

APPROVED MINUTES
Special Village Board Organizational Meeting
Tuesday, April 18, 2023 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order & Roll Call

President Heckendorf called the meeting to order at 6:00 p.m.

Members Present: Trustees Emmrich, Engelhardt, Kruepke, Matter and Wells

Staff present: Building Inspector/Code Enforcement Officer Collin Johnson, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Police Chief Ryan Vossekuil and Clerk Jilline Dobratz.

2. Pledge of Allegiance

Pres. Heckendorf led the assembly in the Pledge of Allegiance.

3. Administration of Oath of Office to the Village President and Trustees

Clerk Dobratz administered the Oath of Office for President Heckendorf, Trustees Randy Matter, Tim Engelhardt and Brian Emmrich.

4. Comments by the Village President

President Heckendorf provided a summary of Village initiatives and accomplishments he is proud to have worked with the Board on and also added goals for the coming term. He also expressed gratitude for the support of the community, and hard work of the Staff to put policy decisions in motion and making the Village a great place.

5. Committee Member Appointments and Administration of Oaths of Office

Budget and Finance Committee

President Heckendorf stated the Budget and Finance Committee is comprised of three members the Village President and two (2) trustees.

Motion by Pres. Heckendorf, second by Tr. Engelhardt, to assign Tr. Matter and Tr. Wells to serve on the Budget and Finance Committee for a term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Personnel Committee

President Heckendorf stated the Personnel Committee is comprised of three members, Chairman of the Board and two trustees, currently serving included Tr. Kruepke and Tr. Emmrich.

Motion by Pres. Heckendorf, second by Tr. Engelhardt to reappoint Tr. Kruepke and Tr. Emmrich to the Personnel Committee all for a term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Board of Public Works

President Heckendorf stated the Board of Public Works is comprised of seven members. The existing members include citizen members Jeff Mitchell and Chris Sberna.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to assign Tr. Engelhardt and Tr. Matter for a one-year term expiring 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres Heckendorf, second by Tr. Wells to appoint citizen member Don Olson to a one-year term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich to appoint citizen member Stephanie Egner for a three-year term expiring in 2026.

Vote: 6 ayes, 0 nays. Motion carried.

Plan Commission

President Heckendorf stated the Plan Commission is comprised of seven members. The existing members are citizen members Ryan Ganshow and Doug Wilcox.

Motion by Pres. Heckendorf, second by Tr. Emmrich to assign Tr. Emmrich and Kruepke for a term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich to appoint citizen member Jon Molkentin to the Plan Commission for two-year term expiring in 2025.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich to appoint citizen Member Dan Reik to the Plan Commission for two-year term expiring in 2025.

Vote: 6 ayes, 0 nays. Motion carried.

Police and Fire Commission

President Heckendorf stated the Police and Fire Commission is comprised of five members. The existing members are Chair Mark Phillips, Vice President Doug Alfke, and Jill Washburn.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to appoint Jim Meyers to the Police and Fire Commission for a five-year term expiring in 2028.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Wells, to appoint Jeffrey Latz to the Police and Fire Commission for a five-year term expiring in 2028.

Vote: 6 ayes, 0 nays. Motion carried.

Parks and Recreation

President Heckendorf stated the Parks and Recreation Commission is comprised of five members. The existing members include citizen members Chair Casey Latz and Susan Rank.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to assign Tr. Engelhardt for a one-year term expiring 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Wells, to appoint citizen member Brian Mekka to a three-year term expiring in 2026.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to appoint citizen member Brittany Rathke to a three-year term expiring in 2026.

Vote: 6 ayes, 0 nays. Motion carried.

Tourism Commission

President Heckendorf stated the Tourism Commission is comprised of three members in which Pres. Heckendorf serves as President of the Tourism Commission. Staff members Kelly Valentino and Jen Keller also serve the body.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to appoint hotel/motel member Larry Hamlin to the Tourism Commission for one-year term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to appoint citizen member Sarah Malchow for a one-year term expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Residence Board

President Heckendorf stated the Residence Board has two existing members. Michelle Zak's term expires in 2025, and Michelle Klemp's term expires in 2026. Pres. Heckendorf thanked them for their service.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to reappoint Joe Simon to the Residence Board for a five-year term expiring in 2028.

Vote: 6 ayes, 0 nays. Motion carried.

Community Development Authority

President Heckendorf stated the Community Development Authority is comprised of six members, the existing members are Doug Alfke, Tim Klemp, Jon Molkentin and Don Olson.

Motion by Pres. Heckendorf, second by Tr. Wells to replace Pres. Schwab as Chair with Pres. Heckendorf.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich to assign Tr. Kruepke to a one-year term Expiring in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

Ethics Committee

President Heckendorf stated the Ethics Committee is comprised of three members. The existing member is Bill Haese.

Motion by Pres. Heckendorf, second by Tr. Wells, to reappoint Larry Hatke to the Ethics Committee for a two-year term expiring in 2025.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to reappoint Mark Nolte to the Ethics Committee for a two-year term expiring in 2025.

Vote: 6 ayes, 0 nays. Motion carried.

Board of Review

President Heckendorf stated the Board of Review is comprised of four members in which Pres. Heckendorf, citizen member Jon Schoeneck and either Clerk Jilline Dobratz or Administrator Jen Keller serve on.

Mid-Moraine Legislative Committee Representative

President Heckendorf stated Tr. Wells is serving as the Mid-Moraine Legislative Committee representative.

West Bend School District Liaison

President Heckendorf stated the School District Liaison role is occupied by Tr. Wells.

Zoning Board of Appeals

President Heckendorf stated the Zoning Board of Appeals is comprised of five members. The existing members are Bob Hoff with a term expiring in 2024 and Chair John Binsfield and Jon Schoeneck with terms expiring in 2025.

Motion by Pres. Heckendorf, second by Tr. Emmrich, to appoint Dave Schleef for three-year term expiring in 2026.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Pres. Heckendorf, second by Tr. Matter, to appoint Jason Marquardt for three-year term expiring in 2026.

Vote: 6 ayes, 0 nays. Motion carried.

President Heckendorf thanked everyone for their service and appreciates their willingness to serve the Village of Jackson.

Oath of Offices were administered to citizen members Larry Hamlin, Larry Hatke, Jeffrey Latz, Jason Marquardt, Jim Meyers, Jonathan Molkentin, and Dan Reik.

6. Adjourn

Motion by Pres. Heckendorf, second by Tr. Kruepke to adjourn at 6:37 p.m.

Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted:

Pamela Wolf
Deputy Clerk/ Treasurer