



**MINUTES OF THE TOWN BOARD MEETING**  
**July 13, 2023**

1. **Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 7:00 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed the meeting notifications.
2. **Roll call.** Town Chairman Robert Hartwig, Supervisors Dave Behringer, Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Sheriff's Liaison Deputy Kyle Wright, Treasurer Monica Diaz, Town Attorney Tim Andringa, Zoning Administrator Jim Micech, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Kufahl, seconded by Behringer, to approve the meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Bishop, seconded by Fischer to approve the June 8, 2023 Town Board meeting minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** No public comments.
6. **Washington County Sheriff's Department report** – Deputy Wright presented the Sheriff's activity report for May. No further action was taken.
7. **Discussion and possible action** – Approval of sale of plots 70 & 71 in Immanuel Cemetery to Jeffrey & Ruth Smith. Motion by Kufahl, seconded by Bishop to approve the sale of plots 70 & 71. Motion Carried 5-0.
8. **Discussion and possible action** – Approval of sale of plots 22 & 23 in Immanuel Cemetery to Bryan Eller. Motion by Bishop, seconded by Kufahl, to approve the sale of plots 22 & 23. Motion Carried 5-0.
9. **Discussion and possible action** – Consideration of establishing a Parks Buildings Maintenance Fund for the purpose of future repair and upkeep of the Pavilion. Motion by Bishop, second by Fischer to establish a Parks Building Maintenance Fund into which the 2023, and future year's, JAYBA annual lease fee of \$1000.00 will be placed and that the Town transfer an additional \$1000.00 from the General Fund for this year, only. Motion carried 5-0.
10. **Discussion and possible action** – Consideration of Final Certified Survey Map for 3510 CTH P, T7-0517-00E, Mitch Krueger Owner. Motion by Kufahl, seconded by Bishop to approve the Final Certified Survey Map, contingent on extraterritorial review and approval by the Village of Jackson. Motion carried 5-0.
11. **Discussion and possible action** – Consideration of regulating the use of shipping containers or truck boxes as accessory structures in the Town of Jackson. Motion by Fischer, seconded by Behringer, to authorize the Town Attorney to prepare a draft ordinance for consideration, for the permitting and regulating of shipping containers and truck boxes as accessory structures in certain zoning districts in the Town of Jackson. Motion carried 4-1, Kufahl Nay.
12. **Discussion, and possible action** – Consideration of obtaining a new credit card for the Town of Jackson. Motion by Behringer, seconded by Bishop, to obtain a new Town Jackson credit card from Westbury Bank. Motion carried 5-0.
13. **Discussion, and possible action** – Consideration of establishing an Equipment Manager for the Town of Jackson. – Motion by Bishop, second by Behringer, appoint Spvr. Fischer as Town Equipment Manager and to appoint Spvr. Kufahl as weed Commissioner. Motion carried 5-0.
14. **Discussion and possible action.** – Zion Cemetery grave locations. Clerk Eichner reported that Dr. Ned Farley at Wisconsin Lutheran College has agreed to help locate the gravesites in Zion Cemetery as a fall project. Eichner was instructed by the Board to talk to Wally Miller at Miller Monument about restoration/repair of the headstones in the cemetery. No further action was taken.
15. **Discussion only** – Reconsideration of Town Audit. Clerk Eichner requested reconsideration of an audit for the Town of Jackson, due to a change in both the Financial Institutions and software in 2023. After discussion, Clerk Eichner was directed to obtain a proposal from the Auditor for consideration at the August meeting.

- 16. Update and Discussion only** – Status of improvements to the Buckskin Bar at Town Hall. Hartwig reported that Gillitzer Electric will replace the lights soon. The earliest we can have the ceiling replaced is September and earliest date for painting is sometime in October. No further action was taken.
- 17. Update, discussion, and possible action.** – Town Hall Remodeling, including the new siding and soffit repair on the east exterior of the remodel section. – Behringer is having difficulty finding qualified bids that are affordable. The bids are going up. Behringer measured the siding needed and material costs should be just over \$1000. He is currently seeking labor-only bids for the work. No further action was taken.
- 18. Update, discussion, and possible action.** – Repairs to the Transfer Station walls and repairs of the Transfer Station Roof gable. Behringer is still waiting for quotes from Bender Barn Builders and from Walters for the roof replacement. Behringer authorized the window replacement by Wingspan Glass for about \$300. They are trying to locate replacement stops. No further action taken.
- 19. Washington County Board report.** Two employees received service awards. The qualifying requirements for County Bridge and culvert aid was reduced to 3-foot diameter.
- 20. Treasurer’s report.** The May and June Treasurer’s Reports were presented. General transportation funds for the third quarter were received. We received and sent the fire dues to the Jackson Fire Dept. We received a \$462 grant from the State for new absentee envelopes. The information on the old envelopes has significantly changed and cannot be used after this year. The new check scanner is making deposits faster and easier. If there is no response by the end of June, 2 delinquent personal property taxes will be turned over to the State collections agency.
- 21. Ground’s report.** No report.
- 22. Building’s report.** Slabs of sidewalk at the pavilion and at Town Hall have settled some people have tripped on them. Since this is more of a grounds issue, the Board directed Joe to get a quote for mud-jacking these slabs.
- 23. Transfer Station report.** The pole is up to move the license plate camera to the south side of the driveway to get better shots at plates. We are trying to get a high-speed internet connection at the garage so Lennie can better communicate with tech support to move the camera.
- 24. Noxious Weeds report.** No report.
- 25. Highway/Chairman’s report.** Brush pile burned five times, recyclables hauled 8 times, cleaned up stones on various intersections. Began roadside mowing. Regraded the ditch on Sherman road at Elm Road. JCB hydraulic tank was repaired. Brush was cut to improve vision corners at railroad crossings. The road culverts for Sherman Road were delivered. The culvert replacement will start on July 17<sup>th</sup> with the County’s help. Scott Construction has started stockpiling stone for sealcoating in the Town Yard.
- 26. Zoning Administrators report.** Micech received a couple of calls on the Doman sale. One wanted to bulldoze the site and erect townhomes. Not a good use for the site and they would have to annex into the village due to sanitary issues. Second was to put self-storage units on the site. The owner of the former Baizing Pan in West Bend is considering purchasing and the refurbishing the restaurant.
- 27. Clerk Report.** Our Quarterly water test came back good. If October’s test is good, we may be back on Annual testing. We are still trying to find out about the Hunter Safety Course at the Town Garage. Our internet will be installed by the beginning of August. ANR will be appearing at the August meeting regarding bonding for the roads used in the installation of the new pipeline.
- 28. Communications and Announcements** None
- 29. Review of bills and authorization of payment.** Motion by Behringer, second by Bishop to approve payment of vouchers and bills Motion carried 5-0.
- 30. Adjournment.** Motion by Kufahl, seconded by Behringer, to adjourn at 9:16 pm. Motion carried 5-0.

Respectfully Submitted,

*Robert M Eichner*  
Robert M. Eichner, Clerk  
Approved: 8-10-2023

*Robert H Hartwig*  
Robert Hartwig, Chairman