

AGENDA
VILLAGE BOARD MEETING
Tuesday, November 12, 2019 at 7:30 p.m.
Jackson Village Hall
N168 W20733 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Village Citizen Comment on an Agenda Item (Please Sign In)
4. Public Hearing – Year 2050 Village of Jackson Comprehensive Plan
5. Ordinance #19-04 – An Ordinance to Adopt an Amendment to the Village of Jackson Comprehensive Plan to Create a Year 2050 Village of Jackson Comprehensive Plan
6. Public Hearing – Planned Unit Development (PUD) – Rytec – Sign – W223 N16601 Cedar Parkway
(Plan Commission Draft Minutes)
7. Approval of Minutes for the Village Board Meeting of October 8, 2019 and Special Village Board Meetings of October 15, October 29 and November 5, 2019
8. Approval of Licenses
 - Operator License:
 - East Side Mart: Anthony J. Aliota, James P. Becker, Colton L. Brooder
 - Jackson Pub: Geno A. Balistreri
 - Latest Edition: Jacqueline M. Crandall
 - Main Street Mart: Laura L. Ammon, Christina R. Hickey
 - Village Mart: Pam J. Reuter
9. Budget & Finance Committee
 - Resolution #19-28 – Providing for the Sale of \$2,025,000 General Obligation Promissory Notes, Series 2019C
 - Resolution #19-29 – Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$6,350,000 for Fire and Police Safety Building
 - Resolution #19-30 – Providing for the Sale of \$6,350,000 General Obligation Public Safety Building Bonds, Series 2019D
 - Pay Request #1 – 2019 Chateau Dr & Hickory Ln Reconstruction Project

- Change Order #1 – 2019 Chateau Dr & Hickory Ln Reconstruction Project
- Pay Request #1 – 2019 Jackson Park Alley Project
(Board of Public Works Draft Minutes)

10. Plan Commission

- Certified Survey May – Robin Olson
(Plan Commission Draft Minutes)

11. Board of Public Works

- No Recommendations

12. Joint Parks & Recreation

- No Recommendations

13. West Bend School District – Update

14. Proposed Public Safety Building – Update

15. Departmental Reports

16. Mid-Moraine Municipal Association Report

17. Washington County Board Report

18. Greater Jackson Business Alliance Report

19. Citizens to Address the Village Board

20. Closed Session pursuant to Wis. Stats. §19.85)(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; regarding potential property purchase

Reconvene into Open Session to Adjourn

21. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.



Taking the lead in Washington County.

NOTICE OF PUBLIC HEARING VILLGE OF JACKSON COMPREHENSIVE PLAN

NOTICE IS HEREBY GIVEN that a public hearing will be held on a proposed amendment to the Village of Jackson comprehensive plan. The public hearing will be held on **November 12, 2019** at **7:30 p.m.** at the Jackson Village Hall, N168 W20733 Main Street.

The proposed amendment is intended to create a year 2050 comprehensive plan for the Village of Jackson that reflects changes to existing land uses as well as planning efforts, including the 2017 opportunity analysis and redevelopment plan, that have occurred since the current comprehensive plan was adopted in 2009, and to comply with the State requirement that comprehensive plans be updated at least once every 10 years.

Copies of the proposed amendment are available for review at the Village Hall by appointment only by contacting the Village Clerk by mail at the address indicated below, by phone at: 262-677-9001 X11, or by email at: jilline.dobratz@villageofjackson.com. A copy of the proposed amendment is also available on the Village website at villageofjackson.com. The public is invited to speak on the proposed amendment at the public hearing. Written comments may be submitted prior to or at the public hearing. Any questions, written comments, or requests for a copy of the proposed amendment should be directed to Jilline Dobratz, Village Clerk, PO Box 637, Jackson, WI 53037. Written comments will be given the same weight as oral testimony and be part of the public record.

The Village Board will review the comments received and consider taking action to adopt the amendment.

Dated the 3rd day of October 2019.

Jilline Dobratz, *CMC/WCMC*
Village Clerk
jilline.dobratz@villageofjackson.com

N168 W20733
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Published: Saturday, October 5, 2019
Posted: Friday, October 4, 2019

Mailing Address:
P.O. Box 637

www.villageofjackson.com

ORDINANCE #19-04

AN ORDINANCE TO ADOPT AN AMENDMENT TO THE VILLAGE OF JACKSON COMPREHENSIVE PLAN TO CREATE A YEAR 2050 VILLAGE OF JACKSON COMPREHENSIVE PLAN

THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN, does ordain as follows:

Section 1. Pursuant to Sections 60.10(2)(c), 62.23, 61.35, and 60.22(3) of the Wisconsin Statutes, the Village of Jackson is authorized to prepare, adopt, and amend a comprehensive plan as defined in Sections 66.1001(1)(a) and 66.1001(2) of the Statutes.

Section 2. The Village Board, by the enactment of an ordinance, formally adopted a comprehensive plan, entitled, "*Village of Jackson and Town of Jackson Comprehensive Plan: 2035*," on August 10, 2009 as Chapter 38 of the Village code of ordinances.

Section 3. The Village Plan Commission, by a majority vote of the entire Plan Commission at a meeting held on September 26, 2019, adopted a resolution approving the amendment and recommending adoption of Amendment No. One (1) by the Village Board to create a year 2050 comprehensive plan for the Village of Jackson as the 10-year update to the Village comprehensive plan required by Section 66.1001(2)(i) of the Wisconsin Statutes.

Section 4. The Village published a Class 1 public notice and held a public hearing on November 12, 2019 to obtain public comments regarding the comprehensive plan amendment.

Section 5. The Village Board hereby adopts this Ordinance adopting Amendment No. One (1) to create a year 2050 comprehensive plan for the Village of Jackson as the 10-year update to the Village of Jackson comprehensive plan.

Section 6. The Village Clerk is directed to send a copy of the plan to the parties listed in Section 66.1001(4)(b) of the Statutes.

Section 7. This Ordinance shall take effect upon passage by a majority vote of the full membership of the Village Board and publication or posting as required by law.

Adopted by the Village of Jackson Village Board this 12th day of November 2019.

Introduced by: _____

Seconded by: _____

Vote: ____aye ____nay ____absent

Passed and approved _____

By: _____
Michael E. Schwab, Village President

Attest:

Jilline S. Dobratz, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

VILLAGE OF JACKSON DEVELOPMENT APPLICATION FORM
(Due 1st Friday of the month for that month's Planning Commission Meeting)

Name of Applicant Dan - Signworks
 Contact Dan Schaefer Address/ZIP 501 W. Sumner St., Hartford 53027 Phone # 262-673-7318
 E-mail Address dan@signworkswi.com Fax # where Agenda/Staff comments are to be faxed _____
 Name of Owner Michael Watkins Address/ZIP One Cedar Parkway, Jackson WI Phone# ~~262-677-808~~ 808-467-9832
 Owner Representative/Developer _____
 Proposed Use of Site _____ Present Zoning _____

<u>ACTION REQUESTED</u>	<u>FEE</u>	<u>SUBMITTAL REQUIREMENTS</u>	<u>TYPE OF INFORMATION DESCRIBED</u> <u>(See page 5)</u>	<u>PAPER COPIES</u>	<u>CD</u>
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (all pages) 2) Describe what you intend to do (paragraph)	✓ ✓	XXX XXX
CONDITIONAL USE	\$150	1,2,3,4,5,6,7,14,15,16,18,19,20	3) Address Labels of adjacent owners to be notified (500'/ 200') * 4) Owner acknowledgement of the request	Labels* 1	
PLANNED UNIT DEVELOPMENT	\$150	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	5) Impact Statement 6) Location Map		XXX XXX
REZONING	\$200	1,2,(3),4,6,9 or 10 (500' for rezoning 200' for Cond. Use or PUD Site Plan)	7) Development Plan / Site Plan 8) Preliminary Plat		XXX XXX
CERTIFIED SURVEY MAP (CSM)	\$150	1,2,6,10,20	9) Final Plat 10) Certified survey Map		XXX XXX
MINOR SUBDIVISION	\$150	1,2,3,5,6,10,15,16,17,18,20	11) Annexation Petition 12) Annexation Map	1	XXX XXX
Extra-territorial Plat or CSM	\$150	1,2,6,9 / 10	13) Sketch Plan 14) Landscape Plan	4 (24x36)	XXX
Extra-territorial Plat outside Sanitary Service Area	\$50	1,2,6,9 / 10	Engineering Review - Infrastructure		
PRELIMINARY PLAT	\$300	1,2,3,5,6,9,15,16,17,18	15) Grading/Drainage Plan 16) Water / Sewer / Storm Sewer Plans 17) Street / Right of Way cross sections	4 (24x36) 4 (24x36) 4 (24x36)	XXX XXX XXX
FINAL PLAT / Final Plat Reappl..	\$100	1,2,3,5,6,9,15,16,17,18,20	18) Erosion Control Plan 19) Proposed colors / materials	4 (24x36)	XXX
ANNEXATION / ATTACHMENT	\$200	1,2,3,4,5,6,11,12,21	20) Developers Agreement 21) Annexation Agreement (includes pre-annex agreements)		XXX XXX
STREET EASEMENT/ VACATION	\$150	1,2,3,4,6,9	22) other -		XXX
VARIANCE	\$150	1,2,3,4,6,7			
* Labels	\$25		If not included with submittal & prepared by the Village.		

I certify the information and exhibits submitted are true and correct to the best of my knowledge, and that in filing this application I am acting with knowledge and consent of those persons listed above and owner(s) without whose consent the requested action cannot be lawfully acted upon.

Name Dan Schaefer Signature [Signature] Date 9/24/19

Office Use: Date Received 9-30-19 Date Paid 9-30-19 Receipt # 222349 Amount Paid \$ 175.00

VILLAGE OF JACKSON

Special Use Conditional Use Planned Unit Development Permit # _____

The Village of Jackson, hereby grants a Special Use Conditional Use Planned Unit Development

Permit to:

Name of Business/Applicant: Rytec

For a property located at (address): W223 N16601 Cedar Parkway

Phone number of Business/Applicant: 262-677-9046

For (land use, activity, sign, site plan, other): Sign

Impact Mitigation (noise, smoke, dust, odors, etc. affecting adjacent properties): None

Hours of Operation: _____

Comprehensive/Master Plan Compatibility: _____

Building Materials (type, color): Red - fabricated Aluminum, ~~Black - fabricated Aluminum~~
White - ~~premium vinyl~~ fabricated Aluminum + premium vinyl

Setbacks from rights-of-way and property lines: _____

Screening/Buffering: _____

Landscape Plan (sizes, species, location): _____

Signage (dimensions, colors, lighting, location): 78" x 167"

Lighting (wattage, style, pole location and height, coverage): N/A

Traffic flow, pedestrian circulation (curb to street width), (parking one/both/neither side(s),
(sidewalk/pedestrian way width and material): _____

Storm-water Management: _____

Erosion Control: _____

Fire Hydrant Location(s): _____

Knox Box, Posting Site (No Trespass signing), Emergency Telephone #'s: _____

Hazardous Material Storage: _____

Alarm Systems: _____

Site Features/Constraints: _____

Parking (no. of spaces, handicapped parking, and dimensions): _____

Tree and shrub preservation: _____

Setbacks/height limitations: _____

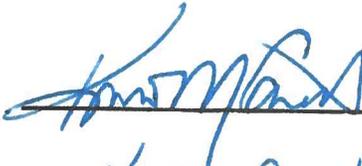
Wastewater Usage Projected: _____ gal/year Water Usage Projected: _____ gal/year

Duration and Review of Conditional Use (expiration, when reviewed: upon complaint, specified period): _____

TERMS OF THIS PERMIT

1. This permit shall become effective upon the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. The permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of the use permit shall be in strict conformity to the approval site, building, and operation plans which were filed in connection with the application for this permit (as attached and /or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

Granted by: Village Board _____ Date _____ Over the Counter _____ Date _____



John Walther, Administrator

Kristine Finell, Owner
Please print name

Applications shall be submitted by 4:00 PM on the Friday of the month to be considered by the Planning Commission that month. In some cases, more than the number of copies on the face of this form will be required. Only complete applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay by being incomplete.

The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month, and will conduct a public hearing. A decision on the request could be made at that meeting.

EXPLANATION OF TYPES OF INFORMATION (From face of application form):

1. **Application Form: Must be submitted on CD.**
2. Letter of Intent: What you are requesting in your own words. (Be brief)
3. Mailing Labels: It is your responsibility to provide the Village with current owner addresses. If mailed notification is required for your application, an incorrect address may cause you a delay. If the Village prepares the labels for you, there will be an additional charge of \$25.00
4. Proof of Property Ownership: A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. Impact Statement: In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
 - A. Annual water consumption estimate (100% occupancy and build-out)
 - B. Annual sewage generation estimate (100% occupancy and build-out)
 - C. Vehicle trip generation (trips per day per unit x number of units)
 - D. Estimated numbers of vehicles and recreational vehicles to be stored and/or parked on site.
 - E. Proposed sign(s) (advertising business, industry, dwelling unit)
 - F. General hours of operation
 - G. Anticipated user profiles (for residential developments)
 - H. Proposed dates of construction and completion
 - I. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc.
6. Location Map: Show where the site is relative to a Village map.
7. Development Plan: Shows entire proposal on the site. Includes edge of pavement and/or back of the curb line, sidewalks (existing and proposed), footprints of the structure, drives, parking spaces and fencing, locations of accessory uses, dimensions, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. Plat Map: Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. Certified Survey Map: A recordable instrument showing the legal and mapped description of the land division.
11. Annexation Petition/Attachment Request: Shows owner is supporting the annexation.
12. Annexation Map: A recordable map having the legal and mapped description of the parcel to be annexed.
13. Sketch Plan: An informal drawing depicting the proposal for discussion purposes.
14. Landscape Plan: Shows location, size, type, botanical name & common name of proposed trees & shrubs. Also calls out surface treatments. Shows walls, fences & details.
15. Grading/Drainage Plan: Shows original & proposed grades& runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (storm sewer system, ditches, culverts, etc.)
16. Water/Sewer/Storm Sewer Plans: Shows size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer collection system with gradient profiles and invert elevations; shows the proposed storm drainage system as in 15.
17. Street Crossing Sections: Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. Erosion Control Plan: A map of existing site conditions on a scale of at least 1 inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. Proposed Colors and Materials: Submit samples of exterior colors and materials.
20. Improvement Agreement: An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. Annexation Agreement.

MEETINGS AT WHICH THE REQUEST IS BEING HEARD SHOULD BE ATTENDED BY THE APPLICANT OR A REPRESENTATIVE IN ORDER TO RESPOND TO QUESTIONS AND AVOID DELAYS IN THE APPROVAL PROCESS.

VILLAGE OF JACKSON

N168W20733 MAIN ST.
P O BOX 637
JACKSON, WI 53037-0147

Receipt Nbr: 222349
Date: 9/30/2019
Check

RECEIVED FROM SIGNWORKS \$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Account Nbr: 100-00-45730-000-000 PLANNING / ZONING FEES SIGN PERMIT / SIGNWORKS	175.00

TOTAL RECEIVED 175.00

Receipt Memo: PERMIT APP / CK #

Our intent is to install (1) custom fabricated aluminum sign to the South elevation of Ryttec's Jackson location. This sign will be made of aluminum and be stud mounted into the concrete wall using stainless steel studs. This sign will not be illuminated. The location of this sign is the rear of the building above the existing loading docks.

Please let Dan at Signworks (262) 673-7328 know if you have any questions or need any further information regarding this sign.



W223 N16601 Cedar Parkway
P.O. Box 403
Jackson, WI 53037
Phone: (262) 677-9046
Fax: (262) 677-2058

August 27, 2019

Mr Dan Schaefer
Sign Works
501 West Sumner St
Hartford, WI 53027

Dear Dan:

This letter serves as our consent to Sign Works to provide and install the following sign on our property located at W223 N16601 Cedar Parkway in Jackson, WI:

- Rytec sign with custom fabricated .125" aluminum letters and premium vinyl graphics to be installed on south-facing wall

Thank you for your proposal. We look forward to doing business with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kristine M Finell", is written over a light blue horizontal line.

Kristine M Finell
CRO



Fabricated Aluminum Letters and Pan
- Premium vinyl graphics

SIGNworks
A SIGN OF QUALITY SINCE 1985
CUSTOM SIGNS & DIGITAL GRAPHICS



501 West Sumner Street
Hartford, Wisconsin
262-673-7318 
signworkswi.com

Job Name: Rytec - Jackson - South Elevation - Fabricated Letters			Sales Person: Dan Schaefer Dan@signworkswi.com
Date: 7/25/2019	Revision: R1	EST #: 16916	Designer: Dan
2018 Sketches/Rytec/Jackson/ South Elevation			



Proposed
Location
of New Sign

**DRAFT MINUTES
PLAN COMMISSION MEETING
Thursday, October 31, 2019 at 7:00 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 7:00 p.m.
Members present: Keith Berben, Tr. Kruepke, Jon Molkentin, and Jon Weil.
Member Excused: Tr. Emmrich,
Member Absent: Dan Reik
Staff present: John Walther and Jilline Dobratz.

2. Approval of Minutes for the Plan Commission Meeting of September 26, 2019

Motion by Keith Berben, second by Jon Molkentin to approve the Plan Commission minutes of September 26, 2019.
Vote: 5 ayes, 0 nays. Motion carried.

3. Planned Unit Development – Rytec – Sign

Dan Schaefer, Signworks, was present and commented that the sign would be installed on the south-facing wall and is nonilluminated.
Motion by Pres. Schwab, second by Jon Weil to recommend the Village Board approve the Planned Unit Development – Rytec – Sign per staff comments.
John Walther stated there have been issues regarding outside storage along the south wall of Rytec which can be addressed at the staff level.
Vote: 5 ayes, 0 nays. Motion carried

4. Certified Survey Map – Robin Olson

Robin Olson was present and stated she is in the Town of Jackson. The Planning Commission for the Town of Jackson has approved the Certified Survey Map. She would like to build a small two-bedroom house and in the process sell the farm. She is in the gas spill area and is not in an area for annexation.
Motion by Pres. Schwab that the Plan Commission recommend Village Board take exception to the approval of the Certified Survey Map – Robin Olson.
John Walther commented it is within a mile and a half of the Village and the Village has objecting authority to land divisions. If the Village takes exception to it, the document can be recorded with the Register of Deeds as the Town has approved it.
Motion not seconded; motion failed.
Motion by Jon Molkentin, second by Tr. Kruepke to recommend the Village Board to approve the Certified Survey Map – Robin Olson, per staff comments.
Vote: 4 ayes, 1 nay (Pres. Schwab). Motion carried.

5. Citizens to Address the Plan Commission

None.

6. Adjourn

Motion by Pres. Schwab, second by Tr. Kruepke to adjourn.
Vote: 5 ayes, 0 nays. Meeting adjourned at 7:11 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk

DRAFT

DRAFT MINUTES
Village Board Meeting
Tuesday, October 8, 2019 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, Kruepke, Kurtz, Lippold, Malcolm and Olson.

Staff present: Collin Johnson, Chief Swaney, Kelly Valentino, Chief Vossekuil, John Walther, Jilline Dobratz.

2. Pledge of Allegiance.

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

3. Any Village Citizen Comment on an Agenda Item.

Dave Liesener, W197 N16871 Stonewall Drive spoke on item #14, the storage units do not belong next to a residential area, they should be built in an industrial area. Thank you to John and Kurt for adjusting the lights.

Kathy Kison, W197 N16875 Stonewall Drive commented on item #14, thank you for adjusting the lights, they are not as bright. The storage units would be right next to the bedroom side of her condo. She is concerned for safety reasons and for lighting, it's too close to her home. She doesn't think anybody would want them next to a residential area.

Zach Schultz, W197 N16873 Stonewall Drive spoke on item #14, he lives next to where the proposed units would be built. He was approached by a couple who were going to look at the units next to him but if storage units are built, they were going to pass. People would be coming in and out of the units all the time, abandoning property, crime and they are an eye sore. These are meant to be in commercial and industrial areas, not next to residential.

Kurt Henning, representing Jackson Development, 1629 Sherman Road commented on item #14, they are abutting the proposed storage units to the south. They feel it will not add value to their project but decrease value in the condos. In the last 10 years, he has been involved in building a total of 134 units on Stonewall Drive. If property values decrease, tax collection will decrease. They are proposing a new development tonight and are looking to invest 7.2 million dollars in the next couple years and will be increasing taxes. The Park Fees on 134 units averages \$850.00 per unit and the Police & Fire Impact Fees is \$1,200.00 a unit. They want to protect their investment, the condo owners and the Village tax payers.

Jeanne Suarez Del Real, W197N1700 Stonewall Drive spoke on item #14 regarding Kruepke's other buildings not having problems with lights, it's only businesses that are affected by the lights, they don't impact the neighborhood. What leverage would they have to keep the storage units safe and well-kept later?

Casey Latz, N168W21190 Main Street commented on item #14, she lives next door to Jimmy's and is more impacted by Walgreen's lights than the Kruepke gas station.

- 4. Ceremonial Oath of Office – Grant DeMaa – Police Officer**
Chief Vossekuil introduced Officer DeMaa who came with prior experience from Dodge County. He started in May and has been working the night shift. His training has been completed and he is certified for solo patrol. He has already proven himself to be an asset to the department and to the Village.
Village Clerk Dobratz conducted the ceremonial oath of office for Officer Grant DeMaa.
- 5. Ceremonial Oath of Office – Gregg Rathke – Firefighter/Paramedic**
Chief Swaney introduced Gregg Rathke who has been on the department for ten years as a paid-on call member and a part time member. He does an exceptional job and welcomes him aboard as a fulltime Firefighter and Paramedic.
Village Clerk Dobratz conducted the ceremonial oath of office for Firefighter/Paramedic Gregg Rathke.
- 6. Public Hearing – Planned Unit Development (PUD) – Pack & Ship International LLC. – Exterior Renovation – N168 W20379 Main Street**
Pres. Schwab opened the Public Hearing. Ron Dibble is present on behalf of the owner and is helping with renovations. The owner has no further comments and is okay with everything that has transpired so far. Pres Schwab closed the Public Hearing.
Motion by Pres. Schwab, second by Tr. Emmrich to approve the Planned Unit Development (PUD) – Pack & Ship International LLC. – Exterior Renovation – N168 W20379 Main Street per staff comments including limits on digital signs and following the Police Chief's recommendation that the opening onto Highway 60 not be reopened.
Vote: 7 ayes, 0 nays. Motion carried.
- 7. Public Hearing – Planned Unit Development (PUD) – Jackson Development – Four (4) Family Condo Development – Stonewall Drive**
Pres. Schwab opened the Public Hearing. Kurt Henning stated they keep a nice condo, they are nice units and add value to Jackson. Pres. Schwab closed the Public Hearing.
Motion by Tr. Emmrich, second by Tr. Lippold to approve the Planned Unit Development (PUD) – Jackson Development – Four (4) Family Condo Development – Stonewall Drive per staff comments.
Vote: 7 ayes, 0 nays. Motion carried.
- 8. Public Hearing – Planned Unit Development (PUD) – Greg Beaudry – Warehousing / Transportation Facility – Corner of Alcan Drive & Alcan Court**
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 the Planned Unit Development (PUD) – Greg Beaudry – Warehousing / Transportation Facility – Corner of Alcan Drive & Alcan Court per staff comments.
Vote: 7 ayes, 0 nays. Motion carried.
- 9. Public Hearing – Planned Unit Development (PUD) – Bielinski Homes – Laurel Springs Villas – Two (2) Family Condos – Northwest Corner of Jackson Drive & Cedar Creek Road**
Pres. Schwab opened the Public Hearing. No one spoke. Pres Schwab closed the Public Hearing.

Motion by Tr. Emmrich, second by Tr. Kurtz to approve the Planned Unit Development (PUD) – Bielinski Homes – Laurel Springs Villas - Two (2) Family Condos – Northwest Corner of Jackson Drive & Cedar Creek Road per staff comments.

Vote: 7 ayes, 0 nays. Motion carried.

10. Ordinance #19-03 – Amending Sign Ordinance (2nd Reading)

Motion by Pres. Schwab, seconded by Tr. Lippold to approve Ordinance #19-03 – Amending Sign Ordinance (2nd Reading).

Vote: 7 ayes, 0 nays. Motion carried

11. Approval of Minutes for the Village Board Meeting of September 10, 2019.

Motion by Tr. Emmrich, second by Tr. Olson to approve the Village Board Minutes of September 10, 2019 as presented.

Vote: 7 ayes, 0 nays. Motion carried.

12. Approval of Licenses

- Operator License:

- East Side Mart: Breanna C. Haley

Motion by Tr. Kurtz, second by Tr. Emmrich to approve the license as listed.

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

13. Budget & Finance Committee

- EMS Service Invoice – Alexander Schwid

Motion by Pres. Schwab, second by Tr. Lippold to not waive the EMS Service Invoice – Alexander Schwid.

Chief Swaney explained the ambulance was called for a car accident. They meet patients, assess and charge \$75.00 according to the fee schedule. Over three years ago, the fee was \$200.00 and was lowered to \$75.00. It helps cover the costs of the members responding. The ambulance is not covered by tax payers. Chief Vossekuil stated the Sheriff's Department called.

Vote: 7 ayes, 0 nays. Motion carried

- Pay Request #3 (Final) – 2018 Utility Improvements Project – Vinton Construction, Inc.

Motion by Pres. Schwab, second by Tr. Lippold to approve final Pay Request #3 – 2018 Utility Improvements Project – Vinton Construction, Inc. in the amount of \$88,048.87.

Vote: 7 ayes, 0 nays. Motion carried.

- Pay Request #5 (Final) – Ridgeway Drive Reconstruction Project – Vinton Construction, Inc.

Motion by Pres. Schwab, second by Tr. Malcolm to approve final Pay Request #5 – Ridgeway Drive Reconstruction Project – Vinton Construction, Inc in the amount of \$26,293.53.

Tr. Olson stated everything is done and most of what was left was landscaping.

Vote: 7 ayes, 0 nays. Motion carried.

- Review of Quotes for 2019 Jackson Water Utility Service Truck

Motion by Pres. Schwab, second by Tr. Lippold to approve \$26,518.40 for the purchase of the 2019 Jackson Water Utility Service Truck from Uptown Motors. Tr. Olson gave background information. This is a budgeted item for 2019, earlier this year the truck body was approved. The actual trucks were not available until now. Vote: 7 ayes, 0 nays. Motion carried

- **Renewal of Assessor Contract – Grota Appraisals, LLC.**
Motion by Pres. Schwab, second by Tr. Kruepke to authorize the Administrator to execute the Assessor Contract with Grota Appraisals, LLC in the amount of \$97,380.00.
John Walther stated it's an 11 percent increase over three years which takes into account a 100% market valuation in 2021 when additional homes will be coming in.
Vote: 7 ayes, 0 nays. Motion carried

14. Plan Commission

- **Planned Unit Development (PUD) – J & M Ltd. – Storage Buildings**

Pres. Schwab stated this item was referred back to Plan Commission at last month's Village Board meeting. The Plan Commission, after considering items brought forth, recommended approval by a vote of four to one. Tr. Emmrich stated he agreed with some of the comments made by residents. Tr. Malcolm agrees with the residents. Tr. Lippold stated the comments made by residents are heard. The property is zoned commercial and J & M has the right to develop it. These buildings will add a certain amount to the valuation of the Village. The condos across the street will add a lot more value to the Village. Tr. Olson commented he hasn't had any problems with the storage units by his subdivision for 13 years. Everything to the east of this location over to Ridgeway Drive is all PUD. They are addressing the issues and trying to be good neighbors. Tr. Kurtz has been contacted by residents with phone calls and emails. Pres. Schwab appreciates the concerns of the residents. He is glad the owners have remedied the lighting, it is much better.

Motion by Tr. Olson, second by Pres. Schwab to approve the Planned Unit Development (PUD) – J & M Ltd. – Storage Buildings.

Vote: 2 ayes, 4 nays (Tr. Emmrich, Kurtz, Lippold, Malcolm), 1 abstain (Tr. Kruepke). Motion failed.

15. Board of Public Works

- No Recommendations

16. Joint Parks & Recreation.

- No Recommendations

17. West Bend School District - Update

None

18. Proposed Municipal Building - Update

John Walther reviewed the memo from Cedar Corporation. Staff from the departments met with them to work on design. The updated project costs continue to be in the 14-million-dollar range. Construction to commence early 2020 with completion in 12-16 months.

19. Departmental Reports.

Parks and Recreation Director Kelly Valentino thanked everyone who braved the rain on Saturday for the Glo Run. Congratulations to the chili contest winners; first place went to Chuck with the Fire Department, second place was Casey Latz of Jackson Auto, third place was the Police Department and honorable mention went to Gloria Teifke. Thanks to everyone who participated, it was a great event. Reminder, 5:00 p.m. tomorrow at Hickory Lane will be the unveiling of the monument and dedication of the new playground.

Fire Chief Swaney stated their Open House is tomorrow from 6:00 to 8:00 p.m. They are expecting over 1,000 people to attend. The Operation Plan for flex staffing at the paramedic level has been submitted to the State and will hear back within two weeks on any changes.

Police Chief Vossekuil reported they will be hosting a Drug Take Back event on October 26, 2019 from 9:00 a.m. to 12:00 p.m. at the Police Department garage doors.

20. Mid-Moraine Municipal Association Report

Tr. Kurtz stated the meeting is tomorrow night at 7:00 p.m. at Village Hall. Duey Stroebel, State Senator, will be speaking. His topics will include the current recycling bill and also items of interest happening in Madison.

21. Washington County Board Report

None

22. Greater Jackson Business Alliance Report

None.

23. Citizens to Address the Village Board

None.

24. Closed Session pursuant to Wis. Stats. §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; regarding potential property purchase.

Motion by Pres. Schwab, second by Tr. Lippold to convene into closed session at 8:16 p.m. to include the Village Board and the Village Administrator.

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

Reconvene into Open Session to Adjourn

The Village Board reconvened into open session at 8:44 p.m.

25. Adjourn.

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:45 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk

DRAFT MINUTES
Special Budget & Finance and Village Board Meeting
Budget Workshop Meeting
Tuesday, October 15, 2019 at 7:00 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 7:00 p.m.

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

Staff Present: Collin Johnson, Brian Kober, Fire Chief Swaney, Kelly Valentino, Police Chief Vossekui, John Walther, Paula Winter and Jilline Dobratz.

Also Present: Phil Cosson, Ehlers

2. Financial Update - Ehlers

Phil Cosson distributed the Municipal Building Finance Plan and explained the base case, preliminary project costs, anticipated borrowings and debt structure. They are purposing two borrowings, one this year and one next year. The existing debt obligations that are being levied for have dropped off significantly. They are dropping off to a point where there will be no existing obligations in the next couple of years tied to the levy. This frees up capacity to take on a debt issue for the project without a lot of significant impact to the Village and tax payers. The financial performance of Tax Increment District (TID) #4 continues to be very strong and has added value. At the annual Joint Review Board meeting next year, the recommendation is to talk to the other taxing bodies about taking advantage of a three-year extension that is allowed under the tax increment law. The financing timeline was reviewed.

3. 2020 Proposed Budget - Discussion

Police Chief Vossekui reviewed the 2019 completed projects and presented the 2020 Police Department budget. The budget includes adding a full-time Police Officer and purchasing a new 2020 Ford Police Interceptor SUV.

Collin Johnson presented the 2020 Building Inspection budget. There is one full-time Department Director/Inspector and two on-call Commercial Electrical Inspectors. The secondary inspector fills in when there are conflicts of interest with the regular Commercial Electrical Inspector and also one part-time/fill-in Inspector. 546 total permits have been issued so far this year. Total revenues this year could end up around \$200,000. Future capital expenditures include data conversion to digitize all property and plan files and software to upgrade the Village's permit program. A total of 323 homes, 104 apartments, and four commercial/industrial projects are planned for the future. Collin reported a budget increase of 20.1% over the previous year.

Fire Chief Swaney reviewed the 2019 capital projects and presented the 2020 Fire Department and Rescue budget including future capital projects. The budget includes adding a second full-time Firefighter/Paramedic, and replacements of turnout gear, fire hoses and the SUV 1281. Pres. Schwab commented on presenting to the Town of Polk and the Town of Jackson the new plans for the Municipal Building. Chief Swaney stated they are aware of the new building. He went about a month ago to show them the plans, gave timelines and noted increases in operating costs. They are aware there will be an increase, but he couldn't tell them how much as the numbers are not yet available.

John Walther commented there is a ramping up of budgets and there will be challenges in the next two years. The levy limits and expenditure restraint will be reviewed. The next Budget Workshop meeting is scheduled for Thursday, October 24, 2019 at 7:00 p.m.

4. Adjourn

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 8:52 p.m.
Vote: 7 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk

DRAFT MINUTES
Special Village Board
Tuesday, October 29, 2019 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 7:42 p.m.

Members Present: Trustees Kruepke, Kurtz, Lippold, Malcolm and Olson.

Member Excused: Trustee Emmrich

Staff Present: Brian Kober, John Walther, and Jilline Dobratz.

2. 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; regarding Village telecommunications.

Motion by Pres. Schwab, second by Tr. Lippold to convene into closed session at 7:43 p.m. to include the Village Board, the Village Administrator and the Village Engineer.

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

Reconvene into Open Session to Adjourn

The Village Board reconvened into open session at 8:18 p.m.

3. Adjourn

Motion by Tr. Olson, second by Tr. Lippold to adjourn at 8:19 p.m.

Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk

DRAFT MINUTES

Special Budget & Finance and Village Board Meeting

Budget Workshop Meeting

Tuesday, November 5, 2019 at 7:00 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 7:00 p.m.

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

Member Absent: Trustee Malcolm

Staff Present: Collin Johnson, Fire Chief Swaney, Police Chief Vossekuil, John Walther, Paula Winter and Jilline Dobratz.

2. 2020 Proposed Budget – Discussion with Possible Action

John Walther presented the 2020 balanced budget and stated the Village will qualify for expenditure restraint. General revenues and expenditures were reviewed. At this time, we do not know the aggregate ratios and do not have the Final Statement of Assessment due to a real estate and personal property assessment appeal. The final Statement of Assessment will be available next Tuesday or Wednesday. Discussion ensued on the mill rate. We are working with our financial advisors to keep the tax rate as level as possible. The draft 2020 General Fund Budget Public Notice was reviewed.

Motion by Pres. Schwab, second by Tr. Kurtz to authorize staff to adjust the budget with a mill rate not to exceed \$7.99 and furthermore when that number is arrived upon that staff be authorized to publish the budget.

Vote: 6 ayes, 0 nays. Motion carried.

3. Closed Session pursuant to Wis. Stats. §19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; concerning a Village employee.

Motion by Pres. Schwab, second by Tr. Emmrich to convene into closed session at 7:30 p.m. to include the Village Board, the Village Administrator and the Police Chief.

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

Reconvene into Open Session to Adjourn

The Village Board reconvened into open session at 7:49 p.m.

4. Adjourn

Motion by Pres. Schwab, second by Tr. Kurtz to adjourn at 7:50 p.m.
Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk

DRAFT

Licenses: November 12, 2019 Village Board Meeting

Name	Establishment	Police Chief Recommendation
OPERATOR LICENSE		
Anthony J. Aliota	East Side Mart	Approval
Becker, James P.	East Side Mart	Approval
Colton L. Brooder	East Side Mart	Approval
Geno A. Balistreri	Jackson Pub	Approval
Jacqueline M. Crandall	Latest Edition	Approval
Laura L. Ammon	Main Street Mart	Approval
Christina R. Hickey	Main Street Mart	Approval
Pam J. Reuter	Village Mart	Approval

RESOLUTION #19-28

**RESOLUTION PROVIDING FOR THE SALE OF
\$2,025,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2019C**

WHEREAS, the Village of Jackson, Washington County, Wisconsin (the "Village") is presently in need of an amount not to exceed \$2,025,000 for public purposes, including paying the cost of constructing the Village Hall portion of the Municipal Building; and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes pursuant to Section 67.12(12), Wisconsin Statutes;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. The Notes. The Village shall issue its General Obligation Promissory Notes, Series 2019C in an amount not to exceed \$2,025,000 (the "Notes") for the purpose above specified.

Section 2. Sale of Notes. The Village Board hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Note Sale. The Village Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk shall cause an Official Statement concerning this issue to be prepared by Ehlers. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded November 12, 2019.

Michael E. Schwab
Village President

ATTEST:

Jilline Dobratz
Village Clerk

(SEAL)

RESOLUTION #19-29

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED \$6,350,000 FOR FIRE AND POLICE SAFETY BUILDING

BE IT RESOLVED by the Village Board of the Village Jackson, Washington County, Wisconsin, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, general obligation bonds in an amount not to exceed \$6,350,000 for the public purpose of paying the cost of construction of a combined fire and police safety building.

Adopted, approved and recorded November 12, 2019.

Michael E. Schwab
Village President

ATTEST:

Jilline Dobratz
Village Clerk

(SEAL)

RESOLUTION #19-30

**RESOLUTION PROVIDING FOR THE SALE OF \$6,350,000
GENERAL OBLIGATION PUBLIC SAFETY BUILDING BONDS, SERIES 2019S**

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin (the "Village") has adopted an initial resolution (the "Initial Resolution") authorizing the issuance of \$6,350,000 general obligation bonds for the public purpose of paying the cost of construction of a combined fire and police safety building (the "Project"); and

WHEREAS, the Village Board hereby finds and determines that the Project is within the Village's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes; and

WHEREAS, the Village Board of the Village hereby finds and determines that general obligation bonds in an amount not to exceed \$6,350,000 should be issued pursuant to the Initial Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Issuance of the Bonds. The bonds authorized by the Initial Resolution shall be designated "General Obligation Public Safety Building Bonds, Series 2019D" (the "Bonds") and the Village shall issue Bonds in an amount not to exceed \$6,350,000.

Section 2. Sale of the Bonds. The Village Board hereby authorizes and directs that the Bonds be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Bonds as may have been received and take action thereon.

Section 3. Notice of Sale. The Village Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) is hereby authorized and directed to cause the sale of the Bonds to be publicized at such times and in such manner as the Village Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk (in consultation with Ehlers) shall also cause an Official Statement to be prepared and distributed. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded November 12, 2019.

Michael E. Schwab
Village President

ATTEST:

Jilline Dobratz
Village Clerk

Resolution #19-30

(SEAL)



engineering | architecture | environmental | surveying
landscape architecture | planning | economic development

W61 N497 Washington Avenue
Cedarburg, WI 53012
262-204-2360
800-472-7372
FAX 262-375-2688
www.cedarcorp.com

October 16, 2019

Village of Jackson
N168 W20733 Main Street
PO Box 637
Jackson, WI 53037

Attn: Mr. Brian Kober, P.E., Director of Public Works

Re: Application for Payment No. 1
Chateau Drive and Hickory Lane Reconstruction
Project No. 05789-0009

Dear Mr. Kober:

Enclosed for your use in payment to Payne & Dolan, Inc. in the amount of \$303,608.03 is Application for Payment No. 1.

Following your review and approval, please complete the application for payment form within the areas reserved for the Owner and process payment to the Contractor accordingly.

Should you have any questions, please feel free to contact me at our Cedarburg office.

Sincerely,

CEDAR CORPORATION

A handwritten signature in blue ink, appearing to read "Douglas T. Kroes".

Douglas T. Kroes
Senior Construction Manager

Enclosed: As Noted

Cc: Parker Sovey, Project Manager – Payne & Dolan, Inc.

Unit Price Progress Estimate

Contractor's Application

Project: Chateau Drive and Hickory Lane Reconstruction		Application Number: 1		Application Date: October 8, 2019							
Application Period:		Quantity Completed		Materials Stored		Total Completed & Stored to Date (C+E+G)		% Comp.			
Bid No.	Item Description	Estimated Bid Quantity	Unit Price	B		D		H		J	
				Previous Applications Quantity	Amount	This Application Quantity	Amount	Quantity	Amount		Quantity
A-1	COMMON EXCAVATION, INCLUDING ASPHALT PAVEMENT REMOVAL	1,100	\$58.00								
A-2	SAW CUTTING ASPHALT ROADWAY	155	\$3.00								
A-3	SANITARY MANHOLE RING AND CASTING REPLACEMENT	5	\$1,250.00								
A-4	8" PVC WATER MAIN	576	\$117.50			554	\$65,095.00			96.2%	
A-5	VALVE ABANDONMENT	3	\$850.00								
A-6	SALVAGE HYDRANT	1	\$3,000.00								
A-7	1 1/4" HDPE WATER SERVICE RELAY	350	\$104.00								
A-8	HYDRANT ASSEMBLY	1	\$7,800.00								
A-9	8" GATE VALVE	3	\$4,100.00								
A-10	12" RCP STORM SEWER	448	\$94.00			3	\$12,300.00			100.0%	
A-11	CATCH BASIN	2	\$2,750.00								
A-12	4" PVC STORM SEWER LATERAL (10 UNITS)	722	\$77.50								
A-13	REMOVE CONCRETE SIDEWALK	4,523	\$3.00			4023	\$12,069.00			88.9%	
A-14	4" CONCRETE SIDEWALK	5,030	\$8.37								
A-15	REMOVE CURB AND GUTTER	1,172	\$4.00			1100	\$4,400.00			93.9%	
A-16	30" CURB AND GUTTER TYPE D	1,172	\$20.00								
A-17	REMOVE CONCRETE DRIVEWAY APRON	1,404	\$3.50			1404	\$4,914.00			100.0%	
A-18	7" CONCRETE DRIVEWAY APRON	2,664	\$11.00								
A-19	EXCAVATION BELOW SUBGRADE (EBS)	150	\$20.00								
A-20	EBS BACKFILL 1 1/4" DENSE	150	\$19.00								
A-21	EBS BACKFILL 3" DENSE	150	\$18.00								
A-22	CRUSHED AGGREGATE BASE COURSE 1 1/4"	1,375	\$16.50								
A-23	LOWER LAYER HMA PAVEMENT	460	\$91.00								
A-24	UPPER LAYER HMA PAVEMENT	250	\$120.00								
A-25	TRAFFIC CONTROL	1	\$11,999.90			1	\$11,999.90			100.0%	
A-26	TREE REMOVAL	3	\$1,250.00			2	\$2,500.00			66.7%	
A-27	LAWN RESTORATION	862	\$11.75								
A-28	INLET PROTECTION	9	\$125.00			9	\$1,125.00			100.0%	
B-1	COMMON EXCAVATION, INCLUDING ASPHALT PAVEMENT REMOVAL	815	\$48.00			707	\$33,936.00			86.7%	
B-2	SAW CUTTING ASPHALT ROADWAY	175	\$3.00			198	\$594.00			113.1%	
B-3	SANITARY MANHOLE RING AND CASTING REPLACEMENT	2	\$2,500.00			2	\$2,500.00			100.0%	
B-4	12" PVC WATER MAIN	337	\$154.00			336	\$51,744.00			99.7%	
B-5	VALVE ABANDONMENT	1	\$850.00			1	\$850.00			100.0%	
B-6	1 1/4" HDPE WATER SERVICE RELAY	220	\$104.00			173	\$17,992.00			78.6%	
B-7	12" GATE VALVE	1	\$5,600.00			1	\$5,600.00			100.0%	
B-8	8" GATE VALVE	1	\$4,100.00			1	\$4,100.00			100.0%	
B-9	4" PVC STORM SEWER LATERAL	309	\$77.50			332	\$25,730.00			107.4%	
B-10	REMOVE CONCRETE SIDEWALK	2,511	\$3.00			2511	\$7,533.00			100.0%	
B-11	4" CONCRETE SIDEWALK	3,197	\$9.50								
B-12	REMOVE CURB AND GUTTER	741	\$4.00			745	\$2,980.00			100.5%	
B-13	30" CURB AND GUTTER TYPE D	741	\$20.50			700	\$14,350.00			94.5%	
B-14	REMOVE CONCRETE DRIVEWAY APRON	369	\$3.50			569	\$1,991.50			154.2%	
B-15	7" CONCRETE DRIVEWAY APRON	551	\$11.30								
B-16	EXCAVATION BELOW SUBGRADE (EBS)	125	\$20.00			52.72	\$1,054.40			42.2%	
B-17	EBS BACKFILL 1 1/4" DENSE	125	\$19.00			100.16	\$1,903.04			80.1%	

Unit Price Progress Estimate

Contractor's Application

Project: Chateau Drive and Hickory Lane Reconstruction		Application Number: 1																		
Application Period:		Application Date: October 8, 2019																		
Bid No.	Item Description	Estimated Bid Quantity	Unit Price	B		C		D		E		F		G		H		I	J	
				Previous Applications	Amount	Quantity	Amount	Quantity This Application	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount			
A-1	COMMON EXCAVATION, INCLUDING ASPHALT PAVEMENT REMOVAL	1,100	\$58.00																	
B-18	EBS BACKFILL, 3" DENSE	125	\$18.00																	
B-19	CRUSHED AGGREGATE BASE COURSE 1 1/4"	1,025	\$16.50					992.41	\$16,374.77										96.8%	
B-20	LOWER LAYER HMA PAVEMENT	350	\$93.80																	
B-21	UPPER LAYER HMA PAVEMENT	190	\$122.56																	
B-22	TRAFFIC CONTROL	1	\$11,451.80					1	\$11,451.80										100.0%	
B-23	TREE REMOVAL	3	\$1,250.00					3	\$3,750.00										100.0%	
B-24	LAWN RESTORATION	920	\$11.75																	
B-25	INLET PROTECTION	6	\$125.00					6	\$750.00										100.0%	
TOTAL									\$319,587.41										\$319,587.41	

**SECTION 00941
CHANGE ORDER**

Change Order No. 1

Date of Issuance:	October 24, 2019	Effective Date:	October 16, 2019
Owner:	Village of Jackson	Owner's Contract No.:	
Contractor:	Payne and Dolan, Inc.	Contractor's Project No.:	
Engineer:	Cedar Corporation	Engineer's Project No.:	05789-0009
Project:	Chateau Drive and Hickory Lane Reconstruction	Contract Name:	

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

1	CREDIT - 13 EACH Curb Box Material @ \$30.00 EACH	=	(\$390.00)
2	ADD 2 EACH Stump Grinding - Hickory La. @ \$500.00 EACH	=	\$1,000.00
3	ADD 5 EACH Chimney Rebuild - Catch Basins (Materials provided by Owner) @ \$600.00 EACH	=	\$3,000.00
4	ADD 4 EACH Chimney Rebuild - Storm Manholes (Materials provided by Owner) @ \$650.00 EA	=	\$2,600.00
5	ADD LUMP SUM 12" Dia. Yard Drain & Grate w/ 8" SDR 35 Storm Lead - Chateau Dr.	=	\$2,950.00
6	Bid Item No.A-11 ADD 1 EACH Catch Basin @ \$2,750.00 EACH.	=	\$2,750.00
7	ADD 2 EACH Relocating Sanitary Lateral Conns. To Outside of MH - Chateau @ \$4,600.00 EA	=	\$9,200.00
8	CREDIT - Storm Sewer Lateral Clean-out @ \$300.00 EA	=	(\$1,200.00)
	TOTAL	=	\$19,910.00
9	Extension of Contract Times - SUBSTANTIAL COMPLETION:	+ / (-)	<u>22</u> Day(s)
10	Extension of Contract Times - FINAL COMPLETION:	+ / (-)	<u>20</u> Day(s)

Reason for Change Order:

- a) Change Order Item No. 1: Owner elected to have non-metallic curb boxes installed in which the Owner provided the materials to the Contractor for installation resulting in a credit for the related materials included within the water service bid item.
- b) Change Order Item No. 2: Owner had removed trees on/near Hickory Lane in which the Owner asked the Contractor to grind the stumps as the Contractor was performing tree removal as part of the contract.
- c) Change Order Item No. 3: Owner decided to have the existing catch basin chimneys rebuilt using HDPE adjusting rings as provided by the Owner. Cost related to Contractor's labor and equipment to perform the work.
- d) Change Order Item No. 4: Owner decided to have the existing storm sewer manhole chimneys rebuilt using HDPE adjusting rings as provided by the Owner. Cost related to Contractor's labor and equipment to perform the work.
- e) Change Order Item No. 5: Owner decided to add a yard drain at back of sidewalk on Chateau Lane to intercept side yard drainage preventing storm water from draining over the sidewalk, terrace and curb. Sta. 14+54, LT
- f) Change Order Item No. 6: Storm sewer catch basin added on Chateau Lane at Sta. 14+54, LT to accept storm sewer lead from added yard drain (Change Order Item No. 5). Cost at established bid item unit price.
- g) Change Order Item No. 7: Owner directed Contractor to relay sanitary sewer lateral connections from existing sanitary manhole to the sanitary main thus eliminating undesirable manhole connections.
- h) Change Order Item No. 8: Owner directed the Contractor not to install the storm sewer lateral clean-outs as indicated on the Drawings. Storm lateral clean-outs were bid incidental to storm sewer lateral requiring the establishment of a separate credit item
- h) Change Order Item Nos. 9 & 10: Contract time extension as requested by Contractor and associated with rain delays and Work added to the contract as described within this change order.

Attachments: (List documents supporting change)

- a) Change Order Item Nos. 1-4 & 7: 1) Contractor's cost proposal dated 10/16/16 accepted by Owner on 10/23/19, 2) E-mail correspondence between Owner, Contractor and Engineer dated 10/3/19, 10/9/19 and 10/23/19.
- b) Change Order Item Nos. 5 & 8: E-mail correspondence between Owner, Contractor and Engineer dated 10/15/19, 10/23/19 and 10/24/19.
- c) Change Order Item Nos. 9&10: E-mail Correspondence between Contractor and Engineer dated 10/24/19.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ <u>873,842.00</u>	Original Contract Times: Substantial completion (date): <u>October 31, 2019</u> Ready for Final Payment (date): <u>November 15, 2019</u>
[Increase] [Decrease] from previous approved Change Orders No. <u>0</u> to No. <u>0</u> : \$ <u>0.00</u>	from previous Change Orders: No. <u>0</u> to No. <u>0</u> : Substantial Completion (days): <u>0</u> Ready for Final Payment (days): <u>0</u>
Contract Price prior to this Change Order: \$ <u>873,842.00</u>	Contract Times prior to this Change Order: Substantial completion (date): <u>October 31, 2019</u> <u>November 15, 2019</u>
[Increase] [Decrease] of this Change Order: \$ <u>19,910.00</u>	[Increase] [Decrease] this Change Order: Substantial Completion (days): <u>22</u> Ready for Final Payment (days): <u>20</u>
Contract Price incorporating this Change Order: \$ <u>893,752.00</u>	Contract Times with all approved Change Orders: Substantial completion (date): <u>November 22, 2019</u> Ready for Final Payment (date): <u>December 5, 2019</u>

<p>RECOMMENDED:</p> <p>By: <u></u> Title: <u>Senior Construction Manager</u> Date: <u>October 24, 2019</u></p>	<p>ACCEPTED:</p> <p>By: _____ Title: _____ Date: _____</p>	<p>ACCEPTED:</p> <p>By: _____ Title: <u>CONTRACTOR (Authorized Signature)</u> Date: _____</p>
--	---	--

Approved by Funding Agency (if applicable):

By: _____ Date: _____
 Title: _____

CONTRACT MODIFICATION #1

Payne & Dolan, Inc.
N3 W23650 Badinger Road - Waukesha, WI 53187
PH: 262-524-1879 - FX: 262-513-1632

PROJECT NAME: Village of Jackson Chateau Drive and Hickory lane Reconstruction
PROJECT ID#: 05789-0009
PROJECT MANAGER/FOREMAN: J. Parker Sovey
JOB #: 205083
PROJECT ENGINEER/CONSULTANT OR CUSTOMER: Brian Kober

The project representative listed above requests to make the following changes as stated below for compensation on the listed project in lieu of a change order:

Additional Items

• Additional Water Service Lines (1 1/4")	1 EA	@	\$9,150.00	=	\$9,150.00
• Moving Sanitary Laterals out of Manhole	2 EA	@	\$4,600.00	=	\$9,200.00
• Remove Stumps	2 EA	@	\$500.00	=	\$1,000.00
• Chimney Rebuilds - Catch Basins	5 EA	@	\$600.00	=	\$3,000.00
• Chimney Rebuilds - Storm Manholes	4 EA	@	\$650.00	=	\$2,600.00
• Curb Box Materials Credit	13 EA	@	(\$30.00)	=	(\$390.00)

NOTE: This Modification becomes part of and is in conformance with the original contract.

Pricing is contingent upon additional work being completed concurrent with base contract services.

ACCEPTED -The above prices and specifications of this Modification are satisfactory and are hereby accepted. All work, which is the subject of this Modification, is to be performed under the same terms and conditions as specified in the original contract unless otherwise stipulated.

PAYNE & DOLAN, INC.
 Company Name


 Signature of Authorized Agent

10/16/2019
 Date of Acceptance

Brian Kober, Village of Jackson
 Project Engineer/Consultant or Customer


 Signature of Authorized Agent

10/23/2019
 Date of Acceptance

Doug Kroes

From: Brian Kober <brian.kober@villageofjackson.com>
Sent: Wednesday, October 23, 2019 12:26 PM
To: Doug Kroes
Cc: Joseph Coe; Parker Sovey
Subject: RE: Chateau Drive & Hickory Lane Projects: Project-to-Date Change Order Items
Attachments: Contract Modification #1 2019 Chateau Dr & Hickory Ln Project.pdf

Doug,

Please find the signed Contract Modification #1 for the 2019 Chateau Dr & Hickory Lane Reconstruction Project.

The additional water service has been removed from the contract modification.

Brian W. Kober. P.E.
Director of Public Works/Village Engineer
W194 N16660 Eagle Drive
PO Box 637
Jackson, WI 53037
Phone: 262-677-0707
Fax: 262-677-8770

From: Doug Kroes <doug.kroes@cedarcorp.com>
Sent: Wednesday, October 23, 2019 11:53 AM
To: Brian Kober <brian.kober@villageofjackson.com>
Cc: Joseph Coe <joe.coe@cedarcorp.com>
Subject: FW: Chateau Drive & Hickory Lane Projects: Project-to-Date Change Order Items

Brian: Regarding the attached pricing provided by the Contractor, have these been reviewed and/or approved? Upon receiving approved prices, we will prepare the associated contract change order.

Please let me know.

Thanks Brian,

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

From: Parker Sovey <PSovey@payneanddolan.com>
Sent: Wednesday, October 23, 2019 11:39 AM

To: Doug Kroes <doug.kroes@cedarcorp.com>
Cc: Ron Dalton <ron.dalton@cedarcorp.com>; Joseph Coe <joe.coe@cedarcorp.com>; Brian Kober <brian.kober@villageofjackson.com>
Subject: RE: Chateau Drive & Hickory Lane Projects: Project-to-Date Change Order Items

I just spoke with Brian Kober today. Attached is the pricing I submitted. I understand he will be approving all the additional costs, with the exception of the additional water service which will not be installed.

Thank You,



Parker Sovey
Project Manager
 262.524.1879 office
 262.366.5587 mobile
www.payneanddolan.com
-An Equal Opportunity Employer

From: Doug Kroes <doug.kroes@cedarcorp.com>
Sent: Wednesday, October 23, 2019 11:32 AM
To: Parker Sovey <PSovey@payneanddolan.com>
Cc: Ron Dalton <ron.dalton@cedarcorp.com>; Joseph Coe <joe.coe@cedarcorp.com>; Brian Kober <brian.kober@villageofjackson.com>; Mike Barilani (mbarilani@hotmail.com) <mbarilani@hotmail.com>
Subject: RE: Chateau Drive & Hickory Lane Projects: Project-to-Date Change Order Items
Importance: High

Parker: Please respond to the preceding e-mail sent to you on 10/9/19. From what I understand, some off these additional work items have been completed without costs approved by the Owner. Again, please respond ASAP.

Parker: I just spoke with our project representative, J. Coe, and got caught up on the project to date change order items. I have listed these items with estimated quantities and units of measurement below. For the purpose of evaluating proposed costs and/or preparing the associated contract change order, please provide(at your earliest convenience) the proposed/agreed upon unit prices within the respective items. Thank you!

Item	Unit Price	ORIGINAL Estimated Quantity	ORIGINAL Schedule of Values	Unit Meas.
CHANGE ORDER ITEMS (& Supplemental Items by Change Order):				
CO1 Curb Box Materials Credit		13	\$ -	EA
CO1 Stump Grinding - Hickory		2	\$ -	EA
CO1 Chimney Rebuild - Catch Basins (HDPE Rings provided by Owner)		5	\$ -	EA
CO1 Chimney Rebuild - Storm Manholes (HDPE Rings provided by Owner)		4	\$ -	EA
CO1 Field Inlet w/ Storm Lead - Chateau		1	\$ -	LS
CO1 Sanitary Lateral Relocations 4" - Chateau		2	\$ -	EA
CO1 1 1/4" HDPE Water Service - NEW - Chateau (Curb Box Material by Owner)		1	\$ -	EA

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

From: Parker Sovey <PSovey@payneanddolan.com>

Sent: Wednesday, October 9, 2019 1:33 PM

To: Brian Kober <brian.kober@villageofjackson.com>; Mike Barilani (mbarilani@hotmail.com) <mbarilani@hotmail.com>

Cc: Ron Dalton <ron.dalton@cedarcorp.com>; Joseph Coe <joe.coe@cedarcorp.com>; Doug Kroes <doug.kroes@cedarcorp.com>

Subject: RE: Chateau Drive & Hickory Lane Projects

Brian, I sent over pricing for the below items yesterday. Burbach is looking to handset the remaining curb on Hickory this Saturday. In order to do so, I will need approval for the rebuilding inlet labor cost so Highway can adjust the structures by the end of the week. Let me know how to proceed.

Highway also called with a question on the saw cut and removal limits for the concrete driveways and how they tie into the new sidewalk on Chateau. We will need a decision on these limits quickly so I can schedule the saw cut and keep Highway on schedule.

Thank You,



Parker Sovey

Project Manager

262.524.1879 office

262.366.5587 mobile

www.payneanddolan.com

-An Equal Opportunity Employer

From: Brian Kober <brian.kober@villageofjackson.com>

Sent: Thursday, October 3, 2019 4:24 PM

To: Mike Barilani (mbarilani@hotmail.com) <mbarilani@hotmail.com>; Parker Sovey <PSovey@payneanddolan.com>

Cc: Ron Dalton <ron.dalton@cedarcorp.com>; Joseph Coe <joe.coe@cedarcorp.com>; Doug Kroes <doug.kroes@cedarcorp.com>

Subject: Chateau Drive & Hickory Lane Projects

Mike & Parker,

The Village of Jackson is looking for a price and the possibility of construction for an additional water service and relocating two sanitary laterals associated with the Chateau Drive Reconstruction Project.

The new water service is for W201 N16936 Wilshire Drive (see attached plan). Lump sum cost is ok, although, if time and material works that is ok. I just need a ball park cost for the homeowner.

Second is the relocation of two sanitary laterals discharging into a manhole. The location is W021 N16998 Chateau Drive and W201 N16995 Chateau Drive. Lump sum or time and material, again.

Last is a cost for rebuilding the inlets and storm manholes for both projects. We will provide the plastic rings, the Village needs a labor cost.

If you have any questions please do not hesitate to ask.

Brian W. Kober. P.E.
Director of Public Works/Village Engineer
W194 N16660 Eagle Drive
PO Box 637
Jackson, WI 53037
Phone: 262-677-0707
Fax: 262-677-8770

CAUTION: External email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

CAUTION: External email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Doug Kroes

From: Doug Kroes
Sent: Thursday, October 24, 2019 5:31 PM
To: 'Parker Sovey'
Cc: joe.coe@cedarcorp.com; 'Brian Kober'
Subject: RE: Yard Drain: Pricing Information

Parker: I spoke with the Owner this evening regarding your proposed pricing of the following items:

CREDIT – 4 EACH Storm Sewer Lateral Clean-outs @ \$300.00 EA = (\$1,200.00)
ADD LUMP SUM Storm Sewer Yard Drain w/ 8” Lead = \$2,950.00

As a result, the Owner has approved of your proposed prices. Therefore, please proceed with the work as specified. These items will be included as items within contract Change Order No. 1.

Thank you,

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

From: Parker Sovey <PSovey@payneanddolan.com>
Sent: Thursday, October 24, 2019 3:44 PM
To: Doug Kroes <doug.kroes@cedarcorp.com>
Subject: RE: Yard Drain: Pricing Information

Doug,

Highway Landscapers did not have an opportunity to get an “official” quote over to me but Mike did verbally provide costs.

- ? Storm sewer lateral cleanouts – credit - \$300 / EA
- ? Yard drain - \$2,950 LS

Let me know if you need anything else.

Thank You,



Parker Sovey

Project Manager

262.524.1879 office

262.366.5587 mobile

www.payneanddolan.com

-An Equal Opportunity Employer

From: Doug Kroes <doug.kroes@cedarcorp.com>
Sent: Wednesday, October 23, 2019 2:35 PM
To: Mike Barilani (mbarilani@hotmail.com) <mbarilani@hotmail.com>
Cc: Parker Sovey <PSovey@payneanddolan.com>; Joseph Coe <joe.coe@cedarcorp.com>; Brian Kober <brian.kober@villageofjackson.com>
Subject: RE: Yard Drain: Pricing Information

Mike: Please provide a lump sum price for the installed yard drain with lead to catch basin based on the following:

- ? 12" Dia. PVC Yard Drain Structure w/ a depth of 4.0' from 8" invert to rim.
- ? 12" Flat PVC Yard Drain Grate
- ? 16 LF of SDR 35 Yard Drain Lead Pipe

The structure will be adjusted on site to accommodate the existing surface grade/ grading.

Please contact me should you have any questions.

Thank you,

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

From: Doug Kroes
Sent: Wednesday, October 23, 2019 2:20 PM
To: 'Mike Barilani (mbarilani@hotmail.com)' <mbarilani@hotmail.com>
Cc: Parker Sovey (psovey@payneanddolan.com) <psovey@payneanddolan.com>; joe.coe@cedarcorp.com; 'Brian Kober' <brian.kober@villageofjackson.com>
Subject: FW: Yard Drain

Mike: FYI, please refer to the preceding e-mail from the Owner commenting on the attached yard drain information. The information provided does contain a sump but only requires one connection for the outlet pipe.

As we discussed, I will get you additional information as it relates to lead length, type of grate (flat or beehive) and proposed structure elevations.

Thank you,

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

From: Brian Kober <brian.kober@villageofjackson.com>
Sent: Tuesday, October 15, 2019 4:19 PM
To: Joseph Coe <joe.coe@cedarcorp.com>
Cc: Doug Kroes <doug.kroes@cedarcorp.com>; Jeff Deitsch <jeff.deitsch@villageofjackson.com>
Subject: RE: Yard Drain

Yes that is what we are looking to install. Except it would be a 90 instead of a tee.

Brian W. Kober. P.E.
Director of Public Works/Village Engineer
W194 N16660 Eagle Drive
PO Box 637
Jackson, WI 53037
Phone: 262-677-0707
Fax: 262-677-8770

From: Joseph Coe <joe.coe@cedarcorp.com>
Sent: Tuesday, October 15, 2019 4:16 PM
To: Brian Kober <brian.kober@villageofjackson.com>
Cc: Doug Kroes <doug.kroes@cedarcorp.com>
Subject: Yard Drain

Brian,
This is the yard drain that Highway Landscapers used on another job

Joseph Coe
Design Technician III
Cedar Corporation
W61 N497 Washington Avenue | Cedarburg | WI | 53012
Office: 262-204-2360 | TF: 800-472-7372
joe.coe@cedarcorp.com
www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

CAUTION: External email. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Doug Kroes

From: Doug Kroes
Sent: Thursday, October 24, 2019 5:39 PM
To: 'Parker Sovey'
Cc: 'Brian Kober'; Ron Dalton (ron.dalton@cedarcorp.com); joe.coe@cedarcorp.com
Subject: RE: Village of Jackson Chateau and Hickory - CORRECTION

CORRECTION:

Parker: I spoke with the Owner this evening regarding your request for a substantial completion contract time extension to November 22, 2019. As a result, the Owner has approved your request. In addition, due to the extended substantial completion time exceeding the final completion contract time of 11/15/19, we will include an extension of **10 20** calendar days to the contract time extending the same to 12/5/19.

These extension of contract times will be included within contract Change Order No. 1.

Thank you,

Doug Kroes

Construction Manager

Cedar Corporation

W61 N497 Washington Avenue | Cedarburg | WI | 53012

Office: 262-204-2360 ext 1403 | TF: 800-472-7372

Cell: 920-246-6326

doug.kroes@cedarcorp.com

www.cedarcorp.com | [LinkedIn](#) | [Facebook](#) | [Twitter](#)

This e-mail and any attachments may contain proprietary and confidential information from Cedar Corporation. Please visit our website at <http://www.cedarcorp.com/disclaimer> for more details.

From: Parker Sovey <PSovey@payneanddolan.com>

Sent: Thursday, October 24, 2019 11:38 AM

To: Doug Kroes <doug.kroes@cedarcorp.com>

Subject: Village of Jackson Chateau and Hickory

Doug, I would like request a contract time extension for the substantial completion for the Village of Jackson Chateau and Hickory Project based on weather delays and additional work items. I would like to extend the substantial completion date until 11/22.

Thank You



Parker Sovey

Project Manager

262.524.1879 office

262.366.5587 mobile

www.payneanddolan.com

-An Equal Opportunity Employer

Memo

To: Paula Winter, Village Treasurer
From: Brian W. Kober, P. E., Director of Public Works
Subject: Pay Request #1 – 2019 Jackson Park Alley Project
Date: October 25, 2019
CC: Board of Public Works; Village Board

Pay Request #1 for 2019 Improvements Sherman Road Drainage & Jackson Park West Parking Lot and Cul-De-Sac Project No. 190605 per Gremmer & Associates plan and specifications.

The following is a breakdown for the pay request. The payment will be made to the prime contractor: Payne & Dolan, N173 W21120 Northwest Passage, Jackson WI 53037:

1)	Sherman Road Drainage	\$ 33,797.68
2)	Jackson Park West Parking Lot	\$ 499.70
3)	Jackson Park Cul-de sac	\$ 96,008.78
	Pay Request #1 Total	\$130,306.16

If you have any questions, please let me know.

Brian W. Kober, P.E.

Gremmer and Associates, Inc.

93 S. Pioneer Road, Suite 300
Fond du Lac, WI 54935
(920) 924-5720
fax (920)924-5725

Payne & Dolan, Inc.- Prime Contractor
Village of Jackson - Sherman Road Drainage

Item No.	Description	Units	Estimated Quantity	Unit Price	Bid Total	Previous Estimates		Estimate #1		Cumulative Totals		% Complete
						Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	
100-02	Removing Curb & Gutter	LF	60	\$ 6.06	\$363.60		\$0.00	73.00	\$442.38		\$442.38	121.7%
100-03	Removing Concrete Sidewalk	SY	15	\$ 10.10	\$151.50		\$0.00	21.00	\$212.10		\$212.10	140.0%
100-04	Excavation Common	CY	80	\$ 60.00	\$4,800.00		\$0.00	80.00	\$4,800.00		\$4,800.00	100.0%
100-05	Base Aggregate Dense 3/4-Inch	TON	5	\$ 19.83	\$99.15		\$0.00		\$0.00		\$0.00	0.0%
100-06	Base Aggregate Dense 1 1/4-Inch	TON	70	\$ 19.83	\$1,388.10		\$0.00	70.00	\$1,388.10		\$1,388.10	100.0%
100-10	Asphaltic Surface	TON	130	\$ 112.61	\$14,639.30		\$0.00		\$0.00		\$0.00	0.0%
100-12	Concrete Curb & Gutter 24-Inch Type D	LF	60	\$ 65.00	\$3,900.00		\$0.00		\$0.00		\$0.00	0.0%
100-13	Concrete Sidewalk 4-Inch	SF	100	\$ 21.25	\$2,125.00		\$0.00		\$0.00		\$0.00	0.0%
100-14	Concrete Sidewalk 6-Inch	SF	45	\$ 21.25	\$956.25		\$0.00		\$0.00		\$0.00	0.0%
100-15	Lawn Restoration	SY	485	\$ 8.32	\$4,035.20		\$0.00		\$0.00		\$0.00	0.0%
100-17	Inlet Protection Type A	EACH	1	\$ 176.77	\$176.77		\$0.00		\$0.00		\$0.00	0.0%
100-18	Inlet Protection Type C	EACH	2	\$ 75.76	\$151.52		\$0.00	1.00	\$75.76		\$75.76	50.0%
100-19	Temporary Ditch Checks	LF	12	\$ 25.25	\$303.00		\$0.00	20.00	\$505.00		\$505.00	166.7%
100-20	Traffic Control	LS	1	\$ 4,000.00	\$4,000.00		\$0.00	0.50	\$2,000.00		\$2,000.00	50.0%
100-23	Sawing Asphalt & Concrete	LF	300	\$ 2.00	\$600.00		\$0.00	309.00	\$618.00		\$618.00	103.0%
200-01	Connect to Existing Storm Sewer Structure	EACH	1	\$ 1,010.10	\$1,010.10		\$0.00	1.00	\$1,010.10		\$1,010.10	100.0%
200-02	Adjust Inlet Casting	EACH	1	\$ 303.03	\$303.03		\$0.00		\$0.00		\$0.00	0.0%
200-03	Storm Manhole 4-FT Diameter w/ Casting	EACH	2	\$ 3,139.40	\$6,278.80		\$0.00	2.00	\$6,278.80		\$6,278.80	100.0%
200-04	Storm Inlet Median 1 Grate w/ Casting	EACH	1	\$ 2,792.63	\$2,792.63		\$0.00	1.00	\$2,792.63		\$2,792.63	100.0%
200-05	Storm Sewer Pipe Class III-B 12-Inch	LF	223	\$ 70.18	\$15,650.14		\$0.00	220.20	\$15,453.64		\$15,453.64	98.7%
SUBTOTAL					\$63,724.09		\$0.00		\$35,576.51		\$35,576.51	56%



93 South Pioneer Road, Suite 300 • Fond du Lac, WI 54935 • (920) 924-5720

Work completed, previous estimates	\$0.00
Work completed, this estimate	\$35,576.51
Total work completed	\$35,576.51
Retainage, this estimate	\$1,778.83
Total Retainage, previous estimates	\$0.00
Total Retainage, final	\$1,778.83
Amount due to contractor, this estimate	\$33,797.68

Gremmer and Associates, Inc.

93 S. Pioneer Road, Suite 300
Fond du Lac, WI 54935
(920) 924-5720
fax (920)924-5725

Payne & Dolan, Inc.- Prime Contractor
Village of Jackson - Jackson Park West Parking Lot

Item No.	Description	Units	Estimated Quantity	Unit Price	Bid Total	Previous Estimates		Estimate #1		Cumulative Totals		% Complete
						Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	
100-07	Pulverize and Relay	SY	2020	\$ 9.53	\$19,250.60		\$0.00		\$0.00		\$0.00	0.0%
100-10	Asphaltic Surface	TON	445	\$ 87.06	\$38,741.70		\$0.00		\$0.00		\$0.00	0.0%
100-21	Pavement Marking 4-Inch	LF	1295	\$ 5.05	\$6,539.75		\$0.00		\$0.00		\$0.00	0.0%
100-22	Pavement Marking Handicap Symbol	EACH	1	\$ 295.00	\$295.00		\$0.00		\$0.00		\$0.00	0.0%
100-23	Sawing Asphalt & Concrete	LF	265	\$ 2.00	\$530.00		\$0.00	263.00	\$526.00		\$526.00	99.2%
SUBTOTAL					\$65,357.05		\$0.00		\$526.00		\$526.00	1%



93 South Pioneer Road, Suite 300 • Fond du Lac, WI 54935 • (920) 924-5720

Work completed, previous estimates	\$0.00
Work completed, this estimate	\$526.00
Total work completed	\$526.00
Retainage, this estimate	\$26.30
Total Retainage, previous estimates	\$0.00
Total Retainage, final	\$26.30
Amount due to contractor, this estimate	\$499.70

Gremmer and Associates, Inc.

93 S. Pioneer Road, Suite 300
Fond du Lac, WI 54935
(920) 924-5720
fax (920)924-5725

Payne & Dolan, Inc.- Prime Contractor
Village of Jackson - Jackson Park Cul-De-Sac

Item No.	Description	Units	Estimated Quantity	Unit Price	Bid Total	Previous Estimates		Estimate #1		Cumulative Totals		% Complete
						Actual Quantity	Total	Actual Quantity	Total	Actual Quantity	Total	
100-01	Clearing and Grubbing	LS	1	\$ 3,030.30	\$3,030.30		\$0.00	1.00	\$3,030.30	\$3,030.30		100.0%
100-02	Removing Curb & Gutter	LF	85	\$ 6.06	\$515.10		\$0.00	88.00	\$533.28	\$533.28		103.5%
100-04	Excavation Common	CY	1095	\$ 24.94	\$27,309.30		\$0.00	1,389.00	\$34,641.66	\$34,641.66		126.8%
100-05	Base Aggregate Dense 3/4-Inch	TON	45	\$ 18.31	\$823.95		\$0.00		\$0.00	\$0.00		0.0%
100-06	Base Aggregate Dense 1 1/4-Inch	TON	985	\$ 15.28	\$15,050.80		\$0.00	1,254.00	\$19,161.12	\$19,161.12		127.3%
100-07	Breaker Run 3-Inch	TON	706	\$ 22.00	\$15,532.00		\$0.00	706.00	\$15,532.00	\$15,532.00		100.0%
100-08	Concrete Driveway 6-Inch	SY	115	\$ 58.50	\$6,727.50		\$0.00	79.00	\$4,621.50	\$4,621.50		68.7%
100-09	Concrete Surface Drain	CY	1	\$ 300.00	\$300.00		\$0.00	1.00	\$300.00	\$300.00		100.0%
100-10	Asphaltic Surface	TON	435	\$ 89.00	\$38,715.00		\$0.00		\$0.00	\$0.00		0.0%
100-11	Concrete Curb & Gutter 18-Inch Type D	LF	700	\$ 26.20	\$18,340.00		\$0.00	731.00	\$19,152.20	\$19,152.20		104.4%
100-15	Lawn Restoration	SY	1160	\$ 8.32	\$9,651.20		\$0.00		\$0.00	\$0.00		0.0%
100-16	Silt Fence	LF	385	\$ 3.03	\$1,166.55		\$0.00	387.00	\$1,172.61	\$1,172.61		100.5%
100-19	Temporary Ditch Checks	LF	25	\$ 25.25	\$631.25		\$0.00	21.00	\$530.25	\$530.25		84.0%
100-20	Traffic Control	LS	1	\$ 3,999.91	\$3,999.91		\$0.00	0.50	\$1,999.96	\$1,999.96		50.0%
100-23	Sawing Asphalt & Concrete	LF	45	\$ 9.00	\$405.00		\$0.00	43.00	\$387.00	\$387.00		95.6%
SUBTOTAL					\$142,197.86		\$0.00		\$101,061.88	\$101,061.88		71%



93 South Pioneer Road, Suite 300 • Fond du Lac, WI 54935 • (920) 924-5720

Work completed, previous estimates	\$0.00
Work completed, this estimate	\$101,061.88
Total work completed	\$101,061.88
Retainage, this estimate	\$5,053.09
Total Retainage, previous estimates	\$0.00
Total Retainage, final	\$5,053.09
Amount due to contractor, this estimate	\$96,008.78

DRAFT Minutes
Board of Public Works Meeting
Tuesday, October 29, 2019 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street

1. Call to Order and Roll Call.

Chair Olson called the meeting to order at 7:00 p.m.

Members present: Brian Heckendorf, Dan Leonard, Tr. Lippold, Sarah Malchow, Tr. Malcolm and Gloria Teifke

Village Board Members Present: Trustee Kurtz, Trustee Kruepke and President Schwab
Staff Present: Brian Kober, John Walther and Jilline Dobratz

2. Approval of the Board of Public Works Minutes of September 24, 2019.

Motion by Brian Heckendorf, second by Tr. Lippold to approve the Board of Public Works minutes of September 24, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

3. Limited Water Service Study.

Brian Kober explained they met with legal counsel in early October and are reviewing the study. There are meters in on the northside of the creek. The draft will be in completed in November.

Motion by Chair Olson, second by Tr. Lippold to refer the Limited Water Service Study to the next Board of Public Works meeting.

Vote: 7 ayes, 0 nays. Motion carried.

4. Town of Jackson Water Expansion Area – Water Service Request – Robin Olson.

Brian Kober commented due to the Limited Water Study not being available, he recommends referring this to the next meeting. Ms. Olson is present to explain what she is intending to do and why she is requesting water service from the Village. Chair Olson stated we have an agreement with the Town in order to provide water to the limited water service area. The agreement is supposed to be for replacement water only. Ms. Olson stated she lives on the farm and wants a house that is more manageable. She would like to build a small house and is already a customer.

Motion by Chair Olson, second by Tr. Lippold refer to the Town of Jackson Water Expansion Area – Water Service Request – Robin Olson to the November meeting.

Vote: 7 ayes, 0 nays. Motion carried.

5. Pay Request #1 – 2019 Chateau Dr & Hickory Ln Reconstruction Project.

Brian Kober gave project updates for Pay Request #1. Hickory Lane will be paved tomorrow and then landscaped. Chateau Drive, the sanitary changes have been made, they are adjusting manholes and curbing will go in early next week. The completion date hasn't been changed and they are working to have substantial completion by November 15, 2019.

Motion by Chair Olson, second by Brian Heckendorf recommend Budget & Finance and Village Board approve Pay Request #1 – 2019 Chateau Drive and Hickory Lane Reconstruction Project – Payne & Dolan, Inc. in the amount of \$303,608.03.
Vote: 7 ayes, 0 nays. Motion carried.

6. Change Order #1 – 2019 Chateau Dr & Hickory Ln Reconstruction Project.

Brian Kober reviewed the change order credits and additions. An extension of an additional 20 days is being requested, putting it out until December 5, 2019. They will work with them to get the project completed on time.

Motion by Brian Heckendorf, second by Tr. Lippold recommend Budget & Finance and Village Board approve Change Order #1 – 2019 Chateau Drive and Hickory Lane Reconstruction Project – Payne & Dolan, Inc. in the amount of \$19,910.00 and with the exception of the extension of the contract.

Vote: 7 ayes, 0 nays. Motion carried.

7. Pay Request #1 – 2019 Jackson Park Alley Project.

Brian Kober stated this is for three different projects; Sherman Road drainage, western parking lot of Jackson Park and the Jackson Alley cul-de-sac. Sherman Road drainage, the piping is in and it will be paved and landscaped. Jackson Park west parking lot has been pulverized and they will start grading. The Jackson Alley cul-de-sac has all the curbing in, rough grading is done, and it will be paved tomorrow. A new south entrance to Jackson Park has been created. All the property owners are very happy.

Motion by Brian Heckendorf, second by Tr. Lippold recommend Budget & Finance and Village Board approve Pay Request #1 – 2019 Jackson Park Alley Project – Payne & Dolan, Inc. not to exceed \$130,306.16.

Vote: 7 ayes, 0 nays. Motion carried.

8. Lack of School Markings on Stonewall (September 10th Village Board).

Brian Kober spoke to Chief Vossekuil regarding school zone signs by the roundabout. Putting up school zone signs is the minimum that has to be done according to State Statute. The signs will be ordered and installed as soon as possible. Brian Heckendorf inquired if the proposed sign on Eagle Drive is in the Village or Town. Brian Kober will check into it. If it's in the Town, he will contact them on installing one of the signs.

9. Discussion of Village Informational Signs.

Motion by Chair Olson, second by Tr. Malcom to refer Village Informational Signs to the next Board of Public Works meeting.

Vote: 7 ayes, 0 nays. Motion carried.

10. Director of Public Works Report.

Brian Kober gave the report. Everything is back online at the Waste Water Treatment Plant. It took three weeks to get the plant back online. Tr. Lippold questioned the status of the future Park n Ride meeting. Brian Kober stated Scott Schmidt, Washington County Highway Commissioner, had a meeting with the DOT on ownership of the property. John Walther went to a DOT meeting and it is getting closer. He will send an email to Scott Schmidt and will have an answer next month. Bill Carity, Morning Meadows, had a meeting with Washington County Public Works Committee and

received approval for two accesses off of County P. Phase 1 is moving forward and will be under construction by Spring.

Motion by Brian Heckendorf, second by Tr. Malcolm to place the Director of Public Works report on file.

Vote: 7 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Board.

Brian Heckendorf asked if they figured out where the gas line was going to on Hickory and Sherman Road that was hit. Brian Kober stated it was marked wrong and the gas company has to pay for it.

12. Adjourn.

Motion by Tr. Lippold, second by Chair Olson to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 7:37 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk

VILLAGE OF JACKSON DEVELOPMENT APPLICATION FORM
(Due 1st Friday of the month for that month's Planning Commission Meeting)

Name of Applicant Robin L Olson Revokable living trust
 Contact Robin Olson Address/ZIP 1930 Sherman Road, Jackson, WI 53037 Phone # 2623-677-4663
 E-mail Address Robinlee29@aol.com E-mail Address where Agenda/Staff comments are to be sent. Robinlee29@aol.com
 Name of Owner Robin L Olson Address/ZIP 1930 Sherman Road/53037 Phone # 262-677-4663
 Owner Representative/Developer N/A
 Proposed Use of Site Single Family Dwelling Present Zoning N/A

<u>ACTION REQUESTED</u>	<u>FEE</u>	<u>SUBMITTAL REQUIREMENTS</u>	<u>TYPE OF INFORMATION DESCRIBED</u> <u>(See page 5)</u>	<u>PAPER COPIES</u>	<u>USB DRIVE</u>
CONCEPT PLAN	\$50	1,2,6,13	1) Complete Application (all pages) 2) Describe what you intend to do (paragraph)		XXX XXX
CONDITIONAL USE	\$150	1,2,3,4,5,6,7,14,15,16,18,19,20	3) Address Labels of adjacent owners to be notified (500'/ 200') 4) Owner acknowledgement of the request	labels 1	
PLANNED UNIT DEVELOPMENT	\$150	1,2,3,4,5,6,7,8,9,10,14,15,16,17,18,20	5) Impact Statement 6) Location Map		XXX XXX
REZONING	\$200	1,2,(3),4,6,9 or 10 (500' for rezoning 200' for Cond. Use or PUD Site Plan)	7) Development Plan / Site Plan 8) Preliminary Plat		XXX XXX
CERTIFIED SURVEY MAP (CSM)	\$150	1,2,3,6,10,20	9) Final Plat 10) Certified survey Map		XXX XXX
MINOR SUBDIVISION	\$150	1,2,3,5,6,10,15,16,17,18,20	11) Annexation Petition 12) Annexation Map	1	XXX XXX
Extra-territorial Plat or CSM	\$150	1,2,6,9 / 10	13) Sketch Plan 14) Landscape Plan	4 (24x36)	XXX
Extra-territorial Plat outside Sanitary Service Area	\$50	1,2,6,9 / 10	<u>Engineering Review - Infrastructure</u>		
PRELIMINARY PLAT	\$300	1,2,3,5,6,9,15,16,17,18	15) Grading/Drainage Plan 16) Water / Sewer / Storm Sewer Plans	4 (24x36) 4 (24x36)	XXX XXX
FINAL PLAT / Final Plat Reappl..	\$100	1,2,3,5,6,9,15,16,17,18,20	17) Street / Right of Way cross sections 18) Erosion Control Plan	4 (24x36) 4 (24x36)	XXX XXX
ANNEXATION / ATTACHMENT	\$200	1,2,3,4,5,6,11,12,21	19) Proposed colors / materials 20) Developers Agreement		XXX XXX
STREET EASEMENT/ VACATION	\$150	1,2,3,4,6,9	21) Annexation Agreement (includes pre-annex agreements) 22) other -		XXX
VARIANCE	\$150	1,2,3,4,6,7			

I certify the information and exhibits submitted are true and correct to the best of my knowledge, and that in filing this application I am acting with knowledge and consent of those persons listed above and owner(s) without whose consent the requested action cannot be lawfully acted upon.

Name Robin L Olson Trustee Signature Robin L Olson Trustee Date 10/8/2019
 Office Use: Date Received 10-8-19 Date Paid 10-8-19 Receipt # 222437 Amount Paid \$ 150.00

VILLAGE OF JACKSON

Special Use Conditional Use Planned Unit Development Permit # _____

The Village of Jackson, hereby grants a Special Use Conditional Use Planned Unit Development

Permit to:

Name of Business/Applicant: Robin L Olson Revokable Living Trust

For a property located at (address): 1966 Sherman Road, Jackson, WI 53037

Phone number of Business/Applicant: 262-677-4663

For (land use, activity, sign, site plan, other): Single Family Dwelling

Impact Mitigation (noise, smoke, dust, odors, etc. affecting adjacent properties): N/A

Hours of Operation: N/A

Comprehensive/Master Plan Compatibility: N/A

Building Materials (type, color): N/A

Setbacks from rights-of-way and property lines: TBD

Screening/Buffering: N/A

Landscape Plan (sizes, species, location): TBD

Signing (dimensions, colors, lighting, location): N/A

Lighting (wattage, style, pole location and height, coverage): N/A

Traffic flow, pedestrian circulation (curb to street width), (parking one/both/neither side(s),
(sidewalk/pedestrian way width and material): N/A

Storm-water Management: N/A

Erosion Control: N/A

Fire Hydrant Location(s): N/A

Knox Box, Posting Site (No Trespass signing), Emergency Telephone #'s: N/A

Hazardous Material Storage: N/A

Alarm Systems: N/A

Site Features/Constraints: N/A

Parking (no. of spaces, handicapped parking, and dimensions): N/A

Tree and shrub preservation: N/A

Setbacks/height limitations: N/A

Wastewater Usage Projected: N/A gal/year Water Usage Projected: N/A gal/year

Duration and Review of Conditional Use (expiration, when reviewed: upon complaint, specified period):

TERMS OF THIS PERMIT

1. This permit shall become effective upon the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. The permit is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of the use permit shall be in strict conformity to the approval site, building, and operation plans which were filed in connection with the application for this permit (as attached and /or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

Granted by: Village Board _____ Date _____ Over the Counter _____ Date _____

John Walther, Administrator

_____, Owner
Please print name

Applications shall be submitted by 4:00 PM on the Friday of the month to be considered by the Planning Commission that month. In some cases, more than the number of copies on the face of this form will be required. Only complete applications shall be presented to the Planning Commission and the Village Board for action. Applications submitted without a pre-submittal conference risk delay by being incomplete.

The Planning Commission meets on the last Thursday of each month unless there is a conflict with a holiday. The Village Board meets on the second Tuesday of each month and will conduct a public hearing. A decision on the request could be made at that meeting.

EXPLANATION OF TYPES OF INFORMATION (From face of application form):

1. **Application Form: Must be submitted on a USB Drive.**
2. Letter of Intent: What you are requesting in your own words. (Be brief)
3. Mailing Labels: It is your responsibility to provide the Village with current owner addresses. If mailed notification is required for your application, an incorrect address may cause you a delay.
4. Proof of Property Ownership: A copy of a deed, tax notice, title insurance policy (first page), recorded plat, etc.
5. Impact Statement: In general, the following points represent most of the topics to be addressed in the impact statement. Specific points will be designated at the pre-submittal conference by staff.
 - A. Annual water consumption estimate (100% occupancy and build-out)
 - B. Annual sewage generation estimate (100% occupancy and build-out)
 - C. Vehicle trip generation (trips per day per unit x number of units)
 - D. Estimated numbers of vehicles and recreational vehicles to be stored and/or parked on site.
 - E. Proposed sign(s) (advertising business, industry, dwelling unit)
 - F. General hours of operation
 - G. Anticipated user profiles (for residential developments)
 - H. Proposed dates of construction and completion
 - I. Unusual conditions which warrant special attention (hazardous materials storage, fire hazards, odors, noise generation, etc.
6. Location Map: Show where the site is relative to a Village map.
7. Development Plan: Shows entire proposal on the site. Includes edge of pavement and/or back of the curb line, sidewalks (existing and proposed), footprints of the structure, drives, parking spaces and fencing, locations of accessory uses, dimensions, etc. Landscape plans and water/sewer/storm plans may be shown combined on the plan if the composition is easily read and understood.
- 8/9. Plat Map: Prints of the preliminary and final (recordable plat), with proper signature blocks.
10. Certified Survey Map: A recordable instrument showing the legal and mapped description of the land division.
11. Annexation Petition/Attachment Request: Shows owner is supporting the annexation.
12. Annexation Map: A recordable map having the legal and mapped description of the parcel to be annexed.
13. Sketch Plan: An informal drawing depicting the proposal for discussion purposes.
14. Landscape Plan: Shows location, size, type, botanical name & common name of proposed trees & shrubs. Also calls out surface treatments. Shows walls, fences & details.
15. Grading/Drainage Plan: Shows original & proposed grades& runoff calculations based on a 10-year storm. It is usually combined with a Storm Sewer Plan. (storm sewer system, ditches, culverts, etc.)
16. Water/Sewer/Storm Sewer Plans: Shows size and location of proposed water mains & fire hydrants; size and location of the proposed sanitary sewer collection system with gradient profiles and invert elevations; shows the proposed storm drainage system as in 15.
17. Street Crossing Sections: Section shows curb, gutter, paving, and sidewalk relative to the right-of-way width.
18. Erosion Control Plan: A map of existing site conditions on a scale of at least 1-inch equals 100 feet showing the site, boundaries and immediately adjacent areas which accurately identify site locations.
19. Proposed Colors and Materials: Submit samples of exterior colors and materials.
20. Improvement Agreement: An agreement between the developer and the Village determining park dedications and the responsibilities for street, water, sewer, and the storm sewer improvements and extensions.
21. Annexation Agreement.

MEETINGS AT WHICH THE REQUEST IS BEING HEARD SHOULD BE ATTENDED BY THE APPLICANT OR A REPRESENTATIVE IN ORDER TO RESPOND TO QUESTIONS AND AVOID DELAYS IN THE APPROVAL PROCESS.

Jilline Dobratz

From: Robin Olson <Robinlee29@aol.com>
Sent: Tuesday, October 8, 2019 6:03 PM
To: Jilline Dobratz
Subject: CSM, Robin L Olson Revokable Living Trust

To the Committees of the Village of Jackson; I, Robin Olson, am requesting an approval from the Village of Jackson for a CSM located in the Town of Jackson. The Town Zoning Commission has already verbally approved my request. I am planning on having a new, custom built, home constructed on this parcel of land. I have lived on the farm, which this lot has been parceled from, for over 33 years, dwelling in the large farm house. As I age, I find that I don't need all the space and certainly don't need to be running up and down steep stairs, therefore, I am planning on having a single story, smaller ranch house built. The new house will be a little under 2300 square feet and contain amenities that should see me through the remaining years of my life.

Due to the fact that my current residence is located in the "gas spill" area, I have been a customer of the Jackson Village Water Service for many years. I have applied to the Jackson Public Works for Village water in my new house and, hopefully, will receive that okay at the meeting later in October.

Thank you for your consideration.

Robin Olson

1933 Sherman Road (new address to be 1966 Sherman Road) Jackson, Wi. 53037 Phone 262-677-4663 Cell 262-366-5243 Robinlee29@aol.com Sent from my iPad

CERTIFIED SURVEY MAP NO.

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON, WASHINGTON COUNTY, WISCONSIN

SURVEYOR:
 KEITH A. KINDRED, PLS S-2082
 SEH, INC.
 501 MAPLE AVE.
 DELAFIELD, WI 53018
 (414) 949-8919

UNPLATTED LANDS
 (OLSON)

SURVEY FOR:
 ROBIN L OLSON REVOCABLE LIVING TRUST
 1930 SHERMAN RD
 JACKSON, WI 53037

LEGEND

- CONC. MON. W/ BRASS CAP FND.
- 1" IRON PIPE FOUND (UNLESS OTHERWISE STATED)
- 11/16" REBAR SET, 18" LONG, WT. = 1.13 LBS./LIN. FT.



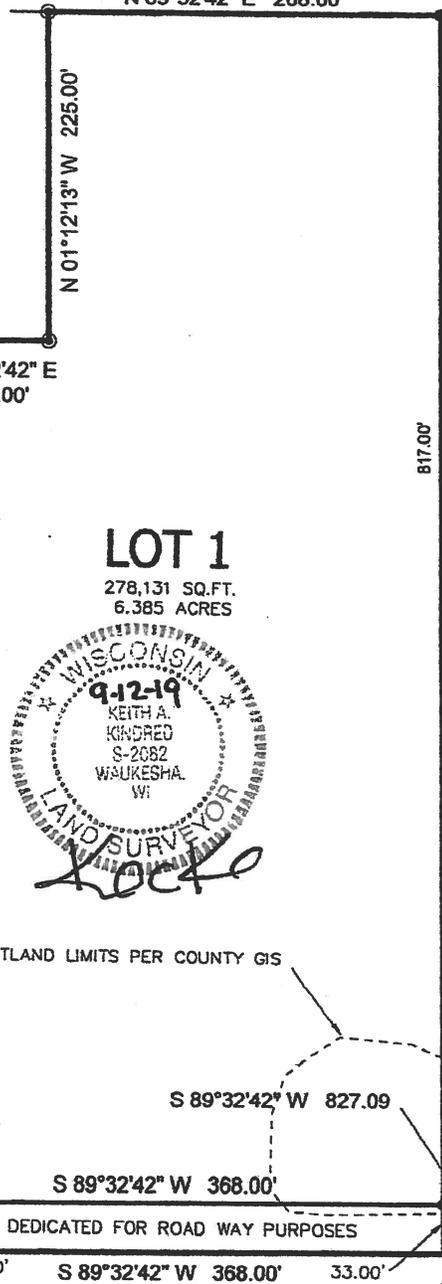
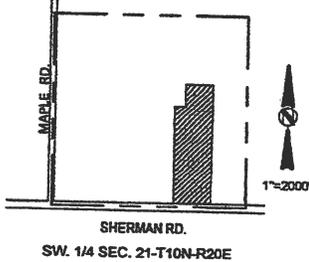
LOT 1, CSM 82-2Z

SCALE: 1" = 100'



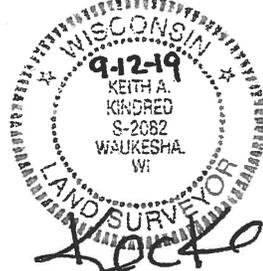
BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE (NAD 1927) GRID NORTH ON THE SOUTH LINE OF THE SW 1/4 OF SECTION 21 AS S89°32'42"W.

LOCATION MAP



LOT 1

278,131 SQ.FT.
 6.385 ACRES



WETLAND LIMITS PER COUNTY GIS

S 89°32'42" W 827.09

S 89°32'42" W 368.00'

SOUTH 1/4 CORNER 21-10-20

SW CORNER 21-10-20

33.00' S 89°32'42" W 368.00' 33.00'

SHERMAN ROAD

66' R/W

SOUTH LINE OF THE SW 1/4 OF SECTION 21
 S89°32'42"W 2640.19'

LOT 1, PRAIRIE MEADOWS EST.

THIS INSTRUMENT DRAFTED BY KEITH A. KINDRED, PLS



PHONE: 414.949.8919
 501 MAPLE AVENUE
 DELAFIELD, WI 53018-9351
 www.sehinc.com

PROJECT NO. 150527

SHEET 1 OF 5

CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE:

STATE OF WISCONSIN)
WAUKESHA COUNTY)SS

I, Keith A. Kindred, Professional Land Surveyor hereby certify;

That I have surveyed and mapped a part of the Southeast 1/4 of the Southwest 1/4 of Section 21, Township 10 North, Range 20 East, Town of Jackson, Washington County, Wisconsin, more fully described as follows:

Commencing at the South 1/4 Corner of said Section 21, thence S89°32'42"W along the South line of the Southwest 1/4 of Section 21 a distance of 827.09 feet to the point of beginning of the lands to be described; thence S89°32'42"W continuing along said South Line 368.00 feet to the East Line of CSM 6227; thence along said East line the following three courses N01°12'13"W, 625.00 feet; thence N89°32'42"E, 100.00 feet; thence N01°12'13"W, 225.00 feet; thence N89°32'42"E, 268.00; thence S01°12'13"E, 850.00 feet to the point of beginning.

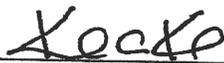
Said lands contain 290,275 square feet or 6.66 acres.

That I have made such survey, land division and map by the direction of the Robin L. Olson Revocable Living Trust, owner of said lands.

That such survey is a correct representation of all the exterior boundaries of the lands surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin State Statutes pertaining to Certified Survey Maps (Section 236.34) and the regulations of the Town of Jackson in surveying, dividing and mapping the same.

Dated this 12th day of September, 2019.



Keith A Kindred, PLS 2082



PHONE: 414.949.8919
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com

PROJECT NO. 160527

THIS INSTRUMENT DRAFTED BY KEITH A KINDRED, PLS

SHEET 2 OF 5

CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

TOWN BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Town Board.

All conditions have been met as of the _____ day of _____, 20__.

Date: _____ Signed _____
Raymond Heidtki, Town Chair

Date: _____ Signed _____
Julia Oliver, Town Clerk

PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Plan Commission.

Approved as of the _____ day of _____, 20__.

Date: _____ Signed _____
David Klug, Chairperson

I hereby certify that the foregoing is true and correct copy of a resolution adopted by the Plan Commission of the Town of Jackson.

Date: _____ Signed _____
Gordon Hoffman, Zoning Administrator



 PHONE: 414.949.8919
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com

PROJECT NO. 150527

THIS INSTRUMENT DRAFTED BY KEITH A. KINDRED, PLS

SHEET 4 OF 5

CERTIFIED SURVEY MAP NO. _____

BEING A PART OF THE SE. 1/4 OF THE SW. 1/4 OF SECTION 21, T.10N., R.20E., TOWN OF JACKSON,
WASHINGTON COUNTY, WISCONSIN

EXTRATERRITORIAL VILLAGE BOARD APPROVAL CERTIFICATE:

Resolved that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Village Board.

All conditions have been met as of the _____ day of _____, 20__.

Date: _____ Signed _____
Mike Schab, Village President

Date: _____ Signed _____
John Walther, Administrator

EXTRATERRITORIAL PLAN COMMISSION APPROVAL CERTIFICATE:

APPROVED, that the Certified Survey Map, in the Town of Jackson, is hereby approved by the Village Plan Commission.

Approved as of the _____ day of _____, 20__.

Date: _____ Signed _____
Mike Schab, Chairperson

Date: _____ Signed _____
John Walther, Administrator



 PHONE: 414.949.8919
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com

PROJECT NO. 150527

THIS INSTRUMENT DRAFTED BY KEITH A KINDRED, PLS

SHEET 5 OF 5

VILLAGE OF JACKSON

N168W20733 MAIN ST.

P O BOX 637

JACKSON, WI 53037-0147

Receipt Nbr: 222437

Date: 10/08/2019

Check

**RECEIVED
FROM** OLSON, ROBIN

\$150.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Account Nbr: 100-00-45730-000-000 PLANNING / ZONING FEES NOV PLAN COMMISSION SUBMITTAL / CK #2656	150.00

TOTAL RECEIVED 150.00

Receipt Memo: CERTIFIED SURVEY MAP-PC / CK #2656