



**MINUTES OF THE TOWN BOARD MEETING**  
**May 12, 2022**

**Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 7:00 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed the meeting notification.

**Roll call.** Town Chairman Robert Hartwig, Supervisors Steve Fischer, Marcy Bishop, and David Behringer, and Joe Kufahl were present. Also present was, Sheriff Liaison Deputy Kyle Wright, Treasurer Monica Diaz, and Clerk Bob Eichner.

**Approval of the agenda.** Motion by Kufahl, seconded by Fischer, to approve the agenda. Motion carried 5-0.

**Approval of the minutes.** Motion by Bishop, seconded by Behringer, to approve the minutes: April 14, 2022 Town Board Meeting, and April 19, 2022 Special Town Board Meeting. Motion carried 5-0.

**Resident comment on any agenda item.** No Comments

**Washington County Sheriff Liaison report – Deputy Kyle Wright.** Deputy Wright presented Incident Summary for April, 2022. There were eighty-nine total incidents with 2 reportable: An extortion attempt and one Identity Theft incident.

**Discussion and possible action, Boards and Commissions appointments.** Chairman Hartwig re-appointed Chad Johnson, Richard Deming, and himself to the Parks and Planning Commission. Hartwig also appointed Spvrs. Kufahl and Fischer to Parks and Planning. Hartwig appointed Nicholas Campbell as the Chair of the Board of Appeals to fill the vacancy created by Randy Vogel's resignation on May #, 2022 and Shawn Maney was appointed to fill Nick Campbell's BOR member seat. This leaves on vacant BOR Alternate seat vacant. Robert Traska was appointed as Community Development Authority Chair. Shawn Maney and Spvr. Marcy Bishop was appointed as CDA Member and CDA Member from the Town Board, respectively. Motion by Fischer, second by Bishop to confirm the appointments.

**Discussion and possible action – Operator's License, Andrew John Welter, Kirchhayn Country Club.** Fischer recused himself from discussion and action on this Item. Motion by Bishop, second by Behringer, to approve the Operator's License for Andrew John Welter, Kirchhayn Country Club. Motion carried 4-0.

**Discussion and possible action – Request from the Town of Germantown to share space and possibly staff in Town Hall for elections.** Town of Germantown Clerk, Jason Guslick, presented a request from The Germantown Board to share the Jackson Town Hall Facilities for future elections. Germantown has 250 residents and 180 registered voters. Their current polling place, Rockfield Elementary School, while adequate, is often in conflict with school activities on election days. Motion by Bishop, second by Fischer, to have the Germantown and Jackson clerks to negotiate a memorandum of understanding for shared facilities for all future elections. Motion carried 5-0.

**Update, discussion, and possible action – Town Hall well replacement.** Behringer reported that we still have only one quote to connect Town Hall to the pavilion well, but he has contacted other companies for quotes. Motion by Bishop, second by Kufahl to consider additional bids at a special meeting at 5:30pm on June 2, 2022, prior to the Board of Review. Motion carried 5-0.

**Discussion, and possible action – Restroom repairs at Town Garage.** The Town only has one bid for this at a estimate of \$3525. The consensus was to try to get at least one more quote to be considered on June 2<sup>nd</sup>. No further action was taken.

**Update, discussion, and possible action – security camera installation at the Town transfer station – Spvr. Bishop** after review and discussion of three qualified bids, a motion by Behringer, second by Kufahl, to award the work to AKL Security Systems for \$4,058.25, on the conditions that the cameras are NDAA compliant and that the video coverage is similar to the coverage described in the other two proposals. Motion carried 5-0.

**Update, discussion, and possible action – Town of Jackson emails for Town Board.** Clerk Eichner reported that the Town has begun using the .GOV domain. Pros 4 Technology has set up new emails for the staff and are waiting for a format for the Board member’s new email. The consensus of the Board is to use each board members common first name or nickname and the first initial of their last name in the address. No further action was taken.

**Update, discussion, and possible action Pavilion furnace repair/replacement.** Hartwig reported that an HVAC contractor has looked at the furnace and determined that the exhaust ventilation is incorrect and may have led to furnaces failure. After this is corrected then the furnace can be repaired and put in working order. No further action was taken.

**Recycling Center Annual Report.** Clerk Eichner presented the Recycling Annual Report. The Town has met the State’s minimum requirements and will receive the 2022 Recycling Grant next month.

**CT Form Submittal.** Clerk Eichner reviewed the 2021 Financial CT Form submitted by Auditor Isaac Paterson on May 5, 2022.

**Washington County Board Report.** Hartwig reported that he attended the Wisconsin Counties Railroad Consortium in Dodge County. Washington County will be authorizing \$25,000 to \$30,000 for Railroad maintenance. Superintendents for the County Lake Association were appointed, and Deborah Hoefert is retiring from the Washington County Fair Park Board. The Board also held a closed session regarding possible land sale.

**Treasurer’s report.** Treasurer Diaz reported that received our check for the sale of the Oshkosh truck and will be putting the money in the Highway reserve fund. The Town now has a charge account at Piggly Wiggly. With the consent of the Board Diaz will pursue grant sources to convert the existing tennis courts at Town Hall to pickle ball courts.

**Ground’s report.** No Report

**Building’s report.** Nothing additional to report

**Transfer Station report.** Bishop will be collaborating with staff to produce warning signs for surveillance at the transfer station.

**Noxious Weeds report.** Noxious weeds notices will be posted in the next few weeks.

**Highway/Chairman’s report.** Aluminum Scrap was broken down and recyclables were hauled to American. Brush pile was burned. Gilitzer repaired the fuel pump at the garage. Staff met with ANR Pipeline regarding size upgrades planned for 2025 construction. Downed trees were cut up on various roads. Shouldering was begun in subdivisions. The hydraulic valve was replaced on the JCB extend-a-hoe. Roadside garbage was picked up. The Town of Trenton borrowed the woodchipper. Scott Construction re-swept the chip seal in Strawberry Glen Subdivision.

**Clerk's report/Zoning Administrator report.** The Town Hall remodeling plans and documents will be finalized next week and Design to Construct is working on the structural plans. Staff will meet with the design team next week to pick finishes. The plans will then be put out to bid. There is a Public Hearing at the Park and Planning for an outdoor equipment storage CUP for Anton Matuszczak. The Country Aire Project on CTH M and Pleasant Valley Road will have Phase 2 Preliminary Plat review at the May Parks & Planning meeting.

We are under DNR Order to have our well replacement work completed by August 31, 2022. Giltzer completed the repairs to the 3-phase meter box, and we are waiting for a new meter. The Board of Review is June 2, 2022, preceded by a short Town Board meeting at 5:30pm.

**Communications and announcements.** None

**Review of bills and authorization of payment.** Motion by Bishop, seconded by Fischer to approve the vouchers as presented. Motion carried.

**Closed Session pursuant to Wis. Stats. §19.85(1)(e) to discuss the terms of a possible Lease Agreement with JAYBA for use of the Town Hall property along Division Road.** Motion by Kufahl, second by Behringer to convene in closed session. Motion carried 5-0.

Motion to reconvene in open session by Behringer, second by Bishop. Motion carried 5-0

**Adjournment.** Motion by Kufahl, seconded by Fischer, to adjourn at 10:43pm. Motion carried.

Respectfully Submitted,

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Robert M. Eichner, Clerk

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Robert Hartwig, Chairman

Approved: