

**Town of Ixonia  
Town Board  
Minutes  
December 11<sup>th</sup>, 2017**

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

Chairman Goetsch called the meeting of the Town of Ixonia Town Board 7:05 p.m.

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

Also Present: Deputy Clerk/Treasurer Jodi Jaeger, Highway Superintendent Dennis Lillge, Fire Chief Dave Schilling, Utility Plant Manager Jeff Wegner, Town Engineer Brandon Foss, 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. The Public Hearing for Ixonia Utility District #2, Town of Ixonia, Jefferson County, will be held at the Ixonia Town Hall, W1195 Marietta Avenue, Ixonia on Monday, December 11, 2017 @ 7:00 PM. This rate increase will go into effect on January 1, 2018 and will be reflected on the bill due April 20, 2018 for January, February and March usage.**

Chairman Goetsch opened the Public Hearing at approximately 7:06 pm. Town Engineer Brandon Foss gave an explanation of the rate study document. Attorney Riffle provided history on Utility District #2 and how the contract was created.

Mike Herro – 156 E. Wisconsin Avenue, Oconomowoc – He noted he owns property on Vicksburg Way and asked for a breakdown of where the money is going so he can explain to his tenants the increase.

It was explained that the City of Oconomowoc increases the license fee approximately 4% annually and the treatment expenses have increased approximately 8% over the past couple of years. It was also explained the flow has also increased and the system is old and probably has leaks. The other problem is the storm sewer in Utility #2 and pump crocks being pumped into the sewer instead of the property.

There were no other public comments. Chairman Goetsch closed the public hearing at approximately 7:21 pm.

**4. Approval of Minutes – November 13<sup>th</sup> Town Board Meeting and November 27<sup>th</sup> Special Meeting of the Electors and Town Board Meeting**

Supervisor Jaeger moved, seconded by Supervisor Derge to approve the minutes from November 13<sup>th</sup>, and November 27<sup>th</sup> as presented. Motion carried.

**5. Treasurer's Report**

*a) Approve November 2017 Financial Report*

Supervisor Derge moved, seconded by Supervisor Jaeger to approve the Treasurer's Report as presented and place on file subject to audit. Motion carried.

*b) Update on Financials*

No action was required.

c) Presentation of Revenue and Expense Report for November 2017

No action or questions was taken.

**6. Jefferson County Sheriff’s Department Report and/or Jefferson County Supervisor Report**

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

**7. Discussion and Action regarding approval of Election Inspectors and Chief Inspectors for 2018-2019 Election cycle**

The list of Election Inspectors for the 2018-2019 Election cycle were presented as follows:

Joni Rupnow	Jeannette Christian	June Pagenkopf
Shelby Jaeger	June Herman	Jeraldine Reed
Donna Fortman	Bill Sankey	Patti Thomsen
Audrey Krueger	JoAnne DeBarge	Barb Elwood-Goetsch
David Pritchard	Bette Brandenburg	Karen Mallow
Vickie Schlieve	Denise Rothschadl	Virginia Hicks
Sandy Braun	Helen Pugh	Jean Zautner
Lorna Gartzke	Chris Huebner	Sally Hein
Lori Luetzow		

**Supervisor Jaeger moved, seconded by Supervisor Derge to approve the Election Inspectors for 2018-2019 Election cycle as presented. Motion carried.**

**8. Utility District**

a) Discussion and Action regarding approval of Escrow Agreement for Mary Lane project

Attorney Riffle explained he has been working with Mike Court on this agreement. He noted Mary Lane has been holding back bidding costs and Engineer costs and just the construction costs will be placed in the escrow account. Other costs will be added to the quarterly payments. This will be formally approved at the December 20 – Village of Lac La Belle meeting and December 21<sup>st</sup> at the Mary Lane meeting.

Attorney Riffle recommends authorizing the Town Chairman and Town Attorney to execute the agreement unless there are substantial changes, then it would come back to the full board.

**Supervisor Mark moved, seconded by Supervisor Derge to authorize the Town Chairman and Town Attorney to execute and sign the Mary Lane Escrow Agreement unless there are substantial changes which would come back to the full board. Motion carried.**

b) Approve contract for Mary Lane project to bid

The bid for the Mary Lane project was presented and requires formal board approval. This is the second bid proposal the first was considerably higher and was rejected. The bid is being awarded to August Winer & Sons. References have been checked. This action is a vote of confidence for the bid and project.

**Supervisor Derge moved, seconded by Supervisor Jaeger to proceed with vote of confidence for the Mary Lane project and to authorize the lowest responsible bidder per the recommendation by Mary Lane board. Motion carried.**

c) Discussion and Action regarding agreement with Lac La Belle and RA Smith to review project charges

Attorney Riffle noted the board does not need to take any action on this item. He noted if the Village of Lac La Belle wants to utilize R.A. Smith for Engineering services they would be on their own. We

currently are using R.A. Smith as our engineer. No action taken.

*d) Approval of Utility District #2 user fee increase to \$162 per quarter/\$648 annually*

Chairman Goetsch noted the recommendation from the engineer is to raise the sewer fees for Utility District #2 to \$162.00 per quarter/\$648.00 annually. There was no further discussion.

**Supervisor Derge moved, seconded by Supervisor Mark to increase Utility District #2 fees to \$648/annually - \$162/quarterly as recommended. Motion carried.**

*e) Discussion and Approval of the 2018 Utility #2 Budget*

The 2018 budget for Utility #2 was presented using the increased revenue. Supervisor Mark questioned if the \$5,000 budget for Replacement is sufficient. Engineer Foss explained the fund is at a healthy level at this time.

**Supervisor Mark moved, seconded by Supervisor Derge to approve the 2018 Utility District #2 as presented. Motion carried.**

*f) Discussion and Action regarding agreement to designate Donahue as our treatment plant Engineer*

Engineer Foss explained R.A. Smith was hired to serve as the Utility Engineer several years ago. This past year with the DNR violations, they utilized the services of Donahue to help with the plant violations. Donahue specializes in plant upgrades. They will assist in filing the Chloride Report, Phosperus issues which is due by 2024 and also work on the plant capacity.

Attorney Riffle reviewed the contract. He noted the engineer cannot spend more than eight hours on one project. He noted it was not the best contract, but he is okay with the board approving. This contract is for hourly rate versus lump sum.

**Supervisor Mark moved, seconded by Supervisor Taylor to approve the contract with Donahue for the Utility District #1 Treatment Plant as presented. Motion carried.**

## **9. Highway Department**

*a) Discussion and Action regarding approval of purchase of Truck*

Highway Superintendent Lillge presented the board with information on a truck from Ewald. The proposal is part of the State contract. Discussion followed.

Supervisor Derge and Supervisor Taylor noted they would like the truck to meet the needs of the department and not be set up for resale purposes. Discussion was held regarding the crew cab and the need. They asked Lillge to review the needs and wants on the truck and to bring it back for more discussion.

**Supervisor Mark moved, Supervisor Derge seconded to table discussion on this until the January board meeting. Motion carried.**

*b) Discussion and Action to authorize final payment to Payne & Dolan for road construction in the amount of retainage \$15,007.11*

This is the final payment for the 2017 road construction. There is no need to retain these funds and it is recommended by the Town Engineer to pay.

**Supervisor Jaeger moved, seconded by Supervisor Derge to make the final payment to Payne & Dolan for road construction in the amount of \$15,007.11. Motion carried.**

c) Discussion and Possible Action regarding garbage/recycling containers placed in the right-of-way hindering snow plowing

Highway Superintendent Lillge reported his department has been having issues with the garbage haulers and the placement of the refuse and recycling containers. The residents are placing them in the curb and right-of-way and cause issues when plowing snow. He said it is an annoyance for his staff and also leaves snow on the road where it should be cleaned up. He is asking for guidance from the board on how to address this. Notification was put in the tax news letter sent recently and staff has also contacted all of the disposal companies in Ixonia and asked them to notify their customers and some of the homeowners associations are also helping to notify, but it still is not getting through to some residents. Discussion followed.

The board recommendation to the Highway Department is if the garbage/refuse containers are located in the curb or right of way, the plow driver can push the container onto the property and out of the right-of-way. No formal action was taken.

**10. Fire Department:**

a) Monthly report for Fire & EMS

Chief Schilling gave the monthly activity report.

b) Discussion and Action regarding purchase of Zoll X Series Defibrillator for a total cost of \$28,000.00 and using the 3-year interest free payment plan

Chief Schilling explained the contract that was presented during the budget process has been withdrawn and they do not want to offer the zero% for three years any longer. They want a \$14,000 payment and a two-year contract. Discussion followed.

**Supervisor Derge moved to approve the Zoll X Series Defibrillator if the three-year deal is reinstated. Supervisor Mark seconded the motion and carried.**

c) Discussion and Action regarding increasing pay level for EMS personnel responding to calls from \$82 per run to \$120 per run based on skill level

Chief Schilling explained during the budget workshop discussion was held regarding increasing the pay for EMS staff. The level recommended is \$30 for EMR, \$35 for EMT-B and \$40 for A-EMT. Discussion followed.

**Supervisor Derge moved, seconded by Supervisor Mark to approve the pay schedule as presented for EMS staff. Motion carried.**

d) Discussion and Action regarding back pay for EMS personnel from 2015 through the first three quarters of 2017 for responding to calls not yet collected

Chief Schilling explained the current process for paying EMS staff is after the bill has been paid to LifeQuest – those responding personnel receive a portion of the \$82 designated for the run. He can go back to 2015 and account for unpaid runs. Using this process to pay personnel does not seem fair because there will always be runs that the EMS does not receive payment for. A budget amount is always placed in the current budget for this payment. He is asking the board to authorize paying the staff quarterly for their response and paying back to 2015 for previous runs.

**Supervisor Derge moved, seconded by Supervisor Jaeger to pay the back pay for EMS from 2015 through the first three quarters of 2017 for responding to calls not yet collected and using budget carryover for wages from the 2017 to offset some of the expense and to review after the 3<sup>rd</sup> quarter of 2018 to see if any additional funds will be needed for the current year. Motion carried.**

- e) Discussion and possible action regarding 2017 budget carryover to utilize Fire/EMS unused wages to cover back pay and also to authorize fund balance for remaining balance

Action was taken in the above motion.

- f) 2017 Annual Fire/EMS/IVSS Meeting with elections – Monday, December 18, 2017 @ 6:30 pm

Chief Schilling noted elections and will be held with the Annual meeting.

**11. Upcoming Meetings:**

*Town Board Meeting – January 8, 2018  
Plan Commission – No December meeting  
Recycling Committee Meeting – No December meeting  
Park & Recreation Committee – No December meeting  
Ixonix Fire Dept. Officer's Meeting – December 21, 2017*

**12. Motion to Adjourn**

Supervisor Mark moved, seconded by Supervisor Derge to adjourn the December 11<sup>th</sup>, 2017 Town Board meeting at approximately 8:35 pm. Motion carried.

Respectfully submitted,

Nancy J. Zastrow  
Clerk/Treasurer