

**APPROVED MINUTES
Village Board Meeting
Tuesday, May 8, 2018 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call.

President Michael Schwab called the meeting to order at 7:35 p.m.

Members Present: Trustees Malcolm, Olson, Emmrich, Kruepke, Lippold, and Kurtz.

Members Absent: None.

Staff present: John Walther, Brian Kober, Kelly Valentino, Jessica Loomans, Jim Micech, Police Sergeant Fristed, and Fire Chief Swaney.

2. Pledge of Allegiance.

President Schwab led the assembly in the Pledge of Allegiance.

3. Any Village Citizen Comment on an Agenda Item.

Ms. Kelly Peters – 9937 W Edgerton Hales Corners WI spoke on item #11. She is representing the management company for the 36 unit condo building and feels the assessment of the final paving is unfair.

Brian Heckendorf – W197 N17114 Stonewall Drive spoke on item #11 requesting the Village Board to not special assess property owners along Highland Road and Living Word Lane for the Final Paving Project.

James E. Piefer – W207 N16256 Elliot Drive spoke on item #13 and has no objection to the proposed Cobblestone Development, but has questions on how the development will affect the existing condo development to the south.

Diana Schloegl – W197 N17014 Stonewall Drive spoke on item #11 and wants to know when the Final Paving Project will be started and completed.

4. Public Hearing – Ordinance #18-02 Annexing Territory to the Village of Jackson, Washington County, Wisconsin

- **Petition for Direct Annexation – Bielinski Homes (Creekside Villas) – Jackson Drive at Cedar Creek Road**

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was referred to later in the meeting for discussion with agenda item #14 Ordinance #17-03 – Annexation of Palorama Farms, LLC.

5. Public Hearing – Planned Unit Development – Center St. Milling Co. – Site Plan.

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was recommended by Plan Commission per staff comments.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the PUD for Center St. Milling Co., per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

6. Public Hearing – Planned Unit Development – Cobblestone Meadows – Preliminary Plat.

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was recommended by Plan Commission per staff comments.

The Developer Dirk Wildt answered questions about the Development. The cross section is a rural cross section with no sidewalks. The roads will be private. The French drain will be maintained, and the electrical grid has not yet been designed. The existing Drainage Association for Sherman Meadows would have another member from this development to the association. The current zoning for the property is Planned Unit Development.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Planned Unit Development Preliminary Plat for Cobblestone Meadows, per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

7. Approval of Minutes for the Village Board Meeting of April 10 and April 17, 2018.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Village Board Minutes of April 10 and April 17, 2018.

Vote: 7 ayes, 0 nays. Motion carried.

8. Approval of Licenses.

- Entertainment Licenses:
 - o Fox Bros. Piggly Wiggly (Carnival)
 - o Jackson Festivals, Inc. (Action in Jackson)
 - o Jackson Parks & Rec (Community Events)
- Picnic/Gathering Licenses:
 - o Jackson Festivals, Inc. – Action in Jackson – June 8-9, 2018.
- Operators Licenses:
 - o Jimmy's Restaurant (2018-2019): Bridget Baehring, Eleni Efremidis, Bonnie Ford, Nichole Kassner, Angela Koutsios, Kaitlyn Martell, Dorene McIntosh, Juliane Seifert, Brittany Sturtz, Esther Trainor, Agnes Turner, Pamela Wolf.
 - o Jackson Parks & Rec (2018-2019): Tricia Dooley, Renee Fisher, Angela Jeske, Jessica Loomans, Emalie Ramthun, Adam Seeger, Lisa Seeger, Kelly Valentino.
 - o Pizza Station (2018-2019): Amber Doede, Amber Wallace.
 - o Jackson Pub (2018-2019): Debra Egerer, Susan Hoppe, Gregory Kitner, Samantha Koenig, Richard Lally, Lisa LaPine, Angela Meeks, Michelle Meyer, Jennifer Miller, Amanda Raskiewicz, Christine Sauer, Jon Zandi.

- o Fox Bros. Piggly Wiggly (2018-2019): Charlie Clausing, Michelle Clausing, Jodi Fisher, Timothy Gauger, Carla Harry, Linda Johnson, Jennifer Kiesling, Ronald Limbach, Sita Ly, Sydney Roell, Haley Roos, Lynn Rosbeck, Peter Schroeder.
- o East Side Mart (2018-2019): Cassandra Giebel, Jessica Gyuro, Bryon Larsh, Lacy Luber, Bobbi Jo Moore, Bobby Jo Parbs, Josh Pfeiffer, Melissa Thornton.
- o Main Street Mart (2018-2019): Bryan Chuebeyang, Pamela Hildebrandt-Klein, John Linton, Toriano McAfee, Joshua Patten, Keri Schmidt, Taylor Spielvogel.
- o Village Mart (2018-2019): Magdeline Balistreri, Jarred Eisen, James Hornung, Pamela Hornung, Maureen Ott, Carol Purgett, Joshua Schuh.
- o Latest Edition Saloon (2018-2019): Danielle Cyrak, Mike D'Angelo, Jodi Kulis, Dennis Nimkie.
- o Walgreen's (2018-2019): Tanya Kuells.

Motion by Pres. Schwab, second by Tr. Lippold to approve all Licenses except the one the Police Chief has recommended denial.
Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

9. Resolution #18-14 - Recognition of Jessica Loomans Certified Park and Recreation Professional

Pres. Schwab read the resolution.

Motion by Pres. Schwab, second by Tr. Lippold to approve Resolution Honoring Jessica Loomans.

Vote: 7 ayes, 0 nays. Motion carried.

10. West Bend School District – Update.

Pres. Schwab read a memo to the Board written by Laura Jackson from West Bend School District.

11. Budget & Finance Committee.

- **Audited Financial Statements – December 31, 2017**

Independent Auditor James R. Frechette reviewed the 2017 Audited Financial Statements. The fund balance has increased to over a million dollars, the Capital Improvement fund has \$2.3 million in the account, and both the Water and Sewer Utilities will be debt free in 2019.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the Audited Financial Statements for 2017, and place on file.

Vote: 7 ayes, 0 nays. Motion carried.

- **Tax Increment District #2 – Final Financial Statement.**

Independent Auditor James R. Frechette reviewed the final financial statement for Tax Increment District #2.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Tax Increment District #2 Final Financial Statement, and place on file.

Vote: 7 ayes, 0 nays. Motion carried.

- **Agreement for Reconstruction of Cedar Creek Road**

Brian W. Kober reviewed the proposed agreement from the Town of Jackson for reconstruction of Cedar Creek Road. The road reconstruction consists of pulverizing the existing asphalt, grading for proper drainage and compaction, installing a twenty-five foot wide three inch binder course on Cedar Creek Road from CTH P to the railroad tracks. The proposed cost sharing formula applies two-thirds to be paid by the Town of Jackson and one third (\$36,031.00) to be paid by the Village. The portion of Cedar Creek Road from railroad tracks east to Jackson Drive will be done when Laurel Springs Subdivision Addition No. 1 is constructed. There will be a cost sharing portion for the Town. The proposed ditching and shouldering for Cedar Creek Road will be completed, and paid for by the Town. In exchange, the Village will proceed with ditching and shouldering along Jackson Drive from Creekside Drive to Creek Cedar Road. The Board of Public Works recommended the pedestrian path adjacent to the roadway be five feet wide instead of the proposed three foot width.

Motion by Pres. Schwab, second by Tr. Olson to approve the agreement for reconstruction of Cedar Creek Road with the road width extended to allow for the five foot pedestrian path on the south side of the road, and have Village Staff negotiate with the Town so the project moves forward.

Vote: 7 ayes, 0 nays. Motion carried.

- **Resolution #18-12 – Preliminary Assessment 2018 Final Paving Miscellaneous Streets**

Brian W. Kober reviewed the preliminary assessment for the 2018 Final Paving Miscellaneous Streets Project. The project is divided into four areas: Living Word Lane, Stonewall Drive and Georgetown Drive, Highland Road, and English Oaks Drive. Living Word Lane and Highland Road areas are recommended not to be special assessed. In both areas, the north properties are located in the Town of Jackson and the special assessment will not be collected until the property is part of the Village. The second reason is the properties south of Highland Road do not benefit from the paving or have no access to the streets being paved.

Motion Pres. Schwab, Second by Tr. Lippold to approve Resolution #18-12 Preliminary Assessment 2018 Final Paving Miscellaneous Streets.

Vote: 7 ayes, 0 nays. Motion carried.

- **Bids for Ridgeway Drive Reconstruction Project**

Motion Pres. Schwab, Second by Tr. Olson to approve the bid for Ridgeway Drive Reconstruction Project from Vinton Construction Company in the amount of \$1,012,202.40.

Vote: 7 ayes, 0 nays. Motion carried.

- **Resolution #18-13 – Preliminary Assessment for Ridgeway Drive Reconstruction Project**

Motion by Pres. Schwab, second by Tr. Olson to approve Resolution #18-13 Preliminary assessment for the Ridgeway Drive Reconstruction Project as presented.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Quotes for Tower #2 (Blue Tower) Cleaning and Inspection**

Motion by Pres. Schwab, second by Tr. Lippold to approve the quote from Water Tower Clean and Coat for both the cleaning and inspection of the blue tower for \$2,200.00, and the cleaning and application of mildew inhibitor to the exterior of the white tower for \$4,800.00.

Vote: 7 ayes, 0 nays. Motion carried.

- **Pay Request #4 – SCADA System Project – LW Allen**

Motion by Pres. Schwab, second by Tr. Kurtz to approve Pay Request #4 for the SCADA System Project in the amount of \$50,563.35.

Vote: 7 ayes, 0 nays. Motion carried.

12. Plan Commission

- **Cathedral Builders - Concept Plan – Building Addition**

Motion by Pres. Schwab, second by Tr. Lippold to approve the concept plan for Cathedral Builders building addition, per Staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

13. Board of Public Works

- **Cobblestone Meadows – Water, Sanitary, Storm Sewer Design**

Motion by Tr. Olson, second by Tr. Malcolm to approve the extension of the Village of Jackson Sanitary Sewer and Water System to serve the Cobblestone Meadows proposed development.

Vote: 7 ayes, 0 nays. Motion carried.

14. Ordinance #17-03 – Annexation of Paloroma Farms, LLC.

Village Attorney John St. Peter was present to review with the Board the two annexations on the agenda. The pending boundary agreement approval by the Department of Administration has placed a freeze on all annexation until approved.

Motion by Pres. Schwab, second by Tr. Emmrich to refer Ordinance #18-02 – Annexation of Bielinski Homes (Creeside Villas) Jackson Drive at Cedar Creek Road for a future Village Board meeting when the Mediated Cooperative Plan is approved.
Vote: 7 ayes, 0 nays. Motion carried.

Motion by Pres. Schwab, second by Tr. Lippold to refer Ordinance #17-03 – Annexation of Paloroma Farms, LLC for a future Village Board meeting when the Mediated Cooperative Plan is approved.

Vote: 7 ayes, 0 nays. Motion carried.

15. Proposed Public Safety Building - Update.

Village Administrator Walther read a memo from Cedar Corp to update the Board on the Public Safety Building project.

The item was for information only so no action was necessary.

16. Departmental Reports.

Washington County Supervisor Hartwig gave a County Board report on road improvement projects happening in the county.

Building Inspector Micech reported that eleven of the twelve units are occupied in the new apartment building located at Sherman Road and Glen Brooke Drive. The Developer is planning to start construction of the second building (of four.)

Park and Recreation Director Kelly Valentino reported the annual Fish Derby event had a nice sunny day with 116 kids registered to the fishing contest.

Fire Chief Swaney reported the new Fire Truck has been ordered, and St. Joseph Hospital is working to qualify for a level three trauma center.

Village Administrator announced the next Mid-Moraine dinner meeting is May 23rd in Saukville.

17. Greater Jackson Business Alliance Report.

Brian Heckendorf and Kelly Valentino gave a report.

18. Citizens to Address the Village Board.

None

19. Closed Session pursuant to Wis. Stats. §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved, specifically Jackson Town Residents Against JTRAA Attachment et al vs. Village of Jackson – Case No. 14-CV-897; Wis. Stats. §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; and Wis. Stats. §19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Pres. Schwab second by Tr. Olson to convene into closed session at 8:46 p.m. and to include the Village Board, John Walther, John St. Peter, and Brian Kober. Roll Call Vote: 7 ayes, 0 nays. Motion carried.

Reconvene into Open Session – Possible Action on Items Addressed in Closed Session

The Village Board reconvened into open session at 10:09 p.m.

Resolution #18-11 – Approving Revisions to Mediated Cooperative Plan and Directing Submittal to Department of Administration

Tr. Kruepke stated the proposed agreement is not the greatest, but not the worst agreement.

Motion by Tr. Lippold, second by Tr. Kurtz to approve Resolution #18-11 - Approving Revisions to Mediated Cooperative Plan and Directing Submittal to Department of Administration.

Vote: 5 ayes, 2 nays (Schwab, Olson). Motion carried.

20. Adjourn.

Motion by Tr. Lippold, second by Tr. Emmrich to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned at 10:13 p.m.

Respectfully submitted by Brian W. Kober, P.E., Director of Public Works/Village Engineer