

**MINUTES**  
**VILLAGE BOARD MEETING**  
**Tuesday, August 27, 2024 at 7:00 PM**

1. Call to Order and Roll Call

The meeting was called to order at 7:02 PM by Pres. Heckendorf.

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

Members Excused: Tr. Olson

Members Absent: None

Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Jackie Schuh

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. Financial Management Plan Workshop #1 - Capital Project Financing and TID Review

Brian Roemer and Ariana Schmidt of Ehlers presented information regarding the Financial Management Plan for the Village of Jackson. Mr. Roemer stressed the importance of modifying the budgeting process into a proactive and collaborative Financial Planning Process where the needs of the Village can be forecast and planned for. Mr. Roemer cautioned the Board not to react to the numbers presented in the exhibits but rather to view the workshop as a collaborative effort that goes from staff to board to consultant while operating within statutory levy limits and maintaining stable tax rates. Mr. Roemer reviewed the impact that past decisions have made on current performance when it comes to debt and how they can use that information to plan for future endeavors. Equalized Value (EV) was discussed, and he noted that from 2019 to 2024 the Village's EV has almost doubled, mostly due to large capital investments. Per Roemer, this indicates that the staff and Board have not over-extended themselves. He commended them on their efforts. Mr. Roemer stressed the need to maintain a level debt service levy because future valuations cannot be controlled. He discussed capital projects for the years 2025 through 2043 but noted that the chart did not include the final phases of the wastewater treatment plant project. Administrator Heidtke reminded the Board that the chart does, however, include deferred projects from this year as well as next year. Mr. Roemer reviewed the impact that debt will have on taxpayers, and

indicated that new projects will cause a fluctuation of levy unless the Village uses capitalized interest or gap financing, which is not recommended because interest rates cannot be predicted. Performance of Tax Increment Districts 4, 5, 6, and 7 was discussed. Administrator Heidtke indicated that the Village is approaching the self-imposed limit that the Board established last year, and noted that project cost increases may lead to future re-prioritization schedules. In closing, Mr. Roemer did note that future valuations will be a large factor in future planning.

5. Approval of Licenses for the Licensing Period through June 30, 2025

a. Liquor License - Class "A" Fermented Malt Beverages & "Class A" Intoxicating Liquors

- i. Jackson Ellahi LLC (dba Hwy Mart), N168W22224 Main St, Registered Agent: Mandeep Dran

The motion to approve the Class "A" Fermented Malt Beverages and "Class A" Intoxicating Liquor License for Jackson Ellahi LLC (dba Hwy Mart), at N168W22224 Main Street was made by Tr. Wells and seconded by Tr. Emmrich.

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

b. Cigarette/Tobacco/Vape License

- i. Jackson Ellahi LLC (dba Hwy Mart), N168W22224 Main St, Registered Agent: Mandeep Dran

The motion to approve the Cigarette/Tobacco/Vape License for Jackson Ellahi LLC (dba Hwy Mart), at N168W22224 Main Street was made by Tr. Wells and seconded by Tr. Emmrich.

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

c. Appointment of New Agent - Alcohol Beverage & Cigarette, Tobacco, and Electronic Vaping Device

- i. J&M LTD (dba Village Mart), N213N16770 Glen Brooke Drive, Registered Agent: Mandeep Dran

The motion to approve the change of agent to Mandeep Dran for J&M LTD (dba Village Mart) at W213N16770 Glen Brooke Drive was made by Pres. Heckendorf and seconded by Tr. Emmrich.

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

6. Plan Commission

a. Preliminary Plat - Oaks of Jackson, Addition No. 1 - Hillcrest Jackson, LLC-Oyvind Solvang

The motion to approve the Preliminary Plat of the Oaks of Jackson, Addition No. 1 for Hillcrest Jackson, LLC for Oyvind Solvang was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

7. Personnel Committee

a. Side Letter Agreement with Jackson Professional Police Association - Detective Position

The motion to approve the Side Letter Agreement with the Jackson Professional Police Association for the Detective Position was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

8. Closed Session Pursuant to Wis. Stats. §19.85(1)(c) "considering employment, promotion, compensation, or performance evaluation data of any public employee over which the Village has jurisdiction or exercises responsibility" and 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. Discussing a Development Agreement for TID 7;
2. Discussing the Sale of Village Owned Property in TID 7

he motion to proceed into closed session, pursuant to Wis. Stats. § 19.85(1)(e) was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Pres. Heckendorf: aye

Tr. Emmrich: aye

Tr. Engelhardt: aye

Tr. Kruepke: aye

Tr. Matter: aye

Tr. Wells: aye

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:03 PM. Those present for the entirety of the closed session consisted of the body and Administrator Heidtke.

9. 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. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried. The meeting reconvened in open session at 8:15 PM.

The motion to authorize the Village Administrator to sell publicly owned land in the Oaks of Jackson, Outlot 8, was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

10. Adjourn

The 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 8:16 PM.

Respectfully Submitted,  
Jackie Schuh - Village Clerk