

APPROVED MINUTES
Special Village Board Meeting
Thursday, November 18, 2021 at 7:15 p.m.
Jackson Municipal Complex
Village Board Room
N168 W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 8:05 p.m.

Members Present: Tr. Emmrich, Tr. Engelhardt, Tr. Heckendorf, Tr. Kruepke, and Tr. Matter

Members Excused: Tr. Wells

Staff Present: Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober and Fire Chief Aaron Swaney

Also Present: Barry Rogers, Taylor Cherry, Harland Doland and Mike Vorwerk of Sysco Corporation

2. Concept Plan – Sysco Corporation – W223 N16501 Cedar Parkway (1 Sysco Drive) – Discussion Only

A brief synopsis of the existing site and proposed expansion was provided by Barry Rogers and Taylor Cherry of Sysco. Presentation points included:

- Footprint expansion of the building.
- Added docks and parking space.
- Relocation of fleet maintenance facility.
- Food safety requirements for site security and employee safety leads to proposition to vacating the road.
- Sysco included that an easement south, from the proposed eastern termination of Cedar Parkway was mentioned.

President Schwab welcomed questions from the Board. Additional questions and comments regarded:

- Concern for limitation to public access and development in the future with inclusion of the vacation of right of way.
- Interest in road continuation around the expanded secure area which prompted the inclusion of vacation of right of way.
- The facility maintenance structure was requested to be enclosed when maintenance was occurring on tractor/trailers.
- Clarification of placement of a covered walkway for employees was requested.
- Further clarification on Sysco's need to expand the facility at this location was requested.
- Concerns were stated regarding the capacity for the roundabout at STH 60 and Cedar Parkway.
- Importance of the project occurring in the Village of Jackson was stated and future development can be a reason to make accommodations, but timing of

- future development is unknown and denying the request to terminate the road for this project now may not be beneficial to the Village.
- Composition of Sysco employment roles in the facility was requested and include entry level positions through top level management roles at the facility.
 - Groundbreaking and buildout information was requested and included Sysco interest in February 2022 start and conclusion in Summer of 2023.

3. Pre-Development Reimbursement Agreement – Sysco Corporation

Administrator Keller stated Staff are requesting Village Board policy approval to invoice Sysco for costs incurred by the Village solely for professional reviews of the project.

Motion by Trustee Emmrich, second by Trustee Heckendorf, to approve the Pre-Development Reimbursement Agreement – Sysco Corporation.

Vote: 6 ayes, 0 nays. Motion carried.

4. Adjourn

Motion by President Schwab, second by Trustee Emmrich to adjourn.

Vote: 6 ayes, 0 nays. Meeting adjourned at 8:32 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk