MINUTES
VILLAGE BOARD MEETING
Tuesday, August 6, 2024 at 7:30 PM

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. Wells.
   Members Excused: None
   Members Absent: Tr. Matter
   Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, Fire Chief Aaron Swaney, Public Works Director Brian Kober, Clerk Jackie Schuh and Deputy Clerk Pam Wolf.

2. Pledge of Allegiance

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

3. Public Hearing
   a. Conditional Use Request and Site Plan Review - Cedar Creek Townhomes, LLC for Parcel V3_019700V - James Kupfer

   No citizens wished to speak on the listed public hearing.

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.)

   Ms. Dawn Smith, of W206N16774 Blackberry Circle, stated she was at the meeting to hear about agenda item #9.

5. Consent Agenda

   a. Approval of Minutes for the Village Board Meeting of July 9, 2024.

   The motion to approve the item contained in the consent agenda was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

6. Approval of Cigarette/Tobacco/Vape License Jackson Tobacco & Vape LLC N168 W22734 Prairie View Lane Jackson, WI 53037 Registered Agent: Mohanad Dawada

The motion to approve the Cigarette/Tobacco/Vape License for Jackson Tobacco and Vape LLC, located at N168W22734 Prairie View Lane, was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Pres. Heckendorf asked if a background check had been completed by the Police Department. Dep. Clerk Wolf replied yes.

Vote: 6 ayes, 0 nays. Motion carried.

7. Budget and Finance Committee
   a. Pay Request # 6 (Final) - 2023 Utility & Street Improvement Project - Vinton Construction in the amount of $10,000.00

The motion to approve Pay Request #6 (final) for the 2023 Utility and Street Improvement Project, to Vinton Construction, in the amount of $10,000.00, was made by Tr. Olson and seconded by Tr. Englehardt.

Vote: 6 ayes, 0 nays. Motion carried.

   b. Pay Request #5 - WWTP Tertiary Filters & Disinfection Project - JH Hassinger in the amount of $138,795.00

The motion to approve Pay Request #5 for the WWTP Tertiery Filters and Disinfection Project, to JH Hassinger, in the amount of $138,795.00, was made by Tr. Olson and seconded by Tr. Englehardt.

Vote: 6 ayes, 0 nays. Motion carried.

   c. Review of Bids and Funding of 2024 Ridgeway Dr. & Chestnut Ct. Reconstruction Project

Pres. Heckendorf informed the Board that item 7c came from the Board of Public Works with a recommendation to approve, but came from the Budget and Finance Committee with a recommendation to reject the bids and direct staff to work with Ehlers to seek funding options to consider at the August 27th Village Board meeting.

The motion to reject all Bids for the 2024 Ridgeway DrIve and Chestnut Court Reconstruction Project, and to direct staff to work with Ehler's to seek funding options to consider at the August 27th Village Board meeting, was made by Pres. Heckendorf and seconded by Tr. Englehardt.

Vote: 6 ayes, 0 nays. Motion carried.

d. Authorization to Increase Water and Sewer Utility Rates Effective October 1, 2024

Pres. Heckendorf informed the Village Board that both the Board of Public Works and the Budget and Finance Committee recommended approval of the 4.1% increase in water and sewer rates effective October 1, 2024.

The motion to approve the Authorization to Increase Water and Sewer Utility Rates Effective October 1, 2024, was made by Tr. Engelhardt and seconded by Tr. Wells.

Tr. Engelhardt requested it to be noted that the increase is to pay for the upgrades to the sewer and water district and that it is not arbitrary.

Vote: 6 ayes, 0 nays. Motion carried.

e. Reimbursement Request #2 for the 2024 WWTP Project in the amount of $496.617.80 from the Clean Water Fund Loan

The motion to approve the Reimbursement Request #2 for the 2024 Wastewater Treatment Plant Project, in the amount of $496,617.80 from the Clean Water Fund Loan was made by Tr. Wells and seconded by Tr. Englehardt.

Vote: 6 ayes, 0 nays. Motion carried.

f. Pay Request #1 - Jackson Community Center Expansion Project - Moore Construction Services LLC in the amount of $158,229.55

The motion to approve Pay Request #1 for the Jackson Community Center Expansion Project, to Moore Construction Services LLC, in the amount of $158,229.55, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Tr. Engelhardt abstained. Motion carried.

g. Pay Request #2 - Jackson Community Center Expansion Project - Moore Construction Services LLC in the amount of $489,375.40

The motion to approve Pay Request #2 for the Jackson Community Center Expansion Project, to Moore Construction Services LLC, in the amount of $489,375.40, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Tr. Engelhardt abstained. Motion carried.

8. Plan Commission

a. Conditional Use Request and Site Plan Review - Cedar Creek Townhomes, LLC for Parcel V3_019700V - James Kupfer

The motion to approve the Conditional Use Request and Site Plan Review for Cedar Creek Townhomes, LLC, for Parcel V3_019700V for James Kupfer, subject to the following conditions: 1) that garbage and recycling containers be kept inside the garage until the night prior to or the day of service pick-up, 2) that the sidewalk discussed at the Plan Commission meeting be moved for safety purposes, and 3) that 'No Parking' signs be installed, as well as no trees be placed that would interrupt the turning radius thereby affecting ingress and egress for the development, was made by Pres. Heckendorf and seconded by Tr. Emmerich.

Discussion followed regarding the turning radius clearance of the turns for larger vehicles such as the Fire Department ladder truck. Fire Chief Swaney indicated larger vehicles would be able to maneuver the curve. Administrator Heidtke offered that all trees have been removed from the updated site plan, and that signage is movable, therefore allowing signs to be added or removed if essential services such as the Fire Department, Police Department or DPW would indicate a change is necessary.

Pres. Heckendorf amended his motion to include the stipulation that the southwest corner of the main intersection match the radius of the northwest side of the same intersection to create an improved access point. Tr. Emmerich seconded the amendment.

Vote: 6 ayes, 0 nays. Motion carried.

9. West Bend School District

Tr. Wells reported the next West Bend School Board meeting will be held on Monday, August 12, 2024. At this meeting, the Board will formally act upon the legal ballot resolution. At the time of her report, the Board was proposing to not exceed $106.25 million for the referendum capital budget program. Tr. Wells also reported that back-to-school day is Tuesday, September 3, 2024.

10. Washington County Board Report

No report.

11. Greater Jackson Business Alliance

No report.

12. Mid-Moraine Municipal Association Report

Tr. Olson stated the next meeting will occur in September.

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:

a. To Discuss Development Agreements for Property Publicly Owned in TID 7;
b. To Discuss Contracted Services

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(e) 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. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried.

The meeting proceeded into closed session at 7:49 PM. Those present in closed session were the Village Board members and Administrator Jen Heidtke.

14. 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 proceeded into open session at 8:54 PM.

No action was taken on the closed session items.

15. 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 8:54 PM.

Respectfully Submitted,
Jackie Schuh - Village Clerk