

VILLAGE OF JACKSON

VILLAGE BOARD MEETING

Tuesday, July 14, 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. Kurtz, Tr. Olson, Tr. Schlenz and Tr. Wells

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Heidtke, Inspections and Zoning Director Collin Johnson, Treasurer Darlene Smith, Public Works Director Jack Straehler, Fire Chief Aaron Swaney, Police Chief Ryan Vossekuil, Clerk Lisa Heiser and Deputy Clerk Pamela Wolf

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those in attendance.

Pres. Heckendorf requested to alter agenda order and handle item 6b prior to the presentations and public hearing. There were no objections. President Heckendorf requested Jeff Froemming come to the front where President Heckendorf read Resolution #26-26 aloud.

b. Resolution #26-26 - Appreciation of Service to Jeff Froemming - Jackson Fire Department

The motion to introduce Resolution #26-26 Appreciation of Service to Jeff Froemming Jackson Fire Department was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

3. Presentations

a. Review 2025 Draft Audit of the Financial Statements - Presentation by Lucida, LLC, with Possible Discussion and Action

Pattie Reda, Representative of Lucida, LLC, provided an overview of the Year-End 2025 Auditor's Report and Financial Statements. Ms. Reda noted the status of TID 4, 5,6 and 7, Capital Projects, Debt Limit, as well as Water and Sewer Funds status and reported it was a clean audit.

The motion to accept the 2025 Audit was made by Tr. Kurtz and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

b. Review of Proposed 2027 Capital Improvement Plan

Administrator Heidtke provided background.

The motion to direct staff to proceed with the Capital Project Planning as proposed, or with amendments if we have any, for the purpose of creating a draft 2027 budget and capital projects plan for review by the board at the August meeting was made by Tr. Engelhardt and seconded by Tr. Kurtz.

Vote: 7 ayes, 0 nays. Motion carried.

4. Public Hearings

- a. Conditional Use and Site Plan Review - N168W20160 Main Street - Freedom Fellowship Church

Pres. Heckendorf opened the floor for the public hearing.

Attorney Michael Keepman spoke on behalf of Freedom Fellowship Church requesting the same existing conditional use apply to one or both parcels, as it is now. Pres. Heckendorf explained action would take place later in the meeting; this was just the public hearing portion.

No additional persons wished to be heard. Pres. Heckendorf 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 9, 2026

The motion to approve the minutes of the June 9, 2026, Village Board meeting was made by Tr. Emmrich and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

7. Approval of Licenses

- a. Cigarette/Tobacco/Vape License
 - i. Wisconsin Horticulture, LLC (Agent: Michelle Bramlett) N168W20542 Main Street

The motion to table the Cigarette, Tobacco and Vape License for Wisconsin Horticulture, LLC due to an incomplete application was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Tr. Emmrich questioned if they were still able to sell in the interim. Deputy Clerk Wolf stated this is a new license, not a renewal, so they are not permitted to sell products requiring the license until the license has been issued.

Vote: 7 ayes, 0 nays. Motion carried.

8. Budget and Finance Committee

- a. Pay Request #1 – 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive - Vinton Construction in the amount of \$112,803.94

The motion to approve Pay Request #1 for the 2026 Street Improvement Project for Eagle, Hawthorn, Aspen and Linden Drives to Vinton Construction in the amount of \$112,803.94 was made by Tr. Wells and seconded by Tr. Schlenz.

Vote: 7 ayes, 0 nays. Motion carried.

- b. Pay Request #1 – 2026 Wastewater Treatment Plant Fill Removal Project – BMCI Construction in the amount of \$118,802.25

The motion to approve Pay Request #1 for the 2026 Wastewater Treatment Plant Fill Removal Project to BMCI Construction in the amount of \$118,802.25 was made by Tr. Olson and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

- c. Reimbursement Request #16 - 2024 Wastewater Treatment Plant Tertiary Filter and UV Disinfections Project - Clean Water Fund Loan in the amount of \$39,575.63

The motion to approve Reimbursement Request #16 for the 2024 Wastewater Treatment Plant Tertiary Filter and UV Disinfections Project, Clean Water Fund Loan in the amount of \$39,575.63 was made by Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

- d. Pay Request #3 - 2025 Dog Park at Cedar Creek Park - Lowe Underground, Inc. in the amount of \$61,605.51

The motion to approve Pay Request #3 for the 2025 Dog Park Project at Cedar Creek Park to Lowe Underground, Inc. in the amount of \$61,605.51 was made by Tr. Wells and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

9. Plan Commission

- a. Conditional Use and Site Plan Review - N168W20160 Main Street - Freedom Fellowship Church

The motion to approve the conditional use request and site plan for Freedom Fellowship Church, to operate a worship facility and related uses at N168W20160 Main Street, as submitted was made by Pres. Heckendorf and seconded by Tr. Kurtz.

Due to a scrivener's error on the Washington County Geographic Information System, the agenda reflected an incorrect property address. The correct address for the church is N168W20152 Main Street and is the building being approved for conditional use.

Vote: 7 ayes, 0 nays. Motion carried.

10. West Bend School District

Tr. Wells back to school information is all updated on the school district website.

11. Washington County Board Report

No report was provided by Supervisor Schwab or Hartwig.

Pres. Heckendorf stated the County EMS program is taking shape, watch emails for upcoming meetings.

12. Greater Jackson Business Alliance

Greater Jackson Business Alliance is set to meet July 15 in Hickory Lane Park at 5:00PM, this is the meeting where scholarships are awarded.

13. Mid-Moraine Municipal Association Report

Tr. Olson stated next meeting to be held in September.

14. 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)(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."

The closed session is for the following purposes:

- a. To Discuss Development Agreement with West Bend School District
- b. 2026 Village Administrator Performance Review

The motion to proceed into closed session pursuant to Wis. Stats. §19.85(1)(c) was made by Pres. Heckendorf and seconded by Tr. Engelhardt. A roll call vote was taken:

Pres. Heckendorf: Aye

Tr. Emmrich: Aye

Tr. Engelhardt: Aye

Tr. Kurtz: Aye

Tr. Schlenz: Aye

Tr. Wells: Aye

Tr. Olson: Aye

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into closed session at 8:18 PM. Those present in the closed session were the Board members and Administrator Heidtke.

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

Vote: 7 ayes, 0 nays. Motion carried. The meeting proceeded into open session at 8:54 PM.

No action was taken on the closed session items.

16. Adjourn

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

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 8:55 PM.

Respectfully Submitted,

Pamela Wolf
Deputy Clerk
Village of Jackson