

APPROVED MINUTES

Village Board Meeting

Tuesday, December 11, 2018 at 7:30 p.m.

Jackson Village Hall

N168W20733 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, Kruepke, Kurtz, Lippold, Malcolm, and Olson.

Members Absent: None.

Staff present: Collin Johnson, Brian Kober, Chief Swaney, Kelly Valentino, Chief Vossekuil, John Walther, Jilline Dobratz, and Village Attorney John St. Peter.

2. Pledge of Allegiance.

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

3. Any Village Citizen Comment on an Agenda Item.

Larry Hatke – N169W17876 Georgetown Drive, #105 - Commented that he attended the West Bend School Board meeting on December 10, 2018. He encouraged the Village Board to continue to support the School Board.

4. Public Hearing – Resolution #18-27 – Final Special Assessment Ridgeway Drive Reconstruction Project.

Pres. Schwab opened the public hearing at 7:31 p.m.

Dan Leonard - W198N16864 Ridgeway Drive – Spoke regarding events that took place during the project. He would like immunity on the special assessment bill based on paying for the sidewalk work previously and having mailing issues with not receiving notices.

Barb Severance - W198N16820 Ridgeway Drive – Commented she paid for the sidewalks in the late 80's and doesn't feel like she should have to pay this twice. She had to plant grass seed herself as the cable company worked on her property leaving holes and she would like a credit. This project benefits the whole Village and didn't benefit the 17 property owners.

Vince Osmond - W198N16828 Ridgeway Drive - Stated the staff did a great job and would like to know if there are plans to get the street lights back on? Pres. Schwab closed the public hearing at 7:38 p.m.

Motion by Pres. Schwab, second by Tr. Lippold to approve Resolution #18-27 – Final Special Assessment Ridgeway Drive Reconstruction Project.

Tr. Emmrich asked Mr. Leonard about the replacement of his sidewalks. Mr. Leonard stated he replaced three sidewalks before he purchased the property. Tr. Emmrich explained the policy of the Village on sidewalk replacement. Brian Kober explained the street lights are in and is waiting for WE Energies to energize the service on Ridgeway Drive.

Pres. Schwab commented that the Village does have a 5 and 10-year plan however, projects don't necessary go in order. The improvements that are made on the project accrues to the value of that property. Tr. Emmrich asked if there was a punch list, Brian Kober stated \$25,000 is being held. They will go back in the Spring and talk to each property owner. Pres. Schwab stated the typical arrangement with assessments is payment in full, have the payment put on 2019 property taxes or establish a 5-year plan with 5% interest.

Vote: 7 ayes, 0 nays. Motion carried.

5. Public Hearing – Resolution #18-28 – Final Special Assessment Rosewood Lane Improvement Project.

Pres. Schwab opened the public hearing at 7:46.

Barb Carbine - N170W21805 Rosewood Lane – Questioned if they would receive a payment notification. Pres. Schwab explained the notice is mailed after the resolution is approved.

Ms. Carbine asked if sidewalks would be put in on the other side of Rosewood. Brian Kober stated a meeting will be held on TIF 6 and it depends on what gets developed. Ms. Carbine wanted to know about street lights. Brian Kober stated they are working on a plan, this project started in 2004. The Village is working with WE Energies and the Village will be putting in street lights. There is a punch list on this project. Ms. Carbine commented it would be courteous for the Village to give the property owners a letter with a list of what is going to happen during the project.

Pres. Schwab closed the public hearing at 7:51 p.m.

Motion by Pres. Schwab, second by Tr. Malcolm to approve Resolution #18-28 – Final Special Assessment Rosewood Lane Improvement Project with four payment options. The first option is payment in full, second option is to add it to 2019 taxes, third option is a 5-year payment plan with 5% interest and the fourth option is a 10-year payment plan with 5% interest.

Vote: 7 ayes, 0 nays. Motion carried.

6. Ceremonial Oath of Office – Collin Johnson – Director of Building Inspection

Village Clerk/Treasurer Dobratz conducted the ceremonial oath of office for Collin Johnson, Director of Building Inspection.

7. Committee Member Appointment and Administration Oath of Office – Board of Public Works Member

Motion by Pres. Schwab, second by Tr. Olson to appoint Dan Leonard to the Board of Public Works.

Vote: 7 ayes, 0 nays. Motion carried.

Oath of Office was administered to Dan Leonard.

8. Approval of Minutes for the Village Board Meeting of November 13, 2018 and December 3, 2018.

Motion by Tr. Malcolm, second by Tr. Lippold to approve the Village Board Minutes of November 13, 2018 and December 3, 2018.

Vote: 7 ayes, 0 nays. Motion carried.

9. Approval of Licenses

- Massage Licenses:

Back in Balance Bodyworks: Jenna E. Frank

- Operators Licenses:

East Side Mart: Kadence R. Haugland, Jonathan A. Spingola

Walgreens: Dakota J. Morsovillo, Renata H. Oswald, Taylor C. Wells

Motion by Tr. Kurtz, second by Tr. Emmrich to approve the Licenses.

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

10. Budget & Finance Committee

- **Review of Purchase for Utility Mower Replacement.**

Motion by Pres Schwab, second by Tr. Olson to approve the Utility Mower Replacement not to exceed \$10,249.00.

Tr. Lippold asked what the difference is between the two mowers. Brian Kober explained one of the mowers has fuel injection and it will be more efficient.

Vote: 7 ayes, 0 nays. Motion carried.

- **Equipment Pay Request – Hickory Lane Inclusive Playground.**

Kelly Valentino stated this is for the bulk of the equipment that has been installed this Fall and the surface equipment will be installed in the Spring. The Friends of Jackson Park & Recreation made a deposit into capital projects for \$100,000.00. This is budgeted for 2018.

Motion by Pres. Schwab, second by Tr. Kurtz to approve Hickory Lane Inclusive Playground in the amount of \$177,083.10 with sincere thanks to the Friends group for their hard work and effort.

Vote: 7 ayes, 0 nays. Motion carried.

- **Review of Purchase for SCBA Equipment**

Chief Swaney commented the SCBAs will expire in April. This is in the 2019 budget; the money will come from the Reserve Fund. They teamed up with West Bend, Hartford, Richfield, and Allenton Fire Departments to get the cost down which began a bidding war. This proposal was far more competitive compared to the other proposals. All SCBAs will be replaced.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the purchase of SCBA Equipment not to exceed \$193,320.00

Vote: 7 ayes, 0 nays. Motion carried.

11. Plan Commission

- No Recommendations.

12. Board of Public Works

- No Recommendations.

13. Joint Parks & Recreation.

- No Recommendations.

14. West Bend School District - Update.

Pres. Schwab thanked those who attended the School Board meeting, offering comments and support. The direction the School Board is going is important for the community. Administration is currently working with the School District on the sale of the property.

15. Proposed Public Safety Building - Update.

Cory Scheidler and Ron Dalton of Cedar Corporation were present. Cory Scheidler gave an update on the next steps and major milestones. Conceptually speaking, the project will wrap up in October 2020. The next step will be with the board considering the design contract for the next phase. Ron Dalton stated the ALTA survey and the Phase 1 environment study were completed on the Schmahl property. After the design authorization, they will have a meeting with the DOT for intersection requirements. John

Walther stated the design contract and building contract will be coming to the Village Board meeting in January. We are waiting for the purchase offer from the School District and they are anticipating the Village will be doing the ALTA survey. The Village Attorney has begun the title search process. Tr. Lippold inquired if there is a waterway on the property. Ron Dalton stated there is and a Chapter 30 permit will be needed.

16. Financial Review and Planning – Update - Ehlers.

Phil Cosson and Jonathan Schatz from Ehlers handed out the 2019 Public Safety Building Finance Plan and presented the analysis. The Village is in good financial shape to take on the Public Safety project. The project costs are preliminary and will be adjusted throughout the process. There is merit to create a new Tax Increment District (TID) as it would help to pay for public infrastructure costs. Phil Cosson went over existing general obligation debt less refunded obligations, TID #2 and TID #4 closure information. Revenue sources that are coming in to help support the project are TID #4 payback revenues, Town of Jackson and Town of Polk community contributions on the fire side and potentially new TID revenues. The Multiyear financing plan was reviewed. Using cost estimates, interest rates, and growth factors in the community, the project fits within the current financial profile. The timeline for a TID creation is Winter/Spring of 2019.

17. Departmental Reports.

Police Chief Vossekuil spoke on the speeding concerns at various locations around the Village brought up at last month's meeting. They increased patrol on all three shifts the last 30 days in those specific areas. In the future, if anyone has concerns on problem areas, please feel free to call, email, Facebook, or stop at the Police Department. Officers participated in Shop with a Cop in West Bend and Lunch with the Law is Friday afternoon at Jackson Elementary School with the K-4th graders. Officer Kathy Borkowski is retiring; her last day is Friday, December 21, 2018 after 18 years with the Village.

Park and Recreation Director Kelly Valentino thanked everyone who supported the Kids Rummage sale and thanked everyone who baked goods for the bake sale. Thank you to Nancy Habel and Jeannie Baerman who decorated the Christmas trees at the Community Center. Monte Carlo night is Saturday, February 2, 2019. The dates have been set for the beer gardens, which will be moving to Shelter #2 and Shelter #3 next year.

Clerk/Treasurer Jilline Dobratz stated property tax bills are all in the mail. Working with the Washington County tax site which is live and a tax receipt or copy of the tax bill can be printed directly from the site.

18. Mid-Moraine Municipal Association Report.

Tr. Kurtz stated the next Legislative meeting will be Wednesday, January 9, 2019.

19. Washington County Board Report.

County Supervisor Bob Hartwig gave an update on Highway 60; gas lines and utilities are being moved. The Washington County logo will be changed. The Legislative Breakfast hosted by the Washington County Heroin Task Force was held on December 7, 2018. He will be going to the capital on January 16, 2019 to speak with Senate and Assembly members.

20. Greater Jackson Business Alliance Report.

None

21. Citizens to Address the Village Board.

None

22. 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; regarding water extension dispute.

Motion by Pres. Schwab, second by Tr. Malcolm to convene into closed session at 8:40 p.m. and to include the Village Board, Village Attorney, Village Administrator, Village Engineer and Village Clerk.

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

Reconvene into Open Session

The Village Board reconvened into open session at 9:11 p.m.

Motion by Pres. Schwab, second by Tr. Kurtz that the Village Board establish a resolution for 3040 Maple Road, Jackson, WI 53037; the proper application with the appropriate filing fees be filed, the application shall be limited to a single-family residence for the property, the residence must be both occupied and connected to the Village's water system within 12 months of the date of the approval of the application, all rights are reserved by the Village to approve or deny a subsequent request for amendment or renewal of the application, the connection of the property to the Village's water system shall comply with all material rules and regulations of the Village Water Utility requirements.

Discussion on a water capacity analysis surcharge policy may be set in the future.

Vote: 6 ayes, 1 nays (Tr. Olson). Motion carried. (Resolution attached.)

23. Adjourn.

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:22 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk/Treasurer