

APPROVED MINUTES
Village Board Meeting
Tuesday, March 9, 2021 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, Jen Keller, Brian Kober, Aaron Swaney, Kelly Valentino, Ryan Vossekuil and Jilline Dobratz.

2. Pledge of Allegiance

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

Pres. Schwab asked the Board to consider moving Item #13 after Item #4 for Human Resources Director, Lenny Hanson, from the West Bend School District to present. The Board had no objections.

3. Any Village Citizen Comment on an Agenda Item

Lenny Hanson, 3056 Sherman Parc Circle, stated that as a former Principal of Jackson Elementary, he believes there is no one more deserving of recognition than Officer Gerke as the Resource Officer at the Jackson Elementary School.

4. Presentation of Wisconsin Association of Women Police – Woman Officer of the Year for 2020 to Officer Jennifer Gerke

Chief Ryan Vossekuil announced Officer Jennifer Gerke received the 2020 Woman Officer of the Year award from the Wisconsin Association of Women Police. Ryan Vossekuil stated Officer Gerke has helped the department connect with the community through community initiatives and goes above and beyond what is expected of her as an officer. Tr. Emmrich thanked her and stated she is well deserving of the award. Wisconsin State Patrol Master Inspector, Teresa Burchard, and Inspector Lauren Xiong of the Wisconsin State Patrol presented Officer Gerke with the award. Pres. Schwab thanked Officer Gerke for her service; stating she is an asset to the community. Officer Gerke voiced her gratitude for the support the Police Department receives and that she is honored to work for the Village.

13. West Bend School District Report

Human Resources Director, Larry Hanson, gave an update of the current happenings of the district. Inside and outside maintenance upgrades at Jackson Elementary are being planned. Jackson Elementary is the highest performing school in the West Bend School District. They facilitated in-person instruction for the entire school year. Also, they have partnered with the Jackson Community Center on 4K, Head Start and Tot Time programs.

5. Fourteenth-Amended Agreement for the Operation of Mid-Moraine Municipal Court

Jen Keller gave a review of the amendment to the agreement. It is to extend to another 30-year term to 2051. The amended agreement also includes administrative and personnel changes.

Motion by Pres. Schwab, second by Tr. Lippold to adopt the Fourteenth-Amended Agreement for the Operation of Mid-Moraine Municipal Court.
Vote: 7 ayes, 0 nays. Motion carried.

6. Approval of Minutes for the Village Board Meeting of February 9, 2021

Motion by Tr. Emmrich, second by Tr. Wells to approve the Village Board Minutes of February 9, 2021 with the correction under number eight (8) of the motion before the vote.
Vote: 7 ayes, 0 nays. Motion carried.

7. Approval of Licenses

- Class B Picnic License:
 - Jackson Festivals, Inc. – Action in Jackson June 11 – June 12, 2021
 - Entertainment License:
 - Jackson Festivals, Inc. – Action in Jackson June 11 – June 12, 2021
 - Operators Licenses:
 - Walgreens #11676: Amy B. Bruch, Bennett C. Cull, Lynne M. Leonard, Deborah K. Martin
- Motion by Tr. Kruepke, second by Tr. Emmrich to approve the licenses as listed.
Vote: 7 ayes, 0 nays. Motion carried.

8. Budget & Finance Committee

- Change Order #5 – Municipal Complex Building
Motion by Pres. Schwab, second by Tr. Lippold to accept Change Order #5 – Municipal Complex Building.
Pres. Schwab inquired on the floor drains and the size of the openings. Brian Kober stated the shower stalls were changed to be ADA compliant, the drain was moved.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #11 – Municipal Complex Building
Motion by Tr. Wells, second by Tr. Emmrich to approve Pay Request #11 – Municipal Complex Building in the amount of \$818,202.65.
Vote: 7 ayes, 0 nays. Motion carried.
- Proposed Change Order #34 – Lobby Floor Box - Municipal Complex Building
Motion by Tr. Lippold, second by Tr. Kruepke to approve Proposed Change Order #34 – Lobby Floor Box - Municipal Complex Building in the amount of \$1,149.07.
Vote: 7 ayes, 0 nays. Motion carried.
- Proposed Change Order #38 – Canopies - Municipal Complex Building
Motion by Tr. Kruepke, second by Tr. Lippold to proceed with Proposed Change Order #38 – Canopies - Municipal Complex Building in the amount of \$34,620.00.
Discussion on canopies, placement, number of canopies and costs ensued.
Vote: 0 ayes, 7 nays. Motion failed.

Motion by Tr. Emmrich, second by Tr. Lippold to approve the Proposed Change Order #38 – Canopy – Municipal Complex Building on the main door.

Motion amended by Tr. Emmrich, second by Tr. Lippold to approve the Proposed Change Order #38 – Canopy – Municipal on the main door not to exceed \$15,815.00
Motion withdrawn by Tr. Emmrich.

Motion by Tr. Emmrich, second by Tr. Lippold to refer the Proposed Change Order #38 – Canopy – Municipal Complex Building to next month's Village Board meeting for pricing on the front door only.
Motion withdrawn by Tr. Emmrich.

Motion by Tr. Emmrich, second by Tr. Lippold to defer the Proposed Change Order #38 – Canopies – Municipal Complex Building discussion to a future date.
Vote: 7 ayes, 0 nays. Motion carried.

- TIF #6 – Rosewood Lane & Sylvester Court Additional Construction Cost
Motion by Pres. Schwab, second by Tr. Heckendorf to approve TIF #6 -Rosewood Lane and Sylvester Court Additional Construction Costs in the amount of \$81,018.17.
Vote: 7 ayes, 0 nays. Motion carried.
- Review of License Agreement to Farm Public Land – Robert Loduha
Jen Keller explained the agreement. It protects the Village from any change or use to the property.
Motion by Tr. Kruepke, second by Tr. Olson to approve the License Agreement to Farm Public Land – Robert Loduha in the amount of \$2,500.00.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #4 – 2020 Road and Utility Project – Wondra Construction
Motion by Tr. Heckendorf, second by Tr. Lippold to approve Pay Request #4 – 2020 Road and Utility Project – Wondra Construction in the amount of \$19,939.87.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #6 – Spruce Street & Ridgeway Drive Extension – TIF #7
Motion by Tr. Lippold, second by Tr. Heckendorf to approve Pay Request #6 – Spruce Street & Ridgeway Drive Extension in the amount of \$20,484.68.
Vote: 7 ayes, 0 nays. Motion carried.
- RFP for Fiber Internet to Village of Jackson Buildings
Tr. Heckendorf provided a handout and gave information on the three (3) options. Jen Keller explained the quote provided by Pros 4 Technology for the Municipal Building and Jackson Community Center. Brian Kober explained the 20-year agreement with Midwest Fiber.
Motion by Tr. Heckendorf, second by Tr. Emmrich to direct staff to proceed with Option #3 Midwest Fiber to provide Fiber services to Village of Jackson Buildings, with final approvals needed for a contract to include final costs for services in April, and to include a cost proposal for services from Pros 4 Technology for switch installation.
Vote: 7 ayes, 0 nays. Motion carried.
- RFP for Sewer Interceptor and Water Main Study by City Water

Motion by Tr. Emmrich, second by Tr. Olson to approve the quote for Sewer Interceptor for \$5,000.00 on the east side of the Village south of Sherman Road and the Water Main Study by City Water in the amount of \$4,000.00 going north on Jackson Drive.

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

9. Plan Commission

- No Recommendations

10. Board of Public Works

- No Recommendations

11. Joint Parks & Recreation

- Program & Event COVID Updates
Kelly Valentino provided information on program changes and future events. The Easter Egg Hunt is by registration only to limit the number of participants. On May 1, they plan to review and possibly revise the policies and procedures, including COVID recommendations. Action in Jackson is moving forward, with social distancing encouraged.

12. Village Municipal Complex – Update – Cedar Corp.

Brian Kober stated Cedar Corp. sent an updated report. If the Board would like a tour of the Municipal Complex, let Brian know.

14. Washington County Board Report

County Supervisors Robert Hartwig and Marcy Bishop were present and furnished the monthly report. Robert Hartwig reported employees will be recognized for years of service; two (2) message boards were also approved for installation. The County had met that day with local farmers to see if there is anything the County can do to help them stay in business. Marcy Bishop reported the Samaritan Task Force will make a recommendation to continue serving the community and possibly enter into a partnership with Cedar Community in order to help cut costs. Lastly, Marcy mentioned an accident had occurred on County Hwy G which Jackson Police Officers were first on the scene; Marcy thanked the Village for the collaboration.

15. Greater Jackson Business Alliance Report

Tr. Heckendorf stated the next meeting is on Wednesday, March 17. Kelly Valentino will be the speaker.

16. Department Reports

Jilline Dobratz provided information on the April 6th Spring Election which will be held in the Board Room from 7:00 a.m. until 8:00 p.m. The first day for in-person absentee voting is Tuesday, March 23. Village Hall will be open on Good Friday, April 2, for absentee voting and voter registration.

Brian Kober stated the State Hwy 45 resurfacing project will be starting next week. The old Park and Ride construction site will be used by the County, State and the contractor for their construction trailers.

Collin Johnson reported the year to date permits that have been issued is 157. Last year, year to date was 70 permits and the year before that was 80 permits. Permit volume is up 50 percent.

Jen Keller stated funding will be provided from the Federal Government to the Village of Jackson under the American Rescue Plan.

17. Citizens to Address the Village Board

None.

18. Future Agenda Items

None.

19. Insurance Liability Claim – Chris Bohman

Ryan Vossekuil provided the Village Board with a memo explaining the incident. Mr. Bohman presented the Village with a notice of claim form and a receipt of damages to his vehicle tires that occurred on February 24, 2021 at 2:11 a.m. on Hwy 45.

20. 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 or is likely to become involved.

Motion by Pres. Schwab, second by Tr. Lippold to convene into closed session at 8:59 p.m. to include the Village Board, the Village Administrator, the Village Clerk, the Village Police Chief for an indeterminate amount of time with possible action thereafter.

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

Reconvene into Open Session with Possible Action

The Village Board reconvened into open session at 9:33 p.m.

Pres. Schwab stated they have considered the liability claim, they viewed the officers traffic cam, and have received advice from the Village Attorney. The Village does not believe they were negligent.

Motion by Pres. Schwab, second by Tr. Kruepke to disallow the Insurance Liability Claim – Chris Bohman.

Vote: 5 ayes, 2 nays (Tr. Lippold and Tr. Emmrich)

21. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:34 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk