

TOWN OF KOSHKONONG
MEETING MINUTES
July 9, 2025

Present:

Chairperson Kim Cheney

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

Clerk Caitlin Kincannon

Treasurer Alicia Grulke

This meeting was broadcast and recorded by ZOOM; there was 1 attendee.

1. Call to order and verification of public meeting

The Chairperson called the meeting of the Town Board of Koshkonong to order at 7:00 PM, and the Clerk verified the proper postings had been made.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Chief Reports

- Chief Pickering of Lakeside Fire-Rescue present, discussed monthly report.
- Chief Peterson of Fort Atkinson Fire Department present, discussed department being recognized as Class 2, and staff updates.

4. Public comment - agenda items only. No other audience comment allowed.

- Justin Ulrich, W5153 Bark River Rd
Mr. Ulrich asked why we are looking to do a well at the park, and if it's a nature preserve. Feels there is no need for watering anything. Also stated he doesn't see the need for an ATV. He said the employees have better things to do than work in a park.

5. Approve meeting minutes from June 2025

Supervisor Hill motioned to put the June 2025 meeting minutes on file.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

6. June 2025 Treasurer's Report

Treasurer Alicia presented the June report.

Supervisor Hill motioned to put the June 2025 Treasurer's Report on file.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

7. Discuss only FAFD contract draft

Chief Peterson present to discuss the contract draft, reviewed details with the Board. Contract is proposed to commence January 1, 2026, and remain effective through December 31, 2035.

8. Discuss/Motion variance request by Francisco Alvarez Ramirez for a second driveway at N1068 Old 26 Rd

Francisco Alvarez Ramirez present. He is building a structure and would like additional access to it.

Supervisor Hoffman motioned to approve the second driveway request.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

9. Discuss/Motion liquor license amendment for Wishing Well RV Resort

No representative for Wishing Well RV Resort present, Board tabled action until someone could be present to discuss request.

10. Discuss/Motion WISLR quote approval

Quotes have been received ranging from \$3900 to \$4600. Supervisor Jaeckel feels Public Works Superintendent Dan Butz should do the ratings. Supervisor Hill wants to ensure the person rating the roads is objective.

Supervisor Jaeckel motioned to have Dan Butz perform the WISLR road ratings.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

11. Discuss/Motion STP grant application

We have an opportunity to apply for the STP grant, and have been suggested to apply for work on Hackbarth Road with it. Hiring a grant writing company comes with no guarantee of successfully receiving the grant. Supervisor Hoffman would like to contact other municipalities and inquire who they use for grant writing and cost. Old 26 Road also considered to be applied for. Board agreed to put our requests for proposals.

12. Discuss/Motion continued roadwork discussion

Board reiterated requests for proposals for Hackbarth or Old 26 roads.

13. Discuss/Motion ATV purchase for park work

Currently our Public Works employees spray roadsides for weeds with our truck, requiring two employees. An ATV was proposed for spraying work as it would only require one employee for the job, and it could also be helpful for work at the park as well as the cemetery. Supervisor Hill sees the viability of having an ATV; Supervisor Hoffman feels it would be multipurpose.

Supervisor Hill will speak with Keith Marsden for consideration of using some park funds for a potential ATV purchase. No action taken.

14. Discuss/Motion park well

This item was a suggestion by a resident for the Board to consider. A well could be used for watering, cleaning the park bathroom, fire suppression, drinking water for people or dogs, etc. Supervisor Hill will collect feedback from parks group. No action taken.

15. Public Works

Dan Butz provided report, and explained update on mowing tractor. Chip sealing that recently occurred on Koshkonong Mounds Road is still being investigated. Supervisor Jaeckel would like clarification on specific signs and locations of signage theft. Chair mentioned that people are parking on the curve on Old 26 off State Road 26 to patron the stands on the corner property there. There is no parking allowed on this road. Supervisor Brandenburg will make contact with the property owners.

16. Approve Bills

Supervisor Brandenburg motioned to approve the bills as presented.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

17. Clerk's Report

- Clerk attending Clerk's Institute July 14-18. 50% scholarship will be reimbursed after completion. Office will be closed during the week, but we are still available by phone.
- Salt price for this season came in = \$97.82; an increase of approximately \$4 from last year. We will be ordering 88 tons for early fill.
- Per Board approval back in March, a motorcycle rally event will be happening July 25-27 on Vickerman Road, with a portion of the road being closed and parking on the road. The sheriff's department has been notified. Dan will handle signage.
- Dan Butz and Lucas Buckingham are up for employee review next month
- Recapped approved licenses this month:
 - 19 liquor licenses
 - 38 operator's licenses
 - 4 campground licenses
 - 3 tobacco licenses
 - 1 mobile home park license
 - Licenses brought in approximately \$6000
- Sammy's Place is up for sale, and they hold one of the limited Class B liquor licenses. Unused awarded licenses cannot be revoked without an ordinance in place. License does not automatically transfer if the business sells; new owner would need to apply.
- Complaints have been received on overgrown lawns on Carlin & Vinnie Ha Ha. The Carlin property has complied. Complaint has also been made on a semi truck and trailer being parked on Twin Knolls. The sheriff's department will be contacted.
- Balance dues on property taxes are due July 31 to Jefferson County

18. Future Agenda Items

- Dan Butz & Lucas Buckingham employee reviews
- FAFD contract draft
- STP grant application
- ATV
- Park well

19. Public comment

- Justin Ulrich, W5153 Bark River Rd
Justin is not satisfied with work performed by Public Works and wages paid to employees, nor with the way the Town is being run by the Board.

20. Board Member announcements

None.

21. Adjournment

Supervisor Jaeckel motioned to adjourn at 9:39PM

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

Respectfully submitted

Caitlin Kincannon

Clerk

8/6/2025