

MINUTES

VILLAGE BOARD MEETING

Tuesday, September 24, 2024 at 7:00 PM

1. Call to Order and Roll Call

The meeting was called to order at 7:34 PM by Pres. Heckendorf.

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

Members Excused: Tr. Olson

Members Absent: None

Staff Present: Administrator Jen Heidtke, Police Detective Micheal Foeger, Fire Chief Aaron Swaney, Public Works Director Brian Kober, 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 #2 - Governmental Funds Plan

Brian Roemer and Arianna Schmidt of Ehlers presented materials for the Financial Management Plan Governmental Funds. Mr. Roemer reviewed the financial trends for operations and capital budgeting, including a long-range forecast incorporating the General Fund, Capital Projects General Fund, Debt Service Fund, and fiscal strengths and challenges. Following the review of the proposed budget and the impact on a sample taxpayer, the Board directed staff to offer budgetary scenarios for a 5%, 7.9% and 9% increase to a sample tax bill and to report back at the next meeting.

5. Consent Agenda

- a. Approval of Minutes for the Village Board Meeting of September 10, 2024
- b. Resolution #24-22 Resolution Approving Additional Election Officials for 2024-2025, for the Village of Jackson, Washington County, Wisconsin
- c. Resolution #24-23 Resolution Celebrating the Expansion of In-Person Absentee Voting Hours for the November 5, 2024 General Election
- d. Appointment of Tracey Keyes, Citizen Member, Tourism Commission

The motion to approve consent agenda items 5a through 5d was made by Tr. Wells and seconded by Tr. Engelhardt.

Pres. Heckendorf spoke regarding consent agenda item 5c and relayed appreciation to staff and poll workers for expanding In-Person Absentee Voting hours to include three evenings and a Saturday morning. He also thanked Washington County for implementing an Election Integrity program which is providing funds to cover the increased costs associated with the expanded voting hours.

Vote: 6 ayes, 0 nays. Motion carried.

6. Plan Commission

a. Final Plat - Morning Meadows Subdivision, Addition No. 3 - Home Path Financial, LP

The motion to approve the Final Plat for the Morning Meadows Subdivision, Addition No. 3 for Home Path Financial, LP, was made by Tr. Emmrich and seconded by Tr. Wells.

Tr. Emmrich amended his motion to include staff memos and Tr. Wells affirmed her second.

Vote: 6 ayes, 0 nays. Motion carried.

b. Final Plat - Oaks of Jackson Subdivision, Addition No. 1 - Hillcrest Jackson, LLC

The motion to approve the Final Plat for the Oaks of Jackson Subdivision, Addition No. 1, for Hillcrest Jackson, LLC, to include staff recommendations was made by Tr. Emmrich and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

7. Personnel Committee

a. Review and Discussion of Amendments to Various Sections of the Village of Jackson Employee Handbook and Adoption of the Revised Employee Handbook, Effective January 1, 2025

The motion to approve the presented materials with Amendments to Various Sections of the Village of Jackson Employee Handbook and to adopt the Revised Employee Handbook, effective January 1, 2025, was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

b. Proposed Staffing Adjustments - Fire Department

Administrator Heidtke stated the Personnel Committee recommendation to hire an additional full-time firefighter/paramedic to begin July 1, 2025, was conditioned upon the item coming back to the Committee for final review and approval prior to posting, no later than March 31, 2025. It was also stated the recommendation of the Personnel Committee was made with anticipation of receiving the recommendation of the county-wide EMS and Fire Services study, currently underway, prior to posting the position. It was also stated the Personnel Committee recommendation avoided the concern of a delay of the study's findings negatively impacting the Fire Department's ability to proceed with the posting as staffing is needed.

The motion to approve the full-time Firefighter Paramedic position to begin July 1, 2025, without any stipulations, was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 5 ayes, 1 nay. Tr. Kruepke voted nay. Motion carried.

8. 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 9:14 PM.

Respectfully Submitted,
Jackie Schuh - Village Clerk