

TOWN OF KOSHKONONG
MEETING MINUTES (draft)
August 17, 2022
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Chairman Bill Burlingame called the meeting of the Town Board of Koshkonong to order at 7:00 pm. The clerk verified the proper postings had been made.

Chairman Bill Burlingame, Supervisors Walt Christensen, Jim Brandenburg, and Erik Hoffman present. Supervisor Matt Hill present via Zoom. Clerk Bridget Woods, Administrative Assistant Kim Cheney, Treasurer Caitlin Kincannon and 17 residents in attendance.

Public comments

Bill Hoffmann asks about the ordinance regarding ATV use on Town Roads.

Approve meeting minutes from July 20 and July 27

Supervisor Christensen requests an edit in the Meeting Minutes: page 3, paragraph 3 to show chairman, not former chairman.

Supervisors Christensen/Brandenburg made a motion to approve all minutes as presented, with edit as requested by Supervisor Christensen. Motion carried.

July Treasurer's Report

Supervisors Brandenburg/Hoffman made a motion to approve treasurer report as presented. Motion carried.

Discuss/Action variance request to reduce the road setback for a proposed home addition at N1496 US Highway 12.

Supervisors Hoffman/Christensen made a motion to approve the variance request to reduce the road setback for a proposed home addition at N1496 Us Highway 12. Motion carried.

Discuss/Action Enbridge Road Agreement for Groeler, Poeppel, Creamery, McMillen, Star School, and Blackhawk Island Roads

Supervisor Christensen noted that pages of the agreement are missing, including the use of equipment list and asked to table this item until full document is available.

Supervisors Christensen/Brandenburg made a motion to table this until full document is available. Motion carried.

Discuss/Action Transient Merchant Permit for Guardian Home Improvement/permit fee

Guardian Home Improvement representatives present and speak to the board regarding soliciting area homes for home improvement and storm damage.

Supervisor Christensen requests that they present business identification when approaching homes.

Supervisor Hoffman asks that they tell residents that they have met with the board.

Supervisors Christensen/Hoffman made a motion to approve transient merchant permit to Guardian Home Improvement for a registration fee of \$30 and a permit fee of \$50 for a period of 6 months.

Discussion only updates on Town Constable

Chairman Burlingame spoke with interim Chief of Police Hofferan of Oakland. He asks for the board to table this for a couple of months so that more detailed information can be obtained.

Revisit item 7:

Discuss/Action Enbridge Road Agreement for Groeler Rd, Poeppel Rd, Creamery Rd, McMillen Rd, Star School Rd, and Blackhawk Island Road.

Supervisors Hoffman/Brandenburg made a motion to approve the road agreement as presented. Motion carried.

Discuss/Action Website issues with Cellar Studio Designs/current website provider

Dave Frohmader present and said that the domain change is not affecting the contact form. The disconnect is with the website and Microsoft servers communicating.

Clerk Woods stated that there is a work around in place. Email links are in each contact page for each Town staff member.

No action taken

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Discuss/Action Ignatek Service Agreement

Clerk Woods stated that with this service agreement would be a benefit. It would include 24-hour IT support. Supervisor Hoffman mentioned that he would like to know more about the company. Supervisor Christensen spoke that a subscription service rather than case by case would be more beneficial.

Supervisor Christensen/Hoffman made a motion to postpone this item the until return of Ignatek's representative, Julien Brown. Motion carried.

Discuss/Action review draft ATV/UTV/RTV ordinance

Chairman Burlingame stated that some subdivisions are land locked. The City of Fort Atkinson will not open Hackbarth Rd. *Road exceptions explained...they are either landlocked or have no exit on a Town road. Take most direct route out of the subdivision. Ordinance follows all state statutes, and these cannot be changed. Operators under 18 must wear a helmet, just like state statute. All ATV clubs must be registered with all entities that are required, including the Town of Koshkonong.*

Chairman Burlingame said that the clubs need to be established and registered and roadway signs need to be in place before ATV operators use the Town roads.

Supervisors Hoffman/Brandenburg made a motion to approve the rough draft minus the stricken-out road, Carlin Road. Motion carried.

Discuss/Action adopt ATV/UTV/RTV ordinance

Chairman Burlingame stated that the Town will determine how many roadway signs and posts that are needed along with the verbiage required on the signs. The Koshkonong Kruzers will be responsible for the funding of these roadway signs.

Discuss/Action Advisory Only Referendum/ATV use for the November 8, 2022, Election

Chairman Burlingame mentioned that a resident asked for ATV use to add this to November ballot as a referendum question.

Supervisors Christensen/Brandenburg made a motion to approve the referendum as presented. Motion carried.
5 Ayes 0 Nays

Discuss/Action Informational Road signage on posted roads

Chairman Burlingame stated that informational signage depicting no golf carts on roadways are needed.

Supervisors Hoffman/Brandenburg made a motion to allow informational road signs. Motion carried.

Discuss/Action posting of speed limit signage on all roads.

Supervisors Christensen/Brandenburg made a motion to post all unposted roads at 45 mph, as the opportunity occurs. Motion carried.

Discuss/Action amend fee schedule for fee/cost of new and replacement fire number signs

Supervisors Hoffman/Christensen made a motion keep the fee schedule for fire numbers as it is. Motion carried.

Discuss/Action Mush Ko Se Day Park bathroom update

Supervisor Christensen said that the order is in for a single room bathroom similar to the one in Cold Spring. He further stated that the capitol budget has to be used for park improvements. No action taken.

Discuss/Action Trailer purchase for public works equipment

Chairman Burlingame spoke regarding the shop's needs for a trailer to haul the roller.

Supervisors Hoffman/Brandenburg made a motion to table this until the next budget schedule. Motion carried.

Discuss/Action compensation for resident trash clean up on Town roadsides

Chairman Burlingame spoke regarding a resident that cleans up our roadsides throughout the year. The person does not want the town to furnish bags. The Town should recognize the resident in some way.

Supervisors Christensen/Hoffman made a motion to approve a \$50 for gift card or equivalent and couple cases of garbage bags. Motion carried.

Discussion only Whitewater Fire Department merger with City of Whitewater

Chairman Burlingame talked about the City of Whitewater and independent Whitewater Fire Department merger. They have also requested a meeting with the board and residents regarding their referendum. He also reminded the board that the Whitewater residents wanted to stay with the Whitewater system when they were asked a few years ago.

Approve Bills

Supervisors Hoffman/Brandenburg made a motion to pay the bills. Motion carried.

Clerk's Report

Clerk Woods noted that the WRS contribution rate will increase from 6.5% to 6.8% beginning January 1, 2023. She further stated that Koshkonong will host the next WTA Unit meeting on October 18, 2022 at 7 pm. The annual Jefferson County Clerk's meeting is September 20, 2022. The mileage reimbursement rate changed effective July 1, 2022 from \$0.585 to \$0.625.

Discuss/Action Future Agenda Items

Chairman Burlingame said that there is a nuisance party barge on the lake. They have music really loud and it disrupts the shoreline area.

Supervisor Hill states he can hear them in his yard as well. Can we have boat patrol take care of it?

Chairman Burlingame states that the Jefferson County Sheriff would enforce our ordinances.

Supervisor Hoffman asked if the Town could put up a Pavilion in park?

No action taken.

Public comment.

Dean Trost thanked the board for approving ATV/UTV ordinance.

Debra Brown would like to see better communication on the website and social media.

Mike Bentheimer: ATV referendum. Why?

Bill Hoffman: Has the township stopped maintaining Banker Road? He contacted the City of Fort Atkinson, and they seemed unaware that it was their responsibility.

Board Member announcements

Supervisor Christensen spoke about procurement in regards to ARPA and the importance of having a .gov domain. He also mentioned that a park volunteer has offered to donate a grill similar to what are found in state parks, to the Mush Ko Se Day Park and asked the board if they want the grill. There is a nonprofit company that has a machine that collects seed; they process it. The parks committee is looking into more information regarding this company and their seed collection process. He further stated that The Brew with a View is on August 25th.

Supervisor Hoffman talked about the possibility of adding a pavilion to the park.

Chairman Burlingame stated that the Town owns part of Bramble Bush and suggests to create a parking lot for people to have better access to the park.

Supervisor Hoffman made a motion to go into Closed session at 9:17 pm.

Closed Session. The Town Board will consider a motion to convene into closed session pursuant to the provisions of section 19.83 (1) of the Wisconsin State Statutes for the purpose of employee considerations and employee compensations.

Adjournment

Meeting adjourned at 10:15 pm.

Bridget Woods

09/10/2022