

TOWN OF KOSHKONONG
MEETING MINUTES
May 13, 2026

Present:

Chairperson Kim Cheney

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

Clerk Caitlin Kincannon

Treasurer Alicia Grulke

The public meeting was broadcast and recorded by Zoom, and approximately 3 members of the public were present at the start.

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

None.

4. Public comment - agenda items only

None.

5. Approve April 2026 meeting minutes

Supervisor Jaeckel motioned to put the April 2026 minutes on file.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

6. Approve April 2026 Treasurer's Report

Treasurer Alicia presented the report.

Supervisor Brandenburg motioned to put the April 2026 Treasurer's Report on file.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

7. Discuss/Motion for variance request by Tom Patterson to exceed square footage and height limitation on a detached garage at N381 Haight Road

Tom Patterson present; discussed request with Board to build an oversized garage. It will meet the county setback requirements.

Supervisor Jaeckel motioned to recommend approval for a conditional use and/or a variance for the Haight Road project.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

8. Discuss/Motion declaration of disaster

Chairperson explained we would receive only a very small amount in FEMA reimbursement, and we would not be pursuing it.

9. Discuss/Motion quotes for salt shed roof

Board compared three quotes received from Riedl & Son, Smith Roofing, and Floyd Plank. Supervisor Hill motioned to approve the estimate from Floyd Plank to put a metal roof on the salt shed.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

10. Discuss/Motion retain or relinquish White Crow Pass

Bart DiMattina made a motion at the April 21, 2026, annual meeting asking the Board to consider relinquishing White Crow Pass. We have inquired with the Town attorney. Board discussed request.

Supervisor Hoffman motioned to begin the process to vacate the property to the adjoining properties.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

11. Discuss/Motion amend 2026 budget

Chairperson explained we had a carryover from 2025 to add to the 2026 budget. We will do a resolution in June to borrow funds for our remaining deficit in 2026.

Supervisor Jaeckel motioned to amend the 2026 budget with the surplus from 2025.

Seconded by Supervisor Brandenburg.

No further discussion, all in favor. Motion carried.

12. Discuss/Motion future roadwork

We were not awarded the grant applied for Hackbarth Road. Board considered plans for potential roadwork. Board will put together a list and estimates. We do have money in the budget for smaller projects.

13. Public Works Report & Projects

Public Works Supervisor Lucas Buckingham present, discussed report. Full time Public Works employees attended WTA Road School. Road maintenance discussed. Supervisor Jaeckel requested some potholes to be filled on Will Road and Jaeckel Road.

14. Approve Bills

Additional payment of \$4,500 added on to pay the first half of the approved estimate to Floyd Plank per agenda item #9.

Supervisor Hill motioned to approve the bills as presented.

Seconded by Supervisor Hoffman.

No further discussion, all in favor. Motion carried.

15. Clerk's Report

- Virtual Open Book was May 4, zero objections received so far
- Board of Review will be May 26, 5-7PM
- Johnson Block filed our Form CT on time
- Liquor license applications paperwork has gone out
- New accounting system – Workhorse – transition is underway

16. Future Agenda Items

- Employee review for Eaan Carson
- Public Hearing for liquor license applications and subsequent approval
- GFL contract proposal
- Request contract proposal from John's Disposal
- Land division ordinance amendment
- Resolution to borrow funds
- Roadwork
- White Crow Pass
- Replacing tires for John Deere tractor
- Representative Joan Fitzgerald attending to discuss legislative updates

17. Public comment

None.

18. Board Member announcements

- Supervisor Brandenburg attended boat patrol meeting

19. 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 employee reviews, compensation, and considerations

Supervisor Hoffman motioned to convene into closed session at 8:05PM and include the Clerk.
Seconded by Supervisor Hill.

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.

20. Motion to return to open session

Supervisor Jaeckel motioned to return to open session at 8:46PM.

Seconded by Supervisor Hoffman.

Motion carried.

21. Motion if any action from closed session discussion

Supervisor Jaeckel motioned to advertise for a Public Works Superintendent.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

Supervisor Jaeckel motioned to retain Public Works Supervisor Lucas Buckingham in the interim if he wishes until the Superintendent position is filled, at which time Buckingham would have the option to transition to a Crew Leader position at \$27/hour.

Seconded by Supervisor Hill.

No further discussion, all in favor. Motion carried.

22. Adjournment

Supervisor Hill motioned to adjourn at 8:50PM.

Seconded by Supervisor Jaeckel.

No further discussion, all in favor. Motion carried.

Respectfully submitted

Caitlin Kincannon

Clerk

5/28/2026