

TOWN OF KOSHKONONG
MEETING MINUTES
December 11, 2024

Present:

Chairperson Kim Cheney

Supervisors: George Jaeckel, Jim Brandenburg, Erik Hoffman, Matt Hill

Clerk Caitlin Kincannon

Treasurer Alicia Grulke

This meeting was video recorded by ZOOM, however due to a technical difficulty, audio was not recorded. There were no ZOOM attendees.

1. Call to order and verification of public meeting

The Chairperson called the meeting of the Town Board of Koshkonong to order at 7:05 PM., and the Clerk verified the proper postings had been made.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Public comment - agenda items only

- Chief Peterson of the City of Fort Atkinson

Reported on activity and a report will be sent out

- Chief Pickering with Lakeside Fire-Rescue

Presented the December report. No calls for Koshkonong for November. Reviewed some major incidents from last month the department responded to

- Walt Christensen, regarding item #7

Inquired on what item #7 was about, suggested code enforcement contract be renewed

4. Approve meeting minutes from November 2024

Supervisor Hill motioned to put the November 2024 meeting minutes on file.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

5. October & November 2024 Treasurer's Reports

Treasurer Alicia presented October & November 2024 Treasurer Reports.

Supervisor Jaeckel motioned to put the October & November 2024 Treasurer reports on file.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

Treasurer announced tax bills were mailed and should be received by residents soon, explained payment options.

6. Discuss/Motion dog service contract

Current service provider Duwayne Bickle, and Tom DeLadurantey, Executive Direct of the Jefferson County Humane Society, present. Mr. Bickle had been asked to provide a proposal. We also have proposals from the Humane Society, as well as from Chris Winkelman. Winkleman quoted an annual fee of \$5000, and has not asked for any additional support. Bickle has quoted an annual fee of \$4000, and requested support through the Humane Society if he is unable to home/rehome a dog. The proposal from the Humane Society quoted \$10,272.96; this is a straight rate that all municipalities in Jefferson County are charged, and it includes all domestic animals. Supervisor Jaeckel does not agree with making a donation to the Humane Society for cat

surrender services, as cats are plentiful in rural areas. Supervisor Hill sees value in the Town supporting the Humane Society. Chairperson Cheney feels there's a convenience factor in going with the Humane Society. The Town would receive an activity report from the Humane Society. The Humane Society can begin servicing the Township by January 1. Walt Christensen, as a former Town Board Supervisor, advised the Town moved away from the Humane Society in the past due to rising costs and mismanagement; he feels management has improved. Several audience members present are involved with the Humane Society Board and are Koshkonong residents and support the partnership.

Supervisor Hill motioned to adopt a contract with the Humane Society of Jefferson County as proposed. Seconded by Supervisor Hoffman, with the amendment that contract be revisited in 1 year. No further discussion, all in favor. Motion carried.

7. Discuss/Motion code enforcement contract checkin

Allison Schwark present. Allison is currently only taking on complaints from Chair or Clerk. Only a few cases lagged, and long extensions were made. No open cases currently. Supervisor Hoffman appreciates the work Allison is doing as it takes out the confrontation with residents from the Board. Our contract is on automatic renewal. The Clerk appreciates Allison's work and responsiveness.

8. Discuss/Motion Rock Road Companies permit renewals

Ryan Spies & Troy Kutz present. Rock Road Companies is requesting to do same as last year with their permits; they are not anticipating to bring plant back.

Supervisor Hoffman motioned to approve the permit renewals.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

9. Discuss/Motion Mark Meyer revised proposal for land donation

Mark Meyer present, he has had the conservation easement revised; public access has been added in the amendment. Supervisor Jaeckel mentioned public works would have to maintain it, and sees no benefit to the Town accepting the land. Supervisor Hoffman sees it being used for ATV & fishing use if the Town accepts it. Supervisor Hill doesn't see any downside in accepting it. Jaeckel thinks there could be liability if ATV use was offered on Town property.

Supervisor Jaeckel motioned to not accept the land offer.

Seconded by Supervisor Brandenburg.

Further discussion was had. Hill & Hoffman suggested an advisory poll/opinion collection from the local residents. Jaeckel would like to see the property surveyed and a sign designating Town ownership. Mark Meyer offered to cover the survey cost.

Jaeckel & Brandenburg rescinded the motion.

Supervisor Jaeckel made a new motion to not accept the land offer at this time.

Seconded by Supervisor Brandenburg.

Jaeckel & Brandenburg rescinded the second motion.

Discussion tabled to next month until it can be inquired if parking can be installed on the property if accepted.

10. Discuss/Motion 2025 budget

Discussed 2025 proposed budget and deficit, Treasurer presented 2024 overview, including December 2024 expenses and undesignated funds. Board can consider to utilize undesignated funds to cover budget deficit instead of taking out an operational loan. Budget will be updated for increased cost to contract with the Humane Society in 2025.

Supervisor Jaeckel motioned to approve the 2025 budget as presented, and to amend it next month.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

11. Discuss/Motion operational loan for 2025 budget deficit

Supervisor Hoffman motioned to not take out an operational loan for 2025 budget deficit.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

12. Discuss/Motion winter maintenance policy update

Policy was updated and polished. Supervisor Hoffman suggested handing out notices to advise residents of winter parking policy. Supervisor Brandenburg & Jaeckel feel a Facebook announcement suffices.

Supervisor Hill motioned to adopt the amended town winter maintenance policy.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

13. Discuss/Motion Badger Books purchase with ARPA funds

Clerk explained she would like to purchase Badger Books for use in elections. Badger Books is an electronic pollbook that will help us run elections more efficiently and smoothly.

Supervisor Hoffman motioned to approve the purchase of Badger Books.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

14. Discuss/Motion staff Christmas bonus gift cards

Chair explained we would like to provide Christmas bonus gift cards to Town staff, including 9 employees at \$50 each.

Supervisor Hill motioned to approve the Christmas bonuses.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

15. Public Works Report

Public Works Superintendent Dan Butz present. The Board would like to provide him a monthly list of what they'd like to see Public Works work on, and see a status report of those items on Dan's monthly Public Works report. Chair asked Dan to observe blacktop on Star School Road. Supervisor Brandenburg requested a tree be trimmed. A culvert on Bark River Road was discussed.

16. Approve Bills

Supervisor Hill motioned to approve the bills as presented.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

17. Clerk's Report

- The Town renewed our winter maintenance agreement with Rock County, contract price increased \$80 (total price increased from \$1800 to \$1880 at \$940/mile)
- Reminder for candidates for the Spring election to submit paperwork to the Clerk by January 7 at 5PM. If an incumbent is choosing to not run for reelection, they must notify the Clerk by December 27 at 5PM.
- We will be starting with a new payroll company in the new year
- A resident will be renting the Town Hall on December 21 for a family Christmas
- The bill for the State Road 106 ATV signs came, questioned if it should be on next month's agenda to consider reimbursement

18. Future Agenda Items

- Hausz Brothers permit renewal request
- Clean sweep donation
- State Road 106 ATV signs reimbursement
- Mark Meyer land offer
- Designating undesignated funds for the budget deficit
- Trailer purchase
- Fee schedule approval, to include an animal at large fee

19. Public comment

- Walt Christensen commented on the recent legislative breakfast hosted by the County. Chairperson Cheney spoke at the breakfast and commented on grants and grant application process.
- Supervisor Brandenburg inquired if the recent tree removal that was billed was billed to the parks fund, Clerk advised yes.

20. Board Member announcements

- Chair has been advised by City of Fort Atkinson regarding the S Main St path via grant that the grant will only cover the path and not the roadwork with the path, is unsure if project will move forward
- Supervisor Jaeckel advised another legislative breakfast is planned for April

21. Adjournment

Supervisor Hoffman motioned to adjourn at 9:53PM

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

Respectfully submitted

Caitlin Kincannon

Clerk

1/3/2025