

TOWN OF KOSHKONONG
MEETING MINUTES
March 11, 2026

Present:

Chairperson Kim Cheney

Supervisors: George Jaeckel, Jim Brandenburg, Erik Hoffman (via Zoom), 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 Peterson with the Fort Atkinson Fire Department gave updates.

4. Public comment - agenda items only

None.

5. Approve February 2026 meeting minutes

Supervisor Hill motioned to put the February 2026 meeting minutes on file.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

6. Approve January 2026 Treasurer's Report

Supervisor Jaeckel motioned to put the January 2026 Treasurer's Report on file.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

7. Approve February 2026 Treasurer's Report

Supervisor Brandenburg inquired about ARPA funds.

Supervisor Jaeckel motioned to put the February 2026 Treasurer's Report on file.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

8. Discuss/Motion Jefferson County Natural Hazards Mitigation Plan resolution

Resolution is for Jefferson County to have the ability to request state aid on behalf of Koshkonong.

Supervisor Jaeckel motioned to adopt the resolution.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

9. Discuss/Motion 2026-27 season salt purchase

Salt shed capacity discussed, and Board considered how much to order for the next season.

Supervisor Hill motioned to approve the 2026-27 season salt purchase at 200 tons of early fill, 100 tons seasonal fill, and 100 tons for reserve.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

10. Discuss/Motion Koshkonong Mounds Resort Inc. CSM

Proposed preliminary survey from Jefferson County reviewed. Proposal includes dedicated public access; the Town is not interested in agreeing to creating a public access. Alternative solutions discussed. No action taken.

11. Discuss future roadwork

Supervisors reviewed road ratings, discussed priority roads needing work, including Will Road, Curtis Mill, Blackhawk Island Road, Carnes, Cummings Drive, Delette Terrace, Edgewater, Cheeseborough, Waubunsee Trail, Grogan, North Shore, McIntyre, Old 26, Westphal, Deerpath, Hackbarth, County Line Road, and Buckingham. We are paying off our current loan taken out for past roadwork this year. We will plan to get some estimates and present a plan at the annual meeting.

12. Discuss/Motion to reschedule April Town Board meeting to Annual Meeting date of April 21, 2026

Supervisor Jaeckel motioned to schedule the regular monthly Board meeting to April 15 at 7PM and have the annual meeting on April 21 at 7PM.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

13. Discuss/Motion employee handbook revisions

Board discussed considering adding in sick days for employees.

Chairperson Cheney motioned to award employees 5 sick days per calendar year, with no carryover or payout for unused days at the end of the year, awarded upfront and not accumulated.

Seconded by Supervisor Hill.

Further discussion had on benefit and what to classify it as.

Votes: 3 aye, 2 nay. Motion carried.

14. Public Works Report & Projects

Public Works Supervisor Lucas Buckingham discussed report. Potholes, recent signage theft, and the tractor discussed.

15. Approve Bills

Clerk advised 2021 roadwork loan payoff payment included.

Supervisor Brandenburg motioned to pay the bills.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

16. Clerk's Report

- Town would like to thank the gentleman who picks up trash along Town roads by purchasing a giftcard to Kwik Trip and Family Restaurant for \$75 each, along with a bag of trash bags
- Upcoming election will be April 7, held at the shop; polls open 7AM-8PM; photo ID required to vote; can register to vote at the polls; Badger Books will be used again; in-person absentee voting will take place 2 weeks prior to election held during normal Clerk's office hours – hours can be found on our Facebook page, are posted at the Town Hall, and will be posted on our website; and Clerk's office will be closed Monday before election and Wednesday after it.
- Motorcycle club on Vickerman will be hosting their annual event again the weekend of July 25; Board previously allowed closure of a portion of Vickerman Road and allowed parking; event had zero issues the last two years. Board agreed they are fine allowing this again this year. Clerk will remind Public Works to take care of signage and will notify the Sheriff's department closer to the event.
- Clerk and Chair met with our account rep Justin from GFL to have a preliminary discussion on a potential contract renewal; we should see a proposed contract in June.

17. Future Agenda Items

- Annual meeting 4/21 at 7PM and monthly Board meeting 4/15 at 7PM
- 2025 budget review and carryforward
- Financial review
- Building construction ordinance amendment
- Land division ordinance amendment
- Roadwork

18. Public comment

- Eaan Carson inquired about tree maintenance outside of Township that is affecting our Trucks; Chair will speak to those municipalities. Also inquired about road standards.
- Justin Ulrich inquired about cutting overhead trees and roadwork

19. Board Member announcements

- Supervisor Hill received a call from a geocaching club asking permission to put geocaches in our park. Also advised of upcoming planned burns.
- Supervisor Jaeckel advised County passed a solar ordinance. Supervisor Hoffman advised he is not in favor of future solar projects in the Town.

20. 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 considerations

Supervisor Hill motioned to convene into closed session at 9:27PM and include the Clerk & Public Works Superintendent.

Seconded by Supervisor Jaeckel.

Roll call votes:

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

Motion carried 5-0.

21. Motion to return to open session

Supervisor Jaeckel motioned to return to open session at 9:58PM.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

22. Motion if any action from closed session discussion

None.

23. Adjournment

Supervisor Brandenburg motioned to adjourn at 9:58PM.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

Respectfully submitted
Caitlin Kincannon
Clerk

4/2/2026