



**MUNIUTE OF THE MEETING OF THE JACKSON TOWN BOARD  
DECEMBER 12, 2024**

1. **Call to order** – Chairman Bob Hartwig called the meeting to order at 7:00pm with the Pledge of Allegiance. Clerk Eichner confirmed the meeting was properly posted.
2. **Roll call** – Present: Chairman Bob Hartwig, Supervisors Dave Behringer, Joe Kufahl, Marcy Bishop and Steve Fischer, Fire Chief Aaron Swaney, Zoning Administrator Jim Micech, Treasurer Jean Wills, and Clerk Bob Eichner.
3. **Approval of the meeting agenda** – Motion by Fischer, seconded by Bishop, to approve the meeting agenda as presented. Motion carried 5-0.
4. **Approval of the minutes** – Motion by Bishop, seconded by Fischer to approve the November 14, 2024 minutes as presented. Motion carried 5-0.
5. **Resident comment on any agenda item** – No comments.
6. **Washington County Sheriff's Department Report** - Deputy Wright was not present but the report for October was presented.
7. **Jackson Fire Department Report** – Chief Swaney presented the Fire Department report October and November. The Chief also reported that the fire department responded to 1150 emergency call including 44 fire calls in 2024, and the department did 1038 fire inspections. The department gained 8 new members in 2024 and will be hiring one full-time paramedic in 2025.
8. **Consideration of Resolution TOJ-2024-016, A Resolution Honoring Years of Service for Ron Eickstedt** – Motion by Bishop, seconded by Behringer to approve Resolution TOJ-2024-016. Motion carried 5-0.
9. **Consideration of applications for two-year Operator's Licenses for Dane Hoffnagle, Adam Bristow, & Lisa Peshek, Cedar Jacks** – Motion by Bishop, seconded by Fischer, to approve the licenses to expire June 30, 2026. Motion carried 5-0.
10. **Consideration of Final CSM of a land division of T7-0155-00C, William & Laura Bougie, owners, Tony Gromacki, agent** – Motion by Bishop, seconded by Behringer, to approve the CSM as presented. Motion carried 5-0.
11. **Public Hearing**
  - A. **Open Public Hearing on proposed Ordinance No. TOJ- 24-002 which amends Title X of the Municipal Code for Accessory Building Heights and Area in R1, R2, R3, I1 and A1 Zoning Districts** – Motion by Behringer, seconded by Fischer to open the public hearing. Motion carried 5-0. Micech explained that this amendment is to clarify that the accessory structure size is cumulative in the zoning classes identified. There were no comments from those in attendance.
  - B. **Close Public Hearing** – Motion by Kufahl, seconded by Bishop, to close the public hearing.
12. **Consideration of Ordinance No. TOJ- 24-002 amending Title X of the Municipal Code for Accessory Building Heights and Building Area in R1, R2, R3, I1 and A1 Zoning Districts** – Motion by Bishop, seconded by Kufahl. To approve Ordinance TOJ-24-002 as presented. Motion carried 4-1 (Fischer Nay)
13. **Consideration of 2025 Fiscal Year Budget for Approval** - Motion by Fischer, seconded by Bishop to approve the 2025 Fiscal Year Budget as presented. Motion carried 5-0.



- 14. Consideration of Zoning Administrator Contract Extension** – Motion by Kufahl, seconded by Behringer, to approve the Zoning Administrator contract extension. Motion carried 5-0.
- 15. Consideration of purchase of used Scissor Lift** – Kufahl presented a used scissor lift for sale by a company looking to reduce/replace their current equipment inventory. Kufahl then recused himself, citing conflict of interest and left the dais. Motion by Bishop, seconded by Behringer, to purchase the used scissor lift, perform an annual inspection on the lift and paint the lift. Motion carried 4-0.
- 16. Consideration of Employee Performance Reviews** – Reviews for Transfer Station/Recycling staff, Highway Department staff, and Town Hall and Park maintenance staff will take place at the Town Garage on December 14 and December 21, 2024. No further action was taken.
- 17. Discussion only – Consideration of Draft Ordinance J-25-001, An ordinance amending Ordinance J-02-002 regarding street openings** – Eichner presented the draft ordinance for consideration. The main amendment is to include directional boring as a construction tool for which the permit fee will be applied. Eichner will review the ordinance with the Town Attorney for final consideration at a future Board meeting. No other action was taken.
- 18. Discussion only – Consideration of December 7, 2024 Transfer Station accident.** – Bishop gave a report on the accident with injuries to Attendant Mike Ortiz, on December 7, 2023. Ortiz suffered injuries to his ribs and will be off work for several months. Town Resident Scott Bublitz has applied as substitute to work for Ortiz.
- 19. Discussion and possible action – Consideration of application for Recycling Center/Transfer Station Attendant.** – Motion by Bishop, seconded by Fischer to hire Scott Bublitz as a Transfer station/recycling attendant starting at \$15.00/hr. Motion carried 5-0.
- 20. Discussion of Pleasant Valley Road Bridge Railing Repair** – Eichner reported that engineers from Lunda Construction are working with the driver's insurance carrier to reach an agreement on the portion of the needed repairs will be covered by the insurance.
- 21. Washington County Board report.** – Pamela Frank was recognized for 21 years of service. Tim Pfeiffer has retired after 31 years as Highway foreman. Chad Hartmann has been promoted to Foreman. Former Town Employee Mike Schmidt's wife passed away. She is also Washington County Chief Public Works Officer Scott Schmidt's mother. The town gave flowers for the funeral. New Assistant County attorney/Executive Kayla Kniess was introduced. Tracy Holland of the County Fair Board reported that attendance at County Fair was down, but revenue was up.
- 22. Treasurer's report.** – The Treasurer's report and facility rental report were presented. Tax bills are out. We formally start collecting on December 16<sup>th</sup>.
- 23. Buildings report** – The gutter work on the Transfer Station will be done after January 1<sup>st</sup>. Town hall is decorated for the Holidays.
- 24. Grounds report** – Stacked picnic tables for the winter, Bought salt for walks and drives at Town Hall. Cleared walks and drives for a couple of snowfalls. Blew leaves along the south property tree line.
- 25. Weed Commissioner's report** – No report!
- 26. Transfer Station report** – Riley Fitzgerald will be meeting with Marcy on January 9<sup>th</sup> about the new camera system.
- 27. Highway Superintendent/Equipment Manager report** – The security fence is installed, and the gate will be installed around December 16<sup>th</sup>. The attendant kiosk is built. The county recalibrated the salters on trucks 12 & 24.



- 28. Highway/Chairman's report** – Burned the brush pile twice, removed high ground on the northside of the shop. Placed cold patch in two areas of the lot. Converted trucks over to winter operations, removed downed tree limbs, did some cold patching, installed plastic road markers, the county helped ditching on Center Road at El Camino Drive, plowed and salted twice used 30 tons of salt.
- 29. Zoning Administrator's report** – Lannon will be meeting with the Town regarding fill site on CTH M. Micech responded to 4, yard debris/hoarding complaints. 2 have been resolved. Tony Matuszczak will be resubmitting a preliminary plat for Windmill Trace early in 2025. Two upcoming Board of Appeals 12/16 Bublitz CSM, and 1/6/25 Roger's accessory building exceeding the square footage and height allowances.
- 30. Clerk's report** – Next election cycle has begun April 1, 2025 Spring election, Feb 18<sup>th</sup> Primary if needed. Town of Jackson Town Chairman, Supervisors Behringer and Bishop. Candidate packets due by 5:00pm on January 7, 2025. Clerk will be having outpatient heart surgery in the next two weeks.
- 31. Communications and announcements.** League of Women Voters sent Thank You card.
- 32. Review of bills and authorization of payment.** Motion by Bishop, seconded by Fischer to approve bill as presented. Motion carried 5-0.
- 33. Adjournment** – Motion by Behringer, seconded by Fischer, to adjourn at 9:13pm. Motion carried 5-0.

Respectfully Submitted,

*Robert M Eichner*  
Town Clerk

*Robert H Hartwig*  
Town Chairman

Approved: January 9, 2024