



MINUTES OF THE TOWN BOARD MEETING
January 12, 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 notification.
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, Engineer Matt Clementi, Treasurer Monica Diaz, Zoning Administrator Jim Micech, Highway Superintendent Ron Eickstedt, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Bishop, seconded by Fischer, to approve the agenda. Motion carried 5-0.
4. **Approval of the minutes.** Motion by Bishop, seconded by Fischer, to approve the minutes for the December 8, 2022 Town Board Meeting. Motion carried 5-0.
5. **Resident comment on any agenda item.** Kevin Eickstedt, 1689 State Road 60, asked, regarding Items 7 & 8, if the Town has road design standards. The board confirmed that standards are part of the Land Division ordinance. Regarding Item 14, inquired if the title change brought more power or duties. Clerk Eichner responded that it was a title change request to better define many of the duties that Connie Diaz does. Lastly, Mr. Eickstedt spoke to Item 15, asking when the warning and security systems are going to end. He feels that the workers probably need to take a bit more responsibility to make sure everything is good before they clock out and leave.
6. **Washington County Sheriff Liaison report** – No report; Deputy Wright was not present.
7. **Discussion and possible action – Country Aire CSM Final Approval, Carl Scholz** – Motion by Bishop, seconded by Behringer to approve the final CSM subject to removal of the line from the underlining vacated CSM. Motion carried 5-0.
8. **Discussion and possible action – Approval of Developer’s Agreement for Country Aire CSM, Carl Scholz.** Motion by Behringer, seconded by Kufahl, to approve the Developer’s Agreement with the correct year, shown on the deed restrictions.

Motion by Fischer, seconded by Bishop, to consider Item 14 next. Motion carried 5-0
14. **Discussion and possible action – Title change for Office Assistant to Deputy Clerk.** Clerk Eichner requested this change of title for Connie Diaz because the title of Deputy Clerk will better align with many of the duties, she currently assists the Clerk with. Several of the Board Members are against this change because of a negative situation that occurred with a previous Clerk and deputy Clerk more than 15 years ago. After discussion, a decision was made to table this item until the February 9, 2023 meeting, and receipt of an opinion on this matter from Attorney Andringa.
9. **Discussion and possible action – Request from ANR Pipeline for clarification of town road right of way.** Representatives from ANR Pipeline, presented a proposed easement location plan for the proposed pipeline upgrades in 2025. Motion by Hartwig, seconded by Fischer to approve the proposed location and size of the ANR easements along Maple Road. Motion carried 4-0, Bishop abstained.
10. **Discussion and possible action – Resolution J2023-001 A Resolution setting polling place and hours and combining wards for voting for the 2023 Election Year.** Motion by Bishop, seconded by Behringer to approve Resolution J2023-001. Motion carried 5-0
11. **Discussion and possible action – Resolution J2023-002 A Resolution for Advisory Referendum Regarding an Agreement with Washington County to Share Sales Tax Revenue.** After discussion, Motion by Bishop, seconded by Behringer, not to approve Resolution J2023-002 and not to place an advisory referendum on the Sprig Election ballots in the Town of Jackson. Motion carried 5-0.

- 12. Update, discussion, and possible action – Request from Complete Water to reconsider request for extras on the Town Hall well replacement, portion tabled at the December 8, 2022 Town Board meeting.** During the discussion of this item, it was discovered that the December 8, 2022 meeting minutes for this item were incorrect. Motion by Bishop, second by Fischer, to rescind approval of the December 8, 2022 meeting minutes. Motion carried 5-0. Minutes will be corrected and reconsidered at the February Town Board meeting. After discussion, motion by Kufahl, seconded by Bishop to pay Complete Water an additional \$1045 for winterizing the new well at the pavilion, \$305 for repair of an unmarked electric line for area lighting, and \$1560 for material cost increases for a total of \$2910. Motion carried 5-0.
- 13. Update, discussion, and possible action – Resident request for ‘Hidden Driveway’ sign on Maple Road.** Motion by Bishop, seconded by Behringer, to authorize cautionary ‘Hidden Driveway’ and ‘45mph’ signs in advance of the driveway for 4823 Maple Road. Motion carried 5-0.
- 15. Update, discussion, and possible action – Transfer Station Warning Light & Emergency Stop Switch.** Board would like to investigate installation of a timer instead of the exterior warning light for the Compactor. Motion by Bishop, seconded by Kufahl, to authorize Gillitzer Electric to install a secondary stop switch for a cost not to exceed \$537.46. Motion carried 5-0.
- 16. Update, discussion, and possible action – Spectrum Broadband Internet Service for Town Hall.** After discussion, this item until more detailed costs can be obtained from Spectrum. No further action was taken.
- 17. Discussion and possible action – Wisconsin Towns Association/Town Advisory Council payment.** Motion by Kufahl, seconded by Bishop, not to renew the Town of Jackson membership in the Town Advisory Council. Motion carried 5-0
- 18. Update and discussion - Waste Management solid waste disposal contract renewal.** Clerk Eichner reported that, due to the uncertainty of refuse/recycling collection, last Fall, the Town missed the notification deadline for contract change with Waste Management. On January 23, 2023, the town will begin a one-year contract with Waste Management. Clerk Eichner will notify WM in October about a new Contract letting for 2024-2027. No further action was taken.
- 19. Discussion and possible action – New conference room rental fee.** Motion by Bishop, seconded by Kufahl, to set the room rental fee for the remodeled Board Room at \$50/occurrence for Town residents and \$75/occurrence for non-residents. Motion carried 5-0
- 20. Discussion and possible action – 2022 Sealcoating issues.** Chairman Hartwig reported that the Town had Scott Construction re-sweep all the subdivisions that were done in 2022. There was a lot of tracking of asphalt and stones onto driveways and into homes in the subdivisions. No further action was taken.
- 21. Discussion and possible action – Hidden Creek Subdivision Fire Numbers.** Motion by Bishop, seconded by Behringer, to send written notice to request that the Village of Jackson remove the Town of Jackson fire numbers from the lots in Hidden Creek Subdivision and enforce the Village’s address/fire number policy. Motion carried 5-0.
- 22. Update, discussion, and possible action - Town Hall remodeling.** The remodel is substantially complete. The Town saved approximately \$5000. Staff was instructed to obtain a push-button lock on the board room door to the remodel area so we can rent out the Board room. The board also stated that the Town should use as much ARPA money as allowed on the remodel so that we can keep the building fund up to address other needs at Town Hall such as the bar and the barn. No further action was taken.
- 23. Washington County Board Report.** Nine county employees were recognized for years of service. There was an exceptionally long discussion on the future of Samaritan House. An addition \$30,000 for another study was voted down 12-7. And a 90-day extension to continue the current study was approved 17-1.
- 24. Treasurer’s report.** The Treasurer’s report will be next month because of the considerable number of transactions in December & January. To date we have taken in about \$4 million in Tax revenue. Settlement checks were distributed. We have processed 296 dog licenses and sold 696 transfer Station placards. Diaz will be exploring bank alternatives, because of several minor problems during tax collection with BMO.
- 25. Ground’s report.** No Report
- 26. Building’s report.** Spvr. Behringer met with the paint rep to discuss the specifications to repaint the transfer station roof. Walter’s Buildings looked at the leaks/holes in the recycling center.

27. **Transfer Station report.** The camera installer looked at out camera issue with not reading license plates. We still do not have a workable solution to this problem. One possible solution is to install a pole on the south side of the driveway to mount the camera.
28. **Noxious Weeds report.** No report
29. **Highway/Chairman's report.** Brush pile was burned twice. Hauled 7 loads of recyclables. Broke down metal and aluminum. Ron suffered an eye injury covered by Worker's Comp. Ron went through drug testing. Roads were salted 12 times. 2 residents reported incidents with mailboxes. Roadside garbage was picked up. The Tiger tractor went up to St. Lawrence for service. Scott Construction swept seal coated subdivision roads; Hauled 3 loads of gravel back to the shop.
30. **Zoning Administrators Report.** Micech gave information on applying for a variance to the Erickson's and advised them to come into compliance before they seek the variance. A non-compliance letter was sent to a property on Summer Ln, unlicensed auto on property and junk in front yard.
31. **Clerk's report** Primary Election on February 21, 2023 – State Supreme Court. First shared election with Town of Germantown. They have an additional primary for State Senate. Spring Election is April 4, 2023. Audit will occur late February or early March. We will have some GASB 34 reporting this year. We have had several feral cat reports.
32. **Communications and announcements.** Eichner has started mentoring the new clerk for the Town of Addison.
33. **Review of bills and authorization of payment.** Motion by Bishop, seconded by Kufahl to approve the vouchers as presented. Motion carried 5-0.
34. **Adjournment.** Motion by Fischer, seconded by Behringer, to adjourn at 11:00 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: February 9, 2022

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE TOWN BOARD MEETING February 9, 2023

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 Dave Behringer, Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was, Attorney Tim Andringa, Treasurer Monica Diaz, Zoning Administrator Jim Micech, Highway Superintendent Ron Eickstedt, Parks & Planning Vice Chairman Arlyn Johnson, and Clerk Bob Eichner.

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

Approval of the minutes. Motion by Bishop, seconded by Behringer, to approve the minutes for the December 8, 2022 and January 12, 2023 Town Board meetings. Motion carried 5-0.

Resident comment on any agenda item. Clerk Eichner read letter from Ms. Charlotte Gruszynski, 1015 Sherman Road, who could not attend the meeting in person. Ms. Gruszynski was in support of both the Deputy Clerk Title change and in favor of the Town contracting with Spectrum to bring broadband internet to the Town facilities. There were no other public comments.

Washington County Sheriff Liaison report – No report; Deputy Wright was not present.

Closed Session pursuant to Wis. Stats. §19.85(1)(e) to discuss Final Draft Lease Agreement with JAYBA for use of a portion of the Town Hall property, 3146 Division Road. Motion by Kufahl, second by Fischer to move into closed session. Motion carried 5-0 on a roll-call vote.

Reconvene into Open Session. Motion by Bishop, second by Kufahl, to reconvene in open session. Motion carried 5-0 on a roll-call vote.

Discussion and possible action – Authorization to release the Final Draft Lease Agreement with JAYBA for use of a portion of the Town Hall property, 3146 Division Road to JAYBA. Motion by Kufahl, second by Bishop, to authorize the release of the final draft lease agreement to JAYBA for their review and execution.

Discussion and possible action – Draft Ordinance J23-001 to amend the 2050 Comprehensive Land Use Plan to change the M-1 Zoning to A-1 at the Tax Key ID T7-0088-00A, Melissa Gindt and Corey Loosen owners, for public hearing and final consideration on April 13, 2023. Motion by Bishop, second by Fischer to approve the draft ordinance J23-001 to amend the 2050 Comprehensive Land Use Plan for final consideration on April 13, 2023

Discussion and possible action – Title change for Office Assistant to Deputy Clerk. Attorney Andringa presented his opinion on this item. Per Statute, the Clerk can name one or more deputy clerks to assist in the completion of his duties, without the approval of the Board. The Board does control the wages for the deputy clerk. Motion by Bishop, second by Fischer, to approve the title change for the Office Assistant to Deputy Clerk. Motion carried 5-0.

Update, discussion, and possible action – Spectrum Broadband Internet Service for Town Hall. No formal action was taken on this item. The Board believed that the installation costs were too high. Clerk Eichner was advised to speak to AT&T about reinstating the ‘land line’ service.

Discussion and possible action – Appointments to the Community Development Authority. Motion by Behringer, second by Bishop, to confirm the appointment of Joe Kufahl to a one-year term, Andy Jones to a three-year term, and Todd Oestreich and Dennis Bell to 4-year terms on the Community Development Authority. Motion carried 5-0

Discussion and possible action – Possible additional recreation program opportunities at Town Hall & Park. The board discussed possible recreational uses for Town Hall and the surrounding park. Pickle ball, cornhole, and soccer were some of the sports that were mentioned. No action was taken on this item.

Update, discussion, and possible action - Town Hall remodeling. The only outstanding items on the remodel are the finishing and painting around the doors on the south and west sides of the remodel area, construction of a concrete stoop at the east lobby doors, and siding and soffit repairs on the west side of the building. Behringer will obtain bids for the east side work. No further action was taken.

Discussion and possible action – Long range plan for remodeling/improvements to the Buckskin bar and the barn. The Board discussed a long-range plan for upgrades to the Buckskin Bar on the north end of Town Hall and the barn on the south end. **No formal action** was taken, but the Board did reach a consensus that estimates should be obtained to make the bar suitable for use and rental, and that a new structural analysis should be done to the barn.

Discussion and possible action – Capital Road Projects for 2023 and possible road tour. The Board discussed possible projects for 2023. The priority construction projects are to place the surface course on Church Road, Maple Road, and Spring Valley Road. Section line roads in need of sealcoating are Bridge Road and Mill Road. The 2023 Road Tour was scheduled for March 11, 2023 beginning at 8:00am. No further action was taken.

Washington County Board Report. The Board decided against using land in the Town of Erin for a halfway house. The board also approve budgeting \$500,000. For repairs and maintenance to Samaritan House.

Treasurer's report. The December 2022 Treasurer's report was presented We collected 4.6 million in taxes: about 73%. We have issued 383 dog tags and 905 transfer station placards. We gave out 923 total TS placards in 2022. We are investigating banking alternatives after a series of issues with BMO arose during tax collection. Monica will be on vacation the week of March 20th.

Ground's report. No Report

Building's report. Spvr. Behringer received a quote for transfer station repairs from Walters Buildings, who built the original building. \$3500 to repair the Roof and \$2978 to fix the hole in the back wall. Sherwin-Williams provided a paint specification for the transfer station. Dave will give it to the contractor who bid the painting last year to see if his bid changes.

Transfer Station report. Bishop will be monitoring the vehicles using the transfer station on Saturdays in February. She has turned a few away already.

Noxious Weeds report. No report

Highway/Chairman's report. Burned the brush pile. Hauled 6 loads of recyclables. Broke down metal and aluminum. The side boards on truck 14 were replaced. Plowed and salted 8 times. Washed the plow trucks and serviced equipment. Cleaned the fuel tanks and services the Kubota lawn mower. The spray patcher needed service – turn signals. Picked up roadside garbage.

Zoning Administrators Report. The Board will be considering rezoning of Witte property adjacent to the Gindt/Loosen Property. The Preliminary Plat for Windmill Trace is moving slowly. Many of the lots have seasonal high groundwater which limits the construction of homes and septic system. The owner will be granting an indefinite extension to approve the map given this and other circumstances. We energies will most likely take ownership of the new solar farm on Sherman Road before construction is complete.

Clerk's report Primary Election on February 21, 2023 – State Supreme Court. First shared election with Town of Germantown. They have an additional primary for State Senate. Spring Election is April 4, 2023. We will be looking into changing financial software. Customer Service has been extremely poor with Town Hall software.

Communications and announcements. None.

Review of bills and authorization of payment. Motion by Bishop, seconded by Behringer to approve the vouchers as presented. Motion carried 5-0.

Adjournment. Motion by Kufahl, seconded by Bishop, to adjourn at 10:30 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: March 9, 2023

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE TOWN BOARD MEETING
March 9, 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 notification.
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, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Kufahl, seconded by Bishop, to consider Items 4-9, 20, 31 and 32 at this meeting; Items 10-19 and 21-30 to be adjourned to a special Town Board meeting on March 14, 2023. Motion carried 5-0.
4. **Approval of the minutes.** Motion by Bishop, seconded by Behringer, to approve the minutes for the February 9, 2023 Town Board meeting. Motion carried 5-0.
5. **Resident comment on any agenda item.** There were no public comments.
6. **Washington County Sheriff Liaison report** – There will be a new format for liaisons beginning this Spring. Our reports will be available monthly on the Sheriff's website. In person Liaison reports will be quarterly, rather than monthly. We are still waiting to learn if Deputy Wright will remain our Liaison or if we will be assigned a new deputy.
7. **Discussion and possible action – Draft Ordinance J23-001 to amend the 2050 Comprehensive Land Use Plan to change the M-1 Zoning to A-1 at the Tax Key ID T7-0088-00Z, Witte Living Trust owner, for public hearing and final consideration on April 13, 2023.** Motion by Bishop, Second by Fischer to approve the Draft ordinance for final consideration on April 13, 2023. Motion carried 5-0.
8. **Discussion and possible action - Windmill Trace – Indefinite Time Extension for Preliminary Plat Review.** Motion by Kufahl, seconded by Bishop, to accept the indefinite time extension for approval of the preliminary plat for Windmill Trace Subdivision, as offered in a February 1, 2023 letter from Anton Matuszczak. Motion carried 5-0
9. **Update, discussion, and possible action – Final Draft Lease Agreement with JAYBA for use of a portion of the Town Hall property, 3146 Division Road.** Motion by Bishop, seconded by Fischer to approve the final Lease Agreement, contingent on amendments discussed to be considered for final approval on March 14, 2023. Motion carried 5-0.
20. **Discussion and possible action – Capital Road Projects for 2023 and possible road tour.** The road tour will proceed on March 11, 2023 at 8am. The tour will review top candidates for construction and maintenance primarily for 2023 but will include candidates for the next 5 years to begin compiling the 5-Year Plan. Clerk Eichner will have an accounting of available funds for road projects for consideration at the March 14, 2023 meeting. No further action was taken.
30. **Review of bills and authorization of payment.** Motion by Bishop, seconded by Fischer to approve the vouchers as presented, except for final payment to Design to Construct. Motion carried 5-0.
31. **Adjournment.** Motion by Kufahl, seconded by Behringer, to adjourn at 8:100 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner

Robert M. Eichner, Clerk
Approved: 4-13-2023

Robert H Hartwig

Robert Hartwig, Chairman



**MINUTES OF THE SPECIAL TOWN BOARD MEETING AND ROAD TOUR
March 11, 2023**

Call meeting to order, Pledge of Allegiance and announcement of meeting notice. The meeting was called to order at 8:04 a.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 Joe Kufahl were present. Also present was Highway Superintendent Ron Eickstedt, and Clerk Bob Eichner.

Approval of the agenda. Motion by Kufahl, seconded by Fischer to approve the agenda. Motion carried 4-0.

Supervisor Dave Behringer arrived.

Discussion and possible action – Road Tour After a brief discussion of goals of this Road Tour, Superintendent Eickstedt led a tour of the roads in the town with the highest priority for reconstruction, overlay and chip sealing. The tour lasted about 4.0 hours.

Discussion on work prioritization: Clerk Eichner will prepare a list of proposed work for 2023 for discussion and possible action at the special Town Board Meeting on March 18, 2023.

Adjournment. Motion by Kufahl, seconded by Behringer, to adjourn at 12:12 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk

Robert H Hartwig
Robert Hartwig, Chairman

Approved: 6-8-2023



MINUTES OF THE TOWN BOARD MEETING
March 14, 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 notification.
2. **Roll call.** Town Chairman Robert Hartwig, Supervisors Dave Behringer, Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Treasurer Monica Diaz and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Behringer, seconded by Fischer, to approve the meeting agenda. Motion carried 5-0.
4. **Resident comment on any agenda item.** Kevin Eickstedt, 1689 STH 60, requested that the town use tax dollars responsibly with respect to road maintenance and construction. He also encouraged the Board to take into consideration the opinion and advice of Highway Superintendent Eickstedt. He has the most knowledge as to the condition of the Town roads and is trying to get as much done as possible.
5. **5. Update, discussion, and possible action – Final Draft Lease Agreement with JAYBA for use of a portion of the Town Hall property, 3146 Division Road.** Motion by Fischer, seconded by Kufahl, to approve the Final Lease Agreement and to authorize Chairman Hartwig to sign upon receipt of the signed document from JAYBA. Motion carried 5-0
6. **Discussion and possible action – Change of Financial Institution.** Motion by Bishop, Second by Behringer to release the last 3 months of financial records to Westbury Bank for the bank to provide a proposal to switching from BMO to Westbury Bank. Motion carried 5-0.
7. **Discussion and possible action – Change of Financial Software.** Clerk Eichner explained that staff is concerned about the lack of customer service currently provided by Town Hall Software, the Town’s provider of financial software. Eichner and Treasurer Diaz presented a proposal to switch to Workhorse, which has a higher annual cost but comes with a guarantee and history of on-call customer service. The Board requested more information on cost differential and ability to change vendors. Item tabled to April 13.
8. **Discussion and possible action – Revision to the Auditor budget for 2023.** The auditor we used last year has changed companies, and his services will require an adjustment to the budget from \$7,000 to \$7500. The consensus of the Board was that the Town does not require an auditor’s services. No action was taken on this item.
9. **Discussion and possible action – Purchase of online Reporting and Group Texting Software, TextMyGov.com.** Clerk Eichner presented a proposal from TextMyGov.com to host a group text service. The Board consensus was that the annual cost of \$4,000 is too high. No action was taken.
10. **Update, discussion, and possible action – Broadband Internet Service for Town Hall.** Clerk Eichner and David Becker from Pros4Technology, Inc., our IT provider, presented a proposal to have Midwest Fiber extend broadband high-speed internet service to the Town Hall complex. If Midwest Fiber deems enough customers along the route, they will provide the service to the Town. The consensus of the Board is that this proposal has merit, and request Eichner & Pros4 work with Midwest Fiber to get more specifics on the proposal. No further action was taken.
11. **Discussion and possible action – Resolution J23-005, A Resolution declaring a portion of the Town Hall remodeling as eligible for ARPA Funds.** Motion by Kufahl, second by Bishop to approve Resolution J23-005 and use the full eligible amount of \$385, 576 toward the remodeling. Motion carried 5-0.
12. **Discussion and possible action – Resolution J23-006, A Resolution approving a 2023 budget amendment to transfer a portion of ARPA Funds to the Building Fund for the Town Hall Remodeling.** Motion by Fischer, seconded by Behringer, to approve Resolution J23-006, amending the Budget for Capital Building improvements from \$0 to \$445,756, of which \$385, 576 shall be ARPA funds.

- 13. 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 has spoken to 3 carpenters and 1 mason regarding the repairs to the east exterior of the remodel. He has asked for quotes for a possible overhang above the new doors. Board consensus is that architect should be liable for the stoop installation. Behringer received 1 verbal quote for masonry for \$10,800. Still waiting for other quotes. This item is tabled until April meeting.
- 14. Update, discussion, and possible action. – Repairs to Salt Storage Shed at the Town Garage.** Salt shed is in bad shape. Bender Barn Builders looked at it. The rafters are not attached to posts, and some are broken. Suggested to replace the salt shed than to repair. This item also is tabled until the April Meeting.
- 15. Update, discussion, and possible action. – Repairs to the Transfer Station walls and repairs and painting of the Transfer Station Roof.** Spvr. Behringer had 4 more painters look at the Transfer station roof; still waiting for quotes. There is to the gutters. Behringer at for a quote on the gutters and the hole in back and another quote to repair portions of the roof. This item also tabled to April.
- 16. Washington County Board report.** Ross Bishop gave a report from a Farmer's Group. Chairman Hartwig attended a railroad consortium meeting in Juneau. There is a big Rank facility being constructed in Dodge county and a spur will be constructed to the facility. Deputy Chuck Nehm was recognized for 50 years of service. \$250,000 was placed in the capital improvement budget for roof replacement Public Agency Center.
- 17. Treasurer's report.** January and February treasurer's reports were presented along with facility rental report. The County-wide Candidates Forum will be held at Town hall on March 18th. Treasurer Diaz will be on vacation the week of March 20th.
- 18. Ground's report.** No report.
- 19. Building's report.** The toilets in the new restrooms backed up last week. the ole drainpipe that runs under the board room had a large existing plug of rust and debris that had to be flushed out. With the driving rain earlier in the month we had leaks in the hallway by the old restrooms. Mark repaired a hole in the flat roof.
- 20. Transfer Station report.** Letter and invoice went out to a resident for an unpaid for drop-off of a dehumidifier.
- 21. Noxious Weeds report.** No report.
- 22. Highway/Chairman's report.** Hauled 4 loads of recyclables, burned brush, broke down aluminum, plowed/salted 7 times. Used 170 tons of salt to date. Salt shed inspection was good. The plow trucks were washed and serviced. We opened ditches on Pioneer road when we got the 2" of rain. Replaced a street sign by the Jailhouse. The air compressor motor was rebuilt. The Tiger mower is at St. Lawrence to replace the master cylinder and hydraulic seals. Dealt with water issues on Sherman Road at Elm Road. Repairs made to the JCB parts washer.
- 23. Zoning Administrators report.** Micech has sent letters to residents/contractors with outstanding permits. Code compliance letters were issued. Micech has received a request to use a shipping container as an accessory building. Micech could not find anything in the zoning code prohibiting them. He will be discussing this with Parks & Planning and with the Board at the next meeting.
- 24. Clerk's report – Open Book & board of Review dates, Spring Election, Annual Meeting.** The date for Open Book is April 25th, 3-5pm at Town Hall. Board of Review is May 18th from 6-8 pm. Several Board members have a conflict with May 18th. Clerk Eichner will call the Assessor to see if a date earlier in that week is available. At least one member needs to be certified each year. It appears that the best training option is virtual on May 1st. The Spring Election is April 4th. Early voting starts Mach 21st. The Annual meeting is April 18th at 7pm. The Sheriff is following up on a complaint of a semi and trailer parked on Senior Drive.
- 25. Discussion and possible action – Capital Road Projects for 2023 and possible road tour.** The results of the March 11, 2023 road tour were discussed along with the budget for maintenance and construction. After discussion, a motion by Behringer, second by Kufahl, to seek bids for 13 miles of chip sealing on roads list in the attached document, and to construct an 1-1/2" over lay on Church Road from Sherman Road to Spring Valley Road. Motion carried 5-0

26. Review of bills and authorization of payment. There are no bills or vouchers to approve.

27. Adjournment. Motion by Kufahl, seconded by Fischer, to adjourn at 10:42 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner

Robert M. Eichner, Clerk

Approved: 4-13-2023

Robert H Hartwig

Robert Hartwig, Chairman



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 18th at 7pm. We are finishing our group email contact list for residents that signed up for it. Board of review will be May 17th from 6pm-8pm. Board of Review Training is May 1st 6:30 – 9:00. Eichner, Bishop & Kufahl will take the training. April 19th 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
Total Road Maintenance Chip Sealing				13.06	\$ 437,010	188,944		\$ 642,407.50	182,147		\$ 526,847.16
Add on unit cost for cold roll as required on Pleasant Valley Road in Tons						0	\$ -	\$ -	350	\$ 186.00	\$ 65,100.00
								\$ 642,407.50			\$ 591,947.16

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
			1.53	\$ 168,300	1,871		\$ 145,189.60		\$ 128,163.50		\$ 141,368.00



MINUTES OF THE TOWN BOARD MEETING May 11, 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 Treasurer Monica Diaz and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Behringer, seconded by Bishop, to approve the meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Bishop, seconded by Behringer to approve the April 13, 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 was not present, but the Sheriff's activity report for April was presented. No further action was taken.
7. **Discussion and possible action** Chairman's appointments to the Park & Planning Commission and the Board of Appeals. Chairman Hartwig proposed the following appointments: Park and Planning, three-year terms, Chairman David Klug, Members John Bales and Bob Traska; 2-year term to replace Retired member Rich Deming, Dennis Bell; 1-year term, Supervisors Dave Behringer and Marcy Bishop; Board of Appeals 3-year term, Bob Traska member and Mark Chapman, Alternate. Motion by Fisher, second by Kufahl, to approve the appointments as presented. Motion Carried 5-0.
8. **Discussion and possible action** – Approval of sale of plot 70 in Immanuel Cemetery to Jeffrey & Ruth Smith. Prior to consideration of this item, Clerk Eichner noted that there is a discrepancy in the ordinance language has led to confusion as to the number of lots required for internment. Mr. Smith only purchased one 5 x 13 gravesite, which will only hold one conventional burial or 4 cremains internments. Mr. Smith was present and stated that he and his spouse will have conventional burials and therefore a second site will need to be purchased. No further action was taken.
9. **Discussion and possible action** – Approval of sale of plot 77 in Immanuel Cemetery to Ross & Marcella Bishop. Bishops will be cremated and only require the single lot. Motion by Kufahl, second by Fisher to approve the sale of plot 77. Motion carried 4-0, Bishop abstained.
10. **Update, discussion, and possible action** – Broadband Internet Service from Midwest Fiber for Town Hall. – Motion by Kufahl, second by Fischer to accept the proposal from Midwest Fiber Corp to provide 100 mb broadband service to Jackson Town Hall. Motion carried 5-0.
11. **Update, discussion, and possible action** – Change of Financial Software. – Motion by Behringer, second by Bishop, to switch financial software service from TownHall Software to Workhorse Software. Motion carried 4-1, Kufahl Nay.
12. **Discussion and possible action.** – Town Hall Remodeling - possible extra for unplugging the sewer lateral after remodel was substantially complete. – Motion by Fischer, second by Bishop, split the cost for the sewer unplugging with Design 2 Construct, \$1,240.00. Motion carried 5-0.
13. **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 waiting on one more quote from Lee Carter construction for this work. Kufahl suggested that if the quote is received by Monday, May 15, 2023, that this item be considered at a special meeting before the Board of Review on May 17, 2023. No further action was taken.
14. **Update, discussion, and possible action.** – Repairs to Salt Storage Shed at the Town Garage – This proposal was approved at the April Meeting. However, amendments were made regarding cable replacement in the Shed. The proposal was signed and returned with the stipulation that the work will be completed between December 1, 2023 and February 29, 2024 when the shed is substantially empty of salt. No further action was taken on this item.

15. **Update, discussion, and possible action.** – Repairs to the Transfer Station walls and repairs and painting of the Transfer Station Roof, and possible door openers. – Behringer is waiting on a proposal from Lee Carter Construction for this item as well. If received in time, this item will also be reconsidered at the Special Meeting on May 17, 2023. No further action taken.
16. **Washington County Board report.** The Public hearing and meeting on the future of the commuter service to Milwaukee will be held May 18, 2023 at 6:00pm. The county has begun possible purchasers. There is a possibility that there will be a large (9%) increase in salt costs and the state is considering reletting the bid. The County will not be taking over any local roads. The county is also considering opening most County roads to ATV and UTV usage by the end of the year. The Wisconsin DOT is promoting the Highway Safety Improvement Program (HSIP) grants to improve dangerous intersections. SEWRPC will complete Highway rating for the Town at no cost. County does provide maintenance services like pavement marking, sealcoating, and crack filling. Kufahl inquired if the Town might consider investing in a brine system to reduce winter maintenance costs.
17. **Treasurer's report.** April treasurer's report was presented along with facility rental report. Treasurer Diaz reported on Cyber Security stating that it is extremely important to have IT security providers like Pros4Technology and the Town might consider cybersecurity insurance. She also attended a grant webinar for roads. Diaz will be on vacation from May 17th to 26th.
18. **Ground's report.** We had about 18 students from Living Word school working on landscaping at Town Hall as part of an annual community service day for the school.
19. **Building's report.** Mark Mytton, building and grounds keeper, is reinforcing the outside stairway to our tenant's apartments one of the support columns rests on deteriorating concrete. Mark is constructing soldier columns to support the compromised column.
20. **Transfer Station report.** The light on the license plate camera needs to be replaced. The installer will fix this soon.
21. **Noxious Weeds report.** 2023 Notice will go out on May 25th.
22. **Highway/Chairman's report.** Hauled 5 loads of recyclables, burned brush 4 times, plowed/salted twice. Ron Eickstedt just reached 28 years of service for the town. The crew plowed hailstones off roads after a recent storm. They repaired shoulder washouts, cut trees and brush, re-ditched and removed a high shoulder by Schreiber Foods on Pleasant Valley Road. The JCB Tractor will require major maintenance on the drive train. Crews cut grass at Zion Cemetery. Eickstedt met with owners regarding the flooding issue on Sherman Road at Elm Road,
23. **Zoning Administrators report.** The shipping container storage units is on hold. Parks and planning will consider a recommendation to the Board at their next meeting. Micech had several conversations with the owner of the flooding property on Sherman Road at Elm Road. The owner will contact the County for possible help locating drain tiles on his property. The owner has permission to pump the flood waters to the west to reduce flooding and the Town will re-ditch to try to get water to flow to the west in the ditch. Work will begin soon on the solar farm on Sherman Road.
24. **Clerk's report – Board of Review, Special Election, ARPA Annual report.** The town will host a special election for Town of Germantown, to fill Dan Knodl's seat, on July 18th. Board of review will be May 17th from 6pm-8pm. Bishop, Kufahl, and Eichner completed BOR training on May 1st. The ARPA Annual Report was submitted. The new website is up and running.
25. **Communications and Announcements** None
26. **Review of bills and authorization of payment.** Motion by Kufahl, second by Bishop to approve payment of vouchers and bills Motion carried 5-0.
27. **Adjournment.** Motion by Kufahl, seconded by Behringer, to adjourn at 9:17pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 6-8-2023

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE SPECIAL TOWN BOARD MEETING
May 17, 2023

1. **Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 5:45 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 (5:50pm), Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Kufahl, seconded by Bishop, to approve the meeting agenda. Motion carried 4-0.
4. **Resident comment on any agenda item.** No public comments.
5. **Update, discussion, and possible action.** – Town Hall Remodeling, including the new siding and soffit repair on the east exterior of the remodel section proposal from Lee Carter Construction. – Proposal was thought to be too expensive. No action taken.
6. **Update, discussion, and possible action.** – Repairs to the Transfer Station walls and repairs and painting of the Transfer Station Roof, proposal from Lee Carter Construction. – Proposal was thought to be too expensive. No action taken.
7. **Adjournment.** Motion by Kufahl, seconded by Fischer, to adjourn at 5:57pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 6-8-2023

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE TOWN BOARD MEETING June 8, 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, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Kufahl, seconded by Fischer, to approve the meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Bishop, seconded by Behringer to approve the March 11, 2023 Special Town Board meeting and Road Tour, the May 11, 2023 Regular Town Board meeting, and May 17, 2023 Special 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** Consideration of Annual Liquor License renewals from July 1, 2023 to June 30, 2024 for Kirchhayn Country Club, Steven Fischer Agent, Bentdale Farms, Inc, Angela Rose Graczyk Agent, El Doman, LLC, Matt Doman Agent, Midwest Hospitality Group, Betony Buzdum Agent, and Pleasant Valley Tennis & Fitness, LLC Ted Weller Agent. Motion by Kufahl, second by Bishop, to approve the License renewals as presented. Motion Carried 4-0, Fischer abstained.
8. **Discussion and possible action** – Consideration of annual Operator's License renewals for Denise Sue Auler, Pleasant Valley Tennis & Fitness; Natalie Susan Weeks, Zachery Welter, Andrew John Welter, and Heather Lynn Fischer, Kirchhayn Country Club; Frank Kiewit, Paul McGilvra, and Mark Gukich, Bentdale Farms. Motion by Kufahl, seconded by Bishop, to approve the Operator's License renewals as presented. Motion Carried 4-0, Fischer abstained.
9. **Discussion and possible action** – Consideration of new Operator's Licenses for Kay Bahr Czisney, Pleasant Valley Tennis & Fitness; Terry Quillen, Bentdale Farms. Motion by Bishop, second by Behringer to approve the license for Mr. Quillen and to hold consideration of Ms. Czisney's application until she appears before the Board. Motion carried 5-0.
10. **Discussion, and possible action** – Consideration of obtaining a new credit card for the Town of Jackson. – Since the Town has switched financial institutions, Treasurer Diaz, and Clerk Eichner asked if the Town should obtain a new credit card not tied to BMO bank. The consensus of the Board is to investigate options and report back to the Board at a future meeting. No Further action taken.
11. **Update, discussion, and possible action** – Consideration of rental fees for the weekly AA group meeting at Town hall. – Motion by Behringer, second by Hartwig, to continue with the current rental fee of \$10 per week until the end of the year. Motion carried 5-0. The board also asked staff to investigate the contract for Hunter Safety Course using the Town Garage meeting room.
12. **Discussion and possible action.** – Zion Cemetery grave locations. Clerk Eichner reported that he has made contact with Dr. Ned Farley at Wisconsin Lutheran College and will be discussing the project in late June. No further action was taken.
13. **Discussion only** – 2022 Recycling Annual Report. Clerk Eichner Presented the 2022 Recycling Annual Report and noted that we did meet the grant requirements and that we have already received our 2023 grant.
14. **Update and Discussion only** – Status of improvements to the Buckskin Bar at Town Hall. Hartwig reported that Gillitzer Electric has ordered new lights and will replace the old ones when they arrive. ANR Heating is very busy and the earliest that the HVAC will probably be done is the end of August. It was suggested by the Board that we see if someone else can do it sooner. The ceiling contractor won't be available until August first, but we can't do the ceiling until the HVAC is done.

15. **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. He requested that the Town purchase materials and solicit Labor only. Motion by Kufahl, seconded by Bishop, to allow Behringer to solicit and approve labor-only bids and to have the Town purchase the siding directly, with a budget not to exceed \$6000.00. Motion carried 5-0.
16. **Update, discussion, and possible action.** – Repairs to the Transfer Station walls and repairs of the Transfer Station Roof gable. Behringer proposed to just have Walters Building replace the roof. He will get two quotes from Walters: one for just the gable repair and one for the Roof replacement for the July meeting. No further action taken.
17. **Washington County Board report.** The county will hold a public information meeting for intersection improvements at Highway 175 and County Highway S on June 14th. Josh Schoenmann will hold roundtables at various locations in the coming weeks.
18. **Treasurer’s report.** There is no Treasurer’s Report because of issues with closing out the BMO account. We have two outstanding personal property tax bills that received another letter.
19. **Ground’s report.** Mark Mytton was given approval to buy some small culverts to place in wet areas of the park trail system.
20. **Building’s report.** The Pavilion holding tank was pumped 3 times in one week due to JAYBA tournaments.
21. **Transfer Station report.** Following up on some no-placard license plates. The license plate camera may need to be moved to the other side of the driveway. Town may need to provide a high-speed internet source for the tech support on the cameras.
22. **Noxious Weeds report.** No report.
23. **Highway/Chairman’s report.** Brush pile burned four times, recyclables hauled 5 times, cleaned up stones on various intersections. Stark completed Church Road surface, under bid and under budget, Al is completing shouldering on Church Road and the County has striped the new road. Crackfilling Service completed crack filling on Maple, Mill, and Bridge Roads and on Wildflower Court. The auger motor for the salter on Truck 12 had to be replaced. The Tractor backhoe had the front drive train repaired. The grass was cut in Zion cemetery. The street sign at Jackson Drive and Sherman Road was stolen. Ron Eickstedt requested that Cable companies be contacted about bad/incomplete restoration of their Fiber Optic installations. Ron also request that the Town appoint an equipment manager to oversee the Towns inventory. Kufahl also asked that this item be discussed at the July meeting. Saturday, June 10 is Breakfast on the Farm at the Roden Farm on CTH Y.
24. **Clerk/Zoning Administrators report.** Micech has been working with the owner of the pond on Sherman looking for drain tiles. The solar farm is under construction with a lot of dirt being moved. Clerk’s report. We are hosting a special election for the Town of Germantown for the assembly 24th district seat, on July 18, 2023. We are investigating purchasing Badger Books (electronic poll books) for the Town of Jackson. This will ultimately reduce the costs of elections – fewer poll workers, fewer printing costs and the results go right to the State. Clerk will be on vacation from June 19th – 21st and July 3rd. The Town will be open 7/3 but closed 7/4.
25. **Communications and Announcements** None
26. **Review of bills and authorization of payment.** Motion by Bishop, second by Kufahl to approve payment of vouchers and bills Motion carried 5-0.
27. **Adjournment.** Motion by Kufahl, seconded by Bishop, to adjourn at 8:44 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 7-13-2023

Robert H Hartwig
Robert Hartwig, Chairman



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 17th 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



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
July 24, 2023**

1. **Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 6:00 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited.
2. **Roll call.** Town Chairman Robert Hartwig, Supervisors Dave Behringer, Steve Fischer, and Joe Kufahl were present.
3. **Approval of the agenda.** Motion by Fischer, seconded by Kufahl, to approve the meeting agenda. Motion carried 4-0.
4. **Resident comment on any agenda item.** No public comments.
5. **Discussion and possible action** – Consider proposals to mud-jack settled sidewalk at the Town Hall and at the Park Pavilion. The Board members toured the locations for mud-jacking. Motion by Behringer, seconded by Fischer to accept the proposal from Barth Mudjacking, LLC for the base amount of \$1995 for the mud-jacking at the Pavilion and to authorize additional work up to \$800 to mud-jack the walkways in front of Town Hall. Motion carried 4-0.
6. **Adjournment.** Motion by Kufahl, seconded by Behringer, to adjourn at 6:23 pm. Motion carried 4-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 11-9-2023

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE TOWN BOARD MEETING
August 10, 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 Highway Superintendent Ron Eickstedt, 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 July 13, 2023 Town Board meeting minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** Ron Eickstedt expressed concerns with the proposed Ordinance for regulating shipping containers as accessory structures. He is concerned that if you do not somehow allow for 'grandfathering' existing containers, the Town could be opening a 'can of worms.' There were no other public comments.
6. **Washington County Sheriff's Department report** – Deputy Wright was not present and there was no report.
7. **Discussion and possible action** – Consideration of an Operator's License applications for Kay Czisney, Pleasant Valley Tennis Club (new) and Janis Sierra, independent (renewal). Ms. Czisney was not present and her application was not considered. Motion by Bishop, seconded by Kufahl to approve the Renewal of the Operator's license for Janis Sierra. Motion Carried 5-0.
8. **Discussion and possible action** – Consideration of a Picnic License for Art in the Barn, 2390 Highland Drive, Susan Weber agent. Motion by Bishop, seconded by Behringer, to approve the Picnic License for Art in the Barn. Motion Carried 5-0.
9. **Discussion Only** – Draft Ordinance TOJ 2023-003, An ordinance amending Articles 3, 4, and 15 of the Town of Jackson Zoning Code for the permitting and regulating of containers as accessory structures. After discussion, the consensus was to have the Town attorney revise the draft ordinance to include use of the containers in some residential zoning, and to address existing containers in the Town, and to present the revisions to the Park and Planning Commission for review and comment.
10. **Town Attorney Correspondence** – Attorney Andringa will be retiring as the Towns Attorney effective April 30, 2024.
11. **Update, discussion, and possible action.** – Clerk Eichner reported that he met with Wally Miller. Who stated that he could begin helping to repair/restore the existing headstones this Fall, and he will give us a budget number to continue the process next year. No further action was taken.
12. **Discussion and possible action** – Consideration of relocation of the Immanuel Cemetery sign. – The existing sign was damaged somehow and needs to be replaced. Clerk Eichner would like to relocate the sign nearer to the cemetery entrance on Mill Road. The new location will require approval by the Park and Planning Commission. Motion by Kufahl, second by Bishop to relocate the Immanuel Cemetery sign near to the cemetery entrance on Mill Road, if approved by the park and Planning Commission. Motion carried 5-0.
13. **Discussion only** – Reconsideration of Town Audit. Due to family illness, Isaac Patterson was not able to provide an updated proposal for this meeting. The town should have a revised proposal for consideration at the September meeting.
14. **Discussion and possible action** – Consideration of Town Hall rental fees for the Wisconsin Antique Power Reunion, Inc. – This group will be forced to find a new location for meetings when Circle B in Grafton closes next Spring. They would like to use the Town Hall facilities. Motion by Kufahl, second by Bishop to charge the group \$50 per monthly meeting and required a \$150 security deposit. Motion carried 5-0.

15. **Discussion and possible action** – Consideration of changes to the ETF healthcare premiums and offerings for town employees. – Clerk Eichner requested consideration of a change in the Towns Healthcare coverage to include a Vision plan and option for High Deductible plans. The vision plan option will add about \$20 dollars to the plan premiums, and the higher deductible option would result in lower premiums to both the Town and the employees. Clerk Eichner was instructed to report actual costs at a future Board meeting for consideration. No further action was taken.
16. **Discussion and possible action** – Consideration of 2024 road construction projects. – Clerk Eichner presented a list of road projects for 2024 to 2028. After discussion, the consensus was that Eichner will seek budget bids for these roads and present a budget number for consideration at the September meeting. No further action was taken.
17. **Discussion only** – Consideration of materials and methods used on future road sealcoating projects. Methods and materials and notification methods were discussed. No action was taken.
18. **Update, discussion, and possible action.** – Town Hall Remodeling, including the new siding and soffit repair on the east exterior of the remodel section. – Behringer received a quote of \$7610 from Peschong Carpentry, within the budget constraints given. Contractor will begin the work next week.
19. **Update, discussion, and possible action.** – Behringer authorized the window replacement on the transfer station door by Wingspan Glass for about \$300. The original stops are finally being shipped this week. Behringer did receive a verbal quote for the transfer station roof replacement of \$13,800 + a 10% contingency but the contractor would not be able to get here until spring. Walters Buildings will come out to fix the leaking in the Recycling building for \$3,500. No further action taken.
20. **Washington County Board report.** Sheriff's Department was given a total of \$180,000 for special radio systems.
21. **Treasurer's report.** There is no treasurer's report because we are in the middle of the switch over from Town Hall to Workhorse financial software systems. All the BMO accounts are closed, and we will be getting our Westbury Bank credit card next week and we will close the BMO card. We have two renters for the pavilion if we can get clearance from JAYBA. We have received some positive comments from our renters.
22. **Ground's report.** The mud-jacking is complete and looks great.
23. **Noxious Weeds report.** No report.
24. **Building's report.** Nothing additional to report.
25. **Transfer Station report.** We need to discuss a possible one time drop off fee when we look at the fee schedule for the budget.
26. **Equipment Manager's Report** – No report
27. **Highway/Chairman's report.** Worked with Scott Construction on sealcoating. Had an issue with Waste Management on a damaged dumpster.
28. **Zoning Administrators report.** There will be a rezoning request at the September Meeting for seven lots on Sherman Road. Micech has sent out letters for work without permits and zoning complaints.
29. **Clerk Report.** Chris Berg from Environmental Health reported to us that the DNR has released the Town Hall from quarterly testing so we will only have testing done once in the spring starting in 2024. 2023 population is 4029. There are Fall workshops by WTA. Treasurer Diaz and Clerk Eichner are attending on September 25th.
30. **Communications and Announcements** None
31. **Review of bills and authorization of payment.** Motion by Behringer, second by Kufahl to approve payment of vouchers and bills Motion carried 5-0.
32. **Adjournment.** Motion by Bishop, seconded by Kufahl, to adjourn at 10:00 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 9-14-2023

Robert H Hartwig
Robert Hartwig, Chairman



DRAFT MINUTES OF THE TOWN BOARD MEETING September 14, 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 Zoning Administrator Jim Micech, and Clerk Bob Eichner.
3. **Approval of the agenda.** Clerk Eichner stated that Item 15, Reconsideration of the Town Audit will be removed from the agenda. Motion by Kufahl, seconded by Bishop, to approve the revised meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Bishop, seconded by Behringer to approve the August 10, 2023 Town Board meeting minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** There were no public comments.
6. **Washington County Sheriff's Department report** – Deputy Wright was not present and there was no report.
7. **Discussion and possible action – Consideration of an Operator's License applications for Kay Czisney, Pleasant Valley Tennis Club.** Motion by Fischer, seconded by Behringer to approve the Renewal of the Operator's license for Kay Czisney. Motion Carried 5-0.
8. **Discussion and possible action – Consideration roadway bonding and weight limit variance for the ANR pipeline replacement in 2024/2025.** Tristan Brock, TC Energy presented a request to the Town for a waiver of the weight restrictions on Western Avenue, in lieu of a bond for reconstruction of the road if damaged during the 2025 ANR Pipeline replacement. Motion by Bishop, seconded by Kufahl, to waive the weight restrictions on Western Avenue between CTH P and Maple Road, in lieu of a reconstruction bond in the amount of \$727,020. Motion Carried 5-0.

Supervisor Kufahl recused himself for the following item.
9. **Discussion and possible action – Consider setting October 12, 2023 Public Hearing date for a petition request for Rezoning Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1.** Motion by Behringer, second by Fischer to set the public hearing for the requested rezoning for October 12, 2023 at 7:00pm. Motion carried 4-0.

Supervisor Kufahl returned to the Board.
10. **Discussion and possible action – Consider setting November 9, 2023 Public Hearing date for a petition request for Comprehensive Land Use Plan and Zoning Change from M-1 to M-2 and B-2.** Motion by Kufahl, second by Fischer to set the public hearing for the requested land use plan amendment and rezoning for November 9, 2023 at 7:00pm. Motion carried 5-0.
11. **Discussion and possible action – Consideration of a Certified Survey Map for a land division of parcels T7-0316-00X and T7-0323 as recommended for approval by Parks & Planning Commission on August 30, 2023.** Motion by Bishop, second by Behringer to approve the Certified Survey Map. Motion carried 5-0.
12. **Discussion and possible action – Consideration of a Reclamation Plan Amendment for Lannon Stone Products Quarry to include a parcel in the Town of Cedarburg, Ozaukee County, and drafting a Memorandum of Understanding with Ozaukee County, to allow Town of Jackson regulatory authority.** Motion by Bishop, second by Hartwig to authorize Attorney Andringa to collaborate with Lannon Stone Products and Ozaukee County to prepare a Memorandum of Understanding. For the reclamation plan amendment. Motion carried 5-0.

- 13. Discussion Only – Draft Ordinance TOJ23-003, An ordinance amending Articles 3, 4, and 15 of the Town of Jackson Zoning Code for the permitting and regulating of containers as accessory structures.** The following changes were made to the draft Ordinance; in all zoning classifications the maximum number of containers allowed is 12, and in residential, business, and manufacturing classifications, of less than 1 acre, 1 container, maximum 9 ft x 20ft will be allowed.
- 14. Update and discussion – Zion Cemetery headstone restoration.** Clerk Eichner reported that the headstone restoration/repair will begin soon, and that we are still waiting for a start date for the sonar work by Wisconsin Lutheran College. No action taken.
- 15. Discussion only –** This item was not discussed at the request of Clerk Eichner.
- 16. Discussion and possible action – Consideration of Town Hall rental fees for the Class Act theater group.** Motion by Fischer, second by Bishop to charge Class Act \$25 per week for rental of Town Hall for rehearsals. Motion carried 5-0.
- 17. Discussion and possible action – Consideration of changes to the ETF healthcare premiums and offerings for town employees.** – Motion by Bishop, second by Behringer for the Town to opt into the Delta Vision+ as an option for town employees. Motion carried 5-0.
- 18. Discussion and possible action - Consideration of adding Monica Diaz to the Wisconsin Retirement System** Treasurer has requested to be added to the Wisconsin retirement system. Former Treasurer Elbies was in the system and Diaz does meet the half-time requirement. The Board will reconsider this request at a future meeting after a review of the financial impact to the Town. No further action was taken.
- 19. Update, discussion, and possible action – Buckskin Bar remodeling.** The air conditioning installation and light replacement should begin by the end of October, with painting to take place in November. No further action was taken.
- 20. Discussion and possible action – Consideration of 2024 road construction budget.** Clerk Eichner presented 3 potential road construction budgets based on budget proposals from Payne & Dolan and Scott Construction. The construction budget would range from \$405,000 to \$505,000 depending on the extent of the asphalt paving. The budget chosen will ultimately depend on completing the rest of the 2024 budget. No action was taken on this item.
- 21. Discussion and possible action – 2024 Budget workshop schedule.** – The Board set the budget workshop dates as October 4, 2023 6:30pm, October 12, 2023, after the regular Town Board meeting, and October 24, 2023, 6:30pm. The Board will approve the Budget on November 9, 2023 and the Public Hearing and Electors meeting will be held November 28, 2023. No further action was taken.
- 22. Washington County Board report.** Fire Chiefs were all recognized for their service. County discussed some lead water pipe problems in West Bend. The 2024-2025 budget was presented. The 2025 CTH M reconstruction was discussed and approved. New elevators are being put in the Tennes Government Center. The salary for the County executive for the next 4 years was discussed and approved.
- 23. Treasurer's report.** There is no treasurer's report because we are in the middle of the switch over from Town Hall to Workhorse financial software systems. Diaz has signed the Town into a network group, Source Well, a co-operative purchasing network. Doman's restaurant has been purchased by an investment group from Pennsylvania with ties to the Cedarburg-Grafton area. *Cedar Jack's* has applied for a liquor license and will be opening sometime in October. Information for property tax collection will be sent to ABT Mailcom by October 1, 2023. There is a new vendor for the TS Placards. They will be bigger and easier to see.
- 24. Ground's report.** No report.
- 25. Noxious Weeds report.** No report.
- 26. Building's report.** The remodel siding is almost done. Mark Mytton will be caulking the seams on the flat roof of Town Hall to mitigate leaking issues. Behringer received a quote for the replacement of the Transfer Station roof that was less than several of the Painting quotes. Still waiting for the stops for the Recycling Center window replacement. The double doors by the new conference room are finally replaced.
- 27. Transfer Station report.** We are still trying to get highspeed mobile Wi-Fi at the shop to aid with the moving the license plate camera. Bob will be communicating with Lenny next week. George Welter appears to be working out well at the Recycling Center.

- 28. Equipment Manager's Report** – Trying to set-up a computer tracking system. The new truck delivery date is now December 8, 2023.
- 29. Highway/Chairman's report.** Brush was burned 3 times, recyclables were hauled 7 times, Seal-coated roads have been striped. Replaced a second culvert on Sherman Road. The seal coating excess stone was taken to the Shop, mixed with screenings, and were used for shouldering. The dips on Sherman Road were spray patched. The spray patcher had two tires replaced. They County used their boom mower to cut some of our hard-to-reach areas on the town road. Eickstedt trained new TS employee George Welter.
- 30. Zoning Administrators report.** Received an inspection complaint on a new house. He is threatening to sue the Town over inspections done by Gordy Hoffman. Most of the complaints are quality issues. The DEAD-END sign on Briarwood needs to be replaced. Board of Appeals Hearing on September 19,2023 for an oversized garage.
- 31. Clerk Report.** Treasurer Diaz and Clerk Eichner are attending the WTA Fall workshop on September 25th. Spvr. Bishop will also attend the workshop. There is a LRIP seminar on September 19th. Phones are up and running. We are ramping up the deputy clerks roll in the office. The RFP for the Transfer Station/Recycling contract will be sent out by the end of the month. Payne and Dolan might be doing night work on September, 16 and 18, 2023.
- 32. Communications and Announcements** None
- 33. Review of bills and authorization of payment.** Motion by Bishop, second by Behringer to approve payment of vouchers and bills Motion carried 5-0.
- 34. Adjournment.** Motion by Behringer, seconded by Fischer, to adjourn at 10:15 pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 10-12-2023

Robert H Hartwig
Robert Hartwig, Chairman



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
OCTOBER 9, 2023**

- 1. Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 6:30 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed proper meeting notification.
- 2. Roll call.** Town Chairman Robert Hartwig, Supervisors Dave Behringer, Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Treasurer Monica Diaz and Clerk Bob Eichner
- 3. Approval of the agenda.** Motion by Kufahl, seconded by Bishop, to approve the meeting agenda. Motion carried 5-0.
- 4. Discussion and possible action** – Consideration of the 2024 Fee Schedule. Motion by Bishop, second by Fischer to approve the 2024 Fee Schedule, with an amendment to the cemetery fee, lowering it from \$500 to \$400. Motion carried 5-0.
- 5. Discussion and possible action** – Consideration of the 2024 Employee Wages. Motion by Kufahl, second by Bishop, to approve a 3% increase in wages for all public works and Town Hall staff. Motion carried 5-0.
- 6. Discussion and possible action** – Consideration of WRS contribution for the Town Treasurer. Motion by Bishop, second by Behringer, to allow Treasurer Diaz to enroll in the Wisconsin Retirement System. Motion carried 5-0.
- 7. Discussion and possible action** – Consideration of using a portion of past unused levy limit for the 2023 levy limit. This vote requires a 2/3 majority vote. Motion by Bishop, second by Behringer, to use the unused levy limit add-on to increase the levy limit by \$5188 for 2023. Motion carried by roll call vote 5 Aye, 0 Nay.
- 8. Discussion and possible action** - Budget workshop. Workshop was for preliminary work. Changes, additions, and deletions in the budget were discussed. No action was taken.
- 9. Adjournment.** Motion by Bishop, seconded by Kufahl, to adjourn at 8:39pm pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 11-9-2023

Robert H Hartwig
Robert Hartwig, Chairman



MINUTES OF THE TOWN BOARD MEETING October 12, 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, Treasurer Monica Diaz, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Bishop, seconded by Fischer, to approve the meeting agenda, amended to include discussion and possible action for item 15. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Fischer, seconded by Bishop to approve the September 14, 2023 Town Board meeting minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** Susan Jens, 4280 Maple Road, and Paula Luba 4781 Maple Road are both opposed to a partial business land use change and rezoning identified in Item 15. It should remain agriculture/rural residential.
6. **Washington County Sheriff's Department report** – Deputy Wright was not present and there was no report.
7. **Discussion and possible action – Approval of New Class B Combination Liquor License application for Cedar Jacks, 3280 County Highway P, Jackson, WI 53037; Craig E Lowdermilk, agent.** Motion by Bishop, seconded by Behringer to approve the Class B combination liquor license for Cedar Jacks. Motion Carried 5-0.
8. **Open Public Hearing for comment on a rezone Petition of Property Owner for Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1. Charlotte Gruszynski, petitioner.** Motion by Bishop, second by Behringer, to open the Public Hearing. Motion carried 5-0.
 - Don Georgenson, 985 Sherman Road, one of the property owners, requested to be exempt from the re-zone. He has plans for properties that would require the current A-1 zoning district.
 - Ron Eickstedt, 3689 Johnson Lane, was opposed to all the lots being rezoned when only one owner requested it.
 - Nate Hill, 977 Sherman Road, another of the property owners does not want to rezone his property.
 - Gene Kannenberg, 3571 Church Road asked why all the lots were being considered when on one owner requested it. Answer: It would have brought the lots up to conformity with the 2050 Comprehensive Land Use Plan.
 - Joe Kufahl, 969 Sherman Road, another of the property owners, was in favor of finding a way to exempt the Georgenson's from the re-zone.
 - Korri Georgenson stated she planned to raise bees and chickens, both of which are only allowed in agricultural zoning.
 - Sue Jens, 4280 Maple Road stated she didn't think it was right for 1 person to determine something for other property owners.
 - Charlotte Gruszynski stated that she only needed hers and Andy Jones' property to be rezoned to complete their land sale. She encouraged the Board to exempt the others.
- Spvr. Kufahl recused himself.
9. **Close Public Hearing for comment on a rezone Petition of Property Owner for Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1. Charlotte Gruszynski, petitioner.** Motion by Behringer, second by Fischer, to close the public hearing. Motion carried 4-0.

10. Discussion and possible action – Consideration of a rezone Petition of Property Owner for Tax Parcels T7-0669-00C, T7-0669-00D, T7-0669-00B, T7-0669, T7-0667-00A, T7-0667-00B and T7-0667-00C from A-1 to R-1. Charlotte Gruszynski, petitioner. Motion by Bishop, second by Fischer, to rezone parcels T7-0669-00C and 0669-00D from A-1 to R-1. Motion carried 4-0.

Spvr. Kufahl returned to the Board.

11. Open Public Hearing for comment on Ordinance TOJ23-003, an ordinance amending Articles 3, 4, and 15 of the Town of Jackson Zoning Code for the permitting and regulating of containers as accessory structures. Motion by Bishop, seconded by Behringer, to open the Public Hearing. Motion carried 5-0.

-Charlotte Gruszynski, supports the ordinance change.

-Ron Eickstedt asked for clarification on existing containers; why are not these grandfathered in. Answer: the existing containers cannot be grandfathered because the containers are currently illegal, non-conforming. If ordinance passes the owners will have to apply for a permit to make the containers legal or remove them.

-Nate Hill asked why the containers cannot be considered under accessory structures. Answer: Because some zoning districts have limits on the size and number of structures. This ordinance allows for more square footage than the accessory structure ordinances.

12. Close Public Hearing for comment on Ordinance TOJ23-003, an ordinance amending Articles 3, 4, and 15 of the Town of Jackson Zoning Code for the permitting and regulating of containers as accessory structures. Motion by Fischer, seconded by Behringer, to close the Public Hearing. Motion carried 5-0.

13. Discussion and possible action – Consideration of Ordinance TOJ23-003, an ordinance amending Articles 3, 4, and 15 of the Town of Jackson Zoning Code for the permitting and regulating of containers as accessory structures. Motion by Kufahl, seconded by Behringer. To adopt Ordinance TOJ23-003. Motion carried 5-0.

14. Discussion and possible action – Consideration of a Certified Survey Map for a land division of T7-0435 and combining parcels T7-0434, -0432, -0431, -0430-00A, -0428 and remaining portion of -0435 into one parcel, 2028 State Road 60; John Goll, owner. Motion by Bishop, seconded by Behringer, to approve the Certified Survey Map on the condition that the map is approved in extra-territorial Review by the Village of Jackson. Motion carried 5-0.

15. Discussion and possible action – Review the Draft Resolution and Draft Ordinance for Petition request to Amend the 2050 Town of Jackson Comprehensive Plan Map for Tax Parcel T7-0073-00B from M-1 (northern portion) and A-1 (southern portion) to M-2 (northern portion) and B-2 (southern portion), 2085 CTH NN; B & L Properties d.b.a. Bob's Main Street Auto & Towing, owner. Motion by Fischer, seconded by Bishop, to approve the Draft Ordinance, TOJ23-004, amending the Comprehensive Land Use Plan. Motion carried 5-0.

16. Update and discussion only – Memorandum of Understanding RE: Lannon Stone Products, Town of Cedarburg Clean Fill Site. Attorney Andringa reported that the MOU was drafted by Attorney Levy and will be finalized at a meeting on October 23, 2023. No action taken.

17. Update, discussion, and possible action – Reconsideration of Town Audit – Clerk Eichner and Treasurer Diaz. The board was asked to reconsider additional financial services from the auditor to assure that all accounts and financial statements are accurate at the beginning of 2024. No action was taken on this item. Clerk Eichner was directed to speak to the auditor to assure that all services paid for in the 2021 Audit were completed.

18. Update, discussion, and possible action – Consideration of an amendment to the Request for Proposal for a Service Contract for hauling, disposal, and processing of solid waste and recyclables. Clerk Eichner provided an update of the request for proposal for solid waste and recycling processing, notably that the weekly charge for solid waste services will include separate unit costs for hauling and disposal. No action taken.

19. Update, discussion, and possible action – Town Hall Barroom remodeling Chairman Hartwig reported that Giltzer Electric will start the electrical work next week, and Hartwig will be meeting with the HVAC contractor soon.

20. Washington County Board report. Grants were approved for the Sheriff's Department. The Board passed an Ordinance that County Highways, in municipalities with existing ATV/UTV ordinances, shall allow full access to ATVs and UTVs with no speed limit restrictions.

- 21. Treasurer's report.** All information for 2023 is entered into Workhorse software. We are now working on monthly reconciliations and treasurer's reports. Facility rentals are still going strong. Deputy Clerk Diaz is now in charge of Facility Rentals. 4-H and Moonlighters have been notified that all non-profits will have a minimum meeting charge. Clerk and Treasurer will be attending the Workhorse conference in Wausau on October 20th.
- 22. Grounds report** No report.
- 23. Weed Commissioner's Report** No report.
- 24. Buildings report** The stops for the Transfer Station windows will be here on Monday.
- 25. Transfer Station report** Clerk Eichner is working with the camera contractor to get a hotspot at the garage.
- 26. Equipment Manager's Report** No report.
- 27. Highway/Chairman's report** – Hauled 4 loads of recyclables, burned brush 3 times, paved the culvert replacements on Sherman Road, continued with spray-patching, roadside mowing on backs of ditches, finished restoration at the Sherman Road culvert crossing at Hidden Glen Golf Course, loaded and hauled compost, the septic tank was inspected, ditch work at Elm Road & CTH T, The Village striped several shared roads, installed Dead End sign on Cedar Creek Road. Our new truck will be built on December 8, 2023.
- 28. Zoning Administrators report** – KCI Environmental is working on Phase 2 of the wetland restoration north of STH 60 and west of Boehlke Bottled Gas.
- 29. Clerk's report** Eichner will be attending the Tuesday Election session at WTA on October 24th.
- 30. Communications and announcements.**
- 31. Review of bills and authorization of payment.** Motion by Bishop, seconded by Behringer to approve the bills and payments. Motion carried 5-0
- 32. Discussion and possible action – Budget Workshop.** The 2024 budget was reviewed for the second time. Final review is scheduled for October 24, 2023 at 6:30 pm.
- 33. Adjournment.** Motion by Kufahl, seconded by Behringer to adjourn at 9:40pm.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 11-9-2023

Robert H Hartwig
Robert Hartwig, Chairman



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
November 1, 2023**

1. **Call meeting to order, Pledge of Allegiance and announcement of meeting notice.** The meeting was called to order at 6:30 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed proper meeting notification.
2. **Roll call.** Town Chairman Robert Hartwig, Supervisors Dave Behringer (6:35), Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Treasurer Monica Diaz and Clerk Bob Eichner
3. **Approval of the agenda.** Motion by Kufahl, seconded by Bishop, to approve the meeting agenda. Motion carried 4-0.
4. **Discussion and possible action** – Consideration Cemetery Deed for Jennifer Gabel. Motion by Bishop, seconded by Kufahl, to approve the Cemetery deed for Gabel. Motion carried 4-0
5. **Discussion and possible action** – Consideration of proposals for the 2024-2028 Contract for Solid Waste and Recycling hauling, disposal, and processing. Motion by Fischer, seconded by Behringer, to award the 2024-2028 Solid Waste and Recycling contract to GFL Environmental, Horicon. Motion carried 5-0
6. **Discussion and possible action** - Budget workshop. This was the final review of the 2024 Budget and levy. Budget and levy will be approved by the Board on November 9, 2023. No action was taken.
7. **Adjournment.** Motion by Behringer, seconded by Fischer, to adjourn at 8:13pm pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 11-9-2023

Robert H Hartwig
Robert Hartwig, Chairman



**MINUTES OF THE JOINT MEETING OF THE JACKSON TOWN BOARD AND PARK AND PLANNING COMMISSION
NOVEMBER 9, 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. For the Park & Planning Commission, Chair Dave Klug, Vice-Chair Arlyn Johnson, Commissioners John Bales, Chad Johnson, Bob Traska, and Dennis Bell were present. Commissioner Andy Jones was excused. Also present was Attorney Tim Andringa, Zoning Administrator Jim Micech, Treasurer Monica Diaz, and Clerk Bob Eichner.
3. **Approval of the agenda.** Motion by Kufahl, seconded by Fischer, to approve the meeting agenda. Motion carried 5-0.
4. **Approval of the minutes:** Motion by Kufahl, seconded by Behringer to approve the October 12, 2023 Regular Town Board meeting and the July 24, October 9, and November 1, 2023 Special Town Board meeting minutes. Motion carried 5-0.
5. **Resident comment on any agenda item.** No public comment.
6. **Washington County Sheriff's Department report** – Deputy Wright was not present and there was no report.
7. **Town Board Motion to Open Public Hearing for comment on a 2050 Comprehensive Land Use Plan Amendment Petition of the Property Owner for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from Manufacturing (northern portion) and Agricultural and Rural Single Family Residential District (southern portion) to Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob's Main Street Auto & Towing, petitioner.** Motion by Bishop, second by Behringer, to open the Public Hearing. Motion carried 5-0.

-Kevin Parrish, engineer for the petitioners, explained what was proposed for the property and why they are seeking the land use change.

-Ken Weichsel, 2353 CTH NN, asked what the business was prior to this. Answer a trucking company. Also commented why rezone this area when WB across CTH NN already may have zoning the allows for the use.

-Susan Jens 4823 Maple Rd, no to Business land use change, presented a letter stating desire to keep this area as rural as possible. She is also concerned with the runoff and flooding of evergreen creek flowing through the property.

-James Jens, 4823 Maple Rd, no to Business land use change, concerned with more traffic on Maple Rd, 55mph speed limit and sight issues with the hill on Maple Rd.

-David Witte, 2313 CTH NN no to Business land use change, has a driveway across from access to the field which would probably become the access for whatever business is placed there. Concerned about vehicle and lot lighting. He also questioned why the owners didn't ask about this before purchasing the property.

-Jeremy Deck, 4851 Maple Road, no to Business land use change, would prefer the farm field to a car dealership or whatever would be placed on the site. He is ok with the current Manufacturing use but please don't change the rest.

-Theresa Miller 4826 Maple Road, no to Business land use change, concerned with site lighting coming into her bedroom windows, should stay field.

-Joanna Miller, 2035 CTH NN, no to Business land use change, not a good fit for this area of Jackson.

-Ron Eickstedt 3689 Johnson Ln asked several questions related to the current zoning of the property and how can a property have more than one zoning designation.

-Rachael D'Angelo-Keller, 4851 Maple Road, no to Business land use change, likes the rural feel of area.

-Bill Rate, Petitioner spoke. He is not going to destroy anything, will work to protect the creek. It might be possible to move the access to the field from Maple to CTH NN. He purchase the existing site as a central location for his tow trucks. He won't have cars there. He thought that having the business use on the remainder of the property would allow for more options for him than leaving it farm field.

-Paula Luba, 4781 Maple Road, spoke against this item. her feeling is that this is not an urban location as most of the other B&L properties are in and that she feels that the rural character of the Town should remain.

8. Close Public Hearing for comment on a 2050 Comprehensive Land Use Plan Amendment Petition of the Property Owner for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from Manufacturing (northern portion) and Agricultural and Rural Single Family Residential District (southern portion) to Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob's Main Street Auto & Towing, petitioner. Motion by Behringer, second by Bishop, to close the public hearing. Motion carried 5-0.

9. Town Board Motion to Open Public Hearing for comment on a Town of Jackson Zoning Map Amendment Petition of the Property Owner for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from M-1, Manufacturing (northern portion) and A-1, Agricultural and Rural Single Family Residential District (southern portion) to M-2 Manufacturing for a portion of the northwestern and B-2 Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob's Main Street Auto & Towing, petitioner. Motion by Kufahl, second by Fischer, to open the public hearing. Motion carried 5-0.

-Susan Jens and Jim Jens stated that their comments are the same for this hearing.

-Ken Weichsel asked why two hearings? Answer: both change requires a separate public hearing.

-Theresa Miller also stated that her comments from the previous hearing.

-Ron Eickstedt inquired how the site could be accessed across the creek. Answer: anything dealing with the waterway would be between the owner and the DNR and possibly the Army Corp of Engineers.

Attorney Andringa asked all in attendance for this item if they concurred that they were ok with the Manufacturing use and zone change and only opposed to the Business use and zone change. The majority did agree with this statement.

10. Motion to Close Public Hearing for comment on a Town of Jackson Zoning Map Amendment Petition of the Property Owner for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from M-1, Manufacturing (northern portion) and A-1, Agricultural and Rural Single Family Residential District (southern portion) to M-2 Manufacturing for a portion of the northwestern and B-2, Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob's Main Street Auto & Towing, petitioner. Motion by Fischer, seconded by Behringer, to close the Public Hearing. Motion carried 5-0.

11. Town board motion to recess for discussion and possible action of the Town of Jackson Park and Planning Commission on Resolution J-23-007. Motion by Bishop, seconded by Kufahl, to recess the Town Board meeting. Motion carried 5-0.

Gavel was passed to Park & Planning Chair Klug.

12. Town Park & Planning Commission discussion and possible action to sign Resolution J-2023-007, to recommend that the Town Board amend the 2050 Comprehensive Land Use Plan, adopted at the Park & Planning Commission Meeting on September 27, 2023. The resolution was reviewed, discussed, and signed by the Commissioners. No further action was taken.

13. Town Park & Planning Commission discussion and possible action – Consideration of a written recommendation to the Town Board for the Zoning Map Amendment Petition of the Property Owner for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from M-1, Manufacturing (northern portion) and A-1, Agricultural and Rural Single Family Residential District (southern portion) to M-2 Manufacturing for a portion of the northwestern and B-2, Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob's Main Street Auto & Towing, petitioner. After discussion, motion by A. Johnson, seconded by Bales, to recommend to the Town Board that the zoning for that portion of the lot bounded by Maple Road, CTH NN, and Evergreen Creek be changed from M-1 to M-2, and the remainder of the subject be changed from M-1 and A-1 to A-1. Motion carried 6-2, C. Johnson and Bishop, Nay.

14. Motion to adjourn the Town of Jackson Park and Planning Commission. Motion by Bales, second by Traska to adjourn the Park and Planning Commission meeting. Motion carried 8-0

Gavel returned to Board Chair Hartwig.

15. Motion to Reconvene the Town of Jackson Board Meeting. Motion by Fischer, second by Bishop, to reconvene the Town Board Meeting. Motion Carried 5-0.

- 16. Discussion and possible action – Consideration of Ordinance TOJ23-004 amending the 2050 Comprehensive Land Use Plan Amendment for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from Manufacturing (northern portion) and Agricultural and Rural Single Family Residential District (southern portion) to Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob’s Main Street Auto & Towing, petitioner.** Motion by Bishop, seconded by Fischer, to deny Ordinance TOJ-04 and to make no change to the Comprehensive Plan. Motion carried 3-2, Behringer, Kufahl, Nay.
- 17. Discussion and possible action – Consideration of a rezone petition for Tax Parcel T7-0073-00B, consisting of 8.93 acres, from M-1, Manufacturing (northern portion) and Agricultural and Rural Single Family Residential District (southern portion) to Business for a portion of the northeastern and all southern portions in the Town of Jackson. B & L Properties d.b.a, Bob’s Main Street Auto & Towing, petitioner.** Motion by Bishop, second by Hartwig, to change the existing M-1 zoning to M-2 and keep the current a-1 zoning as is. Motion failed 2-3, Fischer, Kufahl, and Behringer Nay.

Motion by Fischer, second by Behringer, to reconsider Item 16 to deny change to the Comprehensive Plan and to adopt Ordinance TOJ-004, amending the manufacturing portion to the area bounded by Maple Road, CTH NN, and Evergreen Creek, and to amend the remainder of the property to Agriculture/Rural Residential. Motion carried 4-1, Bishop Nay.

Reconsideration of Item 16, Amendment to the Comprehensive Land Use Plan. Motion by Behringer, second by Fischer to follow the recommendation of the Park & Planning Commission Resolution J-2023-007. Motion carried 3-2, Hartwig and Bishop, Nay

Reconsideration of Item 17, Amendment to the Town of Jackson Zoning Map. Motion by Behringer, second by Fischer to rezone the subject parcel as stated in the Park & Planning Written Recommendation. Motion carried 3-2, Hartwig and Bishop Nay.
- 18. Discussion and possible action – Consideration of the 2023 Tax Levy for the Town of Jackson.** Motion by Bishop, second by Fischer to set the 2023 Tax Levy (collectable in 2024) at \$782,527.00. Motion carried 5-0.
- 19. Discussion and possible action – Consideration of the 2024 Annual Budget.** Motion by Bishop, second by Behringer, to consider adoption of the 2024 Budget after the Public Hearing and Special Electors Meeting on November 27, 2023 at 7:00pm. Motion carried 5-0.
- 20. Discussion and possible action – Consideration of using Direct Deposit for employee payroll.** Motion by Bishop, second by Behringer, to authorize the use of Direct Deposit for payroll. Motion carried 5-0
- 21. Discussion and possible action – Consideration of new accessible parking at the new Town Hall entrance.** Micech stated we should count the number of parking stalls in the lot as well as the number of existing accessible stalls. For every 8 accessible stalls, 1 must be van accessible. Motion by Kufahl, second by Marcy to order 5 additional accessible signs. Motion carried 5-0.
- 22. Update, discussion, and possible action – Town Hall Barroom remodeling** Chairman Hartwig reported that Giltzer Electric will start the electrical work and remove the air curtain next week or the week after. The HVAC improvements should be about \$800 plus labor.
- 23. Washington County Board report.** The Board recognized the 3 Washington County 4-H Key Award winners. The Board approved the 2024/2025 Budget, a grant application for dealing with invasive species, a resolution supporting operation green light for veteran’s day, a tax sale for Habitat for Humanity, and a Tax Deed sale of a property. Railroad consortium a large grain elevator is being constructed on property on HWY 151 in Beaver Dam to encourage more grain shipments by rail rather than truck. December 5, there is a railroad tour @1:00pm. Supervisor Symicek resigned from the Board. We will be receiving \$17,143, for construction in 2023. We still have outstanding TRIP funds for 2021.
- 24. Treasurer’s report.** Treasurer’s reports for September, October, and November were presented along with the updated facility rental report. We received JAYBA’s payment. Tax files and inserts have been sent to ABT Mailcom for mailing with the tax bills. We have a new Hours Sign on the front entrance door. And the tinting was placed on the east doors and windows.
- 25. Grounds report** This month we blew leaves along fences, took garbage to transfer station multiple times, changed all the batteries in the smoke detectors, winterized the pavilion, still mowed grass as needed, blew leaves off the roof and out of the gutters, picked up and installed new Board room tv, winterized the lawnmower, put another clock in the board room, reset light timers. Future needs are new targets for the archery range, replacing the posts on the upper patio, and installing some type of pavilion for that patio as well, installing an overhang over the east doors, and leaf guards for gutters.
- 26. Weed Commissioner’s Report** No report.

- 27. Buildings report** The glass is in finally at the transfer station doors.
- 28. Transfer Station report** Kufahl proposed getting t-shirts, hooded sweatshirts, and winter caps for the public works employees, and make it available to every Town employee.
- 29. Equipment Manager's Report** The Tiger mower had rear seals needs replacing, the spray patcher's seals and generator need replacing, Truck 14 is going to need to be replaced soon. We need to prepare a 5-year plan for equipment.
- 30. Highway/Chairman's report –** Hauled 7 loads of recyclables, burned brush, loaded and hauled composted leaves, finished with spray-patching for the year using 2330 gallons of oil, roadside mowing on backs of ditches, removed high shoulders on Pioneer Rd and Spring Valley Rd, removed downed trees, blew off loose stone at intersections and driveways, went out salting one time, County will be repairing a railing on a bridge over Cedar Creek at Pleasant Valley Rd, resorted ground shoulders & ditches on the road projects, filled the cattle pass at the JD Rogge Farm on Jackson Dr, had seals replaced on the shop overhead doors.
- 31. Zoning Administrators report –** A lot of work without permits. First shipping container permit coming. The landlocked parcel on CTH NN has come back.
- 32. Clerk's report** Letter from County to subscribe to download register of deeds documents free for an annual fee. We won't be subscribing as we very seldom need copies. A message from WEC that letters containing fentanyl being sent to election officials in other states. Chief inspectors, Deputy Clerk, and Clerk attended Badger Books training.
- 33. Communications and announcements.**
- 34. Review of bills and authorization of payment.** Motion by Fischer, seconded by Behringer to approve the bills and payments. Motion carried 5-0
- 35. Adjournment.** Motion by Bishop, seconded by Kufahl to adjourn at 10:48pm.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 12-14-2023

Robert H Hartwig
Robert Hartwig, Chairman



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
December 5, 2023**

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 proper meeting notification.

Roll call. Town Chairman Robert Hartwig, Supervisors Dave Behringer, Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present was Clerk Bob Eichner

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

Discussion and possible action – Consider approval of quotes for the Town Hall Barroom remodel. Motion by Behringer, seconded by Bishop, to approve the painting quote for \$2,200. Motion carried 5-0. Motion by Bishop, second by Fischer, to accept the Ceiling replacement quote for \$4,525. Motion carried 5-0. Action on the flooring quotes was tabled until the December 14 regular Town Board meeting. Clerk Eichner asked to get new quotes with options for vinyl and carpet in both the Bar and the Jackson Room lounge. No further action was taken.

Adjournment. Motion by Bishop, second by Behringer to adjourn at 8:26pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner
Robert M. Eichner, Clerk
Approved: 1-11-2024

Robert H Hartwig
Robert Hartwig, Chairman



**MINUTES OF THE SPECIAL TOWN BOARD MEETING
December 19, 2023**

Call meeting to order, Pledge of Allegiance, and announcement of meeting notice. The meeting was called to order at 6:30 p.m. by Chairman Hartwig. The Pledge of Allegiance was recited. Clerk Eichner confirmed proper meeting notification.

Roll call. Town Chairman Robert Hartwig, Supervisors Dave Behringer (6:35), Steve Fischer, Marcy Bishop, and Joe Kufahl were present. Also present were Fire Chief Aaron Swaney and Clerk Bob Eichner

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

Discussion and possible action – Consider the 2024 Emergency Services Contract with the Jackson Fire Department. Motion by Kufahl, second by Bishop to approve the 2024 Emergency Services contract with the Jackson Fire Department in the amount of \$329,015.72. Motion carried. Chief Swaney also presented a call list for most of 2023 and will continue with monthly updates for future meetings. No further action was taken.

Update, discussion, and possible action – Consider approval of flooring quotes for the Town Hall Barroom remodel. Motion by Kufahl, second by Bishop to accept the proposal from Woody's Flooring in the amount of \$15,352. Motion carried 5-0

Adjournment. Motion by Kufahl, second by Behringer to adjourn at 7:00pm. Motion carried 5-0.

Respectfully Submitted,

Robert M Eichner

Robert M. Eichner, Clerk
Approved: 1-11-2024

Robert H Hartwig

Robert Hartwig, Chairman