

MINUTES
VILLAGE BOARD MEETING
Tuesday, March 12, 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, and Tr. Matter.

Members Excused: Tr. Wells

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Director of Inspections & Zoning 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. 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 February 13, 2024

The motion to approve the item of the consent agenda was made by Tr. Emmrich and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

5. Ordinance #24-02 - An Ordinance Creating Sec. 2-190 of the Municipal Code of the Village of Jackson Codifying a Community Development Authority

A motion to approve Ordinance #24-02 was made by Tr. Matter and seconded by Tr. Kruepke.

Discussion: Tr. Engelhardt asked for clarification on the powers of the Community Development Authority. Administrator Keller provided an overview.

Votes: 6 ayes, 0 nays. Motion carried.

A motion to suspend the rules for a second reading of Ordinance #24-02 was made by Pres. Heckendorf and seconded by Tr. Olson. A roll vote was taken:

Pres. Heckendorf: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kruepke: Aye
Tr. Matter: Aye
Tr. Olson: Aye

Vote: 6 ayes, 0 nays. Motion carried.

A motion to approve the second reading of Ordinance #24-02 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

6. Budget and Finance Committee

a. EMS Letter of Appeal - Terri Curtis

Pres. Heckendorf explained this agenda item came from Budget & Finance with the recommendation not to modify the EMS bill and to allow a payment plan if needed.

The motion to not modify the EMS bill for Mr. Curtis, but allow a payment plan if needed, was made by Tr. Olson and seconded by Tr. Kruepke.

Discussion: Tr. Emmrich asked for clarification on the time and location of the EMS call. Fire Chief Swaney provided the information.

Vote: 6 ayes, 0 nays. Motion carried.

b. 2024 Wastewater Treatment Plant Project - Construction Services with Town & Country Engineering, in the Amount of \$331,000.00

The motion to approve the construction services with Town & Country Engineering, for the 2024 Wastewater Treatment Plant Project, not to exceed \$331,000.00 was made by Tr. Matter and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

c. Change Order #4 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

The motion to approve Change Order #4, for the Jackson Wastewater Treatment Facility Storage Garage, with Hunzinger Construction was made by Tr. Matter and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Pay Request #5, Final - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of \$76,989.91

The motion to approve Pay Request #5, final, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of \$76,989.91 was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Pay Request #4 - STH 60 Street Lighting Project - Wil-Surge, in the Amount of \$13,123.68

The motion to approve Pay Request #4, for the State Hwy 60 Street Lighting Project, to Wil-Surge, in the amount of \$13,123.68 was made by Tr. Matter and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

7. Plan Commission

- a. Final Plat and Development Agreement - Maple Fields Subdivision, Addition No. 1 - Neuman Developments, Inc.

The motion to approve the final plat and development agreement for Maple Fields Subdivision, Addition No. 1, with Neuman Developments, Inc. was made by Tr. Olson and seconded by Tr. Emmrich.

Discussion: Tr. Engelhardt asked for clarification regarding the subdivision noted in the documents. Admin Keller provided the in-house process to correct the matter.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Final Plat - Morning Meadows Subdivision, Addition No. 2 - Home Path Financial, LP

The motion to approve the final plat for Morning Meadows Subdivision, Addition No. 2, with Home Path Financial, LP was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

8. Board of Public Works

- a. 2024 License Agreement for Farming Public Land in TID #7

The motion to approve the 2024 licensing agreement for farming public land in TID #7 was made by Tr. Emmrich and seconded by Tr. Olson.

Discussion: Tr Engelhardt inquired if Mr. Loduah was aware that any damage to the lot, in particular the shared driveway, he would be liable for the cost of repair. Director Kober confirmed. He went on to explain that this is a cost-saving opportunity by the Village not having to maintain upkeep until the property would be sold.

Vote: 6 ayes, 0 nays. Motion carried.

b. Electric Easement - We-Energies - Outlot 2, Oaks of Jackson

The motion to approve the electric easement with WE Energies, for Outlot 2 in the Oaks of Jackson was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

9. Personnel Committee

a. Review and Discussion of Jackson Police Department Lieutenant Promotional Process

Pres. Heckendorf explained this item came from the Personnel Committee with the recommendation to approve with the terms indicated in the packet. He further explained this item was discussed in open session at the Personnel Committee.

The motion to approve the 2024 Lieutenant job posting and future offer of employment to the successor lieutenant to include deviating from the Employee Handbook leave policy language and allowing up to 100% sick leave contribution from the Village upon retirement, not to exceed 1,020 hours conditioned upon the following: 1) The offer will be reduced to 960 hours should the selected candidate not have accrued more than that amount upon the date the offer is made, and, 2) The offer may be amended should the most current CBA of WPPA JPD reduce the retirement/sick leave benefit language prior to the successor lieutenant's retirement date, if applicable, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

10. West Bend School District

Tr. Wells was not present, but she mailed a report to Pres. Heckendorf. The report included that the Superintendent's sessions were informative and worth their time, according to those in attendance. Topics included improvements to Jackson Elementary and efficiencies were a hot topic. There will be more listening sessions coming up on April 16th and 24th.

11. Washington County Board Report

Pres. Heckendorf reported, providing an overview of the information received from County Supervisor Schwab. This included descriptions of upcoming Resolutions 70, 71, and 72.

12. Greater Jackson Business Alliance

Tr. Matter reported there will be a meeting next week, where Administrator Keller and Director Kober will be speaking.

13. Mid-Moraine Municipal Association Report

Tr. Olson reported on the last meeting, where next generation housing was the topic, noting that Jackson was a focus. The March meeting will be on the 13th, where County Executive

Josh Schoemann will be discussing shared revenue. There will be a dinner meeting on March 27th, in Cedarburg, and the topic will be end of session legislative updates.

14. Closed Session Pursuant to Wis. Stats. §19.85(1)(e), "deliberating or negotiating the purchase 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. Discussing the 2024 Jackson Police Department Lieutenant Promotional Process; and
2. To Discuss Development Agreements, Protective Covenant, and Shared Access and Maintenance Agreement for Property Publicly Owned in TID 7; and
3. To Approve the Sale of Property Village Owned in TID 7; and
4. To Discuss the Purchase of Land.

The motion to proceed into closed session, pursuant to Wis. Stats. §19.85(1)(e), for the enumerated items (sans item #1) 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. Olson: Aye

Tr. Kruepke: Aye

Tr. Matter: Aye

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 7:49 PM. Those present for the entirety of the closed session consisted of the body, Administrator Keller, and a representative of the EDWC.

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

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting reconvened in open session at 8:30 PM.

The motion to approve the amended Developer's Agreement with Harbor Homes was made by Tr. Olson and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve the Development Agreement, Protective Covenant, and Shared Access Maintenance Agreement for the Village Square Development, pursuant to the terms in the Offer to Purchase from Glacier Hills Credit Union was made by Tr. Olson and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve a resolution conveying Village-owned land, identified as parcel V3-053600I, to Glacier Hills Credit Union was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to authorize the Village Administrator and Village Attorney to purchase parcel V3-008200E with a closing date of April 26, 2024 was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

16. Adjourn

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting was adjourned at 8:30 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk