

APPROVED MINUTES
Village Board Meeting
Tuesday, February 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, Chief Swaney, Kelly Valentino, and Jilline Dobratz.

Others Present: Jonathan Schatz, Ehlers

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. Planned Unit Development – Final Plat – Home Path Financial LP-Morning Meadows Subdivision – Phase 1

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Tr. Emmrich, second by Tr. Lippold to approve Planned Unit Development – Final Plat – Home Path Financial LP-Morning Meadows Subdivision – Phase 1 per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

5. Planned Unit Development – Special Use – Joseph & Jennifer Serio – Attached Garage

Pres. Schwab opened the Public Hearing.

Janey Heckendorf, 2249 Highland Road inquired on what the Planned Unit Development is.

Pres. Schwab gave the explanation and stated it is for a single family home. Anthony (Joseph's father) and Jennifer Serio, W208N16512 Glen Hill Drive explained the project which includes a deeper three car garage on an acre and a half lot.

Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Lippold to approve Planned Unit Development – Special Use – Joseph & Jennifer Serio – Attached Garage

Vote: 7 ayes, 0 nays. Motion carried.

6. Conditional Use Permit – Special Use – Design to Construct – Custom Service Hardware

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Emmrich to approve Conditional Use Permit – Special Use – Design to Construct – Custom Service Hardware provided compliance with State submittal permitting and a secondary address per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

7. Planned Unit Development – Design to Construct – Spec Building – N172 W21843-53 Northwest Passage

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Kruepke to approve Planned Unit Development – Design to Construct – Spec Building – N172 W21843-53 Northwest Passage. The Plan Commission did not insist on a personnel door for the trash enclosure.

Vote: 7 ayes, 0 nays. Motion carried.

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

Jen Keller gave background information and explained the proposed amendments of the agreement including adding the Town of Polk. All 16 members of the Mid-Moraine Municipal Court need to unanimously approve the provisions of the agreement before proceeding.

Motion by Pres. Schwab, second by Tr. Wells to reject the proposed Fourteenth-Amended Agreement for the Operation of Mid-Moraine Municipal Court pending further consideration. Discussion ensued on the amendments and the Town of Polk. Kathy Buth, Mid-Moraine Municipal Court, entered. She stated using the Village of Jackson Board Room for the Town of Polk is a separate issue. If it is decided to deny the agreement as written, it will go back before to the Administrative Committee. The Town of Polk currently contracts with the Washington County Sheriff's Department to mainly enforce ordinance violations. They anticipate 20 to 25 tickets per year.

Vote: 5 ayes, 2 nays (Tr. Emmrich and Wells). Motion carried.

Motion by Pres. Schwab, second by Tr. Olson requesting Mid-Moraine Municipal Court provide a complete document, not a red line of the final document, and opposed the participation by the Town of Polk.

Vote: 7 ayes, 0 nays. Motion carried.

9. Approval of Minutes for the Village Board Meeting of January 12, 2021

Motion by Tr. Heckendorf, second by Tr. Wells to approve the Village Board Minutes of January 12, 2021.

Vote: 7 ayes, 0 nays. Motion carried.

10. Approval of Licenses

- Operators Licenses:

- East Side Mart, Main Street Mart & The Village Mart: Arthur J. Amend, Dominic J. Busalacchi, Dequon M. Garrett, James H. Klukaczewski

Motion by Tr. Heckendorf, second by Tr. Wells to approve the licenses as listed.

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

Pres. Schwab requested to take a brief recess after Resolution #21-06 to sign documents for Mr. Schatz of Ehlers. The Board had no objections.

11. Budget & Finance Committee

- EMS Service Invoice – Mary A. Pitz

Chief Swaney stated they responded to a medical call requested by the Police Department. Approximately four years ago the fee was \$200.00 which has been reduced to \$75.00. The report from the call was reviewed and was accurate. Motion by Pres. Schwab, second by Tr. Kruepke to deny the request to waive the EMS Service Invoice – Mary A. Pitz.

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

- Resolution #21-06 – Resolution Awarding the Sale of \$8,035,000 General Obligation Public Safety Building Bonds, Series 2021A
Jonathon Schatz of Ehlers gave information on today's sale results and explained the report. This is the remaining financing for the complex specifically for the Public Safety portion. The bid came with a premium which was used to downsize the issue. The remainder of the premium received was put toward interest cost for the first two years of the payback period. The report from Moody's affirmed the A2 rating for this issue.

Motion by Tr. Olson, second by Tr. Emmrich to approve Resolution #21-06 – Resolution Awarding the Sale of \$8,035,000 General Obligation Public Safety Building Bonds, Series 2021A.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Schwab requested a recess to sign documents. Reconvened at 8:07 p.m.

- Pay Request #10 – Municipal Complex Building
Motion by Tr. Heckendorf, second by Tr. Emmrich to approve Pay Request #10 – Municipal Complex Building in the amount of \$704,138.51.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #3 – 2020 Road and Utility Project – Wondra Construction
Motion by Tr. Wells, second by Tr. Lippold to approve Pay Request #3 – 2020 Road and Utility Project – Wondra Construction in the amount of \$130,430.40.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #5 – Spruce Street & Ridgeway Drive Extension – TIF #7
Motion by Tr. Heckendorf, second by Tr. Lippold to approve Pay Request #5 – Spruce Street & Ridgeway Drive Extension in the amount of \$240,567.24.
Vote: 7 ayes, 0 nays. Motion carried.
- RFP for 2021 Willow Ridge Drive Reconstruction Project
Motion by Tr. Heckendorf, second by Tr. Olson to approve the engineering service contract to Cedar Corp. for the 2021 Willow Ridge Drive Reconstruction Project in the amount of \$23,500.00.
Vote: 7 ayes, 0 nays. Motion carried.

12. Plan Commission

- Concept Plan – Andrew & Stacey Loosen – Attached Garage & Detached Garage
Pres. Schwab gave background information. Collin Johnson stated they will have to go through the formal process of review. The sunset date of beginning construction of the garage is February 1, 2024. The abutting property owners are in full

agreement that both plans will work for them. Jennifer Serio stated that is her understanding. They are not subject to English Oaks HOH requirements. Andrew Loosen commented the detached garage is for complete personal use only. Motion by Tr. Lippold, second by Tr. Kruepke to approved Concept Plan – Andrew & Stacey Loosen – Attached Garage & Detached Garage subject to final approve prior to February 1, 2024, the lift installed is for personal use only, the neighbors have seen the plans and the plans are acceptable to them. Motion amended by Tr. Lippold, second by Tr. Kruepke to add the garage is restricted for personal use. Vote: 7 ayes, 0 nays. Motion carried.

13. Board of Public Works

- No Recommendations

14. Joint Parks & Recreation

- No Recommendations

15. Village Municipal Complex – Update – Cedar Corp

Brian Kober gave an update. The building is 50% complete and will be completed by mid-September.

16. West Bend School District Report

Pres. Schwab spoke to Superintendent Wimmer yesterday. School has been in progress where half the students are onsite, and half of the students are virtual which has been successful. A lot of activities are still going on including sports. Graduation is being planned at the normal time on the football field. Jackson Elementary school needs to be approached different next time with the condition of the building.

17. Washington County Board Report

County Supervisor Bob Hartwig was present and furnished the monthly report. In January, the Chairman made appointments to several committees. Sheriff Marty Schulteis awarded commendations to several officers involved in rescue calls including Jackson Police Officer Jennifer Gerke. Washington County received a grant from the WisDOT for the taxis in which can be put into a trust as all the funds were not used.

18. Greater Jackson Business Alliance Report

Randy Matter, Vice President of GJBA, gave information on the last meeting. The new website is up and running, gjballiance.org, one of the members put it together. Kelly Valentino will be making her presentation on the Parks, Recreation and Open Space Plan.

19. Department Reports

Kelly Valentino reported online registration is open for the 4K program for next school year starting in September. They are looking at expanding the Head Start program in September. Staff will be meeting at the end of February to work on the summer program guide.

Chief Swaney commented the second round of COVID vaccines have been completed at the Fire Department.

Brian Kober stated they had a preconstruction meeting for Morning Meadows Phase 2 subdivision today. Phase 3 might start this fall depending on home sales.

Jilline Dobratz gave information on the Spring Primary Election. The Public Test was conducted today with the Chief Election Inspectors. Tuesday, February 16th, the election will be held in the Board Room from 7:00 a.m. until 8:00 p.m. Friday, February 12th is the last day for in person absentee voting and voter registration.

Jen Keller has been working with Treasurer Smith on various reports for the State and new auditors. The Administrative Assistant job posting will be closing this week.

20. COVID-19 Update

None.

21. Succession Planning

None.

22. Citizens to Address the Village Board

None.

23. Future Agenda Items

None.

24. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:30 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk