

VILLAGE OF JACKSON

VILLAGE BOARD MEETING

Tuesday, July 8, 2025 at 7:30 PM

Minutes

1. Call to Order and Roll Call

The meeting was called to order at 7:30 PM by Tr. Don Olson.

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

Members Excused: Pres. Heckendorf

Members Absent: None

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

2. Pledge of Allegiance

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

3. Presentations

a. 2025 Water Rate Study Phase 2 - Presentation by Ehlers Financial Advisors, with Possible Discussion and Action

Ehlers Public Financial Advisors Representative, Ariana Schmidt, advised the last Conventional Rate Case (CRC) was in 2010, with Simplified Rate Cases (SRC) in both 2023 and 2025. She explained the Public Service Commission's (PSC) process for determining a utility rate, how depreciation affects calculations, and that the PSC allows for normalizing one-time costs. She provided a side-by-side comparison of cash-basis vs. utility-basis math and how each affects utility rates, a rate impact analysis for a typical customer, and how the use of regular planned increases will affect future revenue. Per Schmidt, Ehlers recommends the Conventional Rate Case application be filed with the PSC, Utility Cashflow Updates continue as part of the 2025 Financial Management Plan, and that communication be managed by the Village of Jackson.

Topics of continued conversation between Schmidt and the Board included future project and equipment costs being covered by utility revenue, past and future communication with the public, and tentative timelines for PSC responses.

The motion to file the CRC application for the year 2025 at the benchmark rate of return of 16.38% was made by Tr. Olson and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

4. Public Hearings

- a. Ordinance #25-06 An Ordinance to Amend the Adopted 2050 Comprehensive Plan for the Village of Jackson, Washington County, Wisconsin

Tr. Olson opened the floor for the public hearing, noting the Ordinance number should be #25-07.

Nobody present spoke on this item.

Tr. Olson closed the public hearing.

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 of the Village Board Meeting of June 10, 2025
b. Proposed Contract for Cleaning Services - N&J Professional Cleaners, LLC

The motion to approve the consent agenda was made by Tr. Olson and seconded by Tr. Kruepke.

Police Chief Vossekuil confirmed background checks will be completed. Administrator Heidtke identified N&J Professional Cleaners, LLC as a family-owned, local business whose services are under contract with neighboring businesses.

Vote: 6 ayes, 0 nays. Motion carried.

7. Budget and Finance Committee

- a. Change Order #1 - Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction for an increase in the amount of \$83,797.32

The motion to approve Change Order #1 for the Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction for an increase in the amount of \$83,797.32 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Pay Request #2 - Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$219,429.58

The motion to approve Pay Request #2 for the Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction in the amount of \$219,429.58 was made

by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Pay Request #16 - Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project - J.H. Hassinger in the amount of \$99,540.52

The motion to approve Pay Request #16 for the 2024 Wastewater Treatment Plant Tertiary Filters and Disinfection Project for J.H. Hassinger in the amount of \$99,540.52 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Clean Water Fund Loan Request #13 - 2024 Wastewater Treatment Plant Project in the amount of \$125,364.57

The motion to approve Reimbursement Request #13 for the 2024 Wastewater Treatment Plant Tertiary Filters and Disinfection Project from the Clean Water Fund Loan in the amount of \$125,364.57 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Wastewater Treatment Plant Disk Filter Maintenance - Veolia Water Technologies in the amount of \$113,071.38

The motion to approve Wastewater Treatment Plant Disk Filter Maintenance to Veolia Water Technologies in the amount of \$113,071.38 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Review of Bids - Glen Brooke Drive and Jackson Drive Path Project

The motion to recommend the Village Board award the reconstruction of the Glen Brooke Drive Path to Poblocki Paving in the amount of \$88,505.00 and preventative maintenance work for the Jackson Drive Path to Johnson and Sons Paving in the amount of \$7,300.00, was made by Tr. Wells and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- g. 2025-2026 Contract Amendment #2 - Gremmer & Associates in the amount of \$301,825.00

The motion to approve 2025-2026 Contract Amendment #2 with Gremmer & Associates for engineering services for a total amount of \$301,825.00 made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- h. Pay Request #13 - Jackson Community Center Expansion Project - Moore Construction in the amount of \$108,416.85

The motion to approve Pay Request #13 for the Jackson Community Center Expansion Project for Moore Construction in the amount of \$108,416.85 was made by Tr. Wells and seconded by Tr. Kruepke.

Director Mentzel explained there are items still outstanding in the project which will result in an additional change order and residual payments to close out the project. Per Director Mentzel, the project is anticipated to come in under budget.

Vote: 6 ayes, 0 nays. Motion carried.

8. Plan Commission

- a. Ordinance #25-06 An Ordinance to Amend the Adopted 2050 Comprehensive Plan for the Village of Jackson, Washington County, Wisconsin

The motion to adopt Ordinance #25-07 amending the definition of multifamily urban density residential, updating the land use categories for certain parcels referred to within the resolution, and amending map one titled "Land Use Plan for the Village of Jackson 2050," contained within the Village of Jackson Comprehensive Plan, was made by Tr. Wells and seconded by Tr. Emmrich. A roll call vote was taken:

Tr. Olson: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kruepke: Aye
Tr. Kurtz: Aye
Tr. Wells: Aye

Votes: 6 ayes, 0 nays. Motion carried.

The motion to suspend the rules for a second reading of Ordinance #25-07 was made by Tr. Wells and seconded by Tr. Emmrich. A roll call vote was taken:

Tr. Olson: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kruepke: Aye
Tr. Kurtz: Aye
Tr. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve the second reading of Ordinance #25-07 amending the definition of multifamily urban density residential, updating the land use categories for certain parcels referred to within the resolution, and amending map one titled "Land Use Plan for the Village of Jackson 2050," contained within the Village of Jackson Comprehensive Plan was made by Tr. Wells and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

9. West Bend School District

No report.

10. Washington County Board Report

Tr. Olson read an email update from Supervisor Mike Schwab.

11. Greater Jackson Business Alliance

No report.

12. Mid-Moraine Municipal Association Report

Tr. Olson indicated the next meeting will be in September, when sessions resume.

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.", §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", and §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".

The closed session is for the following purposes:

1. To Receive Information Regarding Specific Employees

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

Tr. Olson: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kruepke: Aye

Tr. Kurtz: Aye

Tr. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:11 PM. Those present in the closed session were Village Board members and Administrator Heidtke. Pres. Heckendorf joined the closed session virtually.

14. Reconvene in 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. Olson and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 8:27 PM.

No action was taken on the closed session items.

15. Adjourn

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 8:27 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson