TOWN OF KOSHKONONG
MEETING MINUTES
September 23, 2026

Present:
Chairperson Kim Cheney
Supervisors: George Jaeckel, Jim Brandenburg, Erik Hoffman, Matt Hill
Clerk Caitlin Kincannon
Treasurer Alicia Grulke – *joined at 7PM*

The public meeting was broadcast and recorded via Zoom.

1. Call to order and verification of public meeting
The Chairperson called the meeting of the Town Board of Koshkonong to order at 6:30PM, and the Clerk verified the proper postings had been made.

2. 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 performance review
Supervisor Jaeckel motioned to convene into closed session at 6:30PM.
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.

3. Motion to return to open session at 7PM
Supervisor Jaeckel motioned to return to open session at 6:52PM.
Seconded by Supervisor Hoffman.
Motion carried.

4. Pledge of Allegiance
The Pledge of Allegiance was recited.

5. Public comment - agenda items only
None.

6. July 2026 Treasurer's Financial Summary
Clerk discussed new accounting system work is nearly complete, and we should have official Treasurer's Reports caught up soon. Financial Summary for July 2026 presented.

7. Discuss/Motion variance request for a second driveway at N498 Poeppel Rd by We Energies
Travis Mueller, representative for requestor present, discussed need for second driveway.
Supervisor Jaeckel motioned to approve the variance request for a second driveway.
Seconded by Supervisor Hoffman.
No further discussion, all in favor. Motion carried.

8. Discuss/Motion Haight Road winter maintenance agreement
Keith Gabrielse present as representative to the agreement for Haight Road. Contract details and fee discussed.
Supervisor Hoffman motioned to approve the Haight Road winter maintenance agreement.
Seconded by Supervisor Jaeckel.
No further discussion, all in favor. Motion carried.

9. Discuss/Motion comprehensive plan update proposal
Representatives with Cedar Corporation present, presented proposal for the Town to update its comprehensive plan.
Supervisor Brandenburg motioned to approve the comprehensive plan update proposal.
Seconded by Supervisor Hill.
Supervisor Hoffman asked about a spending cap. Fee is in the proposal.
All in favor. Motion carried.

10. Discuss/Motion BECI power lines resolution
Clerk advised no changes to the draft previously presented from the attorney; changed resolution number and adoption date.
Supervisor Hill motioned to adopt the resolution.
Seconded by Supervisor Hoffman.
No further discussion, all in favor. Motion carried.

11. Discuss/Motion survey review of N521 Blackhawk Bluff Dr
Survey reviewed and discussed private property on Town property. Markings considered.

12. Discuss/Motion recycling cooperative agreement with Town of Sumner resolution
Agreement renewed annually with Town of Sumner.
Supervisor Jaeckel motioned to approve the recycling cooperative agreement with the Town of Sumner.
Seconded by Supervisor Hoffman.
No further discussion, all in favor. Motion carried.

13. Discuss/Motion Rock River Coalition donation request
Board considered donation.
Supervisor Hoffman motioned to approve a donation.
Different amounts considered.
Supervisor Hoffman amended his motion to approve a donation of $200.
Seconded by Supervisor Hill.
Votes: 4 yea, 1 nay. Motion carried.

14. Discuss/Motion Amish school building permit
Building permit requirement discussed.
Supervisor Hoffman motioned to waive the Town of Koshkonong building permit requirement for the school on Cheeseborough.
Seconded by Supervisor Brandenburg.
Supervisor Hill inquired about liability of the matter.
All in favor. Motion carried.

15. Discuss/Motion John Deere tractor accident insurance claim proceedings
Clerk explained choice of filing a claim through our insurance or the other party's insurance.
Supervisor Hoffman motioned to file the claim through the other party's insurance.
Seconded by Supervisor Hill.
No further discussion, all in favor. Motion carried.

16. Discuss/Motion road work considerations
Quote received from Jefferson County for work on a section of Old 26 Rd.
Supervisor Hoffman motioned to approve the quote for the roadwork.
Seconded by Chairperson Cheney.
Votes: 3 yea, 1 nay, 1 abstain. Motion carried.

17. Discuss/Motion schedule fall budget workshop date/s
Supervisor Brandenburg motioned to schedule the budget workshop on October 12 at 6PM.
Seconded by Supervisor Jaeckel.
No further discussion, all in favor. Motion carried.

18. Discuss/Motion Public Works attendance to UW Madison Winter Maintenance Training
Public Works will not attend this training.

19. Public Works Report & Projects
Public Works Supervisor Lucas Buckingham discussed recent activities and projects.

20. Approve bills
Supervisor Brandenburg motioned to approve the bills.
Seconded by Supervisor Hoffman.
No further discussion, all in favor. Motion carried.

21. Clerk's Report
- Upcoming election on November 3; in person absentee hours will be posted soon on website & at Town Hall
- Town Hall will be rented out 10/3 and 10/14
- Flagpole replacement project complete; bill paid – donation covered; remaining donation to go to cemetery fund; we will do a dedication plaque

22. Future Agenda Items

- Scheduling elector's meeting
- Building inspector contract
- Humane society contract
- Update winter maintenance policy
- Amended budget approval for reallocated funds
- Equipment sale

23. Public comment

- Justin Ulrich inquired about dead tree maintenance.

24. Board Member announcements

- Chairperson Cheney advised of 550 truck issues.

25. 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 considering employee performance evaluation

Supervisor Jaeckel motioned to convene into closed session at 9:09PM.
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.

26. Motion to return to open session

Supervisor Jaeckel motioned to return to open session at 9:10PM.
Seconded by Supervisor Hoffman.
Motion carried.

27. Motion if any action from closed session discussion

Supervisor Jaeckel motioned to increase Garrett Goulder's wage by 50 cents effective September 27.
Seconded by Supervisor Hoffman.
No further discussion, all in favor. Motion carried.

28. Adjournment

Supervisor Jaeckel motioned to adjourn at 9:11PM.
Seconded by Supervisor Hill.
No further discussion, all in favor. Motion carried.

Respectfully submitted
Caitlin Kincannon, Clerk
9/28/2026