

APPROVED MINUTES
Village Board Meeting
Tuesday, March 8, 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: Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron

Swaney, Parks & Recreation Director Kelly Valentino, Police Chief Vossekuil and Village Clerk Jilline Dobratz.

Also Present: Robert Whitaker of McMahon Associates Inc.

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. Public Hearing – Planned Unit Development Amendment – Sign – Poblocki Sign Co. for Bielinski Homes, Inc. – Laurel Springs Villas Subdivision

Pres. Schwab opened the Public Hearing. Susan Beck, 3109 Mill Road, inquired on the location. Pres. Schwab stated it is at the northwest corner of Cedar Creek Road and Jackson Drive. Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Engelhardt, to approve the Planned Unit Development Amendment – Sign – Poblocki Sign Co. for Bielinski Homes, Inc. – Laurel Springs Villas Subdivision subject to proper location of the sign and permitting.

Vote: 7 ayes, 0 nays. Motion carried.

5. Public Hearing – Planned Unit Development Amendment – Sysco, W223N16501 Cedar Parkway – Public Hearing Only

Pres. Schwab opened the Public Hearing.

Bob Anderson, 3109 Mill Road, spoke on his property value, two proposed berms, lighting, noise of trailers and sound proofing.

Mark Hauser, 3010 Mill Road, objects to vacating Mill Road, stated Sysco delivery trucks constantly blocked Cedar Parkway, and requested “no parking” signs be installed along Cedar Parkway.

Susan Beck, 3109 Mill Road, raised concerns about trucks turning around if Mill Road is discontinued.

Pres. Schwab closed the Public Hearing.

6. Ordinance #22-03 – To Annex Territory to the Village of Jackson Identified by Tax Parcel T7_077600B – Mark Hauser (1st Reading)

Motion by Tr. Heckendorf, second by Tr. Kruepke, to introduce Ordinance #22-03 – To Annex Territory to the Village of Jackson Identified by Tax Parcel T7_077600B – Mark Hauser (1st Reading).

Vote: 7 ayes, 0 nays. Motion carried.

7. Approval of Minutes for the Village Board Meeting of February 8, 2022 and Special Village Board Meeting of February 24, 2022

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve the minutes for the Village Board Meeting of February 8, 2022 and Special Village Board Meeting of February 24, 2022

Vote: 7 ayes, 0 nays. Motion carried.

8. Approval of Licenses

- Operator's Licenses:
 - East Side Mart, Main Street Mart & The Village Mart: Ryan Adair
 - Walgreens #11676: Chan Phuong Duong, Bette Feistel, Arlene Gonzales, Christina Gutjahr, Heather Karleigh, Caitlyn Perez
- Tattoo/Piercing Establishment License (2021-2022): Bright Beauty Spa LLC
- Tattoo/Piercing Operator License (2021-2022): Ashley Novak

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.

9. Budget & Finance Committee

• **Pay Request #23 – Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Wells, to approve payment for Pay Request #23 – Municipal Complex Building in the amount of \$388,603.01.

Tr. Engelhardt inquired if the HVAC issues have been resolved. Director Kober stated no, they are working on changes to be made. Retainage is being held.

Vote: 7 ayes, 0 nays. Motion carried.

• **Contract for Fire and EMS Organizational Review and Future Needs Analysis – Public Administration Associates**

Motion by Pres. Schwab, second by Tr. Wells, to approve the Contract for Fire and EMS Organizational Review and future needs analysis – Public Administration Associates in the amount of \$30,500.00.

Tr. Engelhardt inquired if Police & Fire Impact Fees could be used. Discussion ensued on a Village wide staffing study and waiting to do them together for potential savings. Robert Whitaker of McMahon Associates Inc. gave information on cost savings.

Vote: 4 ayes, 2 nays (Tr. Kruepke and Engelhardt) 1 abstain (Tr. Heckendorf). Motion carried.

• **Contract for Engineering Services – Jackson Park Tennis Court Reconstruction**

Motion by Tr. Engelhardt, second by Tr. Emmrich, to approve the Contract for Engineering Services – Jackson Park Tennis Court Reconstruction to Cedar Corp. Engineering Services in an amount not to exceed \$20,000.00.

President Schwab requested information from Staff regarding why Cedar Corporation was selected to oversee the engineering and bidding process for the project.

Vote: 6 ayes, 1 nays (Pres. Schwab). Motion carried.

- **Contract for Engineering Services – STH 60 (Main Street) Utility Reconstruction Project**

Motion by Pres. Schwab, second by Tr. Kruepke, to approve the Contract for Engineering Services – STH 60 Utility Reconstruction Project to Gremmer and Associates in an amount not to exceed \$53,960.00.

Vote: 7 ayes, 0 nays. Motion carried.

- **Contract for Engineering Services – CTH P Utility Project**

Motion by Pres. Schwab, second by Tr. Engelhardt, to approve the Contract for Engineering Services – CTH P Utility Project to Gremmer and Associates in an amount not to exceed \$24,983.00.

Vote: 7 ayes, 0 nays. Motion carried.

- **Pay Request #4 – Coffee Connection Trail Project – Poblocki Paving**

Motion by Pres. Schwab, second by Tr. Wells, to approve Pay Request #4 – Coffee Connection Trail Project – Poblocki Paving in the amount of \$14,256.47.

Vote: 7 ayes, 0 nays. Motion carried

10. Plan Commission

- **Resolution #22-02 – Amendments to the Village of Jackson Adopted 2050 Comprehensive Plan: Map 1 Future Land Use Plan 2050**

Motion by Pres. Schwab, second by Tr. Emmrich, to approve Resolution #22-02 – Amendments to the Village of Jackson Adopted 2050 Comprehensive Plan: Map 1 Future Land Use Plan 2050.

Vote: 7 ayes, 0 nays. Motion carried.

11. Board of Public Works

- **Resolution #22-03 – Accepting Sanitary and Water System – Laurel Springs Villas**

Motion by Tr. Emmrich, second by Tr. Heckendorf, to approve Resolution #22-03 – Accepting Sanitary and Water System – Laurel Springs Villas.

Vote: 7 ayes, 0 nays. Motion carried.

- **Resolution #22-04 – Accepting the Agreement for the Treatment of Sanitary Sewage Associated with Kerry Inc.**

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Resolution #22-04 – Accepting the Agreement for the treatment of Sanitary Sewage Associated with Kerry Inc.

Vote: 7 ayes, 0 nays. Motion carried.

12. Parks & Recreation Commission

- **Rental Form Policy Revisions – Park Rentals and JCC Rentals**

Motion by Tr. Engelhardt, second by Tr. Wells, to approve Rental Form Policy Revisions – Park Rentals and JCC Rentals.

Vote: 7 ayes, 0 nays. Motion carried.

- **Authorization for Staff to RFP for Concept Plan of Lake Hasmer Park Area**

Motion by Tr. Wells, second by Pres. Schwab, to authorize Staff to create an RFP for the creation of a Concept Plan of Lake Hasmer Park Area.

Vote: 7 ayes, 0 nays. Motion carried.

13. Village Municipal Complex – Update – Cedar Corp

Director Kober stated the meeting tomorrow will include updates for facility completion and warranties.

14. West Bend School District Report

Tr. Wells stated the election for School Board members is on April 5th. Summer school registration is open. The earliest a referendum for a Jackson Elementary school will be in November 2024.

15. Greater Jackson Business Alliance Report

Tr. Matter stated the membership meeting is next week. A new scholarship will be added this year for a total of five (5) scholarships. GJBA is researching how to go about setting up an Ambassador program.

16. Mid-Moraine Municipal Association Report

Tr. Wells reported the next meeting is tomorrow at the Municipal Complex at 7:00 p.m. with two speakers on the topic of Tax Increment Districts. The dinner meeting is at the Municipal Complex on March 23rd.

17. Citizens to Address the Village Board

None.

18. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:27 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk