

APPROVED MINUTES

Village Board Meeting

Tuesday, August 9, 2022 at 7:30 p.m.

Jackson Area Community Center

N168W20330 Hickory Lane

Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 7:30 p.m.

Members Present: Trustees Emmrich, Engelhardt, Heckendorf, Kruepke, Matter, and Wells.

Staff Present: Building Inspector Collin Johnson, Administrator Jen Keller, Treasurer Darlene Smith, Fire Chief Aaron Swaney, and Parks and Recreation Director Kelly Valentino

2. Pledge of Allegiance

Pres. Schwab led the assembly in the Pledge of Allegiance.

3. Village Citizen Comment on an Agenda Item

None

4. Committee Member Appointment – Board of Public Works

Motion by Pres. Schwab, second by Tr. Heckendorf to nominate Chris Sberna to serve on the Board of Public Works with a term to end in 2024.

Vote: 7 ayes, 0 nays. Motion carried.

President Schwab stated Clerk Dobratz would administer the Oath of Office at a later date.

5. Public Hearing – Amending Chapter 48 of Village Zoning Code by Establishing New Zoning Districts for Certain Annexed Parcels

Pres. Schwab opened the Public Hearing. No one spoke. Pres Schwab closed the Public Hearing.

6. Ordinance #22-12 Establishing Zoning for Certain Annexed Parcels and Amend the Zoning Code and Zoning Map of the Village of Jackson

Motion by Tr. Heckendorf, second by Tr. Emmrich, to introduce Ordinance #22-12

Establishing Zoning for Certain Annexed Parcels and Amend the Zoning Code and Zoning Map of the Village of Jackson.

Vote: 0 ayes, 7 nays. Motion failed.

Administrator Keller stated Staff would need to review the accuracy of ordinance language and will provide more clarification to the Board at the September meeting if the matter did not need to be referred back to the Plan Commission.

7. Approval of Minutes for the Village Board Meeting of July 12, 2022

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve the minutes for the Village Board Meeting of July 12, 2022.

Vote: 7 ayes, 0 nays. Motion carried.

8. Approval of Licenses

- **Operator's Licenses (2022-2023):**
 - East Side Mart, Main Street Mart & The Village Mart: Kendra Kreis, Crystal A.M. Smith
- Motion by Tr. Wells, second by Tr. Emmrich, to approve the licenses as listed.
Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

9. Budget & Finance Committee

- **Review of 2023 Village Employee Wages**
Motion by President Schwab, second by Tr. Wells, to recommend for 2023 budgeting purposes an increase of wages up to \$5,000 per position based upon comparable wage data available to Staff with an additional CPI adjustment of 7%, and any additional comparable wage increases to be incorporated in the 2024 budget.
Vote: 7 ayes, 0 nays. Motion carried.

- **Pay Request #24 – Municipal Complex Building**
Motion by President Schwab, second by Tr. Engelhardt, to approve Pay Request #24 for the Municipal Complex Building in the amount of \$160,693.50.
Vote: 7 ayes, 0 nays. Motion carried.

Administrator Keller stated there would be a final pay request once the operation and maintenance manuals were provided by the contractors. Final steps to occur with the project includes warranty item closeout and Cedar Corporation review of final lien waivers.

- **Engineering Proposal – Lift Station & South Interceptor Study – Foth/City Water**
Motion by President Schwab, second by Tr. Engelhardt, to approve Engineering Proposal for Lift Station & South Interceptor Study by Foth/City Water in an amount not to exceed \$89,000.00.
Vote: 7 ayes, 0 nays. Motion carried.
- **Review of Quotes for Water Tower Cleaning**
Motion by President Schwab, second by Tr. Engelhardt, to approve Water Tower Cleaning by Water Tower Clean and Coat, Inc. in the amount of \$15,700.00 for cleaning the blue and white towers.
Vote: 7 ayes, 0 nays. Motion carried.

10. West Bend School District Report

Tr. Wells stated school starts September 1st.

11. Washington County Board Report

Pres. Schwab summarized the items to be approved by the Executive Committee at the August 10, 2022 meeting including a Washington County public safety referendum to be placed on the November 8, 2022 ballot.

12. Greater Jackson Business Alliance Report

Tr. Matter reported the September meeting will be at Kerry Ingredients.

13. Mid-Moraine Municipal Association Report

Tr. Wells stated that the next meeting is Wednesday, August 10, 2022, at 7:00 p.m. regarding updates on the court systems.

14. Citizens to Address the Village Board

None

15. Closed Session pursuant to Wis. Stats. §19.85(1)(c) for the purpose of 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:

- **Review of personnel matters**
- **Review of 2023 wages for Village Employees**
- **Discuss Request from Village of Richfield for sewer and water utility services**

Motion by President Schwab, second by Tr. Wells, to convene into closed session at 7:59 p.m. to include the Village Board, the Village Administrator, the Village Attorney, and Christian Tscheschlok from Economic Development Washington County for discussion of the request from the Village of Richfield for sewer and water utility services.

Roll Call Vote: 7 ayes, 0 nays. Motion carried.

16. Reconvene into Open Session

Motion by Pres. Schwab, second by Tr. Wells, to reconvene into open session at 9:56 p.m.
Vote: 7 ayes, 0 nays. Motion carried.

20. Possible Action related to the closed session, including the approval of the proposed 2023 wages for Village Employees.

No action was taken.

21. Adjourn

Motion by Pres. Schwab, second by Tr. Wells, to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:57 p.m.

Respectfully submitted:

Jen Keller
Village Administrator