

APPROVED MINUTES
Village Board Meeting
Tuesday, January 11, 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

Tr. Heckendorf called the meeting to order at 7:30 p.m.

Members Present: Trustees Emmrich, Engelhardt, Heckendorf, Kruepke, Matter, and Wells.

Member Excused: Pres. Schwab

Staff Present: Building Inspector Collin Johnson, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks & Recreation Director Kelly Valentino, Police Chief Ryan Vossekui and Village Clerk Jilline Dobratz.

Also Present: Jim Blise of Design 2 Construct, Kris Dressler of Cedar Corporation, Bryan Lindgren of Neumann Developments, Jon Molkentin of Morning Star Building Committee, Jackie Mich of Vandewalle & Associates, Inc., Deb Sielski of Washington County Community Development, Phil Cosson of Ehlers and Attorney Matt Parmentier, by phone.

2. Pledge of Allegiance

Tr. Heckendorf led the assembly in the Pledge of Allegiance.

3. Appointment of Acting Chair

Motion by Tr. Engelhardt, second by Tr. Wells, to appoint Tr. Heckendorf as the Acting Chair.

Vote: 6 ayes, 0 nays. Motion carried.

4. Any Village Citizen Comment on an Agenda Item

None.

5. Public Hearing – Conditional Use Amendment – Morning Star Lutheran Church – Early Childhood Learning Building Addition – N171W20131 Highland Road

Tr. Heckendorf opened the Public Hearing. No one spoke. Tr. Heckendorf closed the Public Hearing.

Jon Molkentin with Morning Star gave background information on the project and explained the amendments that were made following Plan Commission review. Vegetative screening will be added to make it look natural. The existing fire hydrant is within 150 feet of the building. Fire Chief Swaney stated this complies with requirements.

Motion by Tr. Engelhardt, second by Tr. Wells, to approve the Conditional Use Amendment – Morning Star Lutheran Church – Early Childhood Learning Building Addition – N171W20131 Highland Road.

Vote: 6 ayes, 0 nays. Motion carried.

6. Ordinance #22-01 Amending Chapter 2 of Village Code Regarding Joint Village and Town Parks and Recreation Committee

Administrator Keller gave information on the amendment. Tr. Emmrich stated the Town of Jackson requested the agreement to be rescinded.

Motion by Tr. Heckendorf, second by Tr. Emmrich, to introduce Ordinance #22-01 Amending Chapter 2 of Village Code Regarding Joint Village and Town Parks and Recreation Committee.

Vote: 6 ayes, 0 nays. Motion carried.

Motion by Tr. Heckendorf, second by Tr. Emmrich, to suspend the rules and allow the second reading with approval of Ordinance #22-01.

Roll Call Vote: 6 ayes, 0 nays. Motion carried.

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Ordinance #22-01 Amending Chapter 2 of Village Code Regarding Joint Village and Town Parks and Recreation Committee.

Vote: 6 ayes, 0 nays. Motion carried.

7. Ordinance #21-10 – Rezone Various Properties and to Amend the Zoning Map of the Village of Jackson Pursuant to Section 48.34 of the Municipal Code (2nd Reading)

Motion by Tr. Heckendorf, second by Tr. Emmrich, to approve Ordinance #21-10 – Rezone Various Properties and to Amend the Zoning Map of the Village of Jackson Pursuant to Section 48.34 of the Municipal Code (2nd Reading).

Vote: 6 ayes, 0 nays. Motion carried.

8. Ordinance #21-11 – Amending Chapter 16 of the Village Code of Ordinances Regarding Environment (2nd Reading)

Motion by Tr. Wells, second by Tr. Kruepke, to approve Ordinance #21-11 – Amending Chapter 16 of the Village Code of Ordinances Regarding Environment (2nd Reading).

Vote: 6 ayes, 0 nays. Motion carried.

9. Proposed Personnel Policies for Adoption – Multi-Factor Authentication

Administrator Keller explained this is an internal procedure. All Village emails will be required to take a secondary security step.

Motion by Tr. Heckendorf, second by Tr. Wells, to approve Policy – Multi-Factor Authentication.

Vote: 6 ayes, 0 nays. Motion carried.

10. Proposed Personnel Policies for Adoption – Cyber Liability for Transfer of Funds and Wire Transfers

Administrator Keller provided information.

Motion by Tr. Heckendorf, second by Tr. Engelhardt, to adopt Policy – Cyber Liability for Transfer of Funds and Wire Transfers.

Vote: 6 ayes, 0 nays. Motion carried.

11. Approval of Minutes for the Village Board Meeting of December 14, 2021

Motion by Tr. Emmrich, second by Tr. Wells, to approve the minutes for the Village Board Meeting of December 14, 2021.

Vote: 6 ayes, 0 nays. Motion carried.

12. Budget & Finance Committee

- **Pay Request #21 – Municipal Complex Building**

Motion by Tr. Wells, second by Tr. Kruepke, to approve payment for Pay Request #21 – Municipal Complex Building in the amount of \$94,431.33.

Vote: 6 ayes, 0 nays. Motion carried.

- **Jackson Main Street Revitalization Plan Scope of Services – Vandewalle**

Jackie Mich of Vandewalle & Associates, Inc. provided information on potential uses of the former Village Hall/Police Department parcel.

Deb Sielski of Washington County spoke on redevelopment and a long-term vision of the Village. Funding from the County for site analysis is available.

Motion by Tr. Heckendorf, second by Tr. Emmrich, to table action on the Jackson Main Street Revitalization Plan Scope of Services – Vandewalle until agenda Item #20.

Vote: 6 ayes, 0 nays. Motion carried.

- **Request to Amend Developer's Agreement for TID 6 – Design 2 Construct**

Jim Blise of Design 2 Construct gave information on overperformance in the TID. The agreement wording included must be industrial, so the apartments don't qualify for overperformance.

Phil Cosson of Ehlers spoke on two initial incentive payments that are overperformance payments. The Delaney Group overperformance amount is approximately \$186,000 and the 72 unit apartment building overperformance amount is \$561,780.00. The original project plan accounted for overperformance amounts that would be paid based on the developer meeting the minimum taxable threshold. The apartment building fits within the project plan. The overpayment agreement amounts are to be paid over a period of five years.

Motion by Tr. Heckendorf, second by Tr. Engelhardt, to table action to Amend Developer's Agreement for TID 6 – Design 2 Construct until agenda Item #20.

Vote: 6 ayes, 0 nays. Motion carried.

13. Village Municipal Complex – Update – Cedar Corp

Kris Dressler from Cedar Corp. was present and gave an update. A substantial completion date is being established. The final completion is being reviewed and the final pay application is to be determined. The remaining work was discussed. The elevator inspection was completed today. Project budget allocated to date is 99.4%.

14. Next Generation Housing Coalition Update – Washington County

Washington County Community Development Director Deb Sielski provided a report to the Village Board including an update to progress with the Coalition, inclusion of EDWC and Vandewalle with the project, and the draft timeline for the Village of Jackson should a site in the Village be selected by the Next Generation Housing Coalition in March. Initial estimates project an 18-month window of time from the date of project selection in March 2022 to development occurring.

15. West Bend School District Report

West Bend School Board member Erin Dove provided an update to the Board including Covid protocol in effect and upcoming School Board election updates.

16. Greater Jackson Business Alliance Report

Tr. Matter gave an update on scholarship applications. The membership meeting will be next week with speaker Deb Sielski. They are welcoming two new Board members.

17. Mid-Moraine Municipal Association Report

Tr. Wells provided an update, sharing the next legislative committee will meet at the Jackson Municipal Complex on January 12th and the next Dinner meeting will be hosted in the Village of Germantown on January 26th.

18. Citizens to Address the Village Board

Casey Latz, N168W21190 Main Street, commented on selling the original Village Hall. There are people interested in purchasing the property. They consider it the "old Jackson" and the Municipal Complex is the "new Jackson." She would like to see it sold.

19. Future Agenda Items

None.

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 and pursuant to Wis Stats. §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session and pursuant to Wis. Stats. §19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the Village has jurisdiction or exercises responsibility;

During the closed session, the Village Board will discuss matters related to proposed amendment to TID 6 Developer's Agreement, possible Sysco Corporation Expansion, the purchase and the sale of public land, and personnel matters

Motion by Tr. Heckendorf, second by Tr. Engelhardt, to convene into closed session at 9:26 p.m. first portion to include the Village Board, the Village Administrator, the Village Engineer and Village Financial Advisor.

Roll Call Vote: 6 ayes, 0 nays. Motion carried.

Reconvene into Open Session with Possible Action related to the closed session, including possible approval of an amended TID 6 Developer's Agreement, the purchase of public land and the sale of public land.

Motion by Tr. Heckendorf, second by Tr. Wells, to reconvene into open session at 11:02 p.m. Vote: 6 ayes, 0 nays. Motion carried.

Motion by Tr. Kruepke, second by Tr. Wells, to approve the First Amendment to Agreement for Public Improvements and Other Matters Relating to D2C/GC Jackson, LLC

Vote: 6 ayes, 0 nays. Motion carried

Motion by Tr. Emmerich, second by Tr. Kruepke, to authorize the issuance of an Offer to Purchase for the property located at N168W20733-53 Main Street to Walter Miller Family Investment Properties LLC on the terms and conditions set forth in its December 9, 2021 offer to purchaser subject to modification as determined by the Village Attorney.

Vote: 5 ayes, 1 nay (Tr. Matter). Motion carried

Motion by Tr. Wells, second by Trustee Emmerich to approve the Jackson Main Street Revitalization Plan Scope of Services with Vandewalle and Associates conditioned upon the expansion of scope of work to include Main Street to Eagle Drive and for a Village contribution in an amount not to exceed \$8,000.00.

Vote: 6 ayes, 0 nays. Motion carried

21. Adjourn

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

Vote: 6 ayes, 0 nays. Meeting was adjourned at 11:05 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk