

APPROVED MINUTES
Village Board Meeting
Tuesday, May 10, 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, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Treasurer Darlene Smith, Parks and Recreation Director Kelly Valentino, Police Chief Ryan Vossekuil and Village Clerk Jilline Dobratz.

Also Present: Walter and Renee Miller of Miller Monument, Mark Hertzfeldt of Design 2 Construct, Steven Nitschke of DFN Properties, Jonathan Schatz of Ehlers, Inc., and David Starich.

2. Pledge of Allegiance

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

3. Village Citizen Comment on an Agenda Item

None

4. Ceremonial Oaths of Office – Police Officers Katie Brogli and John Joerger

Police Chief Vossekuil introduced Police Officers Brogli and Joerger. Chief Vossekuil shared Officer Brogli joined the department in August 2021 and has successfully completed the Police Academy and field training. Chief Vossekuil shared Officer Joerger joined the department with eight years of experience in law enforcement and was previously in Philadelphia.

Clerk Dobratz conducted the ceremonial oath of office to Police Officers Katie Brogli and John Joerger

5. Public Hearing – Conditional Use Permit – Request to exceed the maximum number of dogs per residence – N162W19241 Cedar Run Drive – David Starich

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 Permit request to exceed the maximum number of dogs per residence at N162W19241 Cedar Run Drive, David Starich, for a time to sunset at the death of one of the current dogs.

Tr. Wells stated she lives near Mr. Starich and none of the neighbors have had any issues with the dogs.

Vote: 7 ayes, 0 nays. Motion carried.

6. Public Hearing – Conditional Use Amendment – Signage – N160W19170 Sherman Road – Sigma Engineering

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

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve the Conditional Use Amendment for Signage at N160W19170 Sherman Road for Sigma Engineering with the following terms:

1. Inclusion of the street address located on both sides of the main sign base. Address letters shall contrast against the background on which they are placed and shall be no smaller than three (3) inches in height.
2. The applicant is required to return to the Village Plan Commission and Village Board for necessary zoning approvals prior to issuance of permits to construct the signage.

Vote: 7 ayes, 0 nays. Motion carried.

Trustee Kruepke left the dais at 7:37 p.m.

7. Public Hearing – Planned Unit Development Amendment and Site Plan Review – Establishing PUD-03 – Tax Parcel: V3_047700K – for property located at N168W19490 Main Street – KARM Properties

Pres. Schwab opened the Public Hearing.

Dave Liesener, W197N16877 Stonewall Drive, stated this is the fourth time residents have voiced opposition to additional storage units and they should belong in an industrial area. Dan Kletti, W197N16870 Stonewall Drive, commented storage units like this belong in an industrial park and the units will negatively affect property values.

Mark Hertzfeldt, Design 2 Construct, addressed the comments as this proposal will remove all the current parked vehicles at the site, it will remove a parking lot pole light, it will screen the building and fueling. Also, a significant amount of landscaping will be added.

Pres. Schwab closed the Public Hearing.

8. Ordinance #22-08 Amending the zoning regulations to create Zoning District PUD-03 and Site Plan Review for Tax Parcel: V3_0477005 – KARM Properties

Motion by Pres. Schwab, second by Tr. Wells, to introduce Ordinance #22-08 for Planned Unit Development Amendment District PUD-03 for Tax Parcel: V3_047700K for property located at N168W19490 Main Street – KARM Properties.

Tr. Emmrich made comments regarding the storage units, asking the units be moved away from the corner for more of a buffer for the neighbors.

Vote: 6 ayes, 0 nays. Motion carried.

Administrator Keller gave background information on the Site Plan review.

Site Plan Action

Motion by Pres. Schwab, second by Tr. Engelhardt, to approve the Site Plan for Tax Parcel: V3_0477005 for applicants KARM Properties conditioned upon the following terms and conditions:

1. Access to Storage Units shall be limited to hours of operation as included in the application, 5AM-11PM.
2. Any permitted overnight parking of tractor/trailers be limited to the five parking stalls on the north end of the property and prohibit overnight idling of tractor/trailers between the hours of 9PM and 7AM consistent with the Village's regulations for loud and unnecessary noise (Section 30-4).

3. Outdoor storage of equipment of any kind is prohibited.
4. Include the following notation on the site plan:
 - The Village of Jackson has adopted regulations in the Village's zoning regulations (Section 48-154) relating to the use and development of the subject property.
 - Any revisions to this site plan set are subject to Village review and approval if deemed necessary by the Village Administrator
5. All necessary permits shall be obtained with the Village Building Inspector and Engineer prior to work commencing on the construction of the storage facility and, if applicable, sidewalk.

Vote: 5 ayes, 1 nay (Tr. Emmrich). Motion carried.

9. Public Hearing – Conditional Use Amendment – PUD-03 – Additional Storage Use and Tractor/Trailer Parking – Tax Parcel: V3_047700K – for property located at N168W19490 Main Street – KARM Properties

Pres. Schwab opened the Public Hearing.

Dave Liesener, W197N19877 Stonewall Drive, stated he opposed overnight parking and suggested there be restricted parking hours or prohibiting overnight parking for trucks.

Dan Kletti, W197N16870 Stonewall Drive, stated to not allow overnight parking.

Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Wells, to approve the Conditional Use Amendment for PUD-03 to allow for construction of the proposed 6,100 square foot storage building for use of commercial storage and Tractor/trailer parking for Tax Parcel: V3_047700K located at N168W19490 Main Street for property owner KARM Properties conditioned upon the use of the Storage Units conform to hours of operation, 5AM-11PM.

John Kruepke commented on truck parking and the noise of trucks running. Building Inspector Johnson commented on truck noise and suggested changes to the signage that is on the property. Chief Vossekui stated they have had a few complaints regarding noise in which they have addressed it directly with the semi owners.

Vote: 5 ayes, 1 nay (Tr. Emmrich). Motion carried.

Trustee Kruepke joined the dais at 8:03 p.m.

10. Ordinance #22-09 Amending Chapter 2 of the Village Code of Ordinances Regarding Elections, Wards and Polling Place

Motion by Pres. Schwab, second by Tr. Heckendorf, to introduce Ordinance #22-09 to Amend Chapter 2 of the Village Code of Ordinances Regarding Elections, Wards and Polling Place.

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 #22-09.

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

Motion by Pres. Schwab, second by Tr. Emmrich, to approve Ordinance #22-09 to Amend Chapter 2 of the Village Code of Ordinances Regarding Elections, Wards and Polling Place.

Vote: 7 ayes, 0 nays. Motion carried.

11. Ordinance #22-04 for Planned Unit Development District PUD-01- Parcels: V3_011400A, V3_099600B – Walter & Renee Miller (2nd Reading)

Motion by Pres. Schwab, second by Tr. Emmrich, to approve Ordinance #22-04 for Planned Unit Development District PUD-01 Identified by Tax Parcels V3_011400A and V3_009600B for applicant Walter and Renee Miller.

Vote: 7 ayes, 0 nays. Motion carried.

12. Ordinance #22-06 – Adopt Amendments to the Village of Jackson Comprehensive Plan: Map 1 Future Land Use Plan 2050 (2nd Reading)

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Ordinance #22-06 to Adopt Amendments to the Village of Jackson Comprehensive Plan: Map 1 Future Land Use Plan 2050.

Vote: 7 ayes, 0 nays. Motion carried.

13. Ordinance #22-07 – Amending Chapter 42 Regarding Traffic Signs – Morning Meadows Phase 2 (2nd Reading)

Motion by Tr. Emmrich, second by Tr. Heckendorf, to approve Ordinance #22-07 to Amend Chapter 42 Regarding Traffic Signs – Morning Meadows Phase 2.

Vote: 7 ayes, 0 nays. Motion carried.

14. Approval of Minutes for the Village Board Meeting of April 12, 2022 and Special Village Board Meeting of April 19, 2022

Motion by Tr. Emmrich, second by Tr. Wells, to approve the minutes for the Village Board Meeting of April 12, 2022 and Special Village Board Meeting of April 19, 2022.

Vote: 7 ayes, 0 nays. Motion carried.

15. Approval of Licenses

- Operator's Licenses:

- East Side Mart, Main Street Mart & The Village Mart: Elise Ruer, Aimee Vigue, Jerry Wolf

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

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

16. Budget & Finance Committee

- **Tax Incremental Financing Services to Amend TID 7 – Ehlers Public Finance Advisors**

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve the contract for financial management services for the purpose of Amending TID 7 to incorporate additional residential as proposed by DFN Properties subject to the approval of a pre-development agreement with DFN Properties.

Jonathan Schatz, Ehlers, Inc., gave information on the contract.

Vote: 7 ayes, 0 nays. Motion carried.

- **Pre-Development Reimbursement Agreement – DFN Properties**

Motion by Pres. Schwab, second by Tr. Kruepke, to Board approve the Pre-Development Reimbursement Agreement with DFN Properties, LLC.

Vote: 7 ayes, 0 nays. Motion carried.

- **Request for Reduction of Letter of Credit – Laurel Springs Villas – Belinski Homes**

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Request for Letter of Credit Reduction – Laurel Springs Villas – Belinski Homes in the amount of \$39,669.00 to zero with Staff approval.

Vote: 7 ayes, 0 nays. Motion carried.

- **Contract for IT Services 2022-2024 – Pros 4 Technology**

Motion by Pres. Schwab, second by Tr. Wells, to approve the Contract for IT Services 2022-2024 – Pros 4 Technology as presented.

Motion amended by Pres. Schwab, second by Tr. Wells, to approve the Contract for IT Services 2022-2024 – Pros 4 Technology subject to review by Village Attorney.

Tr. Heckendorf stated when this contract ends, a bid for IT Services should go out to obtain two or three bids.

Tr. Matter stated the addition of a termination clause for the Village would be beneficial.

Vote: 7 ayes, 0 nays. Motion carried.

- **Sale of Village Property – Financial Management Review**

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the receipt of funds to the General Fund for the Sale of Village Property – Financial Management Review and the repayment of \$17,600.00 to Water Utility.

The broker fees were clarified.

Vote: 7 ayes, 0 nays. Motion carried.

- **2022 Weights and Measures Memorandum of Understanding – WDATCP**

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve 2022 Weights and Measures Memorandum of Understanding – WEATCP.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Proposed Jackson Police Department Fitness Incentive Program**

Pres. Schwab stated the Personnel Committee met prior to the Budget and Finance Committee. The Personnel Committee requested Staff continue working with the Police Association to complete an agreement subject to the review by Village Counsel and Insurance Provider.

- **Review of Engineering Service – Eagle Dr & STH 60 Intersection Design**

Director Kober stated this would be part of the resurfacing project in 2024. Pres. Schwab commented it would be beneficial for Staff to explore grant opportunities for the construction portion.

Motion by Pres. Schwab, second by Tr. Engelhardt, to authorize engagement with DAAR Engineering for the Eagle Drive and STH 60 Intersection Design in the amount of \$267,293.81 for the purpose of engineering.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Sewer and Water Accounts with Uncollectible Balances**

Motion by Tr. Heckendorf, second by Tr. Matter, to authorize Staff to write-off the Sewer and Water Accounts with uncollectible balances in the amount of \$4,027.50.
Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Quotes for Televising Interceptor Sanitary Sewer**

Motion by Tr. Matter, second by Tr. Heckendorf, to approve the quote from Great Lakes TV Seal Inc. for Televising Interceptor Sanitary Sewer in the amount of \$26,183.30.

Vote: 7 ayes, 0 nays. Motion carried.

17. Plan Commission

- **Certified Survey Map - Tax Parcels: V3_011400A, V3_009600B – for Property Located at N168W20733-53 Main Street**

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Certified Survey Map for Properties Identified by Tax Key: V3_011400A and Tax Key: V3_009600B for property located at N168W20733-53 Main Street subject to buyer approval.

Administrator Keller stated the buyer is agreeable to the Certified Survey Map combining the parcels.

Vote: 7 ayes, 0 nays. Motion carried.

- **Phase I Development Agreement – Maple Fields Subdivision – Neumann Developments, Inc.**

Motion by Tr. Emmrich, second by Tr. Heckendorf, to approve Phase I Development Agreement for Maple Fields Subdivision as proposed by Neumann Developments, Inc. Tr. Engelhardt inquired on water issue on the southwest side. Director Kober commented that additional ponds will be added. Administrator Keller stated the final draft will be provided for signature.

Vote: 7 ayes, 0 nays. Motion carried.

18. Board of Public Works

- **Review of Jackson Water Utility 2021 Consumer Confidence Report**

Motion by Pres. Schwab, second by Tr. Emmrich, to accept the Jackson Water Utility 2021 Consumer Confidence Report, place it on file and publish it in the local newspaper.

Vote: 7 ayes, 0 nays. Motion carried.

- **Sanitary Sewer & Water Extension to serve Maple Fields Development**

Motion by Tr. Emmrich, second by Tr. Engelhardt, to approve Sanitary Sewer and Water Extension to serve Maple Fields Development per any Staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

19. Village Municipal Complex – Update – Cedar Corp

Director Kober commented stated Staff will be reviewing the punch list. Administrator Keller provided an update on the audio visual equipment.

20. Next Generation Housing Report

Administrator Keller reported that on April 29, 2022 the Next Generation Housing Program Committee met at the Municipal Complex, to discuss the County Executive's decision to produce two pilots out of the Next Generation Housing initiative program and the timeline

for the program. The two pilots selected are the City of Hartford and Village of Jackson. It was stated the pilot projects would be allocated funding to utilize for a variety of ways to off-set development costs for the site. A request from the Village in the amount of \$31,000 for services by Vandewalle to revisit the phase 1 residential development analysis for the spruce street area and proceed to complete phase 2 and 3 has been approved by the Next Generation Housing Committee and will go before executive committee on May 18, 2022 for approval. The project management team has been assembled to include Washington County Planning Staff, EDWC, Vandewalle, and Village representation to include Director Kober and Administrator Keller. The tentative timeline would start in April 2023.

21. West Bend School District Report

Tr. Wells stated over 150 seniors received scholarships. Last week was teacher appreciation week. The Jackson Carnival is Friday, May 20th from 5:30 p.m. to 8:00 p.m. The last day of school is Friday, June 3, 2022.

22. Greater Jackson Business Alliance Report

Tr. Matter stated scholarships are being promoted at the High Schools. Volunteers are being sought to assist with staffing the food stand for Action in Jackson.

23. Mid-Moraine Municipal Association Report

Tr. Wells reported the next meeting is tomorrow, May 12th, at the Municipal Complex at 7:00 p.m. The topic for the meeting is County sales tax. The next dinner meeting is on May 25th at 6:00 p.m. hosted by the Village of Grafton. The speakers are Tom Hastad, Executive Director Hartford Area Development Corporation and Josh Schoemann, County Executive. Their topics will be Housing of the Future and Workforce Housing.

24. Citizens to Address the Village Board

None.

25. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:41 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk