County, Wisconsin”. Motion carried without a negative vote.

D. Discussion and Possible Action – Additional Operation Hours for Payne & Dolan Asphalt Plant – Dan Feldner representing Payne & Dolan explained the request to operate outside of their normal operating hours, a contract for a State I-41 project in Washington County. The preferred route would be Pleasant Valley Road to I-45 south. Comments from the Town Board included concern over noise generated by the truck tail gates banging and the continuous travel on Pleasant Valley Road. The Town Board stated they would prefer the trucks travel Pleasant Valley west, to County Road M north and then take County Road NN west to limit the Pleasant Valley Road travel. Feldner said they will notify neighbors of the upcoming project, and authorized Clerk Oliver to provide Feldner’s cell phone number to residents that have concerns or complaints. Motion by Hartwig, seconded by Bishop authorizing Payne & Dolan to operate the asphalt plant located at the Jackson Quarry outside of normal operating hours for the I-41 project in Washington County. Motion carried without a negative vote.

E. Discussion and Possible Action – JAYBA Request for T-Ball Size Field and Installation of Electrical Outlets to Pitching Mounds on Fields 3 and 4 – Pat Sullivan, JAYA Chairman summarized the request to install a new T-ball field on the south side of the gravel driveway between the playground and the pavilion. Additionally JAYA would like to install outlets on field 3 and field 4 pitching mounds to accommodate the use of electrical pitching machines, without running extension cords. Motion by Kufahl, seconded by Huettl authorizing JAYBA to add a T-ball field on the south side of the gravel driveway per the submitted description and drawings, and at no cost to the Town. Motion carried without a negative vote. Motion by Huettl, seconded by Hartwig authorizing JAYBA to install outlets on the field 3 and field 4 pitching mounds per the submitted description and drawings, and at no cost to the Town. Motion carried without a negative vote.

F. Discussion and Possible Action – 2016 Road Work, Including Opening of Proposals and PTS Bond – Heidtke explained that PTS had requested their construction bond be cancelled; it has now been reinstated. Heidtke announced bids for seal coating were received from Fahrner Construction and Scott Construction. The bids were opened and Heidtke read the bids aloud. After discussion motion by Kufahl, seconded by Huettl to award project #1 Lime Ridge Road (and Stoney Creek Road) in the amount of $32,815.35, project #2 Beechwood Drive in the amount of $4,917.75, project #3 Canyon Drive/Dry Gulch Drive in the amount of $12,1258.10, project #4 Magna Vista Drive in the amount of
$7,548.45, project # 5 Bittersweet Court in the amount of $2,607.00, and project # 6 Pioneer Road in the amount of $13,177.20, all to Scott Construction, Inc. Motion carried without a negative vote.

Heidtke announced bids for crack filling were received from Fahrner Construction and Crack Filling Service Corp. The bids were opened and Heidtke read the bids aloud. Motion by Huettl, seconded by Kufahl to award the 2016 crack filling to Crack Filling Service Corp. in the amount $1.25/pound for a total expenditure not to exceed $36,000. Motion carried without a negative vote.

Discussion continued on how to spend the remaining road construction budget. Pulverize/binder course was considered for Church Road from Sherman Road to Western Avenue and Western Avenue to Spring Valley Road. It was also noted there are other roads that need chip sealing, and based on the bids received pricing is very favorable this year. Motion by Huettl, seconded by Kufahl to bid chip sealing for Pioneer Road from County Road G to Church Road (including some wedging), Center Road from Sherman Road to State Road 60, Church Road from Pleasant Valley Road to County Road NN, and Church Road from Sherman Road to State Road 60. Motion carried without a negative vote. It was noted that the Town has committed to twelve (12) miles of road striping by Washington County.

G. Discussion and Possible Action – Kirchhayn Parade and Town Agreement to Oversight – Motion by Hartwig, seconded by Huettl to notify the Washington County Highway Department that the Town will commit to oversight of the Kirchhayn Parade on July 31, 2016 in support of the application by Kirchhayn Country Club to close the road for the parade. Motion carried without a negative vote.

H. Discussion and Possible Action – Repairs to Town Hall Barn – Kufahl reported an estimate was received from Lee Carter to make the repairs to the barn damage that was caused by the ice, snow and wind on March 24, 2016. Motion by Kufahl, seconded by Hartwig to contract with Lee Carter Construction LLC for the fascia, soffit and gutter repairs to the barn in the amount of $3,952. Motion carried without a negative vote.

I. Discussion and Possible Action – Safety Railings for Apartment – Kufahl reported an estimate was received from Lee Carter for the safety railings. Motion by Kufahl, seconded by Bishop authorizing Lee Carter Construction LLC to install safety hand railings along the walkway to the apartment in the amount of $5,624, with Ray Heidtke’s supervision. Motion carried without a negative vote.

J. Discussion and Possible Action – Town Hall Mower – It was reported the Town Hall mower has been at St. Lawrence Equipment for repair diagnostics to the engine; currently the estimate to repair is $7,700. The mower is a 2005 New Holland MC 28 diesel and it has 2150 hours of use. Heidtke provided information on three replacement mowers to provide a reference point for the Town Board. No action; Board members will get additional pricing information for discussion at the next meeting.

K. Discussion and Possible Action – Additional Transfer Station Employees – Motion by Kufahl, seconded by Bishop to hire Michael Majesky as a part time Transfer Station employee at an rate of $10.00 per hour. Motion carried without a negative vote.

L. Discussion and Possible Action – Pavilion Doors; Rekeying or Changing to Electronic Locking System – No action – place on next month’s agenda.

VI. Supervisors and Clerk Reports

A. Buildings – Supervisor Kufahl – Kufahl reported on the damage to the barn gutters and that the Town Hall water heater was replaced.
B. Highway Department – Chairman Heidtke - Heidtke summarized the highway department report. Heidtke reported there has been numerous complaints about trucks driving from Western Avenue to Liesener Soils on David’s Star Drive, which is a private road. Heidtke reported this is being handled by the Washington County Highway Department and Washington County Sheriff’s Department.

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 noted that he is working on appointments to the committees and commissions: terms will change at the June meetings.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver congratulated Supervisor Hartwig and Supervisor Kufahl on their re-election; the Election Day turnout was 68%. WI DOT is having a 30% Plan Review related to the I-41 project from the Washington County line to Hwy. 33. WSPL is back in the area repairing sections of the pipeline. Clean Sweep is being held May 7th at the Washington County Slinger Highway Shop. An anniversary party is on the calendar for May 22nd and the renter will be bringing in food. The Sheriff has provided two copies of the Annual Report for Town review. Brad Flitsch completed Hazardous Materials Awareness and Waste Disposal Training on March 22nd. The photo cell on the Town Hall sign was replaced and the pole light over the drive to the pole barn arched out so it will be replaced. The WE Energies street light over the Town Hall drive is out; WE Energies will be called. Past due personal property taxes include Jackson Pet Hospital in the amount of $238.55 and Red Fox House Trust in the amount of $27,827.21. I have been in touch with Mr. Hilgart and he will be bringing soil to add to the areas on the mound system that have compacted over the winter. The Village has issued a dog license to a Town resident and seems to be unwilling to correct the error – I will keep you posted. We need to decide how much mulching we want to do this spring, and if we can move forward with using rock in three of the front beds.

VII. Future Agenda Items – Discussion regarding curbside trash and recycling pick up, Town Hall mower repair/replacement, road work, mulching of the Town Hall beds and rekeying pavilion doors with/without timed access to the restrooms.

VIII. Announcements – Chairman Heidtke noted upcoming meetings.

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. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ________________
MINUTES OF THE SPECIAL TOWN BOARD MEETING
APRIL 27, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:15 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. Also present was Highway Supervisor Ron Eickstedt and Town Clerk Julia Oliver. Supervisor Paul Huettl arrived at 6:50 p.m.

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. Discussion and Possible Action – 2016 Road Work Including Opening of Proposals – Chairman Heidtke opened the proposal received from Scott Construction, Inc. After discussion, motion by Kufahl, seconded by Hartwig to award project #1 Pioneer Road, CTY Road G to Church Road in the amount of $38,006.54, project #2 Center Road, Sherman Road to State Road 60 in the amount of $19,597.14, and approximately one half mile of project #3 Church Road, Pleasant Valley Road to County Road NN in the estimated amount of $18,174.69 to Scott Construction, Inc. Motion carried without a negative vote.

C. Discussion and Possible Action – Town Hall Mower, Repair and Replacement Options – Bishop provided information on Hustler mowers from Ackerville Lawn & Garden. Heidtke provided information on Kubota mowers from Lochen Equipment, and briefly reminded the Town Board about the information received from St. Lawrence Equipment on the eXmark mowers and from Mid-State Equipment on the SCAG mowers. Huettl provide information about eXmark mowers from Birchwood Equipment. Hartwig provided information on Bob-Cat mowers from Pioneer Repair Center. After discussion motion by Huettl, seconded by Bishop to request a demonstration of the eXmark, Kubota and Bob-Cat mowers, preferably at the Town Hall. Motion carried without a negative vote.

III. Future Agenda Items – Nothing noted.

IV. Adjournment – Motion by Huettl, seconded by Bishop to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk                      Minutes Approved: ________________

Next Resolution Number:   J-16-004
Next Ordinance Number:   J-16-002
MINUTES OF THE REGULAR TOWN BOARD MEETING
MAY 12, 2016

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 and Town Clerk Julia Oliver. Treasurer Paul Eilbes was 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 Huettl, seconded by Bishop to approve the minutes of the April 14, 2016 Regular Town Board meeting and the corrected minutes of the April 27, 2016 Special Town Board meeting. Motion carried.

E. Treasurer’s Report – Treasurer Eilbes – Each Supervisor was given a written copy of the April 2016 Treasurer’s Report. The April 30, 2016 account balances are as follows: General Fund Checking $102,141.27; General Fund Money Market $1,025,505.94; Encumbered Funds-Highway Money Market $154,584.44; Encumbered Funds-Building Money Market $39,707.08; Property Tax Checking $145.18; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,392.29; Cemetery Fund $16,702.26. Motion by Hartwig, seconded by Huettl to approve the Treasurer’s report as presented. Motion carried.

F. Any Town Citizen Comment on Agenda Item II – W. Hess spoke on behalf of JTRAA.

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.

III. 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 and the Town Board reconvened into Open Session.

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

IV. Business

A. Any Town Citizen Comment on an Agenda Item – G. Kannenberg, D. Hovland, R. Hanson, M. Philips, C. Swiechowski, R. Loduha, D. Marks, E. Kloehn, J. Ninedorf, A. Lucas, L. Schuenemann and D. Schreiber all commented on item H.
B. **Discussion and Possible Action** – Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim - No action. Heidtke noted the item will continue to be placed on the agenda in order for concerned residents to make comments when they desire.

C. **Discussion and Possible Action** – New Agent, Bentdale Farms – Motion by Hartwig, seconded by Bishop to accept Paul Hattimer as the new agent for Bentdale Farms, DBA Hidden Glen Golf Course. Motion carried without a negative vote.

D. **Discussion and Possible Action** – Town Hall Mower: Purchase of New Mower and Repairs to Current Mower – Heidtke noted that various staff members and Town Board members were able to attend the demonstrations of the three mowers that were brought to the Town Hall; the Bob-Cat, the eXmark and the Kubota. It was the consensus of those who were able to preview and test that the preferred mower was the Kubota. Motion by Kufahl, seconded by Huettl to purchase the Kubota 26 HP diesel mower with a 72” cut from John P. Lochen Co., Inc. for $12,449.00. Motion carried without a negative vote. Heidtke commented that St. Lawrence has mentioned they would repair the old mower and then would be willing to split any profits realized from the mower sale with the Town. St. Lawrence estimated it would cost $7,000 to repair the mower. It was the consensus of the Town Board that Chairman Heidtke should approach Mike Schmidt to see if he thinks it is worth repairing the mower and if Mike would be interested in making the repairs.

Item H followed item D in the meeting to accommodate the large number of residents in attendance specifically attending for item H, “Curbside Trash/Recycling Service”.

E. **Discussion and Possible Action** – Confirmation of Chairman Heidtke Committee and Commission Appointments – Motion by Huettl, seconded by Hartwig to confirm Chairman Heidtke’s appointments as follows: Park and Planning Commission - Lester Steffen, June 2016 to May 2019, Board of Appeals – Randy Vogel, June 2016 to May 2019, Community Development Authority – Robert Traska, June 2016 to May 2020 and Dennis Bell June 2016 to May 2019, Joint Village/Town Park and Recreation Group – Renee Kreiter June 2016 to May 2018. Motion carried without a negative vote.

F. **Discussion and Possible Action** – Title for 1964 Oshkosh – Clerk Oliver summarized the request from Kyle Witt, Farmers State Bank on behalf of Michael Pollesch to assist with titling the 1964 Oshkosh that was sold in 2010 to James Casey. Oliver reported she has provided copies of all the sale documentation to Mr. Witt. Oliver forwarded Mr. Witt’s request to Attorney Andringa and he stated the Town has done all that is required. No action.

G. **Discussion and Possible Action** – PTS Repairs to Roads in 2016 – Clerk Oliver provided copies of a recent email exchange with Dan Ownby of West Shore Pipe Line related to the cracking in the roads that they replaced. The warranty on the road work extends through June 2017. After discussion, motion by Bishop, seconded by Kufahl directing Chairman Heidtke to contact Payne and Dolan (contractor who paved the roads) to get them moving on the road cracks. Motion carried without a negative vote.

H. **Discussion and Possible Action** – Curbside Trash/Recycling Service – After discussion, motion by Hartwig, seconded by Kufahl to table consideration of curbside trash/recycling and not do anything at this time. Motion carried without a negative vote.

I. **Discussion and Possible Action** – Town Hall Facility Landscaping – Clerk Oliver requested direction on seasonal landscaping and mulching. After reviewing what has been mulched in the past few years the consensus is to proceed with mulching by the front Town Hall signage and around the Town Hall building. The front bed should be spruced up with some yews and day lilies. Motion by
Huettl, seconded by Hartwig to authorize the expenditure of up to $2400 for mulch and plantings at the Town Hall. Motion carried without a negative vote.

J. Discussion and Possible Action – House Number (Fire Sign) Price Increase – Clerk Oliver presented the current costs to purchase and install the house number signage. The Town currently collects $45 per house number, but the cost to purchase and install is $91.89. Oliver recommended an increase to $60. Motion by Huettl, seconded by Kufahl to increase the house sign (fire sign) fee to $60. 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. Heidtke reported Elmer Kowalske came to his home to request 25 mph. speed limit on Center Road in front of his property.

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 there was a SEWRPC meeting concerning road issues in Washington County. Heidtke noted the Washington County Sheriff has provided a copy of the 2015 Annual Report for Town Board review.

G. Clerk’s Report and Correspondence – Clerk Oliver – Oliver provided the Town Board with copies of the Wisconsin Towns Association communication related to “Just Fix It”. JAYBA held a dedication for the new T-Ball field on May 11th. While the new field was being constructed one of the contractors knocked down the driveway marker pole; JAYBA was notified. Town maintenance employees have complained that the trash bags left by JAYBA were leaking all over the pavement (including paint from the interior painting project), and the recyclables were not separated from the trash. Additionally when JAYBA grills at the pavilion they allow grease to leak all over the sidewalk. Clerk Oliver commented the parents are speeding through the parking lot. Oliver has contacted Lee Recreation to request assistance with the annual playground inspection. Also just today the rope ladder came off of the equipment and will need repair. A second request was sent to Hilgart requesting soil to fill in the settling of ground related to the new mound system. Caps on top of the mound system were broken off during the winter; the damage appears to have been caused by snow mobiles. A request was forwarded from the Washington County Highway Department to the Town, from a driver on who requested signage on Western Avenue that the upcoming intersection was County Road P. Washington County Clerk Brenda Jaszewski is not running for reelection in 2016. Two individuals have announced their candidacy. Governor Walker declared an energy emergency because the WSPL is currently shut down for maintenance and he doesn’t want fuel shortages to effect summer travels. I received confirmation the Argo Impactor (rock crusher) was moved on May 6, 2016 into the Lannon Stone Quarry site without incident or damage to Town roads. An update was provided to the Town Board regarding a dog license that was sold by the Village to a Town resident: the Village charges more than the Town for dog licenses, yet the Village Clerk is unwilling to refund the resident. According to WTA there isn’t anything the Town can do to assist the resident. The Town has requested the refund on behalf of the resident, and the Village has ignored the request. WTA said the resident would have to sue the Village
to get a refund. Apparently the resident is supposed to have a better knowledge of Village addresses than the Village staff. Chairman Heidtke has suggested a Special Town Board meeting on June 23, 2016 to work thru the codification editorial analysis with General Code representative Marcia Clifford. All but one baseboard heater in the bar are not working; the condition of the air conditioning is unknown. Reminder: Board of Review will be held on May 19th from 6-8 PM, immediately following there will be a Special Town Board meeting to discuss the Red Fox House Trust past due taxes.

VI. Future Agenda Items – Nothing additional noted.

VII. Announcements – Chairman Heidtke noted upcoming meetings.

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

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

Respectfully submitted,

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Julia Oliver, Town Clerk

Next Resolution Number: J-16-004
Next Ordinance Number: J-16-002
MINUTES OF THE SPECIAL TOWN BOARD MEETING
MAY 19, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 8:10 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 Paul Huettl, Dan Kufahl, Robert Hartwig and Marcy Bishop were present. Also present was Attorney Val Anderson, Assessor Mike Grota and Town Clerk Julia Oliver.

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

II. Business

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

III. Closed Session – The Town Board may go into Closed Session Pursuant to Wisconsin Statutes 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 Tax Key T7 PR011. Attorney Anderson recommended the Town Board adjourn this meeting without going into Closed Session. Anderson noted in light of the Board of Review action to reconvene on June 9, 2016 to address the Red Fox House Trust, Tax Key PR011, it would be more economical to hold the Closed Session following the June 9th Board of Review discussion.

IV. Reconvene into Open Session

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

V. Adjournment – Motion by Kufahl, seconded by Huettl to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number: J-16-004
Next Ordinance Number: J-16-002
MINUTES OF THE REGULAR TOWN BOARD MEETING
JUNE 9, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 7:06 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. Also present was Attorney Val Anderson, Assessor Mike Grota, Washington County Deputy Andrew Meier, Attorney Timothy Andringa (arrived during the Business portion of the agenda) and Town Clerk Julia Oliver. Supervisor Paul Huettl and Treasurer Paul Eilbes were excused.

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

   D. Approval of the Minutes – Motion by Hartwig, seconded by Bishop to approve the minutes of the May 12, 2016 Regular Town Board meeting. Motion carried. Motion by Bishop, seconded by Hartwig to approve the minutes of the May 19, 2016 Special Town Board meeting. Motion carried.

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

II. 2016/2017 Alcohol Licensing – New Operator applicants Megan Nelligan, Emily Weston, Jeremiah Wulf and Kelly Schopp attended the meeting to appear before the Town Board. New Operator applicant Mark Gukich did not attend. Motion by Hartwig, seconded by Kufahl to approve “Class B” Combination alcohol licenses for Bentdale Farms, Doman’s Bar & Grill, Kirchhayn Country Club, Midwest Hospitality Group and Pleasant Valley Tennis and Fitness Club, and operator and soda licenses as presented by Clerk Oliver, with the exception of Mark Gukich. Motion carried without a negative vote.

III. 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 Red Fox House Trust. Attorney Anderson commented that due to the decision made by the Board of Review to hold a July hearing to see if the Red Fox House Trust needs to be reclassified, there is no reason to go into Closed Session this evening. The decision related to the three years that can’t be corrected by the reclassification can be made following the July Board of Review hearing.

IV. Reconvene into Open Session

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

V. Business

   A. Any Town Citizen Comment on an Agenda Item – There were no comments.
B. **Discussion and Possible Action – PTS Repairs to Roads in 2016** – Heidtke reported that he met with Stantec and Payne & Dolan representatives to review the road cracks on Tuesday, June 7th. There are approximately 80 cracks and the most critical are located on Mill Road. Payne & Dolan told Heidtke to send all communication to PTS, and copy West Shore Pipe Line because Payne & Dolan was hired by PTS for the road work. Stantec will draft a letter for the Town to send to PTS and WSPL which details the pavement condition, and asks for a response on how and when the issues will be addressed. It was the consensus of the Town Board that this is the best way to approach the warranty concerns.

C. **Discussion and Possible Action – Recommendation from Park and Planning Commission** – **Appellation Ridge Subdivision, Incomplete Ingress to 3 Fire Hydrants** – After discussion, motion by Bishop, seconded by Hartwig directing Highway Supervisor Eickstedt to review the culverts, assess the drainage and remove the block side walls. Motion carried without a negative vote.

D. **Discussion and Possible Action – Insurance Renewal – The Horton Group** – Motion by Kufahl, seconded by Hartwig to renew the Town of Jackson insurance coverage through The Horton Group. Motion carried without a negative vote.

E. **Discussion and Possible Action – Confirmation of Chairman Heidtke Parks and Planning Commission Appointment** – Motion by Kufahl, seconded by Hartwig to confirm the appointment of Chad Johnson to the Parks and Planning Commission. Motion carried without a negative vote.

F. **Discussion and Possible Action – Cemetery Contracts** – Motion by Bishop, seconded by Hartwig to approve the cemetery contracts for Raymond and Phyllis Dausman, Walter and Renee Miller, Ted and Patricia Haischer, Craig and Katie Kennison, Orville and Janey Heckendorf, Kenneth Heckendorf, Jean Heidel, Matthew Verber, Saverio and Jean Verber, and Fred and Mary Goetz. Motion carried without a negative vote.

G. **Discussion and Possible Action – Transfer Station Applicant** – Motion by Hartwig, seconded by Bishop to hire Nicholas Oestreich as a Part-time Transfer Station employee at the rate of $10 per hour. Motion carried without a negative vote.

H. **Discussion and Possible Action – Update on Old Town Hall Mower** – Heidtke reported the mower has been picked up from St. Lawrence and is stored in the pole barn. Mike Schmidt is not interested in working on it; he recommended the Town try to sell it online for parts. After discussion, motion by Kufahl, seconded by Bishop to have Supervisor Hartwig contact Todd Steitz to ask his help on pricing the mower/parts for sale. Motion carried without a negative vote.

I. **Sheriff Liaison Report – Deputy Meier** – Deputy Meier provided each Supervisor with a May incident summary report and noted that it gets a little busier in the summer. Nothing major to report for the month of May, he didn’t have any further information on the suicide death in the Town and there haven’t been any incidents related to the house where released sexual offenders are living.

VI. **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; Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried.
VII. Reconvene into Open Session - Motion by Bishop, seconded by Hartwig to reconvene into Open Session. Roll call vote; Kufahl-aye, Heidtke-aye, Hartwig-aye, Bishop-aye; motion carried and the Town Board reconvened into Open Session.

A. Discussion and Possible Action on Items(s) Discussed in Closed Session if Required, Case No. 14-CV-897, JTRA A (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim. No action.

B. Discussion and Possible Action – Cedar Creek Road Reconstruction – Motion by Kufahl, seconded by Bishop to allocate the TRIP funds received for the Cedar Creek Road project to a different project. Motion carried without a negative vote.

VIII. Supervisors and Clerk Reports
A. Treasurer’s Report – Each Supervisor was given a written copy of the May 2016 Treasurer’s Report. The May 31, 2016 account balances are as follows: General Fund Checking $43,760.49; General Fund Money Market $1,025,592.80; Encumbered Funds-Highway Money Market $154,597.53; Encumbered Funds-Building Money Market $39,708.76; Property Tax Checking $146.05; Property Tax Money Market 0; Park and Planning Checking $4,468.32; Park Fund Savings $5,392.52; Cemetery Fund $16,702.97. Motion by Kufahl, seconded by Hartwig to approve the Treasurer’s report as presented. Motion carried.


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

D. Weed Commissioner – Bishop reported she has spoken with Washington County Highway Commissioner Scott Schmidt regarding the two patches of thistle on State Road 60.

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

F. Transfer Station – Supervisor Huettl – Excused – no report.

G. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke shared a letter from a student (Natalia Jaskolski) who is a resident an attended the last Town Board meeting for a school assignment. Heidtke also reported that a resident contacted him regarding the Crack Filling Service work being done in Strawberry Glen subdivision; the resident is unhappy about the material on his automobile tires.

H. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported the 2016 recycling grant check was received in the amount of $7,251.21. Diane Mueller a representative of the Wisconsin Women’s Fund provided notice to the Town that the 2nd Annual Bicycling Event will be held on the weekend of July 30-31, 2016. The notice included routing, and a copy was forwarded to Deputy Meier. Oliver reminded the Town Board of the codification “working” meeting that will be held on June 23, 2016 at 6:30 PM.

IX. Future Agenda Items – Nothing additional noted.

X. Announcements – Chairman Heidtke noted upcoming meetings.
XI. **Approval of Vouchers** – Motion by Hartwig, seconded by Bishop to approve the vouchers as presented. Motion carried.

XII. **Adjournment** – Motion by Hartwig, seconded by Kufahl to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

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Next Resolution Number: J-16-004
Next Ordinance Number: J-16-002
MINUTES OF THE SPECIAL TOWN BOARD MEETING
JUNE 23, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:30 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 Paul Huettl, Dan Kufahl, Robert Hartwig (arrived at 6:34 p.m.) and Marcy Bishop were present. Also present was Town Clerk Julia Oliver.

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

II. Business

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

III. Working Session – Codification of Town Ordinances – Marcia Clifford, General Code – Clifford assisted the Town Board in a review of their responses to the Editorial Analysis that was prepared by General Code. The review included sixty-four pages of issues and questions that needed clarification prior to General Code moving forward with the project. The Town Board consensus was that some points required input from Zoning Administrator Hoffmann and from the Washington County Sheriff Department. Clerk Oliver is directed to forward the applicable editorial questions to Hoffmann and Sheriff Deputy Andrew Meier for their review and input. Clerk Oliver is also directed to have the Town Attorney review items that require his input.

IV. Adjournment – Motion by Kufahl, seconded by Hartwig to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number: J-16-004
Next Ordinance Number: J-16-002
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 Attorney Timothy Andringa, Treasurer Paul Eilbes and Town Clerk Julia Oliver.

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

D. Approval of the Minutes – Motion by Bishop, seconded by Hartwig to approve the corrected minutes of the June 9, 2016 Regular Town Board meeting and the minutes of the June 23, 2016 Special Town Board meeting. Motion carried.

E. Treasurer’s Report – Treasurer Eilbes reported that the June 30, 2016 account balances are as follows: General Fund Checking $29,446.85; General Fund Money Market $935,672.44; Encumbered Funds-Highway Money Market $154,610.20; Encumbered Funds-Building Money Market $39,710.39; Property Tax Checking $146.05; Property Tax Money Market $0; Park and Planning Checking $4,468.32; Park Fund Savings $5,392.74; Cemetery Fund $16,703.65. Motion by Huettl, seconded by Bishop to approve the Treasurer’s report as presented. 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 Huettl, 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 – Motion by Huettl, seconded by Bishop to move into Open Session. Motion carried without a negative vote.

Deputy Andrew Meier joined the meeting.

A. Discussion and Possible Action on Item(s) Discussed in Closed Session, if Required. No action. Heidtke reported there were no updates and the item was left on the agenda to allow for resident comments; related matters pertaining to the lawsuit will be further discussed on item IV (D).

IV. Business

A. Any Town Citizen Comment on an Agenda Item – There were no comments.
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B. Discussion and Possible Action – 2016/2017 Operator Licenses – Two new operator applicants appeared before the Town Board; Mark Gukich, associated with Hidden Glen Golf Club and Natalie LaVen, associated with Doman’s Bar & Grill. Motion by Hartwig, seconded by Huettl to approve Operator Licenses for Mark Gukich and Natalie LaVen. Motion carried without a negative vote.

C. Discussion and Possible Action – Amendment to Kirchhayn Country Club Alcohol Licensing for the Kirchhayn Parade Event – Motion by Huettl, seconded by Hartwig to authorize the amendment to the Class B Retail License for Kirchhayn Country Club, Steven D. Fischer, agent for the Kirchhayn Parade Event on July 31, 2016. Motion carried without a negative vote.

D. Discussion and Possible Action – Regarding the Village of Jackson Resolution Authorizing Participation in the Preparation of a Cooperative Plan with the Town of Jackson – Village Resolution #16-12 was reviewed by the Town Board members. After discussion, motion by Kufahl, seconded by Hartwig to decline to adopt a Town authorizing resolution that is the same as Village Resolution 16-12. Motion carried without a negative vote.

E. Discussion and Possible Action – Repairs to Salt Shed Apron – Heidtke explained that during the annual salt shed inspection by the State the apron was noted as having moderate defects (cracking) and the Town received notification that the apron area must be brought into compliance. DOT representative Dennis Schmunck was contacted and the Town may use its discretion when making the repairs. Heidtke reported on the two options that should be considered: 1. Fill the cracks and spray patch or 2. Remove and replace. The cost estimate for removal of the approx. 30 x 30 pad, prep work and replacement with a 2” binder and 2” top coat would be around $4,200. After discussion, motion by Huettl, seconded by Bishop to authorize Gierach Grading & Paving Inc. to replace the apron for an amount not to exceed $4,200. Motion carried without a negative vote.

V. Reports

A. Sheriff Liaison Report – Deputy Meier – Each Supervisor was given a written copy of the June 2016 Incident Summary List. Meier reported there are currently three residents living at 1725 CTY Road NN; the most recent compliance check was done June 15, 2016 and there were no problems.

B. County Board Report – County Supervisor Heidtke – Heidtke summarized the information available related Washington County becoming a victim of wire transfer fraud.


D. Highway Department – Chairman Heidtke - Heidtke summarized the Highway Department report. Heidtke stated the Highway Department would like to ask Mike Schmidt to train/oversee spray patching on Town roads.

E. Weed Commissioner – Bishop reported the thistle is going to seed. Bishop personally visited a property located at near the CTY. Road G and State Road 60 roundabout to direct the owners to cut down a large patch of thistle.

F. Grounds - Supervisor Hartwig – Town Hall maintenance workers have completed the reworking of the front flower bed.

G. Transfer Station – Supervisor Huettl – Huettl reported the new safety equipment is being used at the Transfer Station.
H. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke attended a Hazard Mitigation Meeting at Washington County; the next meeting is August 10th. Heidtke noted the email forwarded by the Town Clerk to all Supervisors regarding the Ozaukee County Planning and Parks Fish Passage Program. Heidtke mentioned the upcoming General Membership Meeting Notification from the Greater Jackson Business Alliance.

I. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on a call from the resident at 3766 Strawberry Glen Drive related to ditch issues. Oliver also received a call from a resident about cracks on Pleasant Valley Road between Jackson Drive and Maple Road. The Highway Department noted thistles at the HWY 60/G intersection and also on Senior Drive. Oliver confirmed that there is a mailbox at 4732 Red Fox Lane. Matt Clementi notified the Town that Stantec will be working with the Village of Jackson on a space need study for the Village Hall; there will not be any conflicts of interest. Payne and Dolan provided a copy of the letter to residents that was distributed prior to the start of their extended hours; Clerk Oliver has not received any resident complaints. Oliver noted the Satorius rental on October 8, 2016 and the Strupp rental on December 18, 2016 will both be bringing in their own food. The next Park and Planning meeting will be held on August 3, 2016 instead of July 27, 2016. Wachtel Tree Science, Inc. has inspected the trees in the front circle and the blue ash has emerald ash borer and is too far gone to treat. The white ash is a good candidate for treatment which will occur within the next few weeks; as an aside Wachtel also inspected the Burr Oak and noted it is looking good. The Wisconsin Towns Association Annual Conference will be held October 9-11th in Stevens Point; rooms are hard to get so please notify the clerk as soon as possible if you plan to attend.

VI. Future Agenda Items – Nothing additional noted.

VII. Announcements – Chairman Heidtke noted upcoming meetings.

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

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

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number: J-16-004

Next Ordinance Number: J-16-002
MINUTES OF THE REGULAR TOWN BOARD MEETING
SEPTEMBER 8, 2016

I. Call Meeting to Order and Pledge of Allegiance – The meeting was called to order at 6:45 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 Attorney Timothy Andringa and Town Clerk Julia Oliver.

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

   D. Approval of the Minutes – Motion by Huettl, seconded by Bishop to approve the minutes of the August 11, 2016 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 Hartwig, seconded by Bishop to move into Closed Session. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Bishop – aye; motion carried.


Due to the large citizen turnout the meeting was moved to the Town Hall dining room. Washington County Sheriff’s Department Liaison Deputy Andrew Meier joined the meeting.

IV. Business

B. Discussion and Possible Action on Item(s) Discussed in Closed Session if Required, Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim – Attorney Andringa stated there was nothing new to report and noted there will be a Public Hearing on September 27, 2016. No action.

C. Discussion and Possible Action – Resolution J-16-004, Resolution Authorizing Participation in Mediation of a Cooperative Boundary Plan with the Village Of Jackson – Attorney Andringa reminded the Town Board that the resolution was an action “agreeing to the process” of mediation, not specific mediated agreements. Motion by Bishop, seconded by Heidtke to adopt resolution J-16-004, A Resolution Authorizing Participation in Mediation of a Cooperative Boundary Plan with the Village of Jackson. Roll call vote: Huettl – aye, Kufahl – aye, Heidtke – aye, Hartwig – aye, Bishop – aye; motion carried.

After Item C most of the citizens left so the meeting was moved back into the Town Board room.

D. Discussion and Possible Action – Appointment of New Agent for Bentdale Farms, DBA Hidden Glen Golf Course. – Clerk Oliver stated that the office person for Bentdale Farms has sent an emailed copy of the required AT-104 and AT-103 forms for changing an agent but she forgot to drop off the originals. Clerk Oliver stated that the new agent has held an Operator license in the Town of Jackson and been employed by Bentdale Farms for a few years, and he just had a criminal history check completed in late May 2016 as part of the annual licensing; there were no issues when the criminal check was completed. Motion by Hartwig, seconded by Huettl to approve Nathan Walters as the agent for Bentdale Farms, DBA Hidden Glen Golf Course. Motion carried without a negative vote. The revised license will be issued once the original forms are received.

E. Discussion and Possible Action – Certified Survey Map – Section 11 – Bill Mikkelson – No action; corrected documents have not been received from Mr. Mikkelson.

F. Update and Discussion – Extension of Conditional Approval from WI Department of Safety & Professional Services for Town Hall Remodeling Project – It was the consensus of the Town Board that the plans may need to be updated but that the new architect handling the project should come in to speak with the Town Board before proceeding. Clerk Oliver will contact Mike Soto, Continuum Architects + Planners to ask him to attend the October Regular Town Board meeting.

G. Update, Discussion and Possible Action – Ordinance Codification Project – Clerk Oliver noted the draft and editorial analysis is still being reviewed by Gordon Hoffmann, Deputy Meier, Ron Eickstedt and Paul Eilbes as it is applicable to their areas of responsibility; they all have been asked to complete their reviews by the October meeting. The Town Board needs to decide if they want to have the entire document reviewed by an attorney prior to sending it back to General Code. After discussion, motion by Heidtke, seconded by Huettl to have Attorney Val Anderson lead the legal review. Motion carried without a negative vote. Clerk Oliver will ask for a rough estimate of the cost.
H. Discussion and Possible Action – Resolution J-16-005, Resolution to “Just Fix It” –
Motion by Kufahl, seconded by Bishop to adopt resolution J-16-005, Resolution to “Just Fix It” as requested by the Wisconsin Towns Association. Motion carried without a negative vote.

V. Reports

A. Sheriff Liaison Report – Deputy Meier – Meier updated the Town Board on the addition of another sex offender being housed at the property on County Road NN; there have been no incidents at the house.

B. County Board Report – County Supervisor Heidtke – Heidtke reported a Clean Sweep event will be held on October 1, 2016 at the Washington County Highway Facility. Also, the County budget is in process.


D. Highway Department – Chairman Heidtke - Heidtke summarized the Highway Department report. Heidtke also reported on the spray patching completed in the Town, a total of nine miles. Heidtke stated he met with Gierach Paving and Highway Supervisor Eickstedt to review the paving work that will be done on the salt shed apron and a 12’ x 12’ area by the Transfer Station access. Eickstedt will remove the existing pavement and Gierach will prep and lay the new surface. Heidtke noted he is not satisfied with the wedging work done by Scott Construction on Pioneer Road and he will be meeting with Don Bade to review. Heidtke shared correspondence from the Town of Polk that expressed interest in working together on a shared road next year.

E. Weed Commissioner – Nothing additional to report.

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

G. Transfer Station – Supervisor Huettl – Nothing to report. Huettl asked how he should handle equipment requests for made by the Transfer Station Supervisor.

H. Treasurer’s Report – Clerk Oliver reported that the August 31, 2016 account balances are as follows: General Fund Checking $27,663.51; General Fund Money Market $1,042,104.30; Encumbered Funds-Highway Money Market $154,636.40; Encumbered Funds-Building Money Market $39,713.75; Property Tax Checking $146.05; Property Tax Money Market $0; Park and Planning Checking $4,468.36; Park Fund Savings $5,393.20; Cemetery Fund $16,705.07.

I. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported on the proposed “Just Fix It” statewide meeting scheduled for September 29, 2016 at 7:00 p.m. and on the news release from Washington County related to Parks Summer Programs. Heidtke also reported on the letter from Governor Walker that reiterates Wisconsin is “open for business,” and that a resident in the Crosswinds Farms subdivision has contacted him about water washout issues.
J. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported on her discussions with the Wisconsin Department of Administration related to the population estimates. Lannon Stone Products will donate 200 ton of ¾” traffic bond for the gravel drive to the pavilion. Washington County is working on bridge inspections. The Sheriff was asked to investigate a written complaint that was received in the drop box related to a property on Sherman Road. A tree limb has fallen on the ball field fencing; it will be removed and any damage assessed. Clerk Oliver is working on an early voting/absentee voting schedule. The AT&T contract is up for renewal and there will be an increase of approximately $5.00 per phone line. A new company will be providing the software for tax collection and dog licensing – Transcendent Technologies.

VI. Future Agenda Items – Nothing additional noted.

VII. Announcements – Chairman Heidtke noted upcoming meetings and reminded everyone of the September 27, 2016 Public Hearing that will be held at 7:00 p.m.; location information will be forthcoming.

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. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ______________

Next Resolution Number: J-16-006
Next Ordinance Number: J-16-002
MINUTES OF THE REGULAR TOWN BOARD MEETING
OCTOBER 13, 2016

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 Attorney Timothy Andringa and Town Clerk Julia Oliver. Deputy Andrew Meier 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 Bishop, seconded by Kufahl to approve the minutes of the September 8, 2016 Regular Town Board meeting and the September 27, 2016 Special Town Board meeting – Public Hearing. 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.


IV. Business

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

B. Discussion and Possible Action on Item(s) Discussed in Closed Session if Required, Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim – No action. Attorney Andringa stated the next mediation meeting is scheduled for November 1, 2016. Also the Town Board has planned to meet on October 17, 2016 to discuss mediation strategy.
C. New Operator License – Mariah Breimon – Motion by Kufahl, seconded by Hartwig to approve the new operator license for Mariah Breimon. Motion carried without a negative vote. Mariah will be working at Kirchhayn Country Club.

D. Discussion and Possible Action - Scoreboard Modification and Construction of Equipment Storage Building – 3146 Division Road – Pat Sullivan – Jackson Area Youth Baseball Association (JAYBA) – Pat Sullivan and Aaron Wollman presented two proposals to the Town Board for improvements to the Town Hall ball field complex. Motion by Huettl, seconded by Hartwig to approve JAYBA proposal #1 to move the battery powered scoreboards located on ball fields 2 and 3 to ball fields 1 and 4, and to place new electrified scoreboards on ball fields 2 and 3. Motion carried without a negative vote. Sullivan was reminded he will need to get a permit from Building Inspector Gordon Hoffman prior to starting the electrical work and must place the electric lines in conduit. Motion by Huettl, seconded by Hartwig to approve the construction of a 10 X 12 shed without a solid floor (base will be the ground) between fields 3 and 4 to replace the plastic storage unit that is currently being used, prior to construction a photo and/or plan of the storage building must be provided. Motion carried without a negative vote.

E. Discussion and Possible Action – Certified Survey Map – Section 11 – Bill Mikkelsen – No action.

F. Discussion and Possible Action – 2017 Fee Schedule – Motion by Huettl, seconded by Kufahl to adopt the 2017 Fee Schedule as presented. Motion carried without a negative vote. Heidtke reminded everyone that Washington County has electronics recycling two times per year.

G. Discussion and Possible Action – 2017 Wages and Benefits – No action.

H. Discussion and Possible Action – Road Review Prior to PTS Bond Expiration – The letter and photos provided by Matt Clementi and Brian Gresky of Stantec dated October 6, 2016 were reviewed. Motion by Kufahl, seconded by Hartwig to proceed with the Stantec recommendations, with the change that the base material in the area located near 1891 Mill Road be removed and filled with slurry instead of re-compacting the base. Motion carried without a negative vote.

I. Update Discussion and Possible Action – Town Hall Remodeling Project – Mike Soto, Continuum Architects + Planners – Mike Soto, Principal at Continuum Architects will be the contact for the Town of Jackson now; Dan Beyer has left the organization. Soto provided a brief history of Continuum’s involvement with the Town Hall remodeling project, noting the plan was submitted to and given conditional approval by the State in 2014. The project was placed on hold by the Town and a permit extension request was filed and received in 2015. In 2016 the Town Clerk asked that a second extension request be filed and the State replied that a second extension would not be given. The Town Board needs to notify the architect, who will notify the State if the project is dead, or the Town must resubmit the project for approval. Soto recommended the Town resubmit if the project is going to be completed because there are significant code changes that will go into effect in late spring 2017. The changes are primarily energy driven which require increases in the U and R values; in his opinion the changes will make the project too expensive. After discussion, motion by Kufahl, seconded by Bishop directing Mike Soto of Continuum to review and then resubmit the drawings to the State for...
approval at a cost not to exceed $10,000. Motion carried without a negative vote. Discussion continued on whether the project would proceed as originally planned, or if the scope will be reduced to occupiable “white box”. The consensus of the Town Board is that their intention is to complete the project as originally planned.

J. Update, Discussion and Possible Action – Ordinance Codification Project – No action. Clerk Oliver notified the Town Board that Deputy Meier has completed his review of the codification materials; Zoning Administrator/Building Inspector Hoffmann, Highway Supervisor Eickstedt and Treasurer Eilbes continue to work on the documents. Additionally, Oliver has not heard back from Attorney Anderson with an estimate for a review of the entire code prior to submitting it back to General Code as complete. Oliver noted that at this point, due to the elections, tax roll preparation and collections, and end of year duties it will be February 2017 before she will bring the project back to the Town Board.

V. Reports

A. Sheriff Liaison Report – Deputy Meier – Meier provided an incident summary for August 2016 and noted there were five burglaries in August, and the person has been caught.

B. County Board Report – County Supervisor Heidtke – Heidtke reported the County budget is in process. Also, $36,000 of the $80,000 scam loss has been recovered.

C. Buildings – Supervisor Kufahl – Kufahl reported he has spoken with Building Inspector Hoffmann and was advised all the wiring hanging must be marked and the sewer line openings capped; all of the work has been completed. Kufahl suggested the next steps for demolition would be to brace the center area so that the walls can be removed and the floor broken up. It was the consensus of the Town Board that they should add some time to the Special meeting on October 17th so that they can review the project with a walk thru of the area.

D. Highway Department – Chairman Heidtke - Heidtke summarized the Highway Department report. Heidtke also reported the binder course of new pavement in front of the salt shed has been done. Striping will be done by Washington County and he is having fog lines placed on Pioneer Road; the long-term plan is to have fog lines on Pioneer Road, Sherman Road and Pleasant Valley Road – the major east/west routes.

E. Weed Commissioner – Nothing additional to report.

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

G. Transfer Station – Supervisor Huettl – Huettl reported the Transfer Station will be open on Thursdays thru November 3rd.

H. Treasurer’s Report – Chairman Heidtke summarized the September Treasurer Report. September 30, 2016 account balances are as follows: General Fund Checking $17,573.71; General Fund Money Market $952,184.07; Encumbered Funds-Highway Money Market $154,649.08; Encumbered Funds-Building Money Market $39,715.38; Property Tax Checking
$146.05; Property Tax Money Market $0; Park and Planning Checking $4,448.40; Park Fund Savings $5,393.42; Cemetery Fund $16,705.75.

I. Chairman’s Report and Correspondence – Chairman Heidtke – Heidtke reported he and Supervisor Hartwig attended the Wisconsin Towns Association Annual Conference in Stevens Point on October 10th – 11th.

J. Clerk’s Report and Correspondence – Clerk Oliver – Oliver provided the Supervisors with copies of a memo from Washington County Highway Commissioner Scott Schmidt. Oliver reminded the Supervisors that the Ash tree in the front circle needs to be taken down due to disease; an estimate for replacement is approximately $500. The Town Hall is booked on December 31, 2016 by Richard Gehweiler for a family holiday party and they will be bringing in their own food. Oliver reported the “Go Gtown Go Great” organization requested an opportunity to speak at the Town Board meeting; the request was denied. Transfer Station Supervisor Brad Flitsch emailed Clerk Oliver that he could use two additional workers. It was the consensus of the Town Board that Brad should post help wanted signage on the movable sign. Oliver reported she has corresponded with Brian Kober, Village of Jackson, related to the water billings; it appears they may have double billed for two quarters and overlooked two quarters. All Town support documentation was included with the correspondence.

VI. Future Agenda Items – Nothing additional noted.

VII. Announcements – Chairman Heidtke noted upcoming meetings.

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

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

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number: J-16-006
Next Ordinance Number: J-16-002
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 (excused at 7:15 p.m. due to illness), Dan Kufahl, Robert Hartwig and Marcy Bishop were present. Also present was 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 October 13, 2016 Regular Town Board meeting. Motion carried.

The Treasurer’s report was reviewed and approved.

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.


IV. Business

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

B. Discussion and Possible Action on Item(s) Discussed in Closed Session if Required, Case No. 14-CV-897, JTRAA (“Jackson Town Residents Against Attachment”) Notice of Injury and Claim, Arbitration, and Village of Jackson Claim – Attorney Andringa provided an update: the case has been taken off the December court docket and the next status phone call with the court is scheduled for February. A mediation meeting was held on November 1, 2016 and an agreement was reached between the Town of Jackson, the Village of Jackson and JTRAA, subject to finalization of the paperwork. There will be another public hearing which Attorney Andringa anticipates will be held in February 2017.
Motion by Huettl, seconded by Hartwig to approve the amended Memorandum of Understanding agreement pursuant to the mediated agreement reached on November 1, 2016 by and between the Town of Jackson, the Village of Jackson and JTRAA (Jackson Town Residents Against Attachment) under Wisconsin Statute 66.0307(4m), and to formalize and finalize the paperwork for such an agreement pursuant to Wisconsin Statute 66.0307(4m), and thereafter to proceed with a public hearing consistent with Wisconsin Statute 66.0307(4m)(e). Motion carried without a negative vote.

C. Discussion and Possible Action – Reappointment of Town Treasurer Paul Eilbes – Motion by Kufahl, seconded by Huettl to reappoint Paul Eilbes Treasurer for the Town of Jackson for the period of November 10, 2016 to November 9, 2019. Motion carried without a negative vote.

D. Discussion and Possible Action – Town Hall Park: Removal of Emerald Ash Borer Infested Tree in Circle Drive, Repairs to Ball Field Fencing Damaged by Tree Limb and Pavilion Driveway – Motion by Bishop, seconded by Huettl to remove the infested tree in the circle drive. Motion carried without a negative vote. The tree can be taken down any time. Motion by Kufahl, seconded by Bishop to authorize Munson Fence to repair the baseball field fence damaged by the fallen tree limb for an amount not to exceed $796. Motion carried without a negative vote. Motion by Hartwig, seconded by Huettl to accept the donation of 200 tons of ¾” TB from Lannon Stone Products for the gravel drive to the pavilion. Motion carried without a negative vote. The Town Highway crew will haul the stone from the quarry to the Town Hall and assist the Town Park maintenance crew with spreading the gravel. Clerk Oliver should contact Gierach Paving to inquire about compacting the stone.

E. Discussion and Possible Action – Certified Survey Map – Section 11 – Bill Mikkelson – No action.

F. Discussion and Possible Action – Town Hall Remodeling – Clerk Oliver shared an email from Continuum Architect Mike Soto that asked if the flat ceiling is a new directive and also if the doors opening out is a change because it is not that way in their files. After discussion the Town Board directed Clerk Oliver to notify Soto that he should redesign the remodeled area with a flat ceiling throughout, and that the entrance doors should open out, and to confirm that opening out is code compliant. Heidtke reported the microlams have been installed.

G. Discussion and Possible Action – Election Day Emergency Plan - Motion by Kufahl, seconded by Hartwig to approve the Town of Jackson Election Day Emergency Plan. Motion carried without a negative vote.

H. Discussion and Possible Action – Special Assessments and Charges – 2016 Tax Roll – Motion by Bishop, seconded by Hartwig to approve the Special Assessments and Charges for placement on the 2016 tax roll. Motion carried without a negative vote.

I. Discussion and Possible Action – 2017 Budget Workshop – Clerk Oliver distributed the worksheets for proposed wages and the budget worksheets for consideration. It was noted she does not have information on the Joint Park and Rec budget line item as well as the Fire Department budget line item. Additionally, will the building remodeling be financed starting
in 2017, and how long should she plan for the debt? After discussion Heidtke directed the Town Board to review the worksheets in preparation for the next budget workshop meeting on Wednesday, November 16th at 7:00 p.m.

V. Reports

A. Sheriff Liaison Report – Deputy Meier – Meier was excused.

B. County Board Report – County Supervisor Heidtke – Heidtke reported the County budget has been finalized at $2.57 per thousand of assessed value. This is the first year the County used priority based budgeting. Employees will receive a 1% wage increase. Supervisor Hartwig noted the budget represents the lowest rate per thousand in many years.


D. Highway Department – Chairman Heidtke - Heidtke summarized the Highway Department report. Heidtke also noted he authorized additional work on Pioneer Road because the initial wedging caused the road to be flat; the road was double chip sealed in order to restore the crown.

E. Weed Commissioner – Nothing additional to report.

F. Grounds - Supervisor Hartwig – Hartwig reported fall decorations were installed on November 6th.

G. Transfer Station – Supervisor Huettl – Huettl was excused.

H. Treasurer’s Report – Treasurer Eilbes was excused. Each Supervisor was provided with a written copy of the report. Motion by Bishop, seconded by Huettl to approve the Treasurer’s report as presented.

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

J. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported she has heard back from Brian Kober regarding the Village water invoices for Town resident’s past due amounts; he is reviewing the information and will be back in touch. Oliver received an email from the attorneys representing The Voter Participation Center related to a resolution passed objecting to their mailings; Oliver responded that they had contacted the wrong “Town of Jackson”. Oliver asked the Town Board who will provide minutes from the Joint Town and Village Board meeting on October 19, 2016; Heidtke stated he will provide the information. Oliver reported a 92% turnout at the November 8, 2016 General Election; the day was eventful due to the ICE machine breaking down, Town of Polk ballots that were mixed in with Town of Jackson ballots by the printing company, a woman fell due to the rise in the dining room floor and the bathroom water turned orange midday. Oliver noted Brad Flitsch is still looking for Transfer Station part time workers and Ron Eickstedt needs part time plow drivers. Oliver
noted the TIP Committee meeting to be held on November 16, 2016 at State Fair Park. Josh Glass from the Washington County Highway Department inquired on how the Town planned to use the 2016-2017 TRIP funds. Oliver noted she has never received an award letter stating the amount awarded; Heidtke said it was about $14,000.

VI. Future Agenda Items – Town Board consideration of consent agenda, disposal/sale of old mower parts, disposal/sale of old snow blower, and sale of Oshkosh.

VII. Announcements – Chairman Heidtke noted upcoming meetings.

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

IX. Adjournment – Motion by Hartwig, seconded by Kufahl to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ________________

Next Resolution Number:  J-16-006
Next Ordinance Number:  J-16-002
I. Public Hearing on the Proposed 2017 Town Budget

A. Call Meeting to Order – The meeting was called to order at 6:30 p.m. by Chairman Heidtke.

It was noted that Supervisors Huettl, Kufahl, Hartwig and Bishop were present. Also present was Treasurer Eilbes and Clerk Oliver.

B. Meeting Notice – The meeting notice was read into the record by Chairman Heidtke; “NOTICE is hereby given that on Thursday, December 8, 2016 at 6:30 p.m. at the Town Hall in the Town of Jackson at 3146 Division Road, Jackson, Wisconsin a PUBLIC HEARING on the PROPOSED 2017 BUDGET of the Town of Jackson, Washington County will be held”.

C. Presentation and Summary – Heidtke presented the proposed budget and highlighted a few of items. The Town Hall building remodeling was specifically mentioned.

D. Public Comments – There were no comments.

E. Close Public Hearing – Chairman Heidtke closed the public hearing.

II. Special Town Meeting of the Electors – The meeting notice was read into the record by Chairman Heidtke; “immediately following the public hearing on the proposed 2017 budget a SPECIAL TOWN MEETING OF THE ELECTORS, called pursuant to 60.12 (1) (c) of the Wisconsin Statutes will be held for the following purposes:

1. To approve the Total 2017 Highway Expenditures pursuant to 82.03(2) (a) of the Wisconsin Statutes in the amount of $549,495
2. To adopt the 2016 Town Tax Levy to be paid in 2017 pursuant to 60.10(1) (a) of the Wisconsin Statutes in the amount of $941,234”.

A. Motion by Robert Hartwig, seconded by Bob Seidel to approve the total 2017 Highway Expenditures pursuant to 82.03(2) (a) of the Wisconsin Statutes in the amount of $549,495. Motion carried without a negative vote.

B. Motion by Bob Seidel, seconded by Marcy Bishop to adopt the 2016 Town Tax Levy to be paid in 2017 pursuant to 60.10(1) (a) of the Wisconsin Statutes in the amount of $941,234. Motion carried without a negative vote.

III. Adjourn – Motion by Paul Huettl, seconded by Marcy Bishop to adjourn. Motion carried.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes approved: _________________________
I. **Call Meeting to Order and Pledge of Allegiance** – The meeting was called to order at 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 Deputy Andrew Meier, Treasurer Paul Eilbes and Town Clerk Julia Oliver.

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

D. **Approval of the Minutes** – Motion by Huettl, seconded by Hartwig to approve the minutes of the October 17, 2016 Special Town Board meeting, the November 10, 2016 Regular Town Board meeting and the November 16, 2016 Special Town Board meeting. Motion carried.

E. **Treasurer’s Report – Treasurer Eilbes** - Treasurer Eilbes reported the November 2016 account balances are as follows: General Fund Checking $57,357.61; General Fund Money Market $762,324.99; Encumbered Funds-Highway Money Market $154,674.86; Encumbered Funds-Building Money Market $39,718.69; Property Tax Checking $146.05; Property Tax Money Market $0; Park and Planning Checking $4,448.48; Park Fund Savings $5,393.87; Cemetery Fund $16,707.14.

II. **Business**

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

B. **Discussion - Regarding Mediation Between the Town of Jackson, the Village of Jackson, and JTRAA (Jackson Town Residents Against Attachment) Consistent With Wis. Stat. 66.0307(4m)** – Heidtke reported that the mediation is continuing and there was no update from Attorney Andringa.

C. **Discussion - SEWRPC Draft Transportation Improvement Program 2017-2020** – Heidtke reported he attended a meeting on November 16, 2016 at the Wisconsin State Fair Park to hear the report on the draft of the Transportation Improvement Program for Southeastern Wisconsin: 2017-2020. Heidtke highlighted the areas of the transportation draft that will affect the residents of the Town of Jackson.
D. Discussion and Possible Action – Additional Special Assessments and Charges – 2016 Tax Roll – Clerk Oliver reported she had received a late request from the Village of Jackson to add Town residents delinquent sewer bills to the tax roll for collection. Oliver asked that in the future the Jackson Utility Clerk Diane Lemke present the delinquent bills to the Town by the second Thursday in November in order for the Town Board to approve adding them to the tax roll. After discussion, motion by Bishop, seconded by Huettl authorizing the Clerk to add the delinquent sewer bill charges to the 2016 tax roll. Motion carried without a negative vote.

E. Discussion and Possible Action – Approval of Scott Construction Additional Charges on Invoice for Pioneer Road Work Completed in 2016 – Motion by Kufahl, seconded by Huettl to approve the payment of $3005.16 for additional charges from Scott Construction for the Pioneer Road 2016 road work. Motion carried without a negative vote.

F. Discussion and Possible Action – Fire Services Contract – Oliver provided a copy of the contract she received from the Village Fire Department and noted the increased amount. Oliver noted in the past ten years the Towns portion of the contract has increased 29.7%. Motion by Kufahl, seconded by Hartwig to enter into the Agreement for 2017 Jackson Fire Department Services. Motion carried without a negative vote.

G. Discussion and Possible Action – 2017 Road Repairs Early Request for Bid – Church Road, Mill Road and Western Avenue – After discussion, motion by Huettl, seconded by Bishop to move forward with the road bids for work on Church Road, Mill Road and Western Avenue to be completed in 2017. Motion carried without a negative vote.

H. Discussion and Possible Action – Use of Consent Agenda – Motion by Bishop, seconded by Huettl to table until next month to allow the Town Board members time to review information related to the consent agenda before voting. Motion carried without a negative vote.

I. Discussion and Possible Action – Disposal/Sale of Old Mower Parts, Old Snow Blower and 1971 Oshkosh – No action; place on next month’s agenda.

III. Reports


B. County Board Report – County Supervisor Heidtke – Heidtke reported the County Clerk is retiring after twelve years of service in that position.

C. Buildings – Supervisor Kufahl – Nothing additional to report. Heidtke noted the beam support work and window removal work related to the remodeling project has been completed in the Center Area of the building.

D. Highway Department – Chairman Heidtke - Heidtke summarized the Highway Department report.

E. Weed Commissioner – Nothing additional to report.
F. Grounds - Supervisor Hartwig – Nothing additional to report.

G. Transfer Station – Supervisor Huettl – Huettl reported that Transfer Station Supervisor Flitsch has mentioned he could still use some additional workers.

H. Chairman’s Report and Correspondence – Chairman Heidtke – Nothing additional to report. Heidtke noted the next Wisconsin Towns Association District meeting will be held on February 10, 2017 in Juneau.

I. Clerk’s Report and Correspondence – Clerk Oliver – Oliver reported she has received two records requests related to the November election; one request has over 65 items. Oliver noted she confirmed with Transfer Station Supervisor Flitsch that the Transfer Station will be open as regularly scheduled on December 24th and December 31st. Oliver noted she still needs the information for the October 19, 2016 minutes. Oliver reminded everyone of the email she forwarded about the Greater Jackson Business Alliance Christmas Get Together.

IV. Future Agenda Items – Nothing additional noted.

V. Announcements – Chairman Heidtke noted the Park and Planning Commission will not meet in December.

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

VII. Adjournment – Motion by Huettl, seconded by Bishop to adjourn. Motion carried. Meeting adjourned.

Respectfully submitted,

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Julia Oliver, Town Clerk

Minutes Approved: ____________________