

APPROVED MINUTES
Village Board Meeting
Tuesday, June 14, 2022 at 7:30 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
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, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks and Recreation Director Kelly Valentino, Police Sergeant Justin Brinks, and Administrative Assistant Tiffany Washburn.

Also Present: Christian Tscheschlok of Economic Development Washington County and Deb Sielski of the Washington County Department of Community Development.

2. Pledge of Allegiance

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

Pres. Schwab asked permission of the Board to take a brief recess after item #20 to sign the Certified Survey Map for Mark Hauser if it is approved. The Board had no objections.

3. Presentation – TID #7 Commercial Development Strategic Engagement – Christian Tscheschlok, Economic Development Washington County

Administrator Keller gave a brief TID 7 summary and introduced Christian Tscheschlok of Economic Development Washington County (EDWC).

Christian Tscheschlok presented an overview of the project scope, recommendations for development from EDWC, and suggested next steps for the Village Board. Based on the surrounding and growing residential growth of the property, an integrated commercial development is recommended, which would encourage a more community-centric approach.

Pres. Schwab suggested Administrator Keller coordinate with Christian Tscheschlok and the Village Board to schedule a follow-up workshop. The Board had no objections.

4. Memorandum of Agreement – Washington County Next Generation Housing Fund

Administrator Keller introduced Deb Sielski, Director of the Washington County Department of Community Development.

Deb Sielski presented a brief overview of the memorandum. Discussion ensued.

Motion by Pres. Schwab, second by Tr. Wells, to approve the Memorandum of Agreement; subject to approval by the Washington County Board and subject to legal review, Administrator Keller is authorized to sign if it complies with counsel's recommendations.

Vote: 7 ayes, 0 nays. Motion carried.

5. Village Citizen Comment on an Agenda Item

None.

6. Public Hearing – Conditional Use Amendment – W225N16720 Cedar Park Court – Ernisse Distributors, LLC

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

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the Conditional Use Amendment – W225N16720 Cedar Park Court – Ernisse Distributors, LLC, conditional upon operation as per the permit request.

Tr. Engelhardt inquired as to what type of beverages will be manufactured. Inspector Johnson clarified that the facility is not for manufacturing, it is strictly warehouse distribution with some office function, and that pre-packaged beverages distributed will include alcoholic beverages.

Vote: 7 ayes, 0 nays. Motion carried.

7. Public Hearing – Conditional Use Amendment – Signage – W225N16712 Cedar Park Court #2 – St. Vincent de Paul

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

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the Conditional Use Amendment – Signage – W225N16712 Cedar Park Court #2 – St. Vincent de Paul.

Vote: 7 ayes, 0 nays. Motion carried.

8. Public Hearing – Conditional Use Amendment – Signage – W220N16712 County Road P – Kettle Marine

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

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Conditional Use Amendment – Signage – W220N16712 County Road P – Kettle Marine, to place the proposed signage at their County Road P facility and to exceed the 300 square foot maximum signable area by the additional 475 square feet for a total of 775 square feet of signage. Approval excludes any future signage intended for the pole/ground sign located along the south side of the driveway or banner signs.

Vote: 7 ayes, 0 nays. Motion carried.

9. Public Hearing – Re-Zoning of Tax Parcels V3_055100A & V3_020700A, Conditional Use Permit, and Site Plan Approval – N160W19170 Sherman Road – Sigma Engineering

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

Re-Zoning Action:

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve the Re-Zoning of Tax Parcels V3_055100A & V3_020700A from Planned Unit Development to M-1, Light Manufacturing District.

Vote: 7 ayes, 0 nays. Motion carried.

Conditional Use Action:

Motion by Pres. Schwab, second by Tr. Wells, to approve the Conditional Use permit for Sigma Engineering, N160 W19170 Sherman Road.

Vote: 7 ayes, 0 nays. Motion carried.

Site Plan Action:

Motion by Pres. Schwab, second by Tr. Emmrich, approve the Site Plan for Sigma Engineering, N160W19170 Sherman Road to operate a foundry and related operations as submitted and outlined in the application.

Vote: 7 ayes, 0 nays. Motion carried.

10. Ordinance #22-10 Amending the zoning regulations to create Zoning District M1, Limited Manufacturing District for Tax Parcels: V3_055100A and V3_020700A – Sigma Engineering

Pres. Schwab inquired with the applicant from Sigma Engineering as to whether an expedited approval of the Ordinance is needed. The applicant advised that production will ideally start at the beginning of July.

Motion by Tr. Heckendorf, second by Tr. Emmrich, to introduce Ordinance #22-10 Amending the zoning regulations to create Zoning District M1, Limited Manufacturing District for Tax Parcels: V3_055100A and V3_020700A – Sigma Engineering.

Vote: 7 ayes, 0 nays. Motion carried.

Motion by Pres. Schwab, second by Tr. Emmrich, to suspend the rules and allow the second reading of Ordinance #22-10.

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

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Ordinance #22-10 Amending the zoning regulations to create Zoning District M1, Limited Manufacturing District for Tax Parcels: V3_055100A and V3_020700A – Sigma Engineering.

Vote: 7 ayes, 0 nays. Motion carried.

11. Public Hearing – Proposed Text Amendments to the Village’s Zoning Ordinance Concerning Notice of Public Hearings for Conditional Use Permits, Rezone Applications and Planned Unit Developments

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

12. Ordinance #22-11 Amending Chapter 48 Regarding Public Hearing Notification Requirements for Re-Zoning, Conditional Use, Planned Unit Development and Street Easement/Vacation Requests

Motion by Tr. Heckendorf, second by Tr. Matter, to introduce Ordinance #22-11 Amending Chapter 48 Regarding Public Hearing Notification Requirements for Re-Zoning, Conditional Use, Planned Unit Development and Street Easement/Vacation Requests.

Tr. Engelhardt asked for clarification regarding the verbiage of the Ordinance. Administrator Keller advised the verbiage was recommended by legal counsel. Discussion ensued.

Vote: 6 ayes, 1 nay (Tr. Engelhardt). Motion carried.

13. Ordinance #22-08 Amending the zoning regulations to create Zoning District PUD-03 for Tax Parcel: V3_047700K – KARM Properties (2nd Reading)

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve Ordinance #22-08 Amending the zoning regulations to create Zoning District PUD-03 for Tax Parcel: V3_047700K – KARM Properties.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

14. Developers Agreement – Sysco Corporation Expansion and Cul-de-Sac Construction on Mill Road

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the Developers Agreement for Sysco Corporation Expansion and Cul-de-Sac Construction on Mill Road, subject to legal review.

Tr. Kruepke inquired if the Cul-de-Sac allows for turning around. Administrator Keller confirmed that vehicles will be able to turnaround.

Vote: 7 ayes, 0 nays. Motion carried.

15. Emergency Access Easement Agreement – Sysco Corporation

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the Emergency Access Easement Agreement for Sysco Corporation, with one correction to the last line on page 1 of the agreement to read “through”, not “though”, subject to legal review.

Vote: 7 ayes, 0 nays. Motion carried.

16. Acceptance of Transfer of Land – Quit Claim Deed – Sysco Corporation Outlot 1

Motion by Pres. Schwab, second by Tr. Kruepke, accept the Transfer of Land Quit Claim Deed for Sysco Corporation Outlot 1, subject to legal review.

Vote: 7 ayes, 0 nays. Motion carried.

17. Approval of Minutes for the Village Board Meeting of May 10, 2022

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve the minutes for the Village Board Meeting of May 10, 2022.

Vote: 7 ayes, 0 nays. Motion carried.

18. Approval of Licenses

- Liquor Licenses (2022-2023):

Class “B” Fermented Malt Beverages & “Class B” Intoxicating Liquors:

Jon Zandi, DBA Jackson Pub LLC, N168W20594 Main Street; Agent: Jon Zandi, 3207 Division Road, Jackson, WI 53037

KHD LTD, DBA Jimmy’s Restaurant & Bar, N168W21212 Main Street; Agent: Angela Koutsios, N110W16867 Ashbury Circle #2, Germantown, WI 53022

Martha E Nimkie, DBA Latest Edition Saloon, N168W20788 Main Street; Agent: Martha E Nimkie, N168W20788 Main Street, Jackson, WI 53037

Barbara & Tim Holtz, DBA Pizza Station, N168W22224 Main Street Suite D; Agent: Barbara Holtz, 1201 West Decorah Road, West Bend, WI 53095

Class “A” Fermented Malt Beverages & “Class A” Intoxicating Liquors:

Fox Bros Piggly Wiggly Inc, W194N16774 Eagle Drive; Agent: Michael S. Olwig, W209N11247 Schiller Drive, Germantown, WI 53022

K&A Petroleum LLC, DBA East Side Mart, N168W19490 Main Street; Agent: Kurt Kruepke, W205N17226 Colonial Lane, Jackson, WI 53037

K&A Petroleum LLC, DBA Main Street Mart, N168W22224 Main Street; Agent: Kurt Kruepke, W205N17226 Colonial Lane Jackson, WI 53037

J&M LTD, DBA The Village Mart, W213 N16770 Glen Brooke Drive; Agent: John H. Kruepke, N166W21060 Parkway Drive, Jackson, WI 53037

Walgreen Co, DBA Walgreens #11676, N168W21330 Main Street; Agent: Michael Rodenkirch, 5205 Peaceful Hills Road, Hartford, WI 53027

- Operator's Licenses (2022-2023):
 - East Side Mart, Main Street Mart & The Village Mart: Ryan D. Adair, James P. Becker, Vincent E. Brabec, Kayla S. Costa, Melissa A. Dickmann, Jessi L. Domurat, Hans W. Frey, Jessica R. Gyuro, Amanda M. Howell, Dominic T. Lange, Bryon J. Larsh, Toriano P. McAfee, Maureen A. Ott, Jackson R. Rampelberg, Karina A. Salgado, Adam S. Sojak, Aimee S. Vigue, Jeannine P. Waterson, Evan M. Williams, Jerry F. Wolf, Alexis M. Young
 - Fox Bros. Piggly Wiggly: Diane L. Buckley, Nicole M. Cervero, Ronald G. Limbach, Collin J. Mayer, Daniel J. Romero, Kelly A. Schopp
 - Jackson Pub: Geno A. Balistreri, Debra A. Egerer, Susan E. Hoppe, Samantha S. Koenig, Lisa M. LaPine, Michelle L. Meyer, Jennifer R. Miller, Christine L. Sauer, Brittany M. Sturtz
 - Jimmy's Restaurant & Bar: Bridget M. Baehring, Nichole M. Kassner, Brittany M. Sturtz, Pamela M. Wolf
 - Latest Edition Saloon: JoAnne A. Depue, Cathleen A. Frank, Jodi L. Kulis, Dennis S. Nimkie, Amanda R. Van Abel
 - Pizza Station: Amber L. Doede, Marisa N. Lopez, Amber L. Wallace
 - Walgreens #11676: Joan V. Christian, Chan Phuong Duong, Kathleen M. Eggleston, Bette A. Feistel, Lori C. Frakes, Christina M. Gutjahr, Heather A. Karleigh, Nancy Lingl, Michael R. Lopez, Deborah K. Martin, Chase M. McCann, Renata H. Oswald, Jennifer A. Rodriguez, Timothy D. Schultz, Mark C. Seip, Rachel N. Uhren
- Hotel/Motel Licenses (2022-2023):
 - AMA Hospitality, Inc./Comfort Inn & Suites
 - Jackson Main Street Motel
- Tattoo/Piercing Establishment Licenses (2022-2023): Bright Beauty Spa LLC, Desire to Inspire Salon LLC
- Tattoo/Piercing Operator Licenses (2022-2023): Sara M. DornBrook, Ashley E.B. Novak

Motion by Tr. Wells, second by Tr. Emmrich, to approve the licenses as presented.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

19. Budget & Finance Committee

- **Change Order #13 – Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve Change Order #13 – Municipal Complex Building.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Bids for Jackson Park – Tennis Courts and Pickle Ball Courts Project**

Motion by Pres. Schwab, second by Tr. Engelhardt, to reject all bids for reconstruction of Jackson Park Tennis Courts and Pickle Ball Courts.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Quotes for Jackson Fire Department Ambulance – 2023 Ford F-550**

Chief Swaney stated the request is for an amount not to exceed \$280,000.00 as budgeted. Battalion Chief Lamm gave a presentation, which included an explanation of the amount being requested and the ambulance being recommended. Discussion ensued.

Motion by Pres. Schwab, second by Tr. Emmrich, to approve the Jackson Fire Department Ambulance purchase in the amount of \$270,984.00.

Discussion on budget ensued.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Heckendorf). Motion carried.

20. Plan Commission

- **Certified Survey Map – Tax Parcel V3_0776 – Mark Hauser**

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Certified Survey Map for Tax Parcel V3_0776 – Mark Hauser.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Schwab requested a recess to sign documents. Reconvened at 8:51 p.m.

21. Board of Public Works

- **Resolution #22-09 Adopting the 2021 CMAR for Jackson Sewer Utility**

Director Kober gave a brief explanation.

Motion by Tr. Heckendorf, second by Tr. Matter, to introduce Resolution #22-09 Adopting the 2021 CMAR for Jackson Sewer Utility.

Vote: 7 ayes, 0 nays. Motion carried.

22. Parks & Recreation Commission

- **Jackson Community Center Expansion Feasibility Report**

Director Valentino gave an explanation of the report. Discussion ensued regarding the facility use, funding, programs, and related costs.

Motion by Pres. Schwab, second by Tr. Heckendorf, that the Parks and Recreation Department, in conjunction with the Village Engineer and Village Administrator, be authorized to create a Request for Proposal for the design of the Jackson Community Center Expansion Project.

Vote: 6 ayes, 1 nay (Tr. Emmrich). Motion carried

23. West Bend School District Report

None.

24. Washington County Board Report

Pres. Schwab stated that the Washington County Board authorized sale of property in the Town of Erin, which was to be used for a radio tower. Also, District #11 seat appointment has changed to Jim Burg, which replaced Tim Michalak. Lastly, the Board authorized continued use of the 0.5% sales tax.

25. Greater Jackson Business Alliance Report

Tr. Matter stated that GJBA recently assisted the Jackson Park and Recreation Department with Action in Jackson. The scholarship fund deadline is June 15, 2022. The final review and selection of applicants will occur within the next few weeks. The July meeting will focus on the qualified scholarship applicants.

26. Mid-Moraine Municipal Association Report

Tr. Wells stated that the next meeting is August 10, 2022, at 7:00 p.m.

27. Citizens to Address the Village Board

None.

28. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:19 p.m.

Respectfully submitted:

Tiffany Washburn
Village Administrative Assistant