MINUTES
VILLAGE BOARD MEETING
Tuesday, March 11, 2025 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, Tr. Matter, and Tr. Wells
   Members Excused: None
   Members Absent: None
   Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, Lieutenant Mike Foeger, Fire Chief Aaron Swaney, Inspections and Zoning Director Collin Johnson, Public Works Director Brian Kober, Parks and 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. 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."

   The closed session is for the following purpose:

   1. To Receive Information about Candidates for the Director of Public Works Position and to Discuss Specific Candidates.

   Pres. Heckendorf announced that the closed session would be postponed to the end of the meeting and done in conjunction with item number 13.

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

   Pres. Heckendorf announced that the closed session from item number 3 was postponed to the end of the meeting to be done in conjunction with item number 13 and would include item number 4.

5. Public Hearings
   a. Amending the 2025 General Fund Budget

   Pres. Heckendorf opened the floor for the public hearing. Nobody present wished to speak at the hearing. Pres. Heckendorf closed the public hearing.

6. 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.

7. Consent Agenda

   a. Approval of Minutes of the Village Board Meeting of February 11, 2025
   b. Approval of a New Agent - Walgreen Co., DBA Walgreen's #11676 - W168N21330 Main Street - Gregory Fechter
   c. Resolution #25-07 Announcing Expanded In-Person Absentee Voting Hours for the April 1, 2025 Spring Election
   d. Resolution #25-08 Accepting Funds from the Washington County Emergency Medical Service (EMS) and Fire Grant Program
   e. Resolution #25-09 Retirement Resolution Honoring Kelly Valentino
   f. Resolution #25-10 Retirement Resolution Honoring Brian Kober

The motion to approve items 7a through 7d on the consent agenda, and to remove items 7e and 7f to address separately, was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf read Resolution #25-09 Retirement Resolution Honoring Kelly Valentino.

The motion to approve Resolution #25-09 Retirement Resolution Honoring Kelly Valentino was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf then read Resolution #25-10 Retirement Resolution Honoring Brian Kober.

The motion to approve Resolution #25-10 Retirement Resolution Honoring Brian Kober was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Kelly Valentino and Brian Kober both spoke briefly about their experiences at the Village of Jackson. Administrator Heidtke spoke to Director Valentino and Director Kober, thanking them for the many years of dedicated service to the Village of Jackson. Members of the Board also individually expressed their appreciation for the valued changes and direction they have brought to the Village over the years.

8. Budget and Finance Committee

   a. Pay Request #11 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger in the amount of $293,075.00

The motion to approve Pay Request #11 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of $293,075.00 was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

b. Pay Request #12 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger in the amount of $561,230.55

The motion to approve Pay Request #12 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of $561,230.55 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

c. Clean Water Fund Loan Request #9 - 2024 Wastewater Treatment Plant Project in the amount of $861,666.04

The motion to approve Reimbursement Request #09 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan in the amount of $861,666.04 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

d. Request for Letter of Credit Reduction #4 - Laurel Springs Addition No. 1 in the amount of $103,512.00

The motion to approve the Letter of Credit Reduction #4 for the Laurel Springs Addition No. 1 for Bielinski Homes in the amount of $103,512.00 was made by Tr. Olson and seconded by Tr. Emmrich.

Director Kober confirmed for Pres. Heckendorf the balance after the Letter of Credit Reduction will stand at $34,500.00.

Vote: 7 ayes, 0 nays. Motion carried.

e. Professional Service Agreement - Wastewater Treatment Plant Aeration Basins and Service Building Design - Town & Country Engineering, Inc. in the amount of $255,000.00

The motion to approve the Professional Service Agreement for the Wastewater Treatment Plant Aeration Basins and Service Building Design for Town & Country Engineering, Inc., in the amount of $255,000.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

f. Review of Quotes for Purchase of Sewer Utility Service Truck not to exceed the amount of $118,275.00

The motion to approve the Purchase of a gas Ford 550 Utility Service Truck with a 19550 GVWR option from Ewald, and that the price of the chassis and the quote for the utility body from Jackson Body does not exceed $118,275.00, was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

g. Review of Bids - 2025 TID #7 Final Lift of Asphalt Project

The motion to approve the bid for the Final Lift of Asphalt Project for Stark Pavement Corp. in the amount of $174,334.00 was made by Tr. Matter and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

h. Review of Bids - 2025 Hickory Lane Reconstruction Project

The motion to approve the bid for the Hickory Lane Reconstruction Project for Vinton Construction Company in the amount of $2,156,363.50 was made by Tr. Engelhardt and seconded by Tr. Matter.

Tr. Emmrich received confirmation that this would include the parking area.

Vote: 7 ayes, 0 nays. Motion carried.

i. Pay Request #8 - Jackson Community Center Expansion Project - Moore Construction Services, LLC, in the amount of $296,154.90

The motion to approve Pay Request #8 for the Jackson Community Center Expansion Project for Moore Construciton Services, LLC, in the amount of $296,154.90 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

j. Resolution #25-05 Amendment to the 2025 General Fund Budget

The motion to approve Resolution #25-05 Amendment to the 2025 General Fund Budget was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

k. Resolution #25-06 Resolution Providing for the Sale of Approximately $3,860,000.00 General Obligation Promissory Notes, Series 2025A

The motion to approve Resolution #25-06 Resolution Providing for the Sale of Approximately $3,860,000 General Obligation Promissory Notes, Series 2025A was made by Tr. Matter and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

l. Replacement of 2005 Pierce Fire Engine (1261) - Pierce Manufacturing Inc. not to exceed the amount of $1,309,907.00

Lieutenant Rathke of the Jackson Fire Department made a presentation to the Village Board covering the current state of Fire Engine 1261 which has reached its 20-year service life. The presentation was created by a team of five members of the Jackson Fire Department of varying ranks, roles, and experience to ensure the decision-making process was well-rounded.

The motion to contract with Pierce Manufacturing, Inc. of Appleton for a new fire engine not to exceed an amount of $1,309,907.00 was made by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

9. West Bend School District

Tr. Wells stated there would be three candidates running for West Bend School Board seats in the April 1, 2025 Spring Election.

10. Washington County Board Report

Pres. Heckendorf read updates sent via email by Mike Schwab from Washington County.

11. Greater Jackson Business Alliance

Tr. Matter stated the next meeting would be the following morning and that the Association was sponsoring the Candidate Forum to be held on March 13, 2025, at the Jackson Community Center.

12. Mid-Moraine Municipal Association Report

Tr. Olson stated the Legislative Committee would meet the following evening with the topic of interest being parade and festival safety. He also stated the next dinner meeting would be held March 26th.

13. 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."

The closed session is for the following purposes:

1. 2025 Village of Jackson Compensation Plan

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(c) was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

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

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:42 PM. Those present in the closed session were the Village Board members and Administrator 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: 7 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 9:41 PM.

No action was taken on the closed session items.

15. Adjourn

The motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 9:42 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson