

VILLAGE OF JACKSON
VILLAGE BOARD MEETING
Tuesday, October 14, 2025 at 7:30 PM
Minutes

1. Call to Order and Roll Call

The meeting was called to order at 7:30 PM by Pres. Heckendorf.

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

Members Excused: None

Members Absent: Tr. Olson

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

2. Pledge of Allegiance

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

3. Public Hearings

- a. Ordinance #25-11 to Re-zone Parcels: V3_018900C, V3_019300B and V3_019300A from M-2 General Manufacturing District and Parcel V3_019300D from Planned Unit Development to I-1 Institutional and Public Service District in the Village of Jackson

Pres. Heckendorf opened the floor for the public hearing at 7:31 PM.

Nobody present spoke regarding the topic.

Pres. Heckendorf closed the public hearing at 7:31 PM.

4. 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.

5. Consent Agenda

- a. Approval of Minutes for the Joint Session - Special Village Board and Plan Commission Meeting of August 21, 2025
- b. Approval of Minutes for Village Board meeting of September 9, 2025
- c. Review of 2026 License Agreement to Farm Public Land - Loduha
- d. Review of Cleaning Service Agreement - N&J Professional Cleaners, LLC
- e. Letter for Proposed Fee Increase - Mid-Moraine Municipal Court
- f. Resolution #25-29 - Approving Changes to the Village of Jackson Urban Area Functional Classification System

The motion to approve items 5a through 5f on the consent agenda was made by Tr. Wells and seconded by Tr. Kruepke.

Tr. Emmrich requested the following correction be made to the September 9, 2025, Village Board minutes: Add D. Olson's vote of 'aye' to item #8 roll call vote.

Vote: 6 ayes, 0 nays. Motion carried.

6. Budget and Finance Committee

- a. Change Order #3 – 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction for an increase in the amount of \$22,047.75

The motion to approve Change Order #3 for the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction for an increase in the amount of \$22,047.75 was made by Tr. Wells and seconded by Tr. Kruepke.

Director Straehler reviewed items in the packet when asked for the reasons for the increase.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Change Order #1 - 2025 Hickory Lane Reconstruction Project - Vinton Construction for an Increase in the amount of \$39,952.00

The motion to approve Change Order #1 for the 2025 Hickory Lane Reconstruction Project for Vinton Construction for an increase in the amount of \$39,952.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Change Order #2 - 2025 Hickory Lane Reconstruction Project - Vinton Construction for an Increase in the amount of \$5,950.00

The motion to approve Change Order #2 for the 2025 Hickory Lane Reconstruction Project for Vinton Construction for an increase in the amount of \$5,950.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Pay Request #5 – 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$388,971.85

The motion to approve Pay Request #5 for the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction in the amount of \$388,971.85 was made by Tr. Wells and seconded by Tr. Kruepke.

Director Straehler indicated that one more change order and one more pay request are anticipated for this project.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Pay Request #3 - 2025 Hickory Lane Reconstruction Project - Vinton Construction in the amount of \$479,393.34

The motion to approve Pay Request #3 for the 2025 Hickory Lane Reconstruction Project in the amount of \$479,393.34 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Letter of Credit Reduction - Morning Meadows Subdivision Phase 3 – Home Path Financial in the amount of \$1,169,412.00

The motion to approve the Letter of Credit Reduction for the Morning Meadows Subdivision Phase 3 for Home Path Financial in the amount of \$1,169,412.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- g. Letter of Credit Reduction - Morning Meadows Subdivision Phase 1 – Home Path Financial in the amount of \$30,912.00

The motion to approve the Letter of Credit Reduction for the Morning Meadows Subdivision Phase 1 for Home Path Financial in the amount of \$30,912.00, contingent upon verification that the original payment was received, was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- h. Developer's Agreement Amendment and Letter of Credit Exchange - Laurel Springs Addition #1 - Bielinski Homes

The motion to approve the Developer's Agreement Amendment and Letter of Credit Exchange for Laurel Springs Addition #1 for Bielinski Homes was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

7. Plan Commission

- a. Certified Survey Map for Parcels: V3_0188, V3_018900C, V3_019300A, V3_019300B, and V3_019300D - West Bend School District

The motion to approve the Certified Survey Map for Parcels V3_0188, V3_018900C, V3_019300B, V3_019300A, and V3_019300D, for the West Bend School District was made by Tr. Wells and seconded by Tr. Emmrich.

Police Chief and Interim Village Administrator Ryan Vossekuil noted the Certified Survey Map includes the changes recommended by the Engineer.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Ordinance #25-11 to Re-zone Parcels: V3_018900C, V3_019300B and V3_019300A from M-2 General Manufacturing District and Parcel V3_019300D from Planned Unit Development to I-1 Institutional and Public Service District in the Village of Jackson

The motion to introduce Ordinance #25-11 to Rezone Parcels V3_018900C, V3_019300B and V3_019300Z from M-2 General Manufacturing District and Parcel V3_019300D from

Planned Unit Development to I-1 Institutional and Public Service District in the Village of Jackson was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Votes: 6 ayes, 0 nays. Motion carried.

The motion to suspend the rules for a second reading of Ordinance #25-11 was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kurtz: Aye

Tr. Kruepke: Aye

Tr. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve the second reading of Ordinance #25-11 was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

8. West Bend School District

West Bend School District Superintendent Jennifer Wimmer gave an update of school district projects.

9. Washington County Board Report

Pres. Heckendorf read an update emailed to him from County Supervisor Mike Schwab.

10. Greater Jackson Business Alliance

No report.

11. Mid-Moraine Municipal Association Report

Tr. Kurtz stated the next meeting would be held in Jackson in January.

12. 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" 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) and §19.85(1)(g) was made by Pres. Heckendorf and seconded by Tr. Emmrich. A roll call vote was taken:

Pres. Heckendorf: Aye
Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kurtz: Aye
Tr. Kruepke: Aye
Tr. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 7:55 PM. Those present in the closed session were the Board members, Police Chief and Interim Administrator Ryan Vossekuill, Fire Chief Aaron Swaney, and Village Attorney Matt Parementier via video conference.

13. 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 Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 8:33 PM.

No action was taken on the closed session items.

Vote: 6 ayes, 0 nays. Motion carried.

14. Adjourn

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 8:34 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson