MINUTES
VILLAGE BOARD MEETING
Tuesday, February 13, 2024 at 7:30 PM
Village Board Meeting

1. Call to Order and Roll Call

The meeting was called to order at 7:30 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, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Inspection/Zoning Director Collin Johnson, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

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

3. Presentations

a. Municipal Complex Roof Drainage Project - Presentation from Corey Scheidler, Cedar Corporation, with Possible Action

Corey Scheidler, with Cedar Corporation, presented regarding the Municipal Complex Roof Drainage Project. Visual presentation material was explained. Mr. Scheidler provided the planning and construction history of the building with regard to drainage and pipe size. He further went on to explain the roof drain modification options and methods to be as minimally invasive as possible.

Director Kober explained this matter is due to an insurance claim. He provided the various options and the undertaking the various options consist of. His recommendation was, as there have been no issues to point, aside from pipe rattling in the apparatus bay during a large storm, that the Village have the apparatus bay corrected but forego the remaining work and place funds given to the Village in another fund for building repairs that may come up in the future. Administrator Keller, Fire Chief Swaney, and Police Chief Vossekuil provided similar recommendations, with Police Chief Vossekuil adding that the retained funds should set aside exclusively for use on the municipal complex.

The body discussed the various options, with some having the belief that the building is new and everything should be fixed to agreeing with staff recommendation, pointing out that having the corrections done has the potential to lead to unintended consequences, such as shortening the life span of the parking lot.

Pres. Heckendorf asked how much of the decision needs to be made tonight. Admininistrator Keller expressed it can be done piece by piece, that policy on how to set the money aside can be done at a future date - such as investing it in a high yield interest account. Pres. Heckendorf indicated he wants to make sure this would not be treated as a "slush fund" but to continue to budget appropriately for normal repairs or "wear and tear."

The motion to proceed with the apparatus bay roof drainage upgrades, not to exceed $32,865.00, and to hold the remainder of the funds in reserves was made by Tr. Olson and seconded by Tr. Wells.

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

4. 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.

5. Consent Agenda

a. Approval of Minutes for the Special Village Board Meeting of January 30, 2024

b. Reschedule August Budget & Finance Committee Meeting to August 6, 2024

c. Reschedule August Village Board Meeting to August 6, 2024

d. Resolution #24-01 Opposition to State of Wisconsin Senate Bill 691

The motion to approve the items enumerated within the consent agenda was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

6. Review of Requested 2024 DPW Projects from Washington County "Shared Revenue Program"

Director Kober provided an explanation of the background of the 2024 DPW projects from the Washington County Shared Revenue Program, as well as the materials included in the packet pertaining to this agenda item. He pointed out some areas that would likely not be a good financial decision, but explained the projects which he would suggest they consider. The project list needs to be submitted by February 15, 2024, to the County and include prioritization of projects in the request. In September, the County will evaluate what they have been able to complete and then evaluate what funds would be available for 2025. Tr. Emmrich asked for clarification on what equipment the Village owns. Tr. Engelhardt inquired about rental/bringing the county in for services such as snow plowing. Director Kober provided background.

It was clarified that formal action was not required. Director Kober explained he will still look at subcontracting for some services. Pres. Heckendorf explained this is used like a tool, the staff can pick the better of the two options when looking between the County's services and a subcontractor. General agreement was achieved from the body to submit a public works project list to the Washington County Shared Revenue Program.

7. Licenses

a. Annual Entertainment License, Coffeeville Company, N168W20101 Main Street

The motion to approve the annual entertainment license for Coffeeville Company, located at N168W20101 Main Street, was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

8. Budget and Finance Committee

a. Change Order #1 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

Pres. Heckendorf provided the committee history for this item, including the $51,677.00 credit reflected in this change order.

The motion to approve Change Order #1, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

b. Change Order #2 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

Pres. Heckendorf provided the committee history for this item, including the additional $684.00 reflected in this change order.

The motion to approve Change Order #2, for Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

c. Change Order #3 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

Pres. Heckendorf provided the committee history for this item, including the $1,200.00 credit reflected in this change order.

The motion to approve Change Order #3, for the Jackson Wastewater Treatment Facility Storage Garage, for Hunzinger Construction was made by Tr. Olson and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

d. Pay Request #3 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of $227,905.83

The motion to approve Pay Request #3, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of $227,905.83, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

e. Pay Request #4 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of $142,692.68

The motion to approve Pay Request #4, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of $142,692.68, was made by Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

f. Pay Request #3 - STH 60 Street Lighting Project - Wil-Surge, in the Amount of $125,124.79

The motion to approve Pay Request #3, for the State Hwy 60 Street Lighting Project, to Wil-Surge, in the amount of $125,124.79, was made by Tr. Olson and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

g. Review of Bids for the 2024 Jackson Wastewater Treatment Plant Improvement Project, in the Amount of $4,715,248.00

The motion to approve the bid from JH Hassinger, for the 2024 Jackson Wastewater Treatment Plant Improvement Project, in the amount of $4,715,248.00, for the base bid, supplemental bid, and alternative bid items C-2 and C-3, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

h. Review Bids for the Eagle Drive & STH 60 Intersection Improvement Project, in the Amount of $294,459.02

The motion to approve the bid from Vinton Construction for the Eagle Drive and State Hwy 60 Intersection Improvement Project, in the amount of $294,459.02, was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

i. Jackson Dog Park Feasibility and Design Proposal, Not to Exceed $11,750.00

The motion to approve the bid from MSA for the Jackson Dog Park Feasibility and Design Proposal, not to exceed $11,750.00, was made by Tr. Wells and seconded by Tr. Kruepke.

Discussion: Questions were asked by the body pertaining to various location options and timeframes with regard to MSA's proposals. Director Valentino and Director Kober provided clarification regarding multiple locations being looked into at the same time and the results should be available late spring of this year.

Vote: 7 ayes, 0 nays. Motion carried.

9. West Bend School District

Tr. Wells reported on Community conversation feedback events regarding upcoming and current happenings at facilities. Dates, times, and locations were provided.

10. Washington County Board Report

Pres. Heckendorf provided overview of the report from Washington County Board Supervisor Schwab, including upcoming legislation being considered.

11. Greater Jackson Business Alliance

Tr. Matter reported there is a new president of the Greater Jackson Business Alliance, Debbie Zienert.

12. Mid-Moraine Municipal Association Report

Tr. Olson reported 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 Development Agreements, a Protective Covenant, and Shared Access and Maintenance Agreement for Property Publicly Owned in TID 7; and
2. To Approve the Sale of Property Publicly Owned in TID 7; and
3. To Discuss the Purchase of Land.

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(e) for the matters enumerated in the agenda was made by Pres. Heckendorf and seconded by Tr. Wells. 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.

Those present in the closed session were the Village Board members and Administrator Keller. Director Valentino was present for the portion of closed session pertaining to the discussion on the purchase of land. The closed session commenced at 8:23 PM.

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 Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried. The open session commenced at 9:00PM.

The motion to approve the Amended Developer's Agreement for the Oaks of Jackson Phase I Development with Hillcrest Builders was made by Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

15. 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 9:00PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk