

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 Vossekuil 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 Vossekuil 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 Vossekuil was presented with a flag flown over the State Capitol and a Federal Bureau of Investigation Relic. Chief Vossekuil 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