



**VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA**

Tuesday, May 13, 2025 at 7:30 PM

(or immediately following Budget and Finance Committee Meeting)

Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Pledge of Allegiance
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.)
4. Consent Agenda
 - a. Approval of Minutes for the Village Board Meeting of April 8, 2025, and the Annual Village Board Organizational Meeting of April 15, 2025
 - b. Temp Class "B" License - Jackson Festivals LLC - Action in Jackson
 - c. 2024-2025 Tattoo Establishment and Operator's License - Infinite Grace - Sara Dornbrook
 - d. Proposed Sewer Service Area Amendment - Southeastern Wisconsin Regional Planning Commission
 - e. Resolution #25-16 A Resolution Honoring Randy Matter for His Years of Service to the Village of Jackson
 - f. Ordinance #25-04 Amending Chapter 42 of the Village Code Regarding Sec. 42.83 - Fire Lanes
5. Budget and Finance Committee
 - a. Pay Request #14 - Wastewater Treatment Plan Tertiary Filters and Disinfection Project - JH Hassinger in the amount of \$224,165.80
 - b. Clean Water Fund Loan Request #11 – 2024 Wastewater Treatment Plant Project in the amount of \$234,824.81
 - c. Pay Request #10 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$194,603.70
6. Plan Commission
 - a. Ordinance #25-03 Rezoning of Parcel V3_008700K and a Portion of Parcel V3_007900Y - Dittmar Properties, LLC, Second Reading
7. Board of Public Works
 - a. Ordinance #25-05 Amending Chapter 42 of the Village Code Regarding Sec. 42.86 - Limited Parking in Certain Areas; Loading Zones

- b. Ordinance #25-06 Amending Chapter 42 of the Village Code Regarding Sec. 42.26 - Stop and Yield Intersection Designation
- 8. West Bend School District
- 9. Washington County Board Report
- 10. Greater Jackson Business Alliance
- 11. Mid-Moraine Municipal Association Report
- 12. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at the Jackson Municipal Complex at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

MINUTES
VILLAGE BOARD MEETING
Tuesday, April 8, 2025 at 7:30 PM

1. Call to Order and Roll Call

The meeting was called to order at 7:30 PM by Tr. Don Olson. Tr. Olson was acting chair for this meeting in Pres. Heckendorf's absence.

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

Members Excused: Pres. Heckendorf

Members Absent: None

Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Inspections and Zoning Director Collin Johnson, Public Works Director Jack Straehler, Parks and Recreation Director Tyler Mentzel, and Clerk Jackie Schuh

2. Pledge of Allegiance

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

3. Ceremonial Swearing-In

a. Director Tyler Mentzel, Parks and Recreation

Clerk Schuh administered the Ceremonial Swearing-In of Parks and Recreation Director Tyler Mentzel.

b. Director Jack Straehler, Department of Public Works

Clerk Schuh administered the Ceremonial Swearing-In of Public Works Director Jack Straehler.

4. Public Hearings

a. Ordinance #25-03 to Re-zone all of Parcel V3_008700K and a Portion of Parcel V3_007900Y in the Village of Jackson and to Amend the Zoning Map of the Village of Jackson Pursuant to Section 48.34 of the Municipal Code

b. Conditional Use Request and Site Plan Review - N171W21860 Caymus Court - Design 2 Construct

Tr. Olson opened the floor for the public hearings. Nobody present spoke regarding either of the public hearings. Tr. Olson closed the public hearings.

5. 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.

6. Consent Agenda

- a. Approval of Minutes for the Village Board Meeting of March 11, 2025 and March 27, 2025
- b. 2025 Subscription Services - Economic Development of Washington County
- c. Authorization of Engineering Consultative Services - Cedar Corporation
- d. Resolution # 25-11 Proclaiming Arbor Day in the Village of Jackson
- e. Resolution #25-12 Approving the Results of the April 1, 2025, Spring Election in the Village of Jackson
- f. Resolution #25-13 Resolution in Recognition of the Graduation of Ryan Vossekul from the Federal Bureau of Investigation National Academy Session 293
- g. Resolution #25-14 Resolution in Recognition of Jackie Schuh Attaining the Designation of Wisconsin Certified Municipal Clerk from the Wisconsin Municipal Clerks Association

The motion to approve items 6a through 6e on the consent agenda, and to remove item 6f and 6g to address separately, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve Resolution #25-13 A Resolution in Recognition of the Graduation of Ryan Vossekul from the Federal Bureau of Investigation National Academy Session 293 was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

Administrator Heidtke read the resolution in its entirety. Chief Vossekul was presented with a flag flown over the State Capitol and a Federal Bureau of Investigation Relic. Chief Vossekul stated it was an honor to represent the Village of Jackson and thanked Lieutenant Foeger for stepping in while he attended.

The motion to introduce Resolution #25-14 A Resolution in Recognition of Jackie Schuh Attaining the Designation of Wisconsin Certified Municipal Clerk from the Wisconsin Municipal Clerks Association, was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

Administrator Heidtke read the resolution in its entirety and then congratulated Clerk Schuh for her accomplishment. Clerk Schuh thanked the Board and Administrator Heidtke for their support while completing the process.

7. Budget and Finance Committee

- a. Change Order #1 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger for a decrease in the amount of \$88,166.05

The motion to approve Change Order #1 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project for JH Hassinger for a decrease in the amount of \$88,166.05 was made by Tr. Wells and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Pay Request #13 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger in the amount of \$256,975.00

The motion to approve Pay Request #13 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of \$256,975.00 was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Reimbursement Request #10 - 2024 Wastewater Treatment Plant Project - Clean Water Fund Loan in the amount of \$265,205.45

The motion to approve Reimbursement Request #10 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan in the amount of \$265,205.45 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Review of Proposals for Trash and Recycling Collection

The motion to accept the proposal from Green For Life for curbside collection of trash and recycling was made by Tr. Engelhardt and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Review of Quotes - Wastewater Treatment Facility Generator

The motion to accept the quote from Circle Electric for a replacement generator with aluminum housing for the Wastewater Treatment Facility in the amount of \$251,437.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Change Order #5 - Jackson Community Center Expansion Project - Moore Construction for an increase in the amount of \$65,297.00

The motion to approve Change Order #5 for the Jackson Community Center Expansion Project for Moore Construction for an increase in the amount of \$65,297.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Tr. Emmrich mentioned his concerns regarding safety precautions in the building, including safety film on the windows and bullet-proof glass, and what the cost differences would be. Staff agreed to follow up.

Vote: 6 ayes, 0 nays. Motion carried.

- g. Pay Request #9 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$380,285.00

The motion to approve Pay Request #9 for the Jackson Community Center Expansion Project for Moore Construction in the amount of \$380,285.00 was made by Tr. Olson and seconded

by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

- h. Resolution #25-15 Resolution Authorizing the Issuance and Sale of \$3,860,000 General Obligation Promissory Notes, Series 2025A

Brian Roemer, of Ehlers Financial Advisors, distributed a handout to the Village Board with a breakdown of data pertaining to the debt. Per Mr. Roemer, the issuance decreased by \$145,000.00 due to a lower interest rate compared to the pre-sale estimate. Mr. Roemer recommended the Village Board adopt the resolution awarding the amended sale amount of \$3,815,000 General Obligation Promissory Notes, Series 2025A instead of the \$3,860,000 originally estimated.

The motion to approve Resolution #25-15 Resolution Authorizing the Issuance and Sale of \$3,815,000 General Obligation Promissory Notes, Series 2025A, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

8. Plan Commission

- a. Review of Certified Survey Map for Parcel V3_008700K and Parcel: V3_007900Y - Dittmar Properties, LLC

The motion to approve the Certified Survey Map for Parcel V3_007900Y and Parcel V3_008700K was made by Tr. Kruepke and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Ordinance #25-03 Rezoning of Parcel V3_008700K and a Portion of Parcel V3_007900Y - Dittmar Properties, LLC

The motion to approve Ordinance #25-03 To Rezone All of Parcel V3_008700K and a Portion of Parcel V3_007900Y in the Village of Jackson and to Amend the Zoning Map of the Village of Jackson Pursuant to Section 48.34 of the Municipal Code was made by Tr. Kruepke and seconded by Tr. Emmrich.

Votes: 6 ayes, 0 nays. Motion carried.

- c. Conditional Use Request and Site Plan Review - N171W21860 Caymus Court - Design 2 Construct

The motion to approve the Conditional Use Request and Site Plan Review for N171W21860 Caymus Court for Design 2 Construct, subject to the following conditions, was made by Tr. Emmrich and second by Tr. Kruepke:

1. A vegetative buffer consisting of a variety of non-deciduous bushes shall be installed along the east property line to provide a visual buffer between the industrial parcel and the adjacent residential development.
2. Exterior lighting shall consist of full cutoff fixtures. Light shall not spill or encroach onto adjacent residential area.

3. A refuse enclosure shall be provided at the rear of the property.
4. Upon receipt of a written complaint and review by the Plan Commission, this Conditional Use Approval may be subject to additional regulation and/or potential revocation by the Village.

Inspections and Zoning Director Collin Johnson stated an updated plan was received after a request was made for a more dense vegetative buffer. He indicated the plan they are approving includes the updated vegetative buffer.

Vote: 6 ayes, 0 nays. Motion carried.

9. West Bend School District

No report.

10. Washington County Board Report

Tr. Olson read updates sent via email by County Supervisor Mike Schwab.

11. Greater Jackson Business Alliance

No report.

12. Mid-Moraine Municipal Association Report

Tr. Olson reported the next Legislative meeting is at 7PM on April 9th and County Clerk Ashley Reichert will be speaking. He also stated the May 14th meeting has a topic yet to be determined, and the May 28th dinner meeting will be hosted by the Village of Jackson.

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", §19.85(1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved", and §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. To discuss TID #6
2. To receive information regarding specific employees

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

Tr. Olson: 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 8:14PM. Those present in the closed session were Village Board members, Administrator Heidtke, and Pres. Heckendorf via a video call.

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

The motion to reconvene in open session was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 9:28PM.

15. Adjourn

The motion to adjourn the meeting was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 9:28PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson

MINUTES
VILLAGE BOARD MEETING
Tuesday, April 15, 2025 at 6:00 PM

1. Call to Order and Roll Call

The meeting was called to order at 6:00 PM by Pres. Heckendorf.

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

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Heidtke, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Public Works Director Jack Straehler, Parks and Recreation Director Tyler Mentzel, and Clerk Jackie Schuh

2. Pledge of Allegiance

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

3. Administration of Oath of Office to Newly Elected Trustees

Clerk Schuh administered the oath of office to Pres. Heckendorf, and then to Tr. Emmrich, Tr. Engelhardt, and Tr. Kurtz.

4. Comments by the Village President

Pres. Heckendorf congratulated Trustees Emmrich, Engelhardt, and Kurtz for having been elected and thanked the other seated trustees for their service to the community. Pres. Heckendorf also extended appreciation to Administrator Heidtke and staff for the diligent work they put forth for the residents of the Village of Jackson.

5. Committee/Commission Member Appointments and Administration of Oaths of Office

Pres. Heckendorf informed those in attendance that the appointed citizens would be sworn in, en masse, by Clerk Schuh after all appointments had been made, adding that those unable to attend would be sworn in prior to the first meeting of the committee to which they were appointed.

a. Budget and Finance Committee

Pres. Heckendorf explained the Budget and Finance Committee is composed of the Village President and two trustees.

The motion to appoint Tr. Don Olson and Tr. Traci Wells as members of the Budget and Finance Committee for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

b. Personnel Committee

Pres. Heckendorf explained the Personnel Committee is composed of the Village President and two trustees.

The motion to appoint Tr. Brian Emmrich and Tr. John Kruepke to serve on the Personnel Committee for a one-year term, expiring in April 2026, was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

c. Board of Public Works

Pres. Heckendorf explained the Board of Public Works is composed of seven members, including three Village Board members and four at-large citizen appointments.

Pres. Heckendorf motioned to appoint himself as Chair of the Board of Public Works for a one-year term expiring in April 2026. Tr. Emmrich seconded the motion.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to appoint Tr. Tim Engelhardt and Tr. John Kruepke to the Board of Public Works for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained one citizen member seat is expiring this year.

The motion to appoint Ryan Ganshow to the Board of Public Works for a three-year term expiring in April 2028 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Stephanie Egner, Jeff Mitchell, and Josh Sandleback for their continued service as citizen members of the Board of Public Works.

d. Plan Commission

Pres. Heckendorf explained the Plan Commission is composed of three Village Board members and four citizen members, with the Village President serving as chairperson.

The motion to appoint Tr. Brian Emmrich and Tr. John Kruepke to the Plan Commission for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there are two citizen member positions expiring.

The motion to appoint Jon Molkenntin and Dan Reik to the Plan Commission for a three-year term expiring in April 2028 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Duane Hafemeister and Matt Van Eperen for their continued service as citizen members of the Plan Commission.

e. Police and Fire Commission

Pres. Heckendorf explained the Police and Fire Commission is composed of five citizen members of the Village of Jackson and one of those positions is expiring.

The motion to appoint Doug Alfke to the Police and Fire Commission for a new five-year term expiring in April 2030 was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Jill Washburn, David Wentlandt, Jim Meyers, and Jeffrey Latz for their continued service as citizen members of the Police and Fire Commission.

f. Parks and Recreation Commission

Pres. Heckendorf explained the Parks and Recreation Commission is composed of one Village trustee and four citizen members.

The motion to appoint Tr. Traci Wells to the Parks and Recreation Commission for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there is one citizen member position expiring in 2025.

The motion to appoint Casey Latz, as chairperson, to the Parks and Recreation Commission for a three-year term expiring in April 2028 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Brittany Rathke, Brian Mekka, and Kim Powers for their continued service as citizen members of the Parks and Recreation Commission.

g. Tourism Commission

Pres. Heckendorf explained the Tourism Commission is composed of the Village President as chairperson, Village Administrator Jen Heidtke, Parks and Recreation Director Tyler Mentzel, one owner/operator of a lodging facility, and one citizen member. Pres. Heckendorf explained the current lodging facility owner/operator is Larry Hamlin, and his term expires in 2025.

The motion to appoint Larry Hamlin to the Tourism Commission for a new one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to appoint Bernadette Buser as the citizen member to the Tourism Commission for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays.

h. Residence Board

Pres. Heckendorf explained the Residence Board is composed of three citizen members and one of those positions is expiring.

The motion to appoint Michelle Zak to the Residence Board for a new five-year term expiring in April 2030 was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Michelle Klemp and Patrick Pryor for their continued service as citizen members of the Residence Board.

i. Community Development Authority

Pres. Heckendorf explained the Community Development Authority (CDA) is composed of the Village President, one Village trustee, and four citizen members.

The motion to appoint Tr. Tim Engelhardt to the CDA for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there are two citizen member positions expiring in 2025.

The motion to appoint Tracey Keyes and Richard Teye to the CDA for three-year terms expiring in April 2028 was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Tim Klemp and Doug Alfke for their continued service as citizen members of the Community Development Authority.

j. Ethics Committee

Pres. Heckendorf explained the Ethics Committee is composed of five citizen members and two of those positions are expiring.

The motion to appoint Larry Hatke and Mark Nolte to the Ethics Committee for two-year terms expiring in April 2027 was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Christy Stemm, Jack Lippold, and Jackie Bradway for their continued service as citizen members of the Ethics Committee.

k. Mid-Moraine Legislative Committee

Pres. Heckendorf explained the Mid-Moraine Legislative Committee is composed of two representatives from the Village with one of them as alternate.

The motion to appoint Tr. Don Olson to the Mid-Moraine Legislative Committee and Tr. Debra Kurtz as Alternate for one-year terms expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

l. School District Liaison

Pres. Heckendorf explained one Village trustee is appointed as the School District Liaison.

The motion to appoint Tr. Traci Wells as School District Liaison for a one-year term expiring in April 2026 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

m. Zoning Board of Appeals

Pres. Heckendorf explained the Zoning Board of Appeals is composed of five citizen members and two of those positions are expiring.

The motion to appoint John Binsfeld, as Chairperson, and Jon Schoeneck to the Zoning Board of Appeals for three-year terms expiring in April 2028 was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there is also one vacant position on the Zoning Board of Appeals created by one member moving from the Village of Jackson. Per Pres. Heckendorf, that position expires in 2026.

The motion to appoint Ethan Hollenberger to the Zoning Board of Appeals to fill the position vacated by Jason Marquardt for the remainder of his term, expiring in April 2026, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf thanked Dave Schleef and Steve Klajbor for their continued service as citizen members of the Zoning Board of Appeals.

6. Adjourn

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

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 6:17 PM.

Clerk Schuh administered the oath of office to newly appointed resident members in attendance.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson

DRAFT

SOUTHEASTERN WISCONSIN REGIONAL PLANNING COMMISSION

W239 N1812 ROCKWOOD DRIVE • PO BOX 1607 • WAUKESHA, WI 53187-1607 • TELEPHONE (262) 547-6721

Serving the Counties of:

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May 7, 2025

Ms. Jen Heidtke
Village Administrator
N168 W19851 Main Street
Jackson, WI 53037

Re: SEWRPC File No. CA 610-49

Dear Ms. Heidtke:

This letter is in response to the Village's request made on April 16, 2025, for Commission assistance with updating the Sanitary Sewer Service Area Plan for the Village of Jackson and Environs (as set forth in SEWRPC Community Assistance Planning Report No. 124, 2nd Edition, dated September 1997, as amended). The Commission staff would be pleased to assist the Village with the update.

The requested update includes four separate additions to the Village of Jackson Sanitary Sewer Service Area (SSA) encompassing a total of about 600 acres generally located northeast, east, southwest, and west of, and immediately adjacent to, the Village's current SSA boundary. The update will incorporate a comprehensive analysis of the entire Jackson SSA including: updated population projections; updated environmentally significant land delineations; a thorough review of the current sewer service area boundary, and of the areas currently provided public sewer service by the Village, for any other potential changes; an updated wastewater treatment plant capacity analysis; and a regional housing plan analysis.

The cost for the update would be \$100.00, and an invoice would be submitted at the project's completion.

A draft of the report would be completed and provided to Village staff for review and comment. Any needed revisions would be made, and a final draft of the report would then be provided to Village staff and officials, to adjacent impacted communities, the County, and to DNR staff.

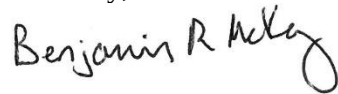
A public hearing would then need to be scheduled by the Village for the proposed SSA update. The public hearing would be conducted jointly by the Village and Commission. If there were no comments/or changes raised at the public hearing, the Village Board could act on this matter at that time. However, if there were substantive comments or concerns raised at the public hearing, Commission staff would recommend that no action be taken until such time as the comments/concerns can be addressed.

Following adoption by the Village Board, the report would then be forwarded to the Commission's Planning and Research Committee for review and a recommendation and then forwarded to the full Commission for review and consideration of adoption.

Ms. Jen Heidtke
May 7, 2025
Page 2

If this proposal is acceptable, please return a signed copy of this letter to us. Please contact Joel Dietl at (262) 953-3266 or joel.dietl@sewrpc.org with any questions regarding this proposal.

Sincerely,



Benjamin R. McKay, AICP
Deputy Director

JED/DPH
#276992v2

cc: Mr. Jack Straehler, Public Works Director, Village of Jackson
Mr. Logan Meyers, Engineering Technician, Village Jackson
Ms. Jackie Schuh, Clerk, Village of Jackson
Ms. Elizabeth A. Larsen, Southeastern Wisconsin Regional Planning Commission

PROPOSAL ACCEPTANCE:

Ms. Jen Heidtke, Village Administrator

Date _____

RESOLUTION #25-16

A RESOLUTION HONORING RANDY MATTER FOR HIS YEARS OF SERVICE TO THE VILLAGE OF JACKSON

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, the Village of Jackson Board Members, the Village of Jackson Employees, and the Citizens of the Village of Jackson would like to express their appreciation to Randy Matter for his public service, contributions, and dedication while serving the Village of Jackson as a member of the Board of Public Works and Budget and Finance Committee, a liaison to the Greater Jackson Business Alliance, and a Village Trustee on the Village Board spanning the years from April of 2021 to April of 2024.; and

WHEREAS, his dedication has helped make the Village of Jackson a better place to live and work; now

THEREFORE, BE IT RESOLVED that the Village of Jackson does hereby honor Randy Matter and expresses its deep and sincere appreciation for his service.

Introduced by: _____

Seconded by: _____

Vote: _____ ayes _____ nays

Passed and Approved: _____

Brian J. Heckendorf - Village President

Attest: _____
Jacqueline Schuh - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

ORDINANCE #25-04

**AMENDING CHAPTER 42 OF THE VILLAGE CODE
REGARDING Sec. 42-83 – FIRE LANES**

THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN, does hereby ordain the following changes to the Village Code:

SECTION 1. Chapter 42 Article IV Sec. 83 (4) of the Village Code of the Village of Jackson is hereby amended to read as follows:

Sec. 42-83. Fire lanes.

No person shall park, stop or leave standing any vehicle on public or private property posted as a fire lane. Such fire lanes will be established upon recommendation of the fire chief in the interest of public safety and needs of fire department operations. The following areas are designated fire lanes:

Amending: (4) The entire driveway at the south entrance to the Community Center at N165W20330 Hickory Lane.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

Introduced by: _____

Seconded by: _____

Vote: ____ aye ____ nay

Passed and Approved: _____

VILLAGE OF JACKSON

By: _____
Brian Heckendorf, Village President

Attest:

Jacqueline Schuh, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Dated: _____

Village Official: _____

DRAFT

Memo

To: Darlene Smith, Village Treasurer

From: Jack Straehler, Director of Public Works

Subject: Transfer of Funds for Payment
JH Hassinger, Inc Pay Request #14
WWTP Jackson Tertiary Filters and UV Project

Date: 04/24/2025

CC: Board of Public Works; Budget and Finance; Village Board

Please make the necessary arrangements to transfer funds from various accounts for the payment to JH Hassinger, Inc. Pay Request #14 for the WWTP Tertiary Filters and UV Project.

The funds will be transferred to reimburse the account 300-17600-00-380

Transfer funds from Clean Water Fund Loan for \$234,824.81

Total pay request for Invoice \$224,165.80 made payable to JH Hassinger, Inc.

If you have any questions, please let me know.

JS

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: Village of Jackson N168 W19851 Main Street Jackson, WI 53037 FROM CONTRACTOR: J.H. HASSINGER, INC. N60 W16289 Kohler Lane Menomonee Falls, WI 53051	PROJECT: Jackson Tertiary Filters W194N16658 Eagle Drive Jackson, WI 53037 VIA ARCHITECT:	APPLICATION NO: 14 PERIOD TO: 4/21/2025 CONTRACT FOR: Jackson Tertiary Filters CONTRACT DATE: 3/11/2024 PROJECT NOS: / INVOICE NO: 12800	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
--	---	---	--

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
 AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 4,715,248.00
2. NET CHANGE BY CHANGE ORDERS	\$ -88,166.05
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 4,627,081.95
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 3,865,333.00
5. RETAINAGE:	
a. % of Completed Work (Columns D + E on G703)	\$ 185,166.65
b. % of Stored Material (Column F on G703)	\$ 8,100.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 193,266.65
6. TOTAL EARNED LESS RETAINAGE	\$ 3,672,066.35
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 3,447,900.55
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 224,165.80
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$ 955,015.60
(Line 3 minus Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	0.00
Total approved this month	\$ 56,233.95	144,400.00
TOTAL	\$ 56,233.95	144,400.00
NET CHANGES by Change Order	\$ -88,166.05	

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: J.H. HASSINGER, INC.

By: _____

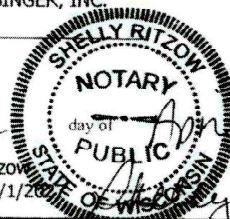
State of: WI

County of: Waukesha

Subscribed and sworn to before me this _____ day of _____, 2025

Notary Public: Shelly Ritzow

My commission expires: 8/1/2026



Date: 4/21/2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 224,165.80

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____

By: _____

Date: 4/24/2025

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

APPLICATION NO.:

Page 2

APPLICATION DATE: 14

PERIOD TO: 4/23/2025

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.: 4/21/2025

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
1	General Conditions	155,178.00	121,000.00	10,000.00	0.00	131,000.00	84	24,178.00	6,550.00
2	Bonds and Insurance	90,000.00	90,000.00	0.00	0.00	90,000.00	100	0.00	4,500.00
3	Mobilization	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	1,000.00
4	Demolition	64,636.00	49,500.00	8,000.00	0.00	57,500.00	89	7,136.00	2,875.00
5	Excavation and Shoring	280,000.00	268,500.00	0.00	0.00	268,500.00	96	11,500.00	13,425.00
6	Paving	27,000.00	0.00	0.00	0.00	0.00	0	27,000.00	0.00
7	Landscaping	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
8	Concrete Labor	230,000.00	200,000.00	0.00	0.00	200,000.00	87	30,000.00	10,000.00
9	Concrete Materials	150,000.00	127,200.00	0.00	0.00	127,200.00	85	22,800.00	6,360.00
10	Precast Plank	29,500.00	29,500.00	0.00	0.00	29,500.00	100	0.00	1,475.00
11	Masonry	100,000.00	100,000.00	0.00	0.00	100,000.00	100	0.00	5,000.00
12	Steel	235,000.00	177,600.00	25,000.00	0.00	202,600.00	86	32,400.00	10,130.00
13	Carpentry	100,000.00	80,500.00	10,000.00	0.00	90,500.00	91	9,500.00	4,525.00
14	Air Barrier and Damp Proofing	9,000.00	9,000.00	0.00	0.00	9,000.00	100	0.00	450.00
15	Roofing	62,000.00	62,000.00	0.00	0.00	62,000.00	100	0.00	3,100.00
16	Caulking	14,000.00	0.00	8,500.00	0.00	8,500.00	61	5,500.00	425.00
17	OH and Doors	34,000.00	34,000.00	0.00	0.00	34,000.00	100	0.00	1,700.00
18	Painting	100,000.00	49,500.00	15,000.00	0.00	64,500.00	65	35,500.00	3,225.00
19	Plumbing	117,000.00	95,700.00	10,000.00	0.00	105,700.00	90	11,300.00	5,285.00
20	HVAC	300,000.00	240,000.00	30,000.00	0.00	270,000.00	90	30,000.00	13,500.00
21	Process	600,500.00	419,800.00	85,000.00	0.00	504,800.00	84	95,700.00	25,240.00
22	Electrical Materials	107,561.00	98,900.00	0.00	0.00	98,900.00	92	8,661.00	4,945.00



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G703-1992

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE: 14

PERIOD TO: 4/23/2025

ARCHITECT'S PROJECT NO: 4/21/2025

Page 3

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	H % (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
23	Electrical Labor	175,000.00	147,000.00	13,500.00	0.00	160,500.00	92	14,500.00	8,025.00
24	Electrical Controls	175,340.00	0.00	0.00	0.00	0.00	0	175,340.00	0.00
25	Excavation Allowance	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
26	Trench Excavation Allowance	16,000.00	0.00	0.00	0.00	0.00	0	16,000.00	0.00
27	Structural Fill Allowance	52,000.00	0.00	0.00	0.00	0.00	0	52,000.00	0.00
28	Reinforced Concrete Allowance	60,000.00	0.00	0.00	0.00	0.00	0	60,000.00	0.00
29	Crushed Aggregate Base Allowance	2,200.00	0.00	0.00	0.00	0.00	0	2,200.00	0.00
30	Geo Textile Allowance	1,200.00	0.00	0.00	0.00	0.00	0	1,200.00	0.00
31	Sidewalk Allowance	4,500.00	0.00	0.00	0.00	0.00	0	4,500.00	0.00
32	Soil Testing	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
33	Electric Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
34	Gas Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
35	Polymer Tote	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
36	Shop Equipment	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
37	Filters	837,000.00	753,300.00	0.00	0.00	753,300.00	90	83,700.00	37,665.00
38	UV Treatment	209,633.00	188,669.00	20,964.00	0.00	209,633.00	100	0.00	10,481.65
39	Site Utilities	300,000.00	267,700.00	0.00	0.00	267,700.00	89	32,300.00	13,385.00
40	CO#1	56,233.95	0.00	0.00	0.00	0.00	0	56,233.95	0.00
41	CO#2	-144,400.00	0.00	0.00	0.00	0.00	0	-144,400.00	0.00
		4,627,081.95	3,629,369.00	235,964.00	0.00	3,865,333.00	84	761,748.95	193,266.65



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G703-1992

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Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 1 of 4

☒ Clean Water Fund Program

☐ Safe Drinking Water Loan Program

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the Department is mandatory for all applicants seeking payments from the Clean Water Fund Program, the Environmental Improvement Fund or the Safe Drinking Water Loan Program. Failure to submit a completed form to the Department shall be grounds for denial of payment. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31-19.39, Wis. Stats.]. **See page 2 for instructions and payment cycles.**

1. Municipality Village of Jackson	2. Project Number 4266-04	3. Request Number 11	4. Type of Request ☒ Partial ☐ Final
---------------------------------------	------------------------------	-------------------------	--

Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	10,659.01		
Construction / Equipment	224,165.80		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	234,824.81		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Date Signed _____

Signature of Municipal Representative _____

Title Village President _____

Telephone Number (262) 423-7282

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY

Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Instructions

Type or print legibly.

1. Enter the official name of the municipality.
2. Enter the project number.
3. Number the Request for Disbursement sequentially starting with 1.
4. Select "Partial" until the final request is submitted. When it is the final request, it is important that it be indicated as final.

The request must be signed by a municipal representative employed by the municipality. This representative is certifying that the requested costs are in accordance with the terms set forth in the FAA. Also, indicate the title of the representative, the date signed, and the telephone number, including area code.

PAYMENT CYCLES

Request for Disbursement forms received by the DNR by the Friday before the first Wednesday of the month are disbursed on the second Wednesday of the month. Forms received by the Friday before the third Wednesday of the month are disbursed on the fourth Wednesday of the month. Changes to this schedule will be made for Federal Holidays.

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 3 of 4

See instructions on last page 4 .
Invoices must be attached for all costs.

Payment Request Worksheet

☒ Clean Water Fund Program ☐ Safe Drinking Water Loan Program				Municipality Village of Jackson Project Number 4266-04								Request Number 11		6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	5. Budget Categories (Requesting EIF funds for incurred eligible costs.)								Amt.	Source		
				Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs				
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG		
04/21/2025	JH Hassinger, Inc.	#14	224,165.80						224,165.80						
03/20/2025	Town and Country Engineering	28032	10,659.01					10,659.01							
(SUB) TOTAL			234,824.81					10,659.01	224,165.80						

*Change orders must be approved by the Construction Management Engineer prior to disbursement.

Instructions

Type or print legibly. Items 1 through 4 are self-explanatory. Specific instructions for each column are as follows:

1. **Date of Invoice**

2. **Payee**--Enter name listed on invoice of contractor, consultant, or vendor. Indicate municipality name for all work associated with force account for labor or equipment.

3. **Invoice Number**

4. **Total Invoice Amount**--This amount is auto-summed and calculated from what is entered in the Budget Categories (column 5) and the Other Funding Sources (column 6).

5. **Budget Categories**--The amount of eligible costs being claimed in column 4 must be broken down and entered under the appropriate budget categories. **Only expenditures for budgeted costs approved in the Financial Assistance Agreement (FAA) or amendment may be claimed.**

Force Account--Force Account is the work a municipality performs using its own employees and/or equipment. Documentation must be submitted verifying the personnel who did the work, hours worked, hourly wage and scope of work. For equipment, indicate the type of equipment and the work performed, the dates and hours of use, and the hourly cost. Enter amount to be reimbursed for personnel and equipment costs.

Interim Financing--Interim financing is a debt to temporarily finance a project. Enter the amounts associated with the preparation, approval, issuance, and sale of interim financing (includes bond counsel, financial consultants, and underwriters fees).

Preliminary Design/Engineering--Enter contract costs for preliminary design/engineering services.

Land/Easements--Enter all amounts associated with the acquisition of land and easements for this project.

Engineering/Construction Mgt.--Enter contract costs associated with engineering/construction management for this project.

Construction/Equipment--Enter costs associated with the contracted construction and equipment costs. Costs not included in a construction or equipment contract should be entered on the Miscellaneous line.

Miscellaneous Costs--Enter costs that are outside the scope of the engineering, construction and equipment contracts. These costs can include computers, start-up laboratory equipment, materials, supplies, bid advertising, etc. Construction-related items require prior review and approval by the regional Construction Management Engineer (CME) before seeking reimbursement. The municipality must provide the CME with a copy of the vendor's invoice, procurement method used and applicable bidding and contracting documentation. Once the CME has determined eligibility and given approval, the municipality may request reimbursement.

Closing Costs--Enter the eligible costs for closing purposes, which includes bond counsel and legal fees.

6. **Other Funding Sources**--(if applicable) Enter costs identified in the FAA as being paid by other sources, i.e., CDBG grant, municipal funds, Rural Development. These costs will not be reimbursed by the EIF.

For more information, visit <https://dnr.wi.gov/Aid/documents/EIF/Guide/pay.html>

Send the Request for Disbursement form, along with supporting invoices by one of these methods:

Email: DNRCFELDisbursements@Wisconsin.gov

Fax: 608-267-0496

U.S. Mail: Environmental Loans - CF/2
Dept of Natural Resources
PO Box 7921
Madison WI 53707-7921

UPS or FedEx: Environmental Loans - CF/2
Dept of Natural Resources
101 S. Webster Street
Madison WI 53703

Village of Jackson Community Center Addition
Application and Certification for Payment
April 2025 Summary



Village of Jackson
Parks and Recreation Department
N165W20330 Hickory Lane
Jackson, Wisconsin 53037

Attn: Tyler Mentzel, Parks and Recreation Director

RE: Jackson Community Center Addition
Project Pay Application #11
MCS Project # 23033

Enclosed for your use in payment to Moore Construction Services is Pay Application #11 for \$194,603.70.

Moore Construction Services has verified the work completed by project contractors and approved the amounts included in column G of the AIA G702 and G703 Application and Certification for Payment.

Following your review and approval, please complete the application for payment forms within the areas reserved for the OWNER. Thereafter, retain one copy for your records, provide the second copy to Moore Construction Services.

Please feel free to contact me with any questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read "JMK", is written over a light gray rectangular background.

Jason M. Kruchko
Moore Construction Services
Project Manager

Enclosed: AIA G702-1992 Application and Certificate for Payment #11 dated April 30, 2025

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER: Village of Jackson N165 W20330 Hickory Lane Jackson, WI 53037	PROJECT: Jackson Community Center N168 W20330 Hickory Lane Jackson, WI 53037	APPLICATION NO: 11 PERIOD TO: 4/30/2025 CONTRACT FOR: Jackson Community Center CONTRACT DATE: 8/8/2023 PROJECT NOS: 23033 / / INVOICE NO: 3791	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: Moore Construction Services LLC W146 N5650 Enterprise Avenue Menomonee Falls, WI 53051	VIA ARCHITECT:		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 5,681,885.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 5,681,885.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 5,187,891.00
5. RETAINAGE:	
a. 5 % of Completed Work (Columns D + E on G703)	\$ 259,394.55
b. 0 % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 259,394.55
6. TOTAL EARNED LESS RETAINAGE	\$ 4,928,496.45
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 4,733,892.75
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$ 194,603.70
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$ 753,388.55

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 137,481.00	\$137,481.00
Total approved this month	\$ 108,167.00	\$108,167.00
TOTAL	\$ 245,648.00	\$245,648.00
NET CHANGES by Change Order	\$ 0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Moore Construction Services LLC

By: Richard J. Moore

Date: 4/30/25

State of: WI

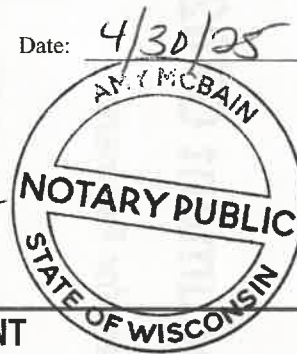
County of: Waukesha

Subscribed and sworn to before me this

Amy McBain
 Notary Public: Amy McBain

My commission expires: 1/16/2028

30 day of April 2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____

Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



Document G703™ – 1992

Continuation Sheet

Page 2

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 11
APPLICATION DATE: 4/30/2025
PERIOD TO: 4/30/2025
ARCHITECT'S PROJECT NO: 23033

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C – G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
01	Concrete	326,528.00	317,911.00	0.00	0.00	317,911.00	97	8,617.00	15,895.55
02	Concrete Floor	2,995.00	0.00	2,995.00	0.00	2,995.00	100	0.00	149.75
03	Masonry	168,168.00	151,168.00	2,000.00	0.00	153,168.00	91	15,000.00	7,658.40
04	Metal Fabrications	383,684.00	383,684.00	0.00	0.00	383,684.00	100	0.00	19,184.20
05	Colf Form Framing & Gyp	399,101.00	383,450.00	15,651.00	0.00	399,101.00	100	0.00	19,955.05
06	General Trades & Carpentry	540,981.00	530,721.00	10,260.00	0.00	540,981.00	100	0.00	27,049.05
07	Roofing	366,500.00	366,500.00	0.00	0.00	366,500.00	100	0.00	18,325.00
08	EIFS	98,604.00	88,164.00	0.00	0.00	88,164.00	89	10,440.00	4,408.20
09	Air Barrier	43,600.00	43,600.00	0.00	0.00	43,600.00	100	0.00	2,180.00
10	Aluminum Storefront Systems	294,902.00	248,149.00	39,253.00	0.00	287,402.00	97	7,500.00	14,370.10
11	Safety Laminates	76,293.00	0.00	38,146.00	0.00	38,146.00	50	38,147.00	1,907.30
12	Tile & Flooring	140,417.00	137,426.00	2,991.00	0.00	140,417.00	100	0.00	7,020.85
13	Acoustical Ceiling Tile	94,776.00	91,297.00	3,479.00	0.00	94,776.00	100	0.00	4,738.80
14	Wall Coverings & Painting	94,246.00	76,230.00	18,016.00	0.00	94,246.00	100	0.00	4,712.30
15	Fire Suppression	51,000.00	51,000.00	0.00	0.00	51,000.00	100	0.00	2,550.00
16	Plumbing	207,506.00	204,000.00	3,506.00	0.00	207,506.00	100	0.00	10,375.30
17	HVAC	498,717.00	487,457.00	11,260.00	0.00	498,717.00	100	0.00	24,935.85
18	Electrical	297,359.00	293,600.00	3,759.00	0.00	297,359.00	100	0.00	14,867.95
19	Low Voltage	121,208.00	121,208.00	0.00	0.00	121,208.00	100	0.00	6,060.40
20	Earthwork	158,165.00	145,592.00	7,573.00	0.00	153,165.00	97	5,000.00	7,658.25
21	Pavement	64,780.00	17,567.00	0.00	0.00	17,567.00	27	47,213.00	878.35
22	Fencing	148,115.00	34,000.00	0.00	0.00	34,000.00	23	114,115.00	1,700.00
GRAND TOTAL									

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101210ACD44

Document G703™ – 1992

Continuation Sheet

Page 3

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 11
APPLICATION DATE: 4/30/2025
PERIOD TO: 4/30/2025
ARCHITECT'S PROJECT NO: 23033

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D ÷ E)	THIS PERIOD					
23	Landscaping & Retaining Wall	49,929.00	29,195.00	10,000.00	0.00	39,195.00	79	10,734.00	1,959.75
24	Utilities	112,534.00	112,534.00	0.00	0.00	112,534.00	100	0.00	5,626.70
25	Artificial Surfacing	66,086.00	0.00	0.00	0.00	0.00	0	66,086.00	0.00
26	Wood Floor Rein & Stripe	20,387.00	0.00	0.00	0.00	0.00	0	20,387.00	0.00
27	General Conditions	328,432.00	294,276.00	17,078.00	0.00	311,354.00	95	17,078.00	15,567.70
28	Performance Bond	54,000.00	54,000.00	0.00	0.00	54,000.00	100	0.00	2,700.00
29	Building Permit	11,902.00	11,902.00	0.00	0.00	11,902.00	100	0.00	595.10
30	Construction Managment Fee	316,913.00	263,033.00	11,595.00	0.00	274,628.00	87	42,285.00	13,731.40
31	Liability Insurance	43,065.00	39,150.00	3,915.00	0.00	43,065.00	100	0.00	2,153.25
32	Owner Contingency	85,992.00	0.00	0.00	0.00	0.00	0	85,992.00	0.00
33	Allowance Testing Services; Soils & Concrete	10,000.00	3,098.00	1,502.00	0.00	4,600.00	46	5,400.00	230.00
34	Allowance Soil Borings	5,000.00	3,133.00	1,867.00	0.00	5,000.00	100	0.00	250.00
	GRAND TOTAL	5,681,885.00	4,983,045.00	204,846.00	0.00	5,187,891.00	91	493,994.00	259,394.55

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101210ACD344



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: May 13, 2025

Agenda Item: # 6.a

To: Brian Heckendorf, Village President
Jen Heidtke, Village Administrator
Village Board

From: Collin Johnson, Director of Inspections/Zoning

Subject: Ordinance #25-03 Rezoning of Parcel V3_008700K and a Portion of Parcel V3_007900Y - Dittmar Properties, LLC, Second Reading

Description / Background and Analysis:

Dittmar Properties, LLC. seeks to rezone a portion of their property identified as all of Parcel V3_008700K and a portion of Parcel V3_007900Y located in the Village of Jackson. The parcels were joined under a previously approved Certified Survey Map. Current zoning designations including Planned Unit Development (PUD), Single-Family Residential District, and R-9 Mobile Home Park are assigned to these properties. The owner intends to construct multi-family housing within a single building. Therefore, staff are recommending a rezoning to R-8 Multi-Family District which will allow for the multi-family development to proceed.

The property is further described as follows:

A division of Outlot 2 in Certified Survey Map No.6901 and Lands, being a part of the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section18, in Township 10 North, Range 20 East, in the Village of Jackson, Washington County, Wisconsin.

Comprehensive Plan and Zoning Impacts:

The property is designated Multi-Family/High Density Urban Residential under the Village Comprehensive Plan and currently has multiple zoning designations including R-1 Single-Family Residential, R-9 Mobile Home Park, and Planned Unit Development District.

Site Plan:

See attached location map.

Review Procedures:

The Plan Commission is advisory; and the Village Board makes the final decision.

Signage:

N/A



Taking the lead in Washington County.

Additional Staff Comments:

Building Inspection/Zoning

- Staff recommends approval of the rezoning.

Notice Requirements:

- Posting on the agenda
- Notification of all contiguous property owners
- Notification of all other municipalities located within 1000 feet of subject property (Including any non-contiguous.)
- Class II Notice for Public Hearing

Potential Action:

Motion to recommend the Village Board approve the rezoning of Parcel V3_008700K from Planned Unit Development (PUD) District to R-8 Multi-Family District and a portion of Parcel V3_007900Y from R-1 Single-Family Residential and R-9 Mobile Home Park District to R-8 Multi-Family District.

Attachments:

1. PC Application
2. Location Map
3. Ordinance 25-03 (DRAFT) to Rezone Parcel V3_008700K and Parcel V3_007900Y

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

- ☐ COMMERCIAL ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ OTHER _____
- ☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP
- ☐ New ☐ New ☐ CONCEPT PLAN
- ☐ Amendment ☐ Amendment ☐ COMP. PLAN AMENDMENT
- ☐ Special Use ☐ Special Use ☐ OTHER _____
- (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: Rosewood Lane Unit: _____ Jackson, WI

Parcel #: Lot 1 Lot Size: 45,210 sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other R-1 Floodplain: Y / N

APPLICANT INFORMATION

Name(s): Dittmar Realty, Inc

Mailing Address: PO Box 99, Menomonee Falls State WI Zip 53052

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____ - _____

Mailing Address: _____ State _____ Zip _____

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): Dittmar Properties, LLC

Address: N81 W15111 Appleton Ave, Menomonee Falls State WI Zip 53051

Office: (262) 251-5800 Cell: (414) 870-5819 Fax: (____) _____

Email: cdunn@drilots.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: R.A. Smith, Inc.

Primary Contact: John Casucci

Address: 16745 W Bluemound Rd, Brookfield State WI Zip 53005

Office: (262) 781-1000 Cell: (____) _____ Fax: (____) _____

Email: john.Casucci@rasmith.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: Rezone to R8

Provide a brief overview of proposed use(s) of entire property and/or lease space: Construct a 6 family apartment complex.

Hours of Operation: _____

Provide a brief overview of proposed daily on-site operations: _____

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: mobile home park to the east, single family to the west, multi-family to the north.

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: _____

Describe any proposed grading, and/or stormwater management plan: _____

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Describe any proposed on-site security measures including site lighting: _____

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____

Describe the projected traffic circulation and impacts: _____

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☐ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print):

Carla J Dunn

Applicant Signature:

CDunn

Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

2-22-2025

SUBMIT TO:

Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO:

Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director:

For questions concerning **application submittal, zoning, or technical questions.**

Phone:

(262) 677-9696 x810

Email:

collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 2/27/25
Amount: \$ 425.00
Payment Type: CH / CC / CASH
Check/Rcpt. #: 030511
Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 296118

Date: 2/27/2025

Check

RECEIVED
FROM

DITTMAR REALTY

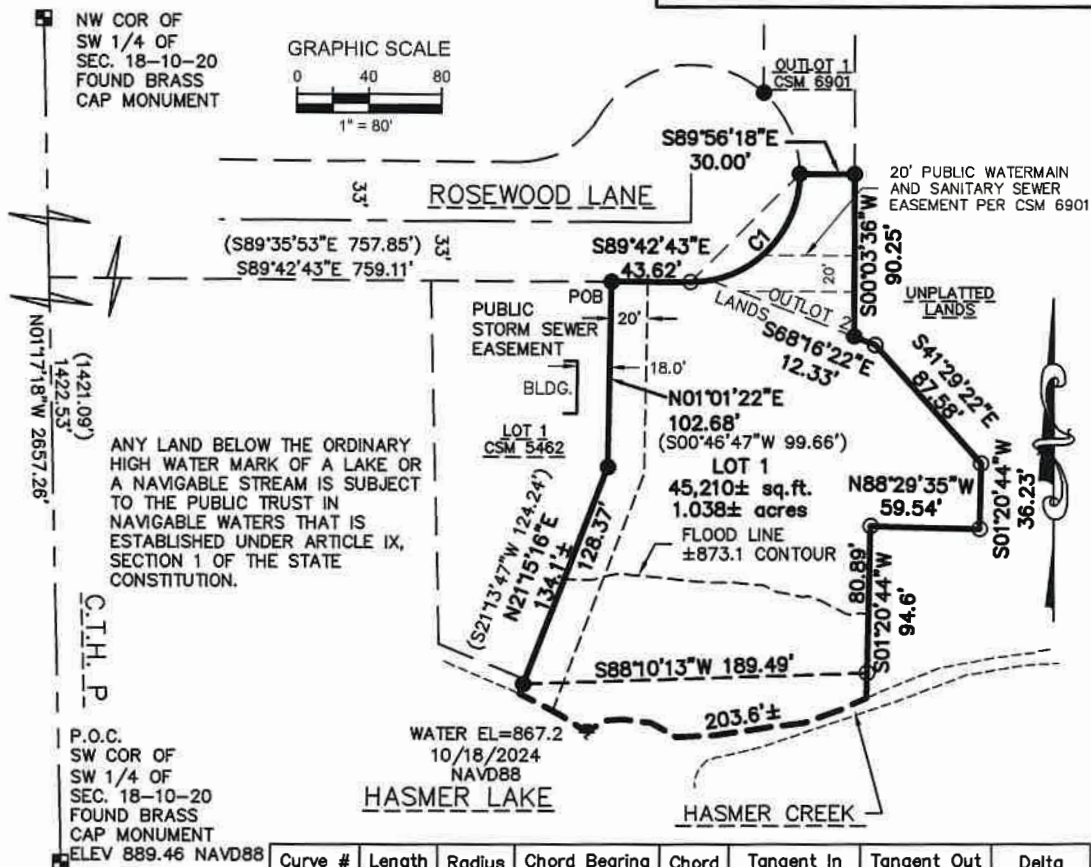
\$425.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	425.00
	DITTMAR REZONE/ROSEWOOD LN/CK#030511	

TOTAL RECEIVED	425.00
----------------	--------

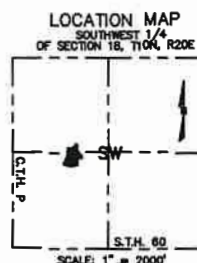
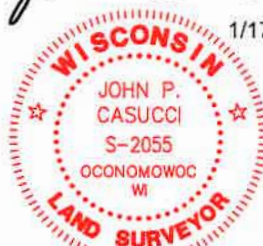
Receipt Memo: DITTMAR REZONE/ROSEWOOD LN/CK#030511

A division of Outlot 2 in Certified Survey Map No. 6901 and Lands, being a part of the Northwest 1/4 and Southwest 1/4 of the Southwest 1/4 of Section 18, in Township 10 North, Range 20 East, in the Village of Jackson, Washington County, Wisconsin.



Curve #	Length	Radius	Chord Bearing	Chord	Tangent In	Tangent Out	Delta
C1	94.49	60.00	N45°10'27"E	85.02	S89°42'43"E	N00°03'36"E	90°13'41"

John P. Cosencu



OWNER:
DITTMAR PROPERTIES LLC
PO BOX 301
JACKSON, WI 53037

SURVEYOR:
JOHN P. CASUCCI

raSmith
CREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Road
Brookfield, WI 53005-5936
(262) 781-1000
rasmith.com

Rosewood Lane



3/10/2025, 8:41:58 AM

- Current Parcel

Override 1

Address Point

Lot Number

Certified Survey Number

Leader Lines
- Parcel Taxkey & Acreage

PLSS Section

PLSS Quarter

Lot

Plat

Certified Survey Map
- Right-of-Way

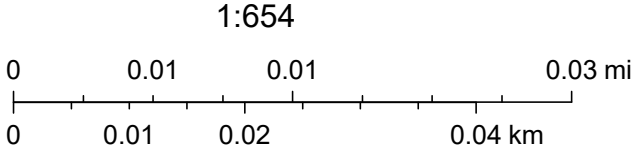
Municipality

Local Road Labels

Local Road

Named Private Drive

Meander Line



ORDINANCE #25-03

TO REZONE ALL OF PARCEL V3_008700K AND A PORTION OF PARCEL V3_007900Y IN THE VILLAGE OF JACKSON AND TO AMEND THE ZONING MAP OF THE VILLAGE OF JACKSON PURSUANT TO SECTION 48.34 OF THE MUNICIPAL CODE

WHEREAS, the Village Board for the Village of Jackson adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning"; and

WHEREAS, the Village of Jackson hereby proposes to amend the zoning classification of Parcel: V3__008700K and Parcel: V3_007900Y; and

WHEREAS, the proposed rezoning has been submitted to the Village of Jackson Plan Commission for report and recommendation; and

WHEREAS, the Village of Jackson Plan Commission considered the matter at its meeting on March 20, 2025, and recommended approval; and

WHEREAS, the Village Board conducted a public hearing on April 8, 2025; and

WHEREAS, the Village Plan Commission has recommended to the Village Board that a permanent zoning classification of R-8 Multi-Family District be made; and of the recommendation of the Plan Commission, having determined that all procedural requirements and notice requirements have been satisfied, having given the matter due consideration, having determined that the zoning classification is consistent with the Village's Comprehensive Plan, and having based its determination on the effect of granting of said zoning on the health, safety, and welfare for the community, and the immediate neighborhood in which said use will be located, and having given due consideration to the municipal problems involved, as well as the impact on the surrounding properties as to the noise, dust, smoke, odor and others, has hereby determined that the zoning classification will not violate the spirit or intent the zoning ordinance for the Village of Jackson, will not be hazardous, harmful, noxious, offensive or a nuisance by reason of noise, dust, smoke odor or other similar factors and will not for any other reason cause a substantial adverse effect on the property values and general desirability of the neighborhood as long as the development is conducted pursuant to the following conditions and is in strict compliance with the same.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. To amend the zoning designation of the subject properties, as described above, and as further depicted on Exhibit A attached hereto, and described as a portion of Parcel V3_008700K from Planned Unit Development (PUD) to R-8 Multi-Family District and Parcel V3_007900Y, from R-1 Single-Family District and R-9 Mobile Home Park District to R-8 Multi-Family District, and to amend the zoning map of the Village of Jackson to incorporate the zoning of the subject property.

Section 2. Effective Date

This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

The Village Clerk and Village Administrator are hereby authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this Ordinance.

Introduced by:_____

Seconded by:_____

Vote: _____aye _____nay

Passed and approved_____

VILLAGE OF JACKSON

By:_____
Brian J. Heckendorf, Village President

Attest:

Jacqueline Schuh, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on posting boards at the Jackson Municipal Complex, Post Office and one other location in the Village.

Village Official

Date

Exhibit A



Memo

To: Jen Heidtke, Village Administrator

From: Chief Ryan Vossekuil, Police Chief
Jack Straehler, Director of Public Works

Subject: No Parking in front of Morning Star Lutheran Church & School

Date: 04/24/2025

CC: Board of Public Works; Village Board

We have received a request from Morning Star Lutheran Church and School to create a no parking zone on Highland Road. There is a crosswalk connecting the south side of the street to the north side directly in front of the school / church. School staff report an unsafe condition and a diminished line of sight for pedestrians when vehicles are parked to the west of the existing crosswalk.

After a temporary no parking zone was set up, along with staff review. Staff recommend a no parking zone appropriate for this area. I recommend that a no parking zone be considered from the Morning Star driveway approach extending to the west until 10' west of the fire hydrant. I also recommend painting the curb yellow and placing no parking signs along the street.

The Board of Public Works may choose to direct Village staff to draft an ordinance to include the proposed change amending Chapter 42 Article 4 Section 42-82, to be approved by the Village Board

JS



ORDINANCE #25-05

**AMENDING CHAPTER 42 OF THE VILLAGE CODE
REGARDING Sec. 42-86 – LIMITED PARKING IN CERTAIN AREAS; LOADING ZONES**

THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN, does hereby ordain the following changes to the Village Code:

SECTION I. Chapter 42 Article IV Sec. 86 (1)(a) of the Village Code of the Village of Jackson is hereby amended to include the following:

a. No parking at any time in the following areas:

Adding:

Street/Location	Area
Highland Road	No parking on the south side of Highland Road at N171W20131 Highland Road, from the east driveway approach extending to the west approximately 205 feet.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after its passage and posting or publication as provided by law.

Introduced by: _____

Seconded by: _____

Vote: ____ aye ____ nay

Passed and Approved: _____

VILLAGE OF JACKSON

By: _____
Brian Heckendorf, Village President

Attest:

Jacqueline Schuh, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Dated: _____

Village Official: _____

DRAFT

Memo

To: Jen Heidtke, Village Administrator

From: Chief Ryan Vossekuil, Police Chief
Jack Straehler, Director of Public Works

Subject: Traffic Control Request

Date: 04/24/2025

CC: Board of Public Works; Village Board

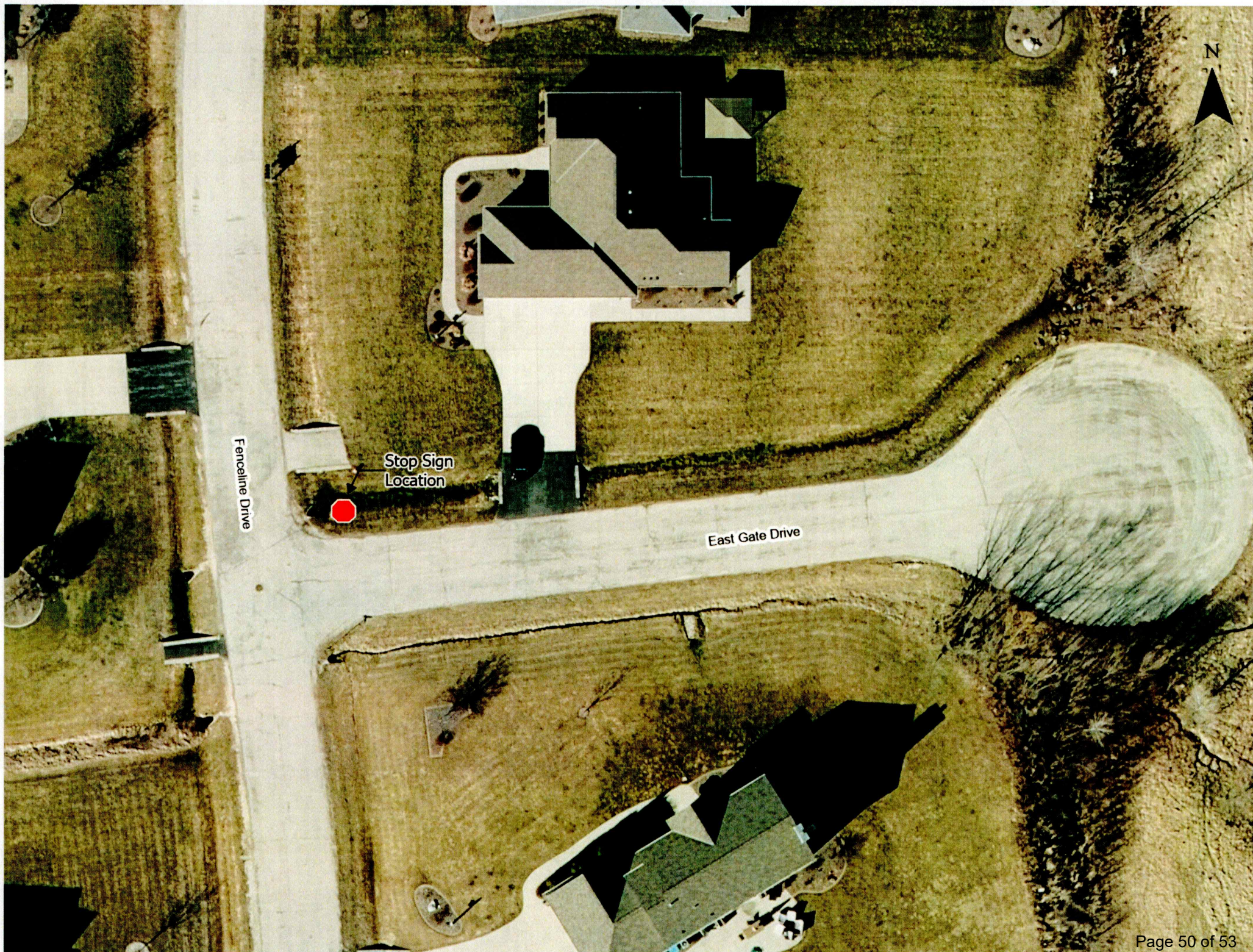
The Police Department has completed an audit of the traffic control signage in the Village. They found three intersections that require a stop or yield signs. The addition of these signs will enhance traffic safety and is in line with the Village's stop / yield sign usage throughout the rest of the village.

I am recommending a stop sign be placed at the intersection of Eastgate Drive at Fenceline Drive. Eastgate is now a thorough street to Maple Fields, and a stop sign is appropriate for the intersection.

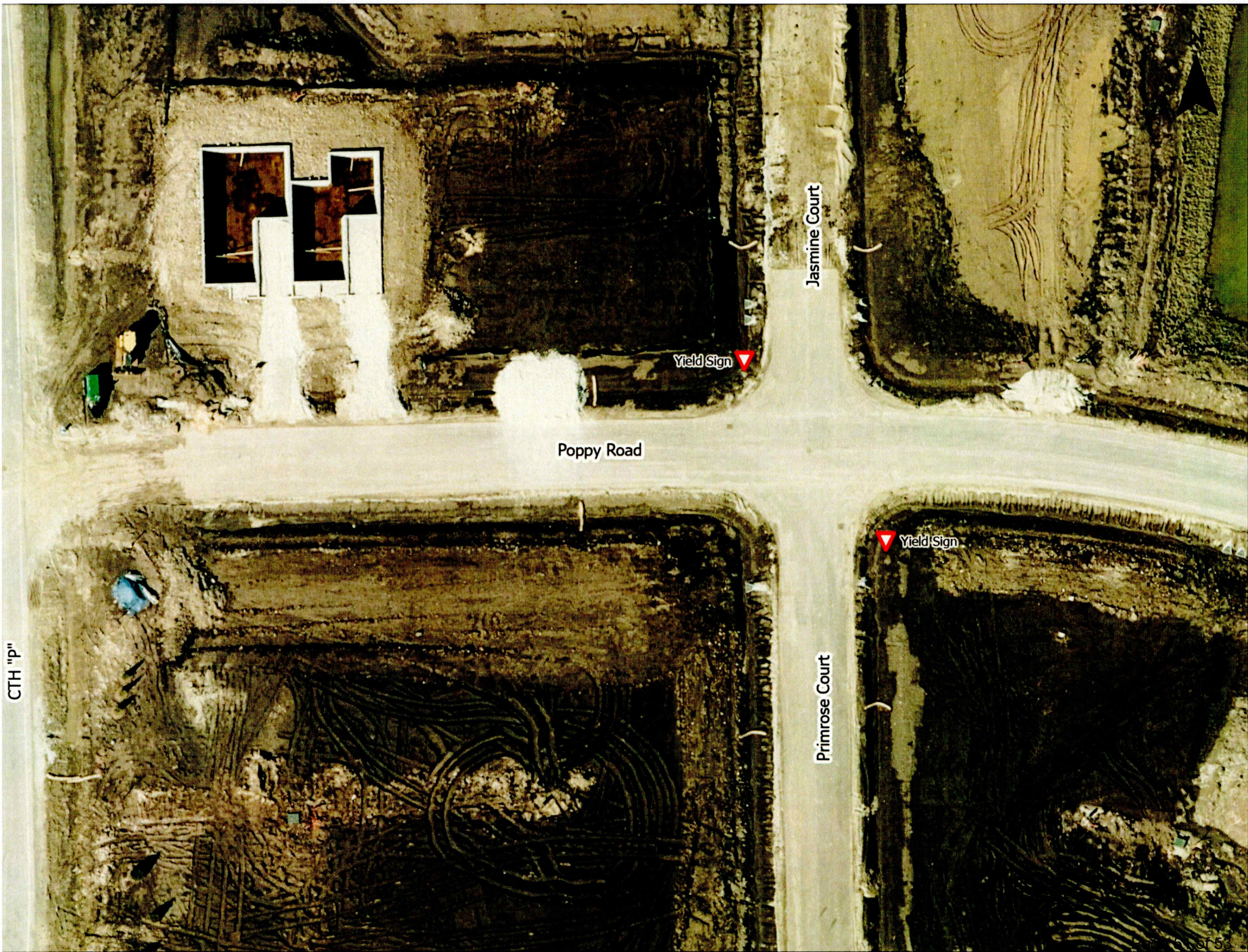
Primrose Court and Jasmine Court both intersect with Poppy Drive in the Morning Meadows Phase 2 development. I am recommending a yield sign be placed on both of those courts as they intersect with Poppy Drive.

The Board of Public Works may choose to direct Village staff to draft an ordinance to include the proposed change amending Chapter 42 Article 11 Section 42-26, to be approved by the Village Board.

JS



CTH "P"



ORDINANCE #25-06

**AMENDING CHAPTER 42 OF THE VILLAGE CODE
REGARDING Sec. 42-26 – STOP AND YIELD INTERSECTION DESIGNATION**

THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN, does hereby ordain the following changes to the Village Code:

SECTION I.

Chapter 42 Article II. Section 26 (a) of the Village Code of the Village of Jackson is hereby changed for the addition of wording to read as follows:

- (a) The following village streets are designated arterial and collector streets. All traffic entering such streets is to stop or yield for the posted signs. Arterial and collector streets are:

Adding: (20) Eastgate Drive at Fenceline Drive

Adding: (21) Primrose Court at Poppy Drive

Adding: (22) Jasmine Court at Poppy Drive

SECTION II.

This Ordinance shall take effect from and after its passage and posting.

Introduced by: _____

Seconded by: _____

Vote: ____ aye ____ nay

Passed and Approved: _____

VILLAGE OF JACKSON

By: _____
Brian Heckendorf, Village President

Attest:

Jacqueline Schuh, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Dated: _____

Village Official: _____

DRAFT