

**Town of Ixonia  
Town Board  
Minutes  
January 9<sup>th</sup>, 2017**

**1. Call to Order, Roll Call and Pledge of Allegiance**

Chairman Goetsch called the monthly meeting of the Town of Ixonia to order at 7:02 p.m. Roll call was taken with the following in attendance: Chairman Perry Goetsch, Supervisor Brian Derge, Supervisor Carl Jaeger and Supervisor Jeff Taylor.

Excused Absent: Supervisor Peter Mark.

Also present: Attorney Stan Riffle, Chief Dave Schilling, Deputy Clerk/Treasurer Jodi Jaeger, Highway Superintendent Dennis Lillge, Mark Kurtz – Fire Department, Cory O'Donnell – Neumann Companies, Inc. and Clerk/Treasurer Nancy J. Zastrow

**2. Proof of Posting and Notice**

Clerk/Treasurer Zastrow confirmed the agenda was posted at Ixonia Bank, Ixonia Post Office, Town Hall, Watertown Daily Times and on the website.

**3. Approval of Minutes – December 12, 2016 and January 5, 2017**

**Supervisor Taylor moved to approve the December 12, 2016 minutes as corrected and the January 5, 2017 minutes as presented. Supervisor Derge seconded the motion and carried 4-0 1 absent.**

**4. Treasurer's Report**

*a) Presentation of Revenue and Expense Report for December 2016*

Clerk/Treasurer Zastrow reviewed the revenue and expense report for December 2016. The December Treasurer's report was not finished to bring for approval.

*b) Update on Audit, Tax Collection and Credit Card*

Zastrow also reported the 2016 audit is scheduled for January 23 & 24<sup>th</sup>. The pre-audit was conducted early in December. The town collected 49% of the property taxes through December 30, 2016 and the credit card payments is available but there are still some problems with signing on directly to Official Payments. This is being worked on by the company.

**5. Jefferson County Sheriff's Department Report and/or Jefferson County Supervisor Report**

There was no one present from the Sheriff's Department or the County Supervisor.

**6. Resolution No. 2017-01 Accepting Public Improvements for the Autumn Ridge Phase III Subdivision**

Attorney Riffle explained this is part of the Developer's Agreement to formally accept public improvements. This is the last item of the Developer's Agreement and is the extension of the two cul-de-sacs'.

**Supervisor Taylor moved to accept Resolution No. 2017-01 Accepting the Public Improvements for Autumn Ridge Phase III Subdivision. Supervisor Jaeger seconded the motion and carried 4-0; 1 absent.**

**7. Discussion and Possible Action regarding Autumn Ridge Phase III Letter of Credit Reduction Request No. 2**

Cory O'Donnell – Neumann Companies, LLC was present and explained he has been working with the town engineer and was hoping for a reduction to \$5,000. The Town Engineer is recommending bringing the balance to \$92,022.00. Attorney Riffle stated the board should not lower it less than the unless approved or recommended by the Engineer. Attorney Riffle stated the lower reduction can be brought back at the next board meeting in February.

**Supervisor Jaeger moved to approve the recommendation regarding Autumn Ridge Phase III Letter of Credit Reduction to bring the remaining balance to \$92,022.00 for Neumann Development. Supervisor Derge seconded the motion and carried 4-0; 1 absent.**

- 8. Discussion and Possible Action regarding Operator License Application for – Rebecca Walters**  
Staff recommends approval of the Operator License application from Rebecca Walters.

**Supervisor Jaeger moved to approve the application for an Operator License for Rebecca Walters. Supervisor Derge seconded the motion and carried 4-0; 1 absent.**

- 9. Discussion and Possible Action regarding rental agreement for using Town Hall for meetings**  
Staff presented a draft rental agreement to be used for Town Hall rentals. Attorney Riffle has not given input into the agreement. Discussion followed. It was determined that Attorney Riffle will review the agreement and give input to the board on creating a document. This will be on the February agenda for further discussion and possible action.

- 10. Discussion and Possible Action regarding a Special Event request from Sports Management, Inc for October 15, 2017 for the Lake Country Duathlon**  
Staff presented the application for Special Event received from Paul Eicher for Sports Management Associates for Lake Country Duathlon. He is also requesting full use of Ixonia Firemen’s Park with no other events to be scheduled on the same day. Discussion followed.

It was asked if this event is for non-profit fund raising or a full profit event? The Board also asked for a full map of the event. This will be brought back when additional information is gathered.

**11. Fire Department:**

*a) Revised Ixonia Fire & EMS SOG’s*

Chief Schilling presented the revised SOG’s for the Fire & EMS Department. This reflects the 2017 pay scale and holiday shift which was implemented as of January 1, 2017. This required Town Board approval.

**Supervisor Jaeger moved to approve the revised Ixonia Fire & EMS SOG’s as presented. Supervisor Taylor seconded the motion and carried 4-0; 1-absent.**

*b) Approve 2017 Ixonia Fire & EMS Officers*

Chief Schilling presented the 2017 Ixonia Fire & EMS Officers for approval as follows:

- Assistant Fire Chief      Josh Nettesheim
- Fire Captain                Patrick Schultz
- Fire Lieutenant            Calvin Sauer
- EMS Captain                James Graf, Jr.
- EMS 1<sup>st</sup> Lieutenant        Kelly Raether
- EMS 2<sup>nd</sup> Lieutenant        Amber Christian
- IVSS Coordinator         Vacant
- Jefferson County Fire Fighter Assoc. Representatives – Aaron Smebak and Troy Essmann
- Fire Inspections            Steve Schultz

**Supervisor Jaeger moved to approve the 2017 Ixonia Fire & EMS Officers as presented. Supervisor Jaeger seconded the motion and carried 4-0; 1-absent.**

*c) Update on monthly report for Town of Ixonia, Town of Watertown and Town of Concord*

Chief Schilling gave the monthly run report which was also presented in the agenda packet.

- d) Discussion and Possible Action regarding giving authorization to the Ixonia Fire Department to sell Squad 5
- e) Discussion and Possible Action regarding giving authorization to the Ixonia Fire Department to sell the existing skid load on Brush 2

Chairman Goetsch that he has had a chance to review the packet of information presented at the January 5<sup>th</sup> joint meeting of the Fire Department and Town Board and he has additional questions. Supervisor Derge also noted he has more questions. Chairman Goetsch stated he would like to table both items 11d and 11e and would like to have another meeting with the Fire Department to discuss the new questions that have arisen.

**Chairman Goetsch moved to table items 11d and 11e. Supervisor Derge seconded the motion and carried 4-0; 1 absent.**

**12. Highway Department:**

- a) Discussion and Possible Action regarding release of retainage funds for Payne & Dolan for road work in 2016

Highway Superintendent Lillge explained the Town retained a portion of the funds for the projects performed by Payne & Dolan. The Town Engineer is recommending release of these retained funds.

Supervisor Derge moved to release the retainage funds for Payne & Dolan based on the Town Engineer and Highway Superintendent recommendation. Supervisor Jaeger seconded the motion and carried 4-0 1 absent.

- b) Set date for road checks/projects and Capital Projects meeting

Highway Superintendent Lillge stated that typically the board meets to discuss upcoming road work for the year. Meetings in the past have been conducted in March, he is requesting the meeting be held in February. He has found the earlier you get projects to bid, the bids come in with a better price. This meeting would also be a discussion on future capital projects.

It was determined to conduct this meeting on February 27, 2017 @ 7:00 p.m. at the Town Hall.

**13. Closed Session**

A. Upon motion duly made and carried by roll call vote, the Board may be convened in closed session under § 19.85(1)(e), Wis. Stats., for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, Specifically for the Town of Watertown Fire & EMS contract and WBI/Maney-Miller Building Inspection contract.

Clerk/Treasurer Zastrow read the closed session notice. Chairman Goetsch moved to convene into closed session at approximately 7:27 pm. Supervisor Derge seconded the motion. Roll call vote was taken.

|                   |        |                  |     |
|-------------------|--------|------------------|-----|
| Supervisor Taylor | yes    | Supervisor Derge | yes |
| Supervisor Jaeger | yes    | Chairman Goetsch | yes |
| Supervisor Mark   | absent |                  |     |

Motion carried to convene into closed session.

**14. Motion to reconvene into Open Session and take any specific action on:**

- a) Town of Watertown Fire & EMS contract
- b) WBI/Maney-Miller Building Inspection contract

Chairman Goetsch moved to reconvene into open session at approximately 7:57 pm. Supervisor Taylor seconded the motion. Roll call vote was taken.

|                   |        |                  |     |
|-------------------|--------|------------------|-----|
| Supervisor Taylor | yes    | Supervisor Derge | yes |
| Supervisor Jaeger | yes    | Chairman Goetsch | yes |
| Supervisor Mark   | absent |                  |     |

Motion carried to reconvene into open session.

Chairman Goetsch moved to accept the WBI/Maney-Miller Building Inspection contract with amendments.  
Supervisor Derge seconded the motion and carried 4-0; 1 absent.

**15. Upcoming Meetings:**

*Town Board Meeting – February 13<sup>th</sup>, 2017 @ 7:00 p.m.*

*Plan Commission – January 25<sup>th</sup>, 2017 @ 7:00 p.m.*

*Recycling Committee Meeting – February 14<sup>th</sup> @ 1:00 p.m.*

*Park & Recreation – January 24<sup>th</sup> @ 7:00 p.m.*

*Ixonia Fire Dept. Officer's Meeting – January 19, 2017 @ 6:30 p.m.*

**16. Motion to Adjourn**

Supervisor Derge moved to adjourn the January 9, 2017 Town Board meeting at approximately 7:58 p.m.

Supervisor Jaeger seconded the motion and carried 4-0; 1 absent.

Respectfully submitted,

Nancy J. Zastrow  
Clerk/Treasurer