



**MINUTES OF THE TOWN BOARD MEETING**  
**April 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 Attorney Tim Andringa, Zoning Administrator Jim Micech, Highway Superintendent Ron Eickstedt, Treasurer Monica Diaz, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Bishop, seconded by Fischer, to approve the meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** March 9, 2023 and March 14, 2023 Town Board Meetings. Motion by Bishop, second by Behringer, to approve the March 9 and March 14, 2023 minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** Ron Eickstedt, 3689 Johnson Lane, commented on Item 18, the board should not do anything regarding shipping containers as storage units. They are not permanent structures. He also requests to be part of the discussion on Item #24 Zion cemetery, specifically what is the role of the Town with regards to cemetery care. No other public comments.
6. **Open Public Hearing -** Motion by Kufahl, second by Bishop, to open the public hearing to consider Ordinance TOJ23-001, to amend the Town of Jackson Comprehensive Plan to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00A, Melissa Gindt and Corey Loosen owners. Motion carried 5-0. Micech read the Public Hearing Notice. Comment by Ron Eickstedt, inquiring as to the location of this item. Micech pointed out the location on the zoning map. No further questions or comments.
7. **Close Public Hearing** Motion by Kufahl, second by Bishop, to close the public hearing. Motion Carried 5-0.
8. **Open Public Hearing –** Motion by Kufahl, second by Bishop to open the Public Hearing for the rezone request to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00A, Melissa Gindt and Corey Loosen owners. Motion carried 5-0. Micech read the Public Hearing Notice. Eickstedt ask how this hearing differed from the previous one. Attorney Andringa noted that to change the 2050 Comprehensive land Use Plan and the Zoning Map requires separate hearings. James Janz, 4823 Maple Road spoke in favor of this, prefer the rural atmosphere as he is adjacent to this area. No further comments.
9. **Close Public Hearing** Motion by Kufahl, second by Bishop to close the public hearing. Motion carried 5-0
10. **Open Public Hearing –** Motion by Kufahl, second by Bishop, to open the Public Hearing to consider Ordinance TOJ23-002 to amend the Town of Jackson Comprehensive Plan to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00Z, Witte Living Trust owner. Motion carried 5-0. Micech read this Public Hearing Notice. Eickstedt spoke in favor of this item. Mary Jo Witte, owner, stated that, when they purchased the land, and sold a lot to Gindt and Loosen, they thought it already was zoned A-1. They have been working the land and will continue to work it as agriculture. No further comments.
11. **Close Public Hearing** Motion by Kufahl, second by Behringer, to close the public hearing. Motion carried 5-0
12. **Open Public Hearing –** Motion by Kufahl, second by Bishop, to open the Public Hearing to consider the rezone request to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00Z, Witte Living Trust owner. Motion carried 5-0. Micech read the Public Hearing Notice. There were no comments.
13. **Close Public Hearing** Motion by Kufahl, second by Behringer, to close the public hearing. Motion carried 5-0.

- 14. Discussion, and possible action** – Motion by Kufahl, second by Bishop, to approve Ordinance TOJ-23-001- An ordinance to amend the Town of Jackson Comprehensive Plan as described above and recommended for approval by the Parks & Planning Commission Resolution TOJ23-003 on March 1, 2023. Motion carried 5-0
- 15. Discussion, and possible action** – Motion by Kufahl, second by Fischer, to approve the rezone request to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00A, Melissa Gindt and Corey Loosen owners and pursuant to the Recommendation for Approval from the Parks and Planning Commission on March 1, 2023. Motion carried 5-0
- 16. Discussion, and possible action** – Motion by Behringer, second by Kufahl, to approve Ordinance TOJ23-002- An ordinance to amend the Town of Jackson Comprehensive Plan as described above and recommended for approval by the Parks & Planning Commission Resolution TOJ23-004 on March 29, 2023. Motion carried 5-0.  
Motion by Bishop, second by Kufahl, to amend the agenda, correcting Item # 17, to show the correct owner and Tax Key ID. Motion carried 5-0.
- 17. Discussion, and possible action** – Motion by Kufahl, second by Fischer, rezone request to change the M-1, Limited Manufacturing Zoning to A-1, Agricultural Rural Residential Zoning at the Tax Key ID T7-0088-00Z, Witte Living Trust, owner, and pursuant to the Recommendation for Approval from the Parks and Planning Commission on March 29, 2023. Motion carried 5-0.
- 18. Discussion only** – Permitting use of storage containers and semi-trailer boxes as accessory structures – Micech stated that he received request use shipping container or truck box as an accessory store structure. Micech stated that this is not allowed per our current zoning code. The resident then made a formal complaint against his neighbor who currently has such a structure. Micech is looking for enforcement guidance to address this complaint. Attorney Andringa present his research and opinion on this subject. After a lengthy discussion, the board consensus was to reconsider this item at the May meeting, with the options of doing nothing, placing a partial ban, or placing a total ban on such structures.  
Attorney Andringa excused himself from the rest of the meeting.
- 19. Discussion and possible action** – Motion by Bishop, Second by Behringer to switch all financial accounts and banking services from BMO Harris Bank to Westbury Bank. Motion carried 5-0.
- 20. Update, discussion, and possible action** – Broadband Internet Service from Midwest Fiber for Town Hall. Clerk Eichner presented a proposal from Midwest Fiber that proposed a \$1500 installation cost and a \$350 monthly charge in exchange for the Town waiving the permit fee for work in the road right of way. The consensus of the Board was that this is a more attractive proposal, but this item was tabled until we get total costs for the project including a new phone system. No further action was taken.
- 21. Discussion and possible action – Change of Financial Software.** Clerk Eichner reported that we do not have a contract with Town Hall Software. We were supposed to be charged \$3690 initially in 2022 and then a yearly fee of \$923/year. This fee would be frozen for 3 years if we signed a 3-yr commitment. None of these costs has been billed to date. Treasurer Diaz is seeking a second possible vendor for a new service. No action was taken on this item.
- 22. Discussion and possible action** – Motion by Kufahl, seconded by Bishop, to approve of sale of plot 76 in Immanuel Cemetery to Bob Steckel. Motion carried 5-0
- 23. Discussion and possible action** – Reading of bids and possible award of contracts for Road Maintenance and Construction Projects for 2023. The sealed bids for chip sealcoating and asphalt overlay were opened and read. There were two bids for the sealcoating, with the apparent low bid being Scott Construction at \$591,947.16 with a discount of \$11,000 if all the roads in the bid are done. Motion by Kufahl, second by Bishop, to award the 2023 chip sealcoating to Scott Construction for a total of \$580,947.16. Motion carried 5-0. There were three bids for the asphalt overlay, with the apparent low bid being Stark Pavement Corp at \$128,163.50. Motion by Bishop, second by Behringer to award the 2023 asphalt overlay contract to Stark Pavement Corp for 128,163.50. Motion carried 5-0.
- 24. Discussion and possible action** – Verifying burial locations in the Zion Cemetery. Clerk Eichner will work on getting the cemetery surveyed and getting gravesites verified. No further action was taken.

25. **Update, discussion, and possible action. – Town Hall Remodeling, specifically, the new siding and soffit repair on the east exterior of the remodel section, and new concrete stoop at the east lobby doors.** Spvr. Behringer is still waiting on additional quotes for the repairs to the east exterior of the remodel. He has asked for quotes for a possible overhang above the new doors. A stoop is no longer required but Micech recommended that some type of hard landing on the outside of the east doors be used. A walkway system was discussed connecting this stoop, a stoop at the Board Room exit door and the patio stairs. This item was tabled until the May meeting.
26. **Update, discussion, and possible action. – Repairs to Salt Storage Shed at the Town Garage.** Behringer has received a quote for \$5,150.00 for repairs to the salt shed. Motion by Kufahl, second by Bishop, to accept the quote of Bend Builders for \$5,150, contingent on the builder holding this quote until fall or winter when the shed is empty.
27. **Update, discussion, and possible action. – Repairs to the Transfer Station walls and repairs and painting of the Transfer Station Roof.** Spvr. Behringer had 2 painter quotes that were similar, but remarkably high - \$14,000 and \$13,500. Several contractors still have not returned quotes or are bidding different scopes of work. This item will be tabled again until next month.
28. **Washington County Sheriff's Department report.** Clerk Eichner presented the March report from the Sheriff.
29. **Washington County Board report.** Hartwig reported that the Board voted 13-8 to sell the Samaritan facility.
30. **Treasurer's report.** March treasurer's report was presented along with facility rental report. There are two delinquent Personal Property taxes. Letters have been sent. JAYBA has been invoiced for the annual fee per the new agreement. The extension of AA Group's weekly rental will be considered at the June meeting. We received our Lottery Credit of \$32,540.28.
31. **Ground's report.** No report.
32. **Building's report.** A window broke opening one of the Transfer station doors. One of the new interior doors by the barn vestibule has two small bubbles in the finish. The door company owner came out and said the will probably replace the door. The east side doors of the remodel were moved so the entire system is sitting on the concrete slab. The door sits better and seals better now.
33. **Transfer Station report.** We are running the ad until the end of the month. We did have one inquiry but no application yet.
34. **Noxious Weeds report.** No report 2023 Notice will go out in May.
35. **Highway/Chairman's report.** Hauled 8 loads of recyclables, burned brush 3 times, plowed/salted twice. Used all 450 tons of salt plus 60 tons of reserve to date. Met with Schreiber Foods about some ditch work at their facility. Worked on the flooding issue on Sherman at Elm Rd. removed plows and salters. Repaired one tire tube on the Skid loader. Broke down aluminum. Fixed plow damaged shoulders and mailboxes.
36. **Zoning Administrators report.** The new Dollar Store will have to be developed in the Village because they need to attach to Village sewer. Public Hearing at the end of the month for the sports dome at the Pleasant Valley Tennis Club. The Windmill Trace subdivision has stalled a bit due to high seasonal groundwater issues.
37. **Clerk's report – Open Book & board of Review dates, Spring Election, Annual Meeting.** The Annual meeting is April 18<sup>th</sup> at 7pm. We are finishing our group email contact list for residents that signed up for it. Board of review will be May 17<sup>th</sup> from 6pm-8pm. Board of Review Training is May 1<sup>st</sup> 6:30 – 9:00. Eichner, Bishop & Kufahl will take the training. April 19<sup>th</sup> the County will hold a 2023 Road project discussion 9am to noon. Spring Election had 1841 voters.
38. **Communications and Announcements** None
39. **Review of bills and authorization of payment.** Motion by Behringer, second by Kufahl to approve payment of vouchers and bills Motion carried 5-0.
40. **Adjournment.** Motion by Bishop, seconded by Kufahl, to adjourn at 11:26pm. Motion carried 5-0.

Respectfully Submitted,

*Robert M Eichner*  
Robert M. Eichner, Clerk  
Approved: May 11, 2023

*Robert H Hartwig*  
Robert Hartwig, Chairman

## Town of Jackson 2023 Chip Sealing Bid Results

Project Scope	Roadway	From	To	Distance (mi)	Projected Cost	Fahrner Asphalt			Scott Construction		
						Unit Quantities Square yards	Unit Cost	Total Cost	Unit Quantities Square yards	Unit Cost	Total Cost
Chip Seal	Bridge Road	East Town Limit	CTH M	1.00	\$ 33,000	12,662	\$ 3.49	\$ 44,190.38	12797	\$ 2.95	\$ 37,751.15
Chip Seal	Cedar Creek Road	East Town Limit	CTH M	0.56	\$ 18,480	9,812	\$ 3.60	\$ 35,323.20	9807	\$ 2.95	\$ 28,930.65
Chip Seal	Elm Road	Western Ave	Sherman Rd	1.01	\$ 33,330	13,176	\$ 3.49	\$ 45,984.24	12775	\$ 2.95	\$ 37,686.25
Chip Seal (Spray Patch)	Jackson Drive	Cedar Creek Rd	Pleasant Valley Rd	0.93	\$ 30,690	13,760	\$ 3.49	\$ 48,022.40	13867	\$ 2.95	\$ 40,907.65
Chip Seal	Maple Road	Western Ave	Sherman Rd	0.91	\$ 30,030	16,639	\$ 3.46	\$ 57,570.94	13955	\$ 2.95	\$ 41,167.25
Chip Seal	Mill Road	Division Rd	Maple Rd	1.00	\$ 33,000	15,500	\$ 3.46	\$ 53,630.00	13989	\$ 2.95	\$ 41,267.55
Chip Seal	Pioneer Road	Rocky Lane	USH 145	0.82	\$ 27,060	11,443	\$ 3.52	\$ 40,279.36	11173	\$ 2.95	\$ 32,960.35
Chip Seal (Some Cold Roll)	Pleasant Valley Road	Wasaukee Rd	CTH P	6.03	\$ 205,020	86,202	\$ 3.24	\$ 279,294.48	84000	\$ 2.83	\$ 237,720.00
Chip Seal	Spring Valley Road	Division Rd	1/2 mile West	0.50	\$ 16,500	6,650	\$ 3.75	\$ 24,937.50	6453	\$ 2.95	\$ 19,036.35
Chip Seal	Wildflower Lane	Mill Rd	North End	0.30	\$ 9,900	3,100	\$ 4.25	\$ 13,175.00	2981	\$ 3.16	\$ 9,419.96
<b>Total Road Maintenance Chip Sealing</b>				<b>13.06</b>	<b>\$ 437,010</b>	<b>188,944</b>		<b>\$ 642,407.50</b>	<b>182,147</b>		<b>\$ 526,847.16</b>
Add on unit cost for cold roll as required on Pleasant Valley Road in Tons						0	\$ -	\$ -	350	\$ 186.00	\$ 65,100.00
								<b>\$ 642,407.50</b>			<b>\$ 591,947.16</b>

## Town of Jackson 2023 Paving Construction Bid Results 1-1/2 " Asphalt Surface Course

Roadway	From	To	Distance (mi)	Projected Cost	Unit Quantities Tons	Wolf Paving		Stark Pavement Corp		Payne & Dolan	
						Unit Cost	Project Total	Unit Cost	Project Total	Unit Cost	Project Total
Church Road	Western Ave	Sherman Rd	1.02	\$ 112,200	1,140	\$ 77.60	\$ 88,464.00	\$ 68.50	\$ 78,090.00	\$ 73.35	\$ 83,619.00
Church Road	Spring Valley Rd	Western Ave	0.51	\$ 56,100	731	\$ 77.60	\$ 56,725.60	\$ 68.50	\$ 50,073.50	\$ 79.00	\$ 57,749.00
			<b>1.53</b>	<b>\$ 168,300</b>	<b>1,871</b>		<b>\$ 145,189.60</b>		<b>\$ 128,163.50</b>		<b>\$ 141,368.00</b>