

**Town of Ixonia
Town Board
Minutes
January 14, 2019**

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

Chairman Goetsch called the meeting of the Town of Ixonia Town Board 7:00 p.m.

Roll call was taken with the following in attendance: Chairman Perry Goetsch, Supervisor Brian Derge, Supervisor Carl Jaeger, Supervisor Peter Mark and Supervisor Jeff Taylor.

Also Present: Deputy Clerk/Treasurer Jodi Jaeger, Highway Superintendent Dennis Lillge, Utility Plant Manager Jeff Wegner, Town Engineer Chris Stamborski, Attorney Stan Riffle and Clerk/Treasurer Nancy J. Zastrow

2. Proof of Posting and Notice

The agenda was posted at the Town Hall, Post Office and Ixonia Bank and published in the Watertown Daily Times and also posted on the website.

3. Approval of Minutes – December 10th, 2018

Supervisor Derge moved, seconded by Supervisor Mark to approve the December 10th, 2018 minutes as presented. Motion carried.

4. Treasurer's Report

a) *Approve December 2018 Financial Report*

Supervisor Jaeger moved, seconded by Supervisor Taylor to approve the December Financial Report and place on file until the audit. Motion carried.

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

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

6. Discussion and Action regarding Operator License applications for:

Amy Marie Mahoney – Ixonia Pub

Trisha Fadoski – Station Ixonia – BP

Fabian Ramirez – Station Ixonia – BP

Benjamin Pinnt – Ixonia Pub

Clerk/Treasurer Zastrow explained that the application for Trisha Fadoski should not be included. Zastrow tried reaching Ms. Fadoski to speak about her application but has not received a response. Staff recommends approval of the other three applications.

Supervisor Jaeger moved, seconded by Supervisor Derge to approve the Operator License applications for Amy Marie Mahoney, Fabian Ramirez and Benjamin Pinnt. Motion carried.

7. Discussion and Action regarding 2018 Budget Amendments for Fire Department

Clerk/Treasurer Zastrow explained that when the Town Board approved the paying of back-pay to Fire & EMS personnel in January of 2018 it was stated if the budget went over in payroll the funds would come from Un-designated Fund Balance. The Resolution is to use \$5,190.65 from fund balance to cover the wages paid.

Supervisor Mark moved, seconded by Supervisor Jaeger to approve Resolution 2019-02 Amending 2018 Town Budget as presented. Motion carried.

8. Discussion and Action regarding Resolution 2019-01 – Resolutions for Speed Restrictions

Clerk/Treasurer Zastrow explained recently a new resident came to the town hall concerned with traffic on Gopher Hill Road. He indicated there is a 25-mph speed limit close to his home and questioned the location of the speed sign. Staff looked into the ordinance and found that when the Code of Ordinance book was updated it indicates that speed restrictions are to be done by resolution, therefore staff is bringing a resolution to bring into compliance with the Code of Ordinance.

Highway Superintendent Lillge explained he then checked all the roads listed and found some inconsistencies with the ordinance. He stated that in the ordinance Park Street is to be 15 mph. Currently, there is one 15 mph sign located by the Firemen's Park. Attorney Riffle stated the minimum speed in Wisconsin is 25 mph unless in a school zone. Supervisor Derge stated the town should make Park Street 25 mph as recommended by the Attorney.

Lillge then explained staff is wondering if the board would like to consider lowering the speed on Gopher Hill Road and Rockvale Road west from Hwy F to Hwy P. He noted with the heavy truck traffic and the number of hills, curves and homes it may warrant a review. He stated if there is no speed sign posted the speed limit is 55 mph.

Supervisor Jaeger stated he drove most of the town roads this morning and he observed a Jefferson County Officer running radar on Cty Hwy CW, so he stopped and talked with the Deputy. He noted the deputy advised not changing the speed unless there is a problem. He stated people are not going to follow the signs even if they are posted and the speed is reduced. He is not in favor of lowering the speed on Gopher Hill Road. Supervisor Derge stated if the town needs to buy signs, he feels there should be substantial reason for spending the money on signs. Supervisor Derge does not feel lowering the speed on Rockvale Road would be in the best interest. He noted he lives on a straight part of Rockvale and people are definitely speeding going past his home, but who is going to enforce if the speed limit is reduced. He noted he has lived in his home for 22 years and has never seen an officer run radar on his road. Considerable discussion followed.

Highway Superintendent Lillge explained the next item in the memo is regarding streets located within some of the subdivisions. There are sixteen roads that are not posted with speed signs and are not indicated in the ordinance. Attorney Riffle stated a ticket cannot be written unless there is posting of speed signs. Lillge inquired if posting at the entrance of the subdivision is enough or if the town would still need to post within the streets of the subdivision. Lillge also noted that Birch, Linden and Tamarack in the industrial park are also not posted.

Supervisor Mark stated he did not have a problem with correcting the location of the 25 mph on Gopher Hill Road, but feels it not necessary to do anything with the signage in the subdivisions.

Supervisor Mark moved, seconded by Supervisor Derge to approve Resolution 2019-01 with the recommended change on Gopher Hill Road to .4 miles and changing Park Street to 25 mph. Attorney Riffle asked for clarification, he noted the board could adopt the resolution and include what the board wants the speed to be in the subdivisions. He noted there is standard language in the developer's agreement that it is the responsibility of the developer to install speed limit signs and it should be noted in the resolution what the speed limit is. **Supervisor Mark added to his motion to include the sixteen streets listed in the memo to be posted at 25 mph, Supervisor Derge seconded the addition.**

Denise O'Halloran – N9246 Green Valley Road addressed the board with concerns about traffic on Gopher Hill Road in her neighborhood and would like to see the speed reduced. Discussion continued.

Matt Taylor – N9202 Pritchard Farm Road stated he was intrigued by the statement regarding the developer’s agreement, he asked if there is no process to follow up on the installation of the required signs? He encouraged the board to consider putting up signs in the subdivisions.

I was noted in response to Mr. Taylor that some of these developments are over twenty years old and it was a different board at that time, there is no way to go back to see what was done in the past. Supervisor Derge stated he does not agree that signs have a value. He noted that I-94 has signs and people do not follow the speed signs, he feels this would be an expense that is not going to gain anything. Supervisor Jaeger stated some of these issues can be resolved with common sense, signs aren’t going to do anything unless there is enforcement. Chairman Goetsch noted signage will be installed on major roads, but the other sixteen will be taken care of as the opportunity to purchase them fits in the budget. Supervisor Derge asked Highway Superintendent to bring back costs of speed sign to the next meeting for continued discussion. Chairman Goetsch asked if there were any other comments, he called for the motion – **Motion carried unanimously.**

9. Discussion and Action regarding clarification on sections of Employee Handbook including, overtime pay, work week, holiday hours, disability and Holidays

Clerk/Treasurer Zastrow explained the current Employee Handbook does not follow the current practice in several areas. Staff would like to get this clarified with the board. Zastrow explained the sections of the handbook with the updates.

Supervisor Mark stated he would like to see the wording for Wages & Pay Period to read “Work week as scheduled by Supervisor” this would allow the Supervisor the flexibility in schedules for his department. Supervisor Mark would also like pg. 15 under paid holidays to read “paid as regular schedule hours. Supervisor Mark also noted he would like to remove the title of vacation – he would like to see the verbiage of personal time.

Supervisor Derge stated these changes will clean up the Employee Handbook and defines some items. He feels simple is the best. He would like to keep the vacation notation in the handbook.

Supervisor Derge moved to approve the Employee Handbook update as presented subject to Attorney Jim Macy review and approval, Supervisor Jaeger seconded the motion and carried.

10. Highway Department

a) Discussion and possible Action regarding pay application #2 for 2018 road program

Chris Stamborski – Town Engineer addressed the board and explained the 2018 road projects exceeded the bid, but it was in a good way. They were able to get more roads completed. There was a problem, the contract stated the work would be completed by September 1st, but most of the blacktop did not get laid until October. This was because of the weather and Payne & Dolan did ask for an extension. The town board approved the first pay request, but we held back \$50,000 to discuss the increase of costs for the project. Recently Stamborski and Lillge met with Payne & Dolan to discuss the specific issues. Payne & Dolan is offering to making the town whole via utilizing trucking or hauling in lieu of reduced payment. Discussion followed.

Supervisor Mark suggested leaving approval of the final payment on the table and bring back next month allowing time to get the final details worked out. Supervisor Derge feels the board can approve the payment tonight and give Highway Superintendent Lillge the authority to work out the details in good faith.

Supervisor Derge moved, seconded by Supervisor Jaeger to approve the final payment with Payne & Dolan for 2018 road program and to authorize Highway Superintendent

Lillge to work out the details to make the town whole and to meet the expectations of the engineer and Lillge. Motion carried.

11. Fire Department:

a) Monthly report for Fire & EMS

The monthly report was presented in the agenda packet. The final run numbers for 2018 402 with 273 EMS and 129 Fire calls.

b) Discussion and Action regarding contract with LifeQuest for Fire & EMS billing

Clerk/Treasurer Zastrow reported Chairman Goetsch has asked staff to contact LifeQuest to review the current charges. The initial contact was made in early 2017. After considerable efforts to connect with the proper personnel regarding this, a proposal was presented from LifeQuest. The new proposal reduces the percentage retained by LifeQuest for billing along with lowering the retainage for delinquent accounts. This change will increase the revenues received by the town. LifeQuest is willing to make the amendment to the contract if the town is willing to extend the contract until 2021. The new contract upon expiration will also not auto renewal and will annually be reviewed and approved. Discussion followed.

Supervisor Derge moved, seconded by Supervisor Mark to approve the contract with LifeQuest for Fire & EMS billing. Motion carried.

c) Discussion and Possible Action regarding recommended rate increases for Fire & EMS charge rates

With the review of the contract discussion was held regarding the current rates being charged for the different levels of service. LifeQuest presented comparisons with surrounding services with the same level of care.

Supervisor Derge stated that he does not like having to increase the rates, but we need to be able to cover the expenses.

Supervisor Derge moved, seconded by Supervisor Jaeger to adopt the rates as presented. Motion carried.

d) EMT Basic Amy Ernest has completed her six-month probation and was taken off probationary status and is now a full member of the Ixonia Fire & EMS Department.

Included in the agenda packet was the acknowledgment that EMT Basic Amy Ernest has completed her probationary status and is a full member.

e) Firefighter Matthew Petrie has turned in his resignation from the Ixonia Fire & EMS Department effective 01-01-2019. FF Petrie leaves the Department after completing 15 years of service with Ixonia.

Clerk/Treasurer Zastrow read the resignation letter received from Firefighter Matthew Petrie. He served the community for 15 years.

f) Review and possible action by the Town Board of the Pay Scales SOG'S 15 & 51 to reflect the salary increases for the Officer Staff, breakdown of call compensation for firefighters and inclusion of the Fire Duty Officer. In addition, review and possible action of Fire/EMS Shift Stipend SOG 65 to reflect duty hours of the Fire Duty Officer and clarification of expectations of scheduled fire shifts for firefighters.

Supervisor Taylor moved, seconded by Supervisor Mark to approve the pay scale SOG's as presented. Motion carried.

- g) The Department will be committing to a group purchasing agreement with Western Lakes Fire Department to lower the cost of the SCBA replacement for this year. The purchase of the new equipment will be through Air One Equipment. Savings that will be realized by this agreement is approximately \$34,835.00. The Department is actively seeking the 2018 FEMA grant for this purchase that if awarded will commit the Town to paying 5% of the total amount or approximately \$7,600.00.

Chairman Goetsch reported the department has applied for a FEMA grant for the purchase of this equipment. No other action was taken.

- h) Review and possible action on the 2019 Ixonia Fire & EMS Officer Elections held on 12-17-19.

- Assistant Fire Chief – Joshua Nettesheim
- Fire Captain – Calvin Sauer
- Fire Lieutenant – Patrick Schultz
- EMS Captain – James Graf, Jr.
- EMS 1st Lieutenant – Kelly Raether
- EMS 2nd Lieutenant – Bryan Fisher
- Department Secretary – Nick Weissenborn
- Jefferson County Firefighter Association Representatives – Ethan Brockway & Patrick Schultz
- 2018 EMT of the Year – EMT-P Amber Christian

Supervisor Jaeger reported on the elected officers of the department for 2019.

Supervisor Jaeger moved, seconded by Supervisor Mark to approve the 2019 Fire & EMS Officers as presented. Motion carried.

- i) Ixonia FD Officer Meeting will be Thursday, January 17th @ 1830 hours.

12. Utility District:

- a) Discussion and Action regarding Continuing Professional Services Agreement with Donohue & Associates, Inc. for Chloride Progress Report and/or Chloride and Phosphorus Report

Utility Plant Manager Wegner explained these are the required DNR reports and Donahue has presented the town with two quotes. One is for just the Chloride Report and the other is for the Chloride Reports and Phosphorus Compliance Report. Wegner is recommending approval of the proposal for both reports at a cost of \$4,750.00. He noted the price is reduced from last year.

Supervisor Derge moved, seconded by Supervisor Mark to approve the contract for Chloride Progress Report and Phosphorus Compliance Report in an amount not to exceed \$4,750.00. Motion carried.

13. Upcoming Meetings:

Town Board Meeting – January 28, 2019 @ 7:00 pm
Town Board Meeting – February 11, 2019
Plan Commission – Canceled
Recycling Committee Meeting – February 12, 2019
Park & Recreation Committee – January 22, 2019
Ixonia Fire Dept. Officer's Meeting – January 17, 2019

Chairman Goetsch asked Highway Superintendent if we are ready to schedule a road meeting in the next month. Lillge stated he is not ready to schedule at this time.

14. Motion to Adjourn

Supervisor Mark moved, seconded by Supervisor Derge to adjourn the January 14th, 2019 Town Board meeting at approximately 8:35 p.m. Motion carried.

Respectfully submitted,

Nancy J. Zastrow
Clerk/Treasurer