

MINUTES
VILLAGE BOARD MEETING
Tuesday, January 30, 2024 at 6:45 PM
Village Board Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:56 PM by Pres. Heckendorf.

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

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Public Works Director Brian Kober, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

None.

4. Consent Agenda

a. Approval of Minutes for the Village Board Meeting of December 12, 2023

b. Approval of the Agreements for 2024 Jackson Fire Department Services with the Town of Polk and the Town of Jackson

The motion to approve the items enumerated in the Consent Agenda was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

5. Approval of Licenses

a. Massage Establishment License Renewal for Blissful Massage, N163 W20135 Ash Drive

- b. Massage Technician License Renewal for Sarah Ybanez of Blissful Massage, N163 W20135 Ash Drive

The motion to approve the enumerated licenses, en mass, was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

6. Budget and Finance Committee

- a. Pay Request #2 - STH 60 Street Lighting Project - Wil-Surge, in the Amount of \$94,502.93

The motion to approve Pay Request #2 for the State Hwy 60 Street Lighting Project, to Wil-Surge, in the amount of \$94,502.93 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

7. Plan Commission

- a. Two-Lot Certified Survey Map for Parcels V3_053600F and V3_053600G - Village of Jackson

The motion to approve the two-lot Certified Survey Map for parcels V3_053600F and V3_053600G was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Amended Site Plan for Parcel V3_053600F - 250 Focus, LLC

The motion to approve the amended site plan for parcel V3_053600F, for 250 Focus, LLC, was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Ordinance #24-01 - Amending Village Ordinance Section 6-54, Pertaining to the Maximum Number of Dogs Per Residence

A motion to approve Ordinance #24-01 was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Votes: 7 ayes, 0 nays. Motion carried.

A motion to suspend the rules for a second reading of Ordinance #24-01 was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kruepke: Aye
Tr. Matter: Aye
Tr. Olson: Aye
Tr. Wells: Aye

Vote: 7 ayes, 0 nays. Motion carried.

A motion to approve the second reading of Ordinance #24-01 was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

d. Review and Consideration of Zoning Audit Report

Administrator Keller provided an overview of the presentation regarding the Zoning Audit Report from the Plan Commission meeting earlier in the month, providing the benefits of pursuing the audit.

The motion to authorize staff to proceed with a request for proposal to revise and update the Village Zoning Codes based on the recommendations outlined in the Zoning Code audit was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Discussion: Tr. Engelhardt asked about the financial costs associated with this. Administrator Keller provided an overview of phase one, which was under budget, as well as the projected cost for phase two. Further explaining, it would be spread across multiple budget years, as the next phase will take approximately 14-18 months. There was further discussion among the body and Administrator Keller regarding the process and implementation.

Vote: 7 ayes, 0 nays. Motion carried.

8. Personnel Committee

a. Intergovernmental Agreement for Building Inspection Services - City of Hartford

The motion to approve the intergovernmental agreement for building inspection services with the City of Hartford was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Discussion: Tr. Emmrich had questions regarding what would occur if the City of Hartford would enact the 180 days to pull out of the contract, and how that relates to the position. Administrator Keller clarified the Village would not be obligated to have the position for the full hours, but at that time the Village Board would need to make a decision on how they would like to proceed with the position. Tr. Emmrich expressed concerns regarding hours and WRS contributions. Administrator Keller provided an explanation of how the combined hours would make the position WRS eligible.

Vote: 6 ayes, 1 nays (Tr. Emmrich). Motion carried.

9. West Bend School District

Tr. Wells reported. 4K enrollment has opened. There are two seats up for election on the

West Bend School Board, with four individuals running. There was a presentation for the budget side of the building plan which occurred at the last meeting.

10. Washington County Board Report

Pres. Heckendorf reported that there was no correspondence received this month. No update to report.

11. Greater Jackson Business Alliance

Tr. Matter reported, at the mid-January meeting, Administrator Keller provided a Village update. Washington County Executive, Josh Shoemann, spoke about the need for more housing in the county and keeping younger residents from moving out of the county. An election was held, and new board members will be coming on.

12. Mid-Moraine Municipal Association Report

Tr. Olson reported, the last meeting was on January 10, 2024, and the planned speaker was unable to attend. They did discuss State of Wisconsin Senate Bill 691, regarding Urban Towns. Tr. Olson provided the body an overview of the bill. Mid-Moraine Municipal Association passed a resolution opposing Sental Bill 691 at their January dinner meeting. Tr. Olson reported he is now the vice president of the Mid-Moraine Municipal Association. Also at the January dinner meeting, they had a speaker from the EDWC. The topic focused around net promotor score, as well as how communities can utilize it for growth, attracting development, and other matters. The next meeting will be February 14, 2024.

13. Closed Session Pursuant to Wis. Stats. §19.85(1)(e) "deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

The closed session is for the following purposes:

1. To Discuss the Conveyance of Property Publicly Owned in TID 7; and
2. To Discuss a Development Agreement, Protective Covenant, and Shared Access and Maintenance Agreement for Property Publicly Owned in TID 7; and
3. To Approve the Sale of Property Publicly Owned in TID 7.

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(e), for the enumerated purposes, was made by Heckendorf and seconded by Tr. Engelhardt. A roll vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Olson: Aye

Tr. Kruepke: Aye

Tr. Matter: Aye

Tr. Wells: Aye

Vote: 7 ayes, 0 nays. Motion carried. A five-minute break was provided. The meeting proceeded into closed session at 7:30 PM. Those present for the entirety of the closed session were the members of the Village Board and Administrator Keller.

14. Reconvene into Open Session with Possible Action Related to the Subject of the Preceding Closed Session

The motion to proceed into open session was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried. The meeting resumed in open session at 7:39 PM.

15. Sale of Property Publicly Owned in TID 7

The motion to approve the Quit Claim Deed transferring ownership of outlots 1-5 and 7 to the Oaks of Jackson Homeowner's Association, Inc., conditioned upon insurance being in place prior to the recording of said Quit Claim Deed was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

16. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:41 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk