TOWN OF JEFFERSON
REGULAR MEETING OF THE TOWN BOARD
Monday, May 1, 2023 at 6:00 p.m.
Town of Jefferson Meeting Hall, St. Coletta Cabin
434 County Road Y, Jefferson, WI 53549

Meeting Minutes

BOARD MEMBERS PRESENT: Chair Michael Hollinger, Supervisors Tracie Stammer, Deb Kind, Curtis Backlund; Clerk Tina Barnes and Treasurer Alice Fischer. Absent was Supervisor Jim Mode.

OTHERS PRESENT: Ron Bennett-Northwest Services, Zoning Request-Ryan & Megan Koehler, Town Residents- Roger & Anne Riebe

1. **CALL TO ORDER**
   Chair Hollinger called the meeting to order at 6:00 pm.

2. **ROLL CALL/ ESTABLISH QUORUM**
   Chair Hollinger confirmed three Supervisors and Chair were present; quorum established.

3. **PLEDGE OF ALLEGIANCE**

4. **CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**
   Chair Hollinger confirmed that we are in compliance. The agenda was posted 4-25-2023.

5. **APPROVE THE MAY 1, 2023 TOWN BOARD MEETING AGENDA**
   Supervisor Stammer moved to approve the May 1, 2023 Town Board meeting agenda. Supervisor Backlund seconded the motion; carried on voice vote.

6. **APPROVE THE APRIL 6, 2023 REGULAR BOARD MEETING MINUTES**
   Supervisor Backlund moved to approve the Regular Board meeting minutes from April 6, 2023. Supervisor Stammer seconded the motion; carried on voice vote.

7. **PUBLIC COMMENT**
   Resident Roger Riebe asked about the neighbor's weeds again. Roger was told by former Chair Hill notices have been sent and left at the neighbor's residents. Spring is here and the weeds will start to grow again. Roger said he would like to put up a fence to try to keep the weed seed from blowing on his property. Clerk Barnes will send a copy of the Fence Ordinance and Fence Permit form to Roger.

8. **COMMUNICATIONS**
   Clerk Report
   - Fiber Optics coming to Town of Jefferson- Bug Tussel & Charter
   - Liquor License renewal packets sent 4-10-23
   - ARPA Report filed 4-19-23
   - Open Book 4-26-23 5 Residents attended

   Correspondences/Reminders:
   - City of Fort Atkinson Public Hearing notices x2
   - BOR May 23, 2023 5-7 pm
   - Hosting WTA Unit Meeting Tuesday July 25, 2023 7 pm

9. **DISCUSS TREASURER'S REPORT**

   Treasurer Fischer reported on the following items:

- The updated available money for Road Work Report
- Updated Fire Calls

10. REVIEW AND APPROVE VOUCHERS

Treasurer Fischer read the vouchers totaling $41,210.00. Supervisor Backlund moved to approve the payment of the vouchers in the amount of $41,210.00. Motion was seconded by Supervisor Kind. Motion carried by roll call vote; 4 yes.

11. UPDATE ON TOWN ROAD MAINTENANCE, AND IMPROVEMENT PROJECT- DISCUSS/APPROVE ROAD WORK

- Updates and Possible Action on Road Work & Maintenance-Ron Bennett NW Services

Ron Bennett said the asphalt plants are open and they have started patching potholes. Will Road has been done because the pot holes were so bad. Supervisor Stammer said there is a big pothole on Paradise Road that needs to be filled.

Chair Hollinger received a quote from NW Services for sweeping the streets in Helenville, $2,120.00. Supervisor Stammer moved to approve NW Services sweeping the streets in Helenville for a cost of $2,120.00. Motion was seconded by Supervisor Backlund. Motion carried by roll call vote; 4 yes.

Chair Hollinger received a request from the resident at N4647 N Schopen Rd. to have the road debris removed from the ditch. The resident stated with the road being such a mess there are bigger pieces of black top etc. in the ditch from snow plowing. Chair Hollinger received a quote from NW Services for racking the ditch at N4647 N Schopen Rd, $840.00. Supervisor Backlund moved to approve NW Services racking the ditch at N4647 N Schopen Rd for a cost of $840.00. Motion was seconded by Supervisor Stammer. Motion carried by roll call vote; 4 yes.

Supervisor Backlund said he was contacted by the Jefferson County Parks Department. They will be repaving Jones Lane this summer. They inquired about the best way to move the truck traffic on the Town roads. Supervisor Backlund said the loaded trucks should be coming in on Hoard Road to Banker Road. The empty trucks should travel Banker Road to Kiesling Road.

- N & S Schopen Rds., Vogel Road

Chair Hollinger said he doesn't have any price updates. Greg Koeppel, Jefferson County Highway Department, was on vacation last week. Chair Hollinger left a voice message and will call again tomorrow.

- F & J Town Line Road

Chair Hollinger said the motion to approve the road work on F & J Town Line Road did not include the cost for shouldering the road. The Town of Farmington has agreed to do the work but no cost has been given. Chair Hollinger said the discussion will continue at the June Town Board meeting.

- Airport Road

Chair Hollinger said Airport Road may have to wait to be fixed. The Board will have to review the estimates from the Jefferson County Highway Department and wait for communication from the Crawfish River Solar project on any money the Town may receive in 2023.

12. PLAN COMMISSION REPORT/ZONING REQUEST:

- Discuss/Action Zoning Requests and other Plan Commission items:

- Ryan Koehler to rezone from A-1 & A-T to A-3 to create one, 2-acre residential lot along County Road K from parcels 014-0614-1431-000 and 014-0614-1434-000. The property is owned by Timothy & Debra Koehler

Ryan & Megan Koehler were in attendance to answer questions. Supervisor Backlund moved to approve the zoning request by Ryan Koehler to rezone from A-1 & A-T to A-3 to create one, 2-acre residential lot along County Road K from parcels 014-0614-1431-000 and 014-0614-1434-000. The property is owned by Timothy & Debra Koehler. Supervisor Kind seconded the motion; carried on voice vote.

13. DISCUSS/ACTION HELENVILLE FIRE DISTRICT-TOWNS AGREEMENT

Supervisor Stammer said she changed the wording in article 11 regarding the Fireman's Hall etc. as per recommendation from further discussion with the volunteer Fire Department. Supervisor Backlund moved to approve the Helenville Fire District Towns Agreement as amended. Motion was seconded by Supervisor Stammer. Motion carried by roll call vote; 4 yes.

14. AD HOC TOWN HALL COMMITTEE REPORT

Supervisor Stammer said she had no updates. Chair Hollinger asked the Board if they are in favor of exploring the idea of a Town Hall. All Supervisors agreed they are in favor. Chair Hollinger said he has reached out to a real-estate agent, Steve Mode. He found a property for sale at the corner of County Road N and W Rapids Rd. The property has been on the market for 2800 days. There is a Natural Gas line that runs through the property. The asking price is $54,000.00. The Board Members discussed how they wanted to proceed. Clerk Barnes said she was planning on working on gathering information about a Town Hall since she has no more Elections this year. There seems to be little interest by others to work on the project. She will contact Jon Bound, Plan Commission Member and builder, to get some ideas for possibly building a Town Hall. She will also contact Gallitz Grading for an estimate on a parking lot.

15. DISCUSS BUG TUSSEL WIRELESS-JEFFERSON COUNTY LINES

Chair Hollinger said there is a meeting tomorrow for all municipalities at the Jefferson County Highway Department with representatives from Bug Tussel. The initial map shows the project starting in Lake Mills and moving East. The lines will run along State and County roads. A few lines will run on small parts of Town roads. Parts of the western side of Town of Jefferson should have the lines completed by the end of 2023.

Clerk Barnes has also been contacted by Charter about running lines in the Town of Jefferson.

16. DISCUSS/ACTION ROW WORK- FEES AND ORDINANCE OPTIONS

Clerk Barnes provided samples of Ordinances, applications and fees other municipalities use for ROW work. After discussion, the Board Members decided not implement any Ordinances, applications or fees for ROW work in the Town of Jefferson.

17. CRAWFISH RIVER AND BADGER STATE SOLAR PROJECT UPDATES

Chair Hollinger said the monthly meeting for Crawfish River Solar Project was cancelled. He did reach out to Alliant Energy for an update. Most of the East side of the project, Highway J, is installed. Testing of the equipment has begun. The expected completion date is September 2023.

Chair Hollinger said he received an update from Emily about the Badger State Solar project. They are filling for an extension to delay the start of the project until March of 2024. They are having supply chain issues with the materials needed.

18. DISCUSS/ACTION ON SUNSET VIEW SUBDIVISION ROAD COMPLETION

Chair Hollinger said he is waiting for final quotes on the project from the Jefferson County Highway Department.

19. DISCUSS POTENTIAL AGENDA ITEMS FOR JUNE BOARD MEETING

1. Ad Hoc Town Hall Committee
2. 2023 Road Projects
3. Subdivision road
4. Helenville Fire District Agreement

20. ADJOURN

Supervisor Backlund moved to adjourn at 8:47 p.m. Supervisor Kind seconded the motion; carried on voice vote**.**

Respectfully submitted

Tina Barnes, Clerk
Town of Jefferson

NEXT BOARD MEETINGS

June 5, 2023 at 6 pm
July 6, 2023 at 6 pm