

APPROVED MINUTES
Village Board Meeting
Tuesday, December 8, 2020 at 7:30 p.m.
Jackson Village Hall
N168 W20733 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, Heckendorf, Kruepke, Lippold, Olson and Wells

Staff Present: Collin Johnson, Brian Kober, Chief Swaney, Kelly Valentino, Chief Vossekuil, John Walther and Darlene Smith

2. Pledge of Allegiance.

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

3. Any Village Citizen Comment on an Agenda Item.

None.

4. Approval of Administrator Contract

The Village Administrator candidate Jen Keller has been extended a contract by the Village Board which she has accepted, and that contract will be ratified this evening.

Motion by Pres. Schwab, second by Tr. Kruepke to approve the Administrator Contract for Jen Keller.

Vote: 7 ayes, 0 nays. Motion carried.

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

Tim Meffert was appointed to the Board of Public Works Committee. His term will expire April 17, 2023. The administration of Oath of Office will take place at a later date.

Motion by Pres. Schwab, second by Tr. Emmrich to nominate Tim Meffert to serve on the Board of Public Works with a term expiring in 2023.

Vote: 7 ayes, 0 nays. Motion carried.

6. Ordinance #20-08 – Amending Chapter 48 of the Village Code Regarding Sec. 48-108 – Accessory Use Setback and Construction Requirements (2nd Reading)

Motion by Pres. Schwab, second by Tr. Emmrich to approve Ordinance #20-08 – Amending Chapter 48 of the Village Code Regarding Sec. 48-108 – Accessory Use Setback and Construction Requirements (2nd Reading).

Vote: 7 ayes, 0 nays. Motion carried.

7. Ordinance #20-09 – Attaching Certain Lands to the Village of Jackson

Pres. Schwab read Ordinance #20-09.

Motion by Pres. Schwab, second by Tr. Olson to introduce Ordinance #20-09 – Attaching Certain Lands to the Village of Jackson.

Vote: 7 ayes, 0 nays. Motion carried.

Motion by Pres. Schwab, second by Tr. Olson to suspend the rules and allow the second reading with approval of Ordinance #20-09 – Attaching Certain Lands to the Village of Jackson.

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

Motion by Pres. Schwab, second by Tr. Olson to approve Ordinance #20-09 – Attaching Certain Lands to the Village of Jackson.

Vote: 7 ayes, 0 nays. Motion carried.

8. Approval of Minutes for the Village Board Meeting of November 10, 2020 and Special Village Board Meeting of November 30, 2020

Motion by Tr. Emmrich, second by Tr. Lippold to approve the Village Board Minutes of November 10, 2020 and Special Village Board Meeting of November 30, 2020.

Vote: 7 ayes, 0 nays. Motion carried.

9. Approval of Licenses

- Entertainment Licenses:

- Coffeerville Company – Jack P. Kulwikowski
- Jackson Parks and Recreation – Kelly A. Valentino

- Massage Licenses:

- Back in Balance Bodyworks – Jenna E. Frank

- Operators Licenses:

- The Village Mart, Main Street Mart & East Side Mart: Amber L. Bryant, Cassidy M. Wilber, Victor E. Fraley
- Jackson Parks & Recreation: Debra A. Zeinert

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.

Pres. Schwab requested moving Item #11 before Item #10.

11. Plan Commission

- Fire Department – Burn Tower

The Plan Commission advises the Village Board that location selected is an acceptable location.

Motion by Pres. Schwab, second by Tr. Emmrich to accept the location of the Fire Department – Burn Tower on the southeast corner of the Municipal Complex site.

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

10. Budget & Finance Committee

- Pay Request #8 – Municipal Complex Building

Motion by Pres. Schwab, second by Tr. Emmrich to approve Pay Request #8 – Municipal Complex Building in the amount of \$397,415.40.

Vote: 7 ayes, 0 nays. Motion carried.

- **Change Order #4 – Municipal Complex Building**
There were some questions/concerns regarding the elevator shaft revisions, the enlarging of the window and an additional stairwell doorway. The cost for this change order will come out of the contingency fund.
Motion by Tr. Olson, second by Tr. Lippold to approve Change Order #4 – Municipal Complex Building in the amount of \$16,392.00.
Vote: 6 ayes, 1 nay (Tr. Heckendorf). Motion carried.
- **Review of 2021 Trash and Recycling Contract**
Motion by Tr. Olson, second by Pres. Schwab to approve the Five-Year Trash and Recycling Contract Option #2 with GFL (Green for Life).
Vote: 7 ayes, 0 nays. Motion carried.
- **Bielinski Homes Request #2 – Reimbursement of Offsite Improvements**
Motion by Pres. Schwab, second by Tr. Lippold to approve Bielinski Homes Request #2 – Reimbursement of Offsite Improvements in the amount of \$40,739.75.
Vote: 7 ayes, 0 nays. Motion carried.
- **Reduction in Letter of Credit (Escrow Acct.) – Laurel Springs Villas**
Motion by Pres. Schwab, second by Tr. Heckendorf to approve the Reduction in Letter of Credit (Escrow Acct.) – Laurel Springs Villas to the amount of \$39,669.00.
Vote: 7 ayes, 0 nays. Motion carried.
- **Review of Quotes for Purchase of Patrol Plow Truck**
Motion by Tr. Kruepke, second by Tr. Emmrich to approve the Purchase of Patrol Plow Truck in the amount of \$98,432.00 and the plow equipment package in the amount of \$85,271.45 for a total truck package amount of \$183,703.45.
Vote: 7 ayes, 0 nays. Motion carried.
- **Change Order #1 – 2020 Road and Utility Project – Wondra Construction**
Motion by Tr. Olson, second by Tr. Heckendorf to approve Change Order #1 – 2020 Road and Utility Project – Wondra Construction in the amount of \$17,610.00
Vote: 7 ayes, 0 nays. Motion carried.
- **Pay Request #2 – 2020 Road and Utility Project – Wondra Construction**
Motion by Ald. Heckendorf, second by Tr. Emmrich to approve Pay Request #2 – 2020 Road and Utility Project – Wondra Construction in the amount of \$191,144.51.
Vote: 7 ayes, 0 nays. Motion carried.
- **Change Order #3 – Spruce Street & Ridgeway Drive Extension – TIF #7**
Motion by Pres. Schwab, second by Tr. Kruepke to approve Change Order #3 – Spruce Street & Ridgeway Drive Extension – TIF #7 in the amount of a \$51,765.50 reduction.
Vote: 7 ayes, 0 nays. Motion carried.
- **Pay Request #4 – Spruce Street & Ridgeway Drive Extension – TIF #7**
Motion by Tr. Lippold, second by Tr. Heckendorf to approve Pay Request #4 – Spruce Street & Ridgeway Drive Extension – TIF #7 in the amount of \$64,258.25.

Vote: 7 ayes, 0 nays. Motion carried.

- Fire Department – Burn Tower

There was some discussion regarding the Fire Department Burn Tower not being an appropriate use of the contingency fund and should have been included in the original plan. The Fire Department Burn Tower will be utilized for essential training and an asset to the Village.

Motion by Tr. Wells, second by Tr. Lippold to approve payment for the Fire Department – Burn Tower in the amount of \$87,500.00.

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

12. Board of Public Works

- Review of Future Internet Service for Village of Jackson

Motion by Pres. Schwab, second by Tr. Emmrich to table this item to the next month's meeting.

Vote: 7 ayes, 0 nays. Motion carried.

- Resolution #20-21 Designating Snow Plowing of Roads Shared with the Town of Jackson

Motion by Pres. Schwab, second by Tr. Kruepke to approve Resolution #20-21 Designation Snow Plowing of Roads Shared with the Town of Jackson.

Vote: 7 ayes, 0 nays. Motion carried.

13. Joint Parks & Recreation

- No Recommendations

14. Village Municipal Complex – Update – Cedar Corp

Cory Scheidler was present from Cedar Corporation and presented an update. The building is nearly enclosed. The roof will be on in early January. The interior work is starting.

Everything is on schedule. Progressing very well. Currently the project is at 93% of the overall project cost.

15. West Bend School District Report

None.

16. Washington County Board Report

County Supervisor Bob Hartwig was present and furnished the monthly report. The County Board passed the 2021 budget resolution with the lowest Washington county tax in the past 100 years. In 2020 it was \$2.29 per thousand and in 2021 it is \$2.24 per thousand.

17. Greater Jackson Business Alliance Report

Tr. Heckendorf reported the general membership meeting was last month. John Walther gave a State of the Village address to the group. Peter Rettler stated businesses can use the resources that Moraine Park has to offer for hiring people from their graduates and student base.

18. Department Reports

Kelly Valentino announced at the January 2021 meeting the presentation of the revision of the park's recreation and open space plan.

Chief Vossekuil reported last Monday Dominic Gutierrez was sworn in as the newest police officer. This makes the police department up to full staff for the first time in over a year. Lt. Todd Fristed celebrated his 25-year anniversary with the Village last weekend.

John Walther stated the property tax bills were picked up from the County and mailed out.

19. COVID-19 Update

Chief Swaney reported the Covid-19 quarantine has been changed to 7-10 days which will get people back to work sooner. Washington-Ozaukee County will provide a drive through vaccine shot at the Fair Park when it becomes available.

20. Succession Planning

None.

21. Citizens to Address the Village Board

Gloria Teifke thanked everyone that worked so hard through this tumultuous year to get our fire/police and village building up. Everyone should think of us as a peanut butter and jelly sandwich with the Village people/residents being the bread, the board being the peanut butter and the fire/police being the jelly. If we do not all work together the bread falls apart and no one has any support.

22. Future Agenda Items

None.

23. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:42 p.m.

Respectfully submitted:

Darlene Smith, *WCMC*
Deputy Village Clerk