

VILLAGE OF JACKSON
VILLAGE BOARD MEETING
Monday, October 20, 2025 at 6:00 PM
Minutes

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. Kruepke, Tr. Kurtz, and Tr. Wells

Members Excused: Tr. Olson

Members Absent: None

Staff Present: Police Chief and Interim Administrator Ryan Vossekuil, Inspections and Zoning Director Collin Johnson, 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. Presentations

- a. Review of Final Budget and Financial Management Plan with TID and Utilities Forecasting — Ehlers Financial Advisors, with Possible Discussion and Action

Ariana Schmidt, representative of Ehlers Financial Advisors, provided a financial overview of the Village of Jackson. Included in her presentation was information on Tax Incremental Districts, the proposed 2026 Operational Budget, historical data for the water and sewer utilities, the status of the Full Rate Case currently before the Public Service Commission, and forecasting based on the resulting data.

The motion to direct staff to publish a budget summary for a public hearing on November 11, 2025, was made by Pres. Heckendorf and seconded by Tr. Kurtz.

Vote: 6 ayes, 0 nays. Motion carried.

4. Public Hearing

- a. Conditional Use and Site Plan Review — Parcels V3_0188, V3_018900C, V3_019300A, V3_019300B and V3_019300D located at W204N16700 Jackson Drive – West Bend School District

Pres. Heckendorf opened the floor for the public hearing at 6:35 PM.

Nobody present wished to speak on this topic.

Pres. Heckendorf closed the public hearing at 6:36 PM.

5. Plan Commission

- a. Conditional Use and Site Plan Review — Parcels V3_0188, V3_018900C, V3_019300A, V3_019300B and V3_019300D located at W204N16700 Jackson Drive – West Bend School District

The motion to approve the Conditional Use and Site Plan for Parcels V3_0188, V3_018900C, V3_019300A, V3_019300B, and V3_019300D located at W204N16700 Jackson Drive, subject to items 1-6 in the memo, was made by Tr. Wells and seconded by Tr. Kruepke.

Attorney Parmentier suggested the motion contain the following language:

Motion to approve the Conditional Use and Site Plan for Parcels V3_0188, V3_018900C, V3_019300A, V3_019300B, and V3_019300D located at W204N16700 Jackson Drive, authorizing staff to make non-material amendments to the development agreement, and subject to the following six conditions:

1. Recording of the updated Certified Survey Map with the Washington County Register of Deeds.
2. The execution of a definitive Development Agreement for the use of the subject property as a school, which development agreement shall include such terms and conditions as determined by the Village Board, including adequate provisions for the inspection, acceptance, and financial security for any improvements to be dedicated to the Village as well as traffic, parking, and pedestrian accommodations as determined by the Village Board.
3. Review and approval of the completed Stormwater Management Plan, including the execution and recording of a post-construction stormwater management plan for the property.
4. The location of the west vehicle lane shall be reconfigured to remove the encroachment from the 25-foot setback area as indicated in the Consulting Engineers comments included in the Staff Memo.
5. Prior to the issuance of any permits, the developer/owner must reimburse the Village for any charge-back fees and other related charges that may be outstanding.
6. The developer/owner is solely responsible for ensuring the proposed project complies with any private restrictions (e.g., covenants) and easements that may apply to the subject property.

Tr. Wells, seconded by Tr. Kruepke, amended the motion as suggested by Attorney Parmentier.

Vote: 6 ayes, 0 nays. Motion carried.

6. 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 6:48 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson