

**VILLAGE OF JACKSON**  
**VILLAGE BOARD MEETING**  
**Tuesday, March 10, 2026 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, Tr. Olson, and Tr. Wells

Members Excused: None

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 Deputy Clerk Pamela Wolf

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

3. Public Hearings

Pres. Heckendorf opened the floor for the public hearing. Nobody present wished to speak. Pres. Heckendorf closed the public hearing.

- a. Conditional Use and Site Plan Review - W209N17391 Industrial Drive - RAD Investments, LLC, DBA UEMSI/HTV - Rick Dresang
- b. Conditional Use and Site Plan Review - W208N16945 N. Center Street - Commercial Laundry-Riley Hansen

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

Pres. Heckendorf received no objections when requesting item 5b be addressed separately. No other board members requested any other items be addressed separately.

- a. Approval of Minutes of the Village Board Meeting of February 10, 2026
- b. Resolution #26-05 Honoring Jacob Caltagerone for Achieving Certification as a Park and Recreation Professional
- c. Resolution #26-07 Accepting Funds from the Washington County Emergency Medical Service (EMS) and Fire Grant Program

- d. 2026 Subscription Services - Economic Development of Washington County
- e. Appointment of Interim Clerk Pamela Wolf Until Such a Time the Village Board Appoints a Successor Village Clerk

The motion to approve items 5a, 5c, 5d, 5e on the consent agenda and to remove 5b to address separately, was made by Tr. Olson and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to introduce Resolution #26-05 Honoring Jacob Caltagerone for Achieving Certification as a Park and Recreation Professional was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf asked Jacob Caltagerone to stand as he read Resolution #26-05 and congratulated Jacob on his accomplishment.

6. Budget and Finance Committee

- a. Review of 2022 Stormwater Pond Compliance Report and Invoicing — Request for Refund of Special Assessments

This item will be postponed for consideration at the April 14, 2026, meeting.

- b. Review of Bids - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

The motion to award the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive and Linden Drive to Vinton Construction was made by Tr. Kurtz and seconded by Tr. Kruepke.

Director Straehler asked that the dollar amount and alternative two be included in the motion. Tr. Kurtz amended the motion to include the base bid and alternative two in the total amount of \$2,717,324.31, Tr. Kruepke seconded.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Review Construction Engineering Services Agreement - Cedar Corporation - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

The motion to approve the construction inspection and contract administration services agreement from Cedar Corporation for the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive and Linden Drive in an amount not to exceed \$275,000.00 was made by Tr. Olson and seconded by Tr. Kurtz.

Vote: 7 ayes, 0 nays. Motion carried.

- d. Review Professional Services Proposal - HydroCorp - 2026/2027 Cross-Connection Inspections

The motion to approve the professional services proposal from HydroCorp for the 2026/2027 village-wide commercial and industrial cross-connection inspections in the amount of

\$31,574.49 was made by Tr. Engelhardt and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

- e. Resolution #26-08 Providing for the Sale of Approximately \$3,430,000 General Obligation Promissory Notes, Series 2026A

Ariana Schmidt, with Ehler's, was present. She provided an overview of the pre-sale report (bids are coming in lower) as well as the timeline and process involved.

The motion to approve Resolution #26-08 Resolution providing for the Sale of Approximately \$3,430,000 General Obligation Promissory Notes, Series 2026A, was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

- f. Resolution #26-09 Providing for the Sale of Approximately \$3,510,000 Water and Sewer System Revenue Bonds, Series 2026B

Similar to item 6e, Ariana reviewed the pre-sale forecast, timeline, and explanation of funds being dispersed amongst water, sewer and streets appropriately according to sales.

The motion to approve Resolution #26-09 Resolution Providing for the Sale of Approximately \$3,510,000 Water and Sewer System Revenue Bonds, Series 2026B, was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 7 ayes, 0 nays. Motion carried.

## 7. Plan Commission

- a. Review of Extra-Territorial Two-Lot Certified Survey Map - Parcels: T7\_0736 and T7\_073600A - Jeffrey and Ruth Smith

The motion to approve the Certified Survey Map for properties identified as Parcels: T7\_0736 and T7\_073600A was made by Pres. Heckendorf and seconded by Tr. Kurtz.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Conditional Use and Site Plan Review — W209N17391 Industrial Drive — RAD Investments, LLC, DBA UEMSI/HTV — Rick Dresang

The motion to approve the conditional use and site plan for RAD Investments, LLC to construct a 7,040 square foot storage building was made by Tr. Wells and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Conditional Use and Site Plan Review - W208N16945 N. Center Street - Commercial Laundry - Riley Hansen

The motion to approve the conditional use request from Riley Hanson to operate an industrial laundry facility as submitted was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

8. Board of Public Works

None.

9. Personnel Committee

a. Review Revisions to Section 1 of the Employee Handbook - General Personnel Policies

The motion to authorize the Village Attorney and Village Administrator to review, revise and distribute to employees the updated Section 1 of the Employee Handbook was made by Tr. Kurtz and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

10. West Bend School District

Tr. Wells provided an update.

11. Washington County Board Report

Pres. Heckendorf read a report provided by Michael Schwab, County Board Supervisor.

12. Greater Jackson Business Alliance

Director Mentzel provided an update.

13. Mid-Moraine Municipal Association Report

Tr. Olson provided an update.

14. 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 7:58 PM.

Respectfully Submitted,

Pamela Wolf  
Deputy Clerk  
Village of Jackson