

TOWN OF KOSHKONONG
MEETING MINUTES
November 12, 2025

Present:

Chairperson Kim Cheney

Supervisors: Jim Brandenburg, Erik Hoffman, Matt Hill

Clerk Caitlin Kincannon

Supervisor George Jaeckel & Treasurer Alicia Grulke absent

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 7:04 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 with Lakeside Fire-Rescue presented monthly report.

4. Public comment - agenda items only

- State Representative Joan Fitzgerald
Highlighted state budget that passed.

5. Approve October 2025 meeting minutes

Supervisor Hoffman motioned to put the October 2025 meeting minutes on file.
Seconded by Supervisor Brandenburg.
No further discussion, all in favor. Motion carried.

6. Approve October 2025 Treasurer's Report

Clerk presented October 2025 Treasurer's Report on behalf of Treasurer.
Supervisor Hoffman motioned put the October 2025 Treasurer's Report on file.
Seconded by Supervisor Hill.
No further discussion, all in favor. Motion carried.

7. Discuss/Motion blasting & mining permit renewal request by Hausz Brothers

Dustin Belke present for the annual permit request. Noise complaints from blasting have been minimal the past year.
Supervisor Hoffman motioned to renew the blasting and mining permits for 2026.
Seconded by Supervisor Hill.
No further discussion, all in favor. Motion carried.

8. Discuss/Motion seaplanes on Lake Koshkonong

Chairperson Cheney reached out to our attorney on his advisement and if he recommended doing an ordinance. Attorney advised we do not have the ability to enforce an ordinance of this type. Chair also spoke to Sheriff regarding enforcement on an ordinance, Sheriff advised they would probably not be able to enforce or write citations, even with photographs. Supervisors Brandenburg and Hill feel if we do not have support of other municipalities owning other portions of the lake, then we should not adopt an ordinance. No action taken.

9. Discuss/Motion Vinnie Ha Ha tree removal

Quote received from Krizsan for cutting down a dead tree on Vinnie Ha Ha for \$700.

Supervisor Hoffman motioned to approve the quote for \$700 from Krizsan.

Other Supervisors feel quote is too high to just drop the tree. Tree removal was requested by resident. Supervisor Hill felt tree has been looked at and does not pose an imminent risk.

Supervisor Hoffman rescinded his motion.

Supervisor Hill motioned to decline to take action on the Vinnie Ha Ha tree removal based on the cost of the quote being excessive for the risk.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

10. Discuss/Motion 2010 truck repair or replacement

Truck did not pass DOT inspection. Lucas Buckingham & Chair will speak to County on matter.

11. Discuss/Motion 550 truck repairs

Truck has leak issues; parts have been on backorder.

12. Discuss/Motion shop doorbell camera

Doorbell cameras considered for Town Shop & Hall.

Supervisor Hill motioned to purchase 2 doorbells cameras for the shop and Town Hall for no more than \$200 and a monthly subscription up to \$20/month.

Seconded by Supervisor Hoffman.

No further discussion. 2 votes aye, 1 vote nay. Motion carried.

13. Discuss/Motion request for text amendment to the Jefferson County Zoning Ordinance to allow for the regulations of Accessory Dwelling Unit (ADU) development throughout the County

County's proposed amendment discussed. Supervisor Hill concerned we'd be excluding some residents.

Supervisor Hill motioned to recommend approval to Jefferson County for the proposed zoning amendment for ADUs with the recommendation that they consider accommodating lots that are smaller than 1 acre by variance or by changing the language.

Seconded by Chairperson Cheney.

No further discussion, all in favor. Motion carried.

14. Discuss/Motion resolution to support the AGRIP application for Will Road with Town of Jefferson & Town of Hebron

The Town owns about 600 feet of Will Road. Towns of Jefferson & Hebron are submitting an AGRIP application. We would be about 4% of the project and would be involved for 4% of any project costs.

Supervisor Hill motioned to approve Resolution 2025-1112.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

15. Discuss/Motion IT services agreement renewal

Clerk has not received IT renewal agreement for 2026.

Supervisor Hoffman motioned for preapproval of renewing the IT services agreement so long as there are no changes.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

16. Discuss/Motion Workhorse accounting system approval

Supervisor Brandenburg motioned to approve transitioning to the Workhorse accounting system for the estimated amount of \$8620.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

17. Discuss/Motion employee handbook revision draft

Board needs more time to review handbook. Discussion tabled, no action taken.

18. Public Works Report & Projects

Public Works Supervisor Lucas Buckingham present. Spoke on new full time employee, car count on Old 26, and other projects.

19. Approve Bills

Clerk highlighted November bills. Payment on Mid-State bill discussed with ongoing John Deere tractor issues.

Supervisor Hoffman motioned to approve the bills as presented.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

20. Clerk's Report

- Public Hearing on the 2026 proposed budget scheduled for 7PM on December 10
- Letter was sent to Twinkling Star property for junk in the right of way, property owner complied
- Letter was sent to Long Drive property for overgrowth, property owner complied
- Letter was sent to property with a noncompliant mailbox installation, compliancy pending
- Letter was sent to Blackhawk Island Road property for personal property in the right of way, compliancy pending

- Clerk asked Board to send any input they have to add for the upcoming annual Town newsletter, to be distributed in December
- Clerk received letter of noncompliance from DOR; Town assessor advised of scheduled revaluations in 2027. Contract for this will come in 2026
- Town of Sumner returned signed resolution for our continued intergovernmental agreement on recycling cooperation
- Board payroll will be delayed 1 day due to holiday
- Flag outside Town Hall is currently at half staff through November 20 for the death of Dick Cheney
- Type A notice of Spring Election discussed

21. Future Agenda Items

- Public Hearing December 10 at 7PM
- Recycling ordinance amendment
- Driveway ordinance amendment
- Approve poll worker list for 2026-27 election cycle
- Fee schedule approval
- Building inspector contract proposal
- Employee handbook approval
- Truck repairs
- South Main Street path consideration
- Donation request from Rock River Coalition
- Town Amazon Prime account

22. Public comment

- Resident inquiry on where seaplanes were coming from.

23. Board Member announcements

- Supervisor Brandenburg announced longtime resident Don Dahnert passed away
- Chairperson Cheney attended meetings for County EMS and with City of Fort Atkinson

24. Motion to convene into closed session. The Town Board will consider a motion to convene into closed session pursuant to the provisions of section 19.85(1)(c) of the Wisconsin State Statutes for the purpose of employment consideration & compensation

Supervisor Hill motioned to convene into closed session at 9:18PM and include the Clerk & Public Works Superintendent.

Seconded by Supervisor Hoffman.

Roll call votes:

- Supervisor 1 George Jaeckel: absent
- Supervisor 2 Jim Brandenburg: aye
- Supervisor 3 Erik Hoffman: aye
- Supervisor 4 Matt Hill: aye
- Chairperson Kim Cheney: aye

Motion carried 4-0.

25. Motion to return to open session

Supervisor Hill motioned to return to open session at 9:38PM.

Seconded by Supervisor Hoffman.

Motion carried.

26. Motion if any action from closed session

Supervisor Hill motioned to raise the stipend in lieu of health insurance for employee Eaan Carson to \$200.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

27. Adjournment

Supervisor Hoffman motioned to adjourn at 9:39PM.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

Respectfully submitted

Caitlin Kincannon

Clerk

12/2/2025