

**APPROVED MINUTES
Village Board Meeting
Tuesday, February 13, 2018 at 7:30 p.m.
Jackson Village Hall
N168W20733 Main Street
Jackson, WI 53037**

1. Call to Order and Roll Call.

President Michael Schwab called the meeting to order at 7:30 p.m.

Members Present: Trustees Olson, Emmrich, Kruepke, and Kurtz.

Members Absent: Trustees Kufahl and Lippold.

Staff present: John Walther, Brian Kober, Jim Micech, Kelly Valentino, and Fire Chief Swaney.

2. Pledge of Allegiance.

President 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 – Oversized Garage – Lakeside Contracting – Jason Rose – English Oaks

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was recommended by Plan Commission per staff comments. Motion by Pres. Schwab, second by Tr. Kruepke to approve the Planned Unit Development Amendment – Oversized Garage – Jason Rose, per staff comments.

Vote: 5 ayes, 0 nays. Motion carried.

5. Public Hearing – Planned Unit Development Amendment – Sign – Schensema, CPA

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was recommended by Plan Commission per staff comments. Motion by Pres. Schwab, second by Tr. Emmrich to approve the Planned Unit Development Amendment – Sign – Schensema, CPA, per staff comments.

Vote: 5 ayes, 0 nays. Motion carried.

6. Public Hearing – Planned Unit Development Amendment – Sign – Bartlein Barrels

President Schwab opened the public hearing. No one spoke. President Schwab closed the public hearing. The item was recommended by Plan Commission per staff comments. Motion by Pres. Schwab, second by Tr. Kurtz to approve the Planned Unit Development Amendment – Sign – Bartlein Barrels, per staff comments.

Vote: 5 ayes, 0 nays. Motion carried.

7. Approval of Minutes for the Village Board Meeting of January 9, 2018.

Motion by Tr. Emmrich, second by Tr. Olson to approve the Village Board Minutes of January 9, 2018.

Vote: 5 ayes, 0 nays. Motion carried.

8. Approval of Licenses.

- **Operators Licenses:**

East Side Mart: Lacy L. Luber, Bobby Jo Parbs

Jackson Pub: Richard A. Lally

Latest Edition: Michael T. D'Angelo, Jennifer A. Thetford

Walgreens: Jennifer L. Diels, Rina Ristic

Motion by Pres. Schwab, second by Tr. Olson to approve Operators Licenses as presented.

Vote: 4 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

9. Jackson Fire Department.

- **Importance of CPR Instruction and the Recognition of Past Participants Who Saved a Life Using Their Training Received in the JFD CPR program**

Fire Chief Swaney gave a short presentation on thanking and recognizing three people how saved a life by using their CPR training.

- **Resolution #18-02 – Resolution to Adopt the Washington County All Hazard Mitigation Plan**

Rob Schmid from Washington County Emergency Management was present to explain the adoption of the resolution for Hazard Mitigation Plan for Washington County. Mr. Schmid is working with all twenty municipalities in Washington County for adoption. The adoption allows for the Village to apply for Federal funding after a disaster.

Motion by Pres. Schwab, second by Tr. Olson to approve Resolution #18-02 for Adoption of the Washington County All Hazard Mitigation Plan.

Vote: 5 ayes, 0 nays. Motion carried.

10. Budget & Finance Committee.

- **Pay Request #3 – SCADA System Project – LW Allen**

The item was recommended approval from the Board of Public Works and Budget and Finance Committees.

Motion by Pres. Schwab, second by Tr. Olson to approve the pay request #3 – SCADA System Project LW Allen in an amount not to exceed \$213,138.20.

Vote: 5 ayes, 0 nays. Motion carried.

- **Review of Bids replacing WWTP Lab Room Cabinets**

The item was recommended approval from the Board of Public Works and Budget and Finance Committees.

Motion by Pres, Schwab, second by Tr. Kruepke to recommend approval of the quote from RJ Woods Industries, Inc. in the amount not to exceed \$22,558.00.

Vote: 5 ayes, 0 nays. Motion carried.

- **Jackson Fire Department – Equipment Purchases**

The item was recommended approval from the Budget and Finance Committee.

Motion by Pres, Schwab, second by Tr. Olson to approve the purchase of Fire Department equipment as presented.

Vote: 5 ayes, 0 nays. Motion carried.

- 11. Plan Commission**
- **Concept Plan - Cobblestone Builders – Single Family Home sites.**
Developer Dirk Wildt gave a presentation of the proposed Development which included building separations and setbacks. The Plan Commission approval included a requirement of a light post located in front of each house since no streetlights are being proposed. Pres. Schwab asked if Building Inspector Jim Micech had any problems with the proposal. Jim Micech requested that wood decks would not be allowed in the setback. Discussion continued that the setback changes would be done upon request. Motion by Pres, Schwab, second by Tr. Emmrich to approve the concept plan for Cobblestone Builders per Plan Commission approval.
Vote: 5 ayes, 0 nays. Motion carried.
- 12. Board of Public Works**
- **Resolution #18-03 – Resolution Establishing Rates for Septic and Holding Tank Waste for 2018**
Motion by Tr. Olson, second by Pres. Schwab to approve Resolution #18-03 Establishing Rates for Septic and Holding Tank Waste for 2018.
Vote: 5 ayes, 0 nays. Motion carried.
- 13. Brownfields Assessment Coalition Memorandum of Agreement between Washington County and the Village of Jackson**
Administrator Walther reviewed the Memorandum of Agreement which documents the roles and responsibilities of the various parties involved in the Assessment Coalition with regard to FY2017 US EPA Cooperative Agreement. The coalition partners include the City of West Bend, City of Hartford, Village of Jackson, Village of Slinger, and Village of Richfield. The EPA coalition grant has a value of \$600,000 and a project period of October 1, 2017 to September 30, 2020.
Motion by Pres. Schwab, second by Tr. Kurtz to approve authorization for the Village Administrator to sign the coalition contract with Washington County.
Vote: 5 ayes, 0 nays. Motion carried.
- 14. Park & Recreation**
ADRC Cooperative Agreement
Kelly Valentino reported on the proposed ADRC Cooperative agreement after meeting with Washington County staff. Washington County has created a reimbursement template. The Village should enter into the agreement and review the program later in the year if the program is not being supported by the County. The amount to be reimbursed is \$6,000.
Motion by Pres. Schwab, second by Tr. Emmrich to approve authorization for the Village Administrator, and Park and Recreation Director to sign the ADRC Cooperative agreement with Washington County.
Vote: 5 ayes, 0 nays. Motion carried.

Pres. Schwab recommended skipping agenda items 15 and 16 until the Village Assessor and Village Attorney are in attendance at the meeting to present the items.

17. Ordinance #17-03 – Annexation of Paloroma Farms, LLC.
Motion by Pres. Schwab, second by Tr. Emmrich to refer Ordinance #17-03 – Annexation of Paloroma Farms, LLC to the next regular Village Board meeting.
Vote: 5 ayes, 0 nays. Motion carried.

18. Proposed Public Safety Building - Update.
Village Administrator Walther read a memo from Cedar Corp for an update on the Safe Building project.
The item was for information only so action was necessary.

19. Departmental Reports.
Kelly Valentino reported on the Park and Rec Department fundraiser, Monte Carlo Night, was a big success and a big thank you to all who helped.

Jim Micech reported he received another request to have chickens on a Village property. Pres. Schwab suggested the item along with bee keeping should be placed on a future Plan Commission agenda for discussion. Tr. Emmrich will review Ozaukee County Communities ordinances and bring to the Plan Commission meeting.

Administrator Walther reported that the Mid-Moraine Legislative Committee meeting for Wednesday, February 14th has been canceled.

20. West Bend School District – Liaison Report
No report.

21. Greater Jackson Business Alliance Report.
Administrator Walther reported that the Village Board Candidate Forum is being hosted by the Greater Jackson Business Alliance at the Jackson Community Center on Thursday, March 15, 2018 at 6:30 p.m.

22. Citizens to Address the Village Board.
Casey Latz would like to have the Village allow property owners the ability to raise chickens.

The Village Board took a recess at 8:25 PM until the Village Attorney and Village Assessor arrived at 8:33 PM. Agenda items #15 & 16 were reviewed.

15. Action on 2017 real estate property tax assessment claim filed by Premier Jackson Condo Lots LLC

Village Attorney John St. Peter and Village Assessor Mike Grota presented the claim filed by Premier Jackson Condo Lots LLC. Premier is requesting the assessed value of the land should not exceed \$100,000. The property is still part of the condo association and Developer does not see a market for condo units for the property. Attorney St. Peter explained the offer is fair and the Village has the right to reassess the property if there are any changes. Pres. Schwab asked why the property did not take the opportunity for Board of Review. Assessor Grota said they were in discussion prior to the Board of Review and they were hoping to have

a decision prior to paying taxes. Premier paid the first installment of the taxes in order to appeal.

Motion by Pres. Schwab, second by Tr. Kruepke to approve the claim filed by Premier Jackson Condo Lots LLC, and have Assessor Grota help with the necessary paperwork for the tax reimbursement.

Vote: 5 ayes, 0 nays. Motion carried.

16. Consideration of Administrative Correction – Property Assessment – Use Value – Jackson Emery Investments, LLC

Village Assessor Grota explained the property was valued as a commercial property. The land was being actively farmed. The property was assessed when snow was on the ground and the assessor was unaware of the farming activity. The property owner realized the error after the tax bill was sent, and is requesting a tax refund. Pres. Schwab asked the difference in the tax amounts. Assessor Grota stated the difference is over \$5,000, and without a doubt there was an error in the assessment.

Motion by Pres. Schwab, second by Tr. Olson to approve the administrative correction for property assessment of use value for Jackson Emery Investments, LLC, and have Assessor Grota help with the necessary paperwork for the tax reimbursement.

Vote: 5 ayes, 0 nays. Motion carried.

23. 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 involved, specifically Jackson Town Residents Against JTRAA Attachment et al vs. Village of Jackson – Case No. 14-CV-897; and 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion by Pres. Schwab second by Tr. Emmrich to convene into closed session at 8:57 p.m. and to include the Village Board, John Walther, John St. Peter, and Brian Kober.

Roll Call Vote: 5 ayes, 0 nays. Motion carried.

Reconvene in Open Session

The Village Board reconvened into open session at 9:38 P.M.

24. Adjourn.

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

Vote: 5 ayes, 0 nays. Meeting was adjourned at 9:39 p.m.

Respectfully submitted by Brian W. Kober, P.E., Director of Public Works/Village Engineer