

APPROVED MINUTES
Village Board Meeting
Tuesday, November 10, 2020 at 7:30 p.m.
Jackson Village Hall
N168 W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call.

Pres. Schwab called the meeting to order at 7:30 p.m.

Members Present: Trustees Emmrich, Heckendorf, Kruepke, Lippold and Wells.

Member Excused: Trustee Olson

Staff Present: Collin Johnson, Brian Kober, Chief Swaney, Kelly Valentino, Chief Vossekuil, John Walther and Jilline Dobratz.

Also Present: Phil Cosson, Ehlers

2. Pledge of Allegiance.

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

Pres. Schwab requested to make two adjustments to the agenda with the permission of the Board. Superintendent Wimmer from the West Bend School District would present after Item #3. After the Plan Commission Certified Survey Map (CSM), if the CSM is approved without exception, taking a brief recess to sign the documents for the applicant. The Board had no objections.

3. Any Village Citizen Comment on an Agenda Item.

None.

13. West Bend School District Report

Superintendent Wimmer started on July 1st. They are proud to be in person for school and are providing a lot of options to families; virtual, hybrid or in person. She has been in the schools and is working with staff. Updates will be made to the Jackson School. They continue to move forward and are planning winter sports. It is important to provide opportunities for the students.

4. Public Hearing – Conditional Use Permit – Gail B. Dallmann-Swenson – Detached Two Car Garage – N160 W19746 Sherman Road

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Collin Johnson stated they are also exceeding the height limit.

Motion by Pres. Schwab, second by Tr. Emmrich to approve Conditional Use Permit – Gail B. Dallmann-Swenson – Detached Two Car Garage – N160 W19746 Sherman Road with the exceptions as noted; to be completed by June 1, 2021, a tool shed might be renovated, and a barn to be removed, all of the items where part of the conditions.

Vote: 6 ayes, 0 nays. Motion carried.

5. Resolution #20-14 – Recognition of Darlene Smith Attaining the Designation of Wisconsin Certified Municipal Clerk

Pres. Schwab read Resolution #20-14

Motion by Pres. Schwab, second by Tr. Emmrich to approve Resolution #20-14 – Recognition of Darlene Smith Attaining the Designation of Wisconsin Certified Municipal Clerk.

Vote: 6 ayes, 0 nays. Motion carried.

6. Approval of Minutes for the Village Board Meeting of October 13, 2020 and Special Village Board Meeting of October 20, 2020

Motion by Tr. Wells, second by Tr. Lippold to approve the Village Board Minutes of October 13, 2020 and Special Village Board Meeting of October 20, 2020.

Vote: 6 ayes, 0 nays. Motion carried.

7. Approval of Licenses

- Operators Licenses:

- The Village Mart, Main Street Mart & East Side Mart: Hans W. Frey, Kim M. Graham, Olafs Z. Jurenko, Michelle L. Kelsey, Shannon R. Kreutzer, Jessica R. Thoma
- Walgreens #11676: Cari A. Schultz

Motion by Tr. Emmrich, second by Tr. Heckendorf to approve the licenses as listed.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

8. Budget & Finance Committee

- Pay Request #7 – Municipal Complex Building

Motion by Pres. Schwab, second by Tr. Wells to approve Pay Request #7 – Municipal Complex Building in the amount of \$958,262.15.

Vote: 6 ayes, 0 nays. Motion carried.

- Review of 2021 Trash and Recycling Contract

Pres. Schwab stated this item was tabled by the Budget & Finance Committee pending finalization of the proposal.

- Review of Replacing Village Hall Generator

Motion by Pres. Schwab, second by Tr. Kruepke to approve Replacing the Village Hall Generator in the amount of \$17,600.00.

Brian Kober provided information on Village Halls' use of the generator until the Municipal Complex is built and then it will be moved to the Department of Public Works.

Vote: 6 ayes, 0 nays. Motion carried.

- Review of One Ton Plow Truck for Street Department

Motion by Pres. Schwab, second by Tr. Heckendorf to approve the Purchase of One Ton Plow Truck for the Street Department in the amount of \$51,951.00.

Vote: 6 ayes, 0 nays. Motion carried.

- 2021 Proposed Budget – Discussion with Possible Action

John Walther commented on the challenges of the budget with taking on approximately \$80 million dollars' worth of Town of Jackson properties on January 1, 2021. The tax revenue from those properties do not come in for another year. The additional properties coming into the Village need to be taken care of. The Village will qualify for an expenditure restraint of roughly \$120,000.00. The levy for capital

projects will be reduced and will still have a fund balance in capital projects. Phil Cosson of Ehlers spoke on adjusting levy limits to help serve the additional areas. It will not be an adjustment until the 2022 budget. Next year's budget, the annexation portion will be an adjustment to the levy limit worksheet. The Village has not levied to the max and has capacity to adjust levy limits. Tr. Emmrich inquired if additional staff will be needed besides the Police Department. John Walther stated it will be looked at in the future.

Motion by Pres. Schwab, second by Tr. Lippold to approve the 2021 Proposed Budget as presented for publication and set a Public Hearing date for Monday, November 30, 2020 at 6:30 p.m.

Tr. Emmrich asked if taxes will go up and if so, how much. John Walther stated the tax rate this year will go up to \$8.17 which is in the range of the five-year forecast.

Vote: 6 ayes, 0 nays. Motion carried.

9. Plan Commission

- Certified Survey Map – Town of Jackson, Robin L. Olson – Sherman Road
Motion by Tr. Kruepke, second by Tr. Emmrich to not take exception to Certified Survey Map – Town of Jackson, Robin L. Olson – Sherman Road.

Vote: 6 ayes, 0 nays. Motion carried.

Pres. Schwab requested a recess to sign documents. Reconvened at 7:58 p.m.

- Ordinance Amendment to Allow for Larger Garages
Motion by Pres. Schwab second by Tr. Emmrich to introduce Ordinance #20-08 - Amendment to Allow for Larger Garages.
Pres. Schwab read the Ordinance and furnished background information.
Vote: 6 ayes, 0 nays. Motion carried.

10. Board of Public Works

- No Recommendations

11. Joint Parks & Recreation

- No Recommendations

12. Village Municipal Complex – Update – Cedar Corp

Cory Scheidler was present from Cedar Corporation and presented an update. A video of the current construction at the Municipal Complex was shown. At the end of November, the shell will be enclosed. A timeline of the project was given, it is on schedule. With tonight's pay request, it's 33% of the contracted amount. The bid was under budget, so there is a surplus which can go to the contingency fund. It can be used for items like the unforeseen soil conditions. A burn tower video was shown from the manufacturer of the vendor. Chief Swaney explained the video and the process. The burn tower will offer training for the Fire and Police Departments. Cory furnished pricing information. Chief Swaney commented they would be able to do all the trainings in the tower. It would also give them an opportunity to work with Moraine Park. They are trying to keep members close instead of sending them out to schools around the area. The department is paid on call, it gives them more training and helps with preventing injury, it's for safety. The tower would be located on the southeast part of the property. The Germantown Fire Department doesn't like other

departments to use their tower because of liability. It also takes the department and equipment out of the Village to go to other places. Tr. Kruepke clarified the hose tower is separate from the burn tower. Tr. Heckendorf inquired on why this wasn't included in the bid. Cory explained the tower materials were in the bid but not the erection costs. Typically, equipment and furniture aren't in the bid. The primary focus is maintaining the budget project. Tr. Kruepke asked if a future change order would have to be done. Cory stated it is proposed within the project budget and would have to be handled through a change order. Tr. Heckendorf questioned with the property abutting up to the TID district, if there are concerns from an admin standpoint. John Walther said it is a mixed use TID and they aren't sure how that area will be developed. Discussion ensued on location of the burn tower. Collin Johnson, Building Inspector, said this is not on the permitted plans. Pres. Schwab stated this needs to come back with a full proposal and engineering drawings need to be in place. John Walther commented the next Plan Commission is in December and the Village Board meeting is the week afterwards. Tr. Heckendorf asked if equipment is included in the price for distance training; IT equipment, cameras, speakers, etc. For Village Board, is there ability to stream the meetings for people to log in? Cory replied there are allowances and provided budgeted amounts.

13. West Bend School District Report

Item moved to after item #3 on the agenda.

14. Washington County Board Report

None.

15. Greater Jackson Business Alliance Report

Tr. Heckendorf stated the next meeting is tomorrow at the Community Center. The guest speakers are Administrator Walther and Pete Rettler from Moraine Park Technical College.

16. Department Reports

Chief Vossekuil reminded everyone to lock vehicles as there have been entries into vehicles where items have been stolen. Do not keep valuables in your car.

Brian Kober commented Spruce Street and Ridgeway curbing is in. Grading will be this week and paving by early next week. The street will be shut off; allowing access to the Municipal site to the workers. Sidewalks will go in next Spring. Hunters is in the final stages and will have Village owned streetlights.

Jilline Dobratz provided information on the November 3, 2020 General Election. The turnout was 93% with a total of 4,519 votes cast; 3,107 were absentee ballots, 1,412 election day ballots and 260 election day registrations. We received a lot of positive comments on the polling location change to the Community Center. A huge thank you to all the dedicated poll workers, Chief Inspectors and Village staff who helped before, during and after the election.

17. COVID-19 Update

Chief Swaney stated the numbers are still on the rise. Another order was issued which is similar to what we already have; continuing to wear masks and limit gatherings. The area hospitals are all at capacity. Dispatch is working with them on diversions to hospitals.

18. Succession Planning

John Walther stated the Village Board is meeting Thursday to narrow down the semi-finalists to a few finalists for the Administrator position. The candidates are in the process of sending in their videos.

19. Citizens to Address the Village Board

None.

20. Future Agenda Items

None

21. Adjourn

Motion by Pres. Schwab, second by Tr. Kruepke to adjourn.

Vote: 6 ayes, 0 nays. Meeting was adjourned at 9:01 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk