

**APPROVED MINUTES  
Village Board Meeting  
Tuesday, February 11, 2020 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, Brian Kober, Chief Swaney, Kelly Valentino, John Walther, and 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.**

None.

**4. Public Hearing Notice – Conditional Use Permit (CUP) – Scott Poole – Storage Building – Meadow Lane, Lot 1**

Pres. Schwab opened the Public Hearing.

Casey Latz, N168W21190 Main Street – Inquired if the water problem would be resolved. Collin Johnson stated the applicant will have to submit a plan for review and approval. The recommendation from the Plan Commission was they have approximately two years to implement the plan.

Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Kurtz to approve the Conditional Use Permit (CUP) – Scott Poole – Storage Building – Meadow Lane, Lot 1 with the following requirements; improvements be completed by December 31, 2023, a berm with vegetation six feet above the surrounding area and there either be no vehicles or no more than one vehicle on an intermittent basis on the property.

Collin Johnson asked to clarify the vehicle parking, exterior storage. Pres. Schwab stated specifically no commercial storage.

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

**5. Ordinance #20-01 – Amending Chapter 8, Article III, Division 3, Subdivision II of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading)**

Motion by Pres. Schwab, second by Tr. Lippold to approve Ordinance #20-01 – Amending Chapter 8, Article III, Division 3, Subdivision II of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading).

Vote: 7 ayes, 0 nays. Motion carried.

**6. Ordinance #20-02 – Amending Chapter 8, Article III, Division 3, Subdivision II of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading)**

Motion by Pres. Schwab, second by Tr. Emmrich to approve Ordinance #20-02 – Amending Chapter 8, Article III, Division 3, Subdivision II of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading).

Vote: 7 ayes, 0 nays. Motion carried.

**7. Ordinance #20-03 – Amending Chapter 8, Article III, Division 3, Subdivision III of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading)**

Motion by Pres. Schwab, second by Tr. Malcolm to approve Ordinance #20-03 – Amending Chapter 8, Article III, Division 3, Subdivision III of the Village Code Regarding Electrical Inspector; Power and Authority and Right of Entry (2<sup>nd</sup> Reading).

Vote: 7 ayes, 0 nays. Motion carried.

**8. Approval of Minutes for the Village Board Meeting of January 14, 2020**

Motion by Tr. Emmrich, second by Tr. Lippold to approve the Village Board Minutes of January 14, 2020.

Vote: 7 ayes, 0 nays. Motion carried.

**9. Approval of Licenses**

- Operator Licenses:

East Street Mart: Annie M. Crawford

Latest Edition: Jeremy J. Tapper

Walgreens #11676: Elizabeth D. Scheibel

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

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

**10. Budget & Finance Committee**

- Revised Construction Service Contract – New Municipal Building – Cedar Corporation  
Motion by Pres. Schwab, second by Tr. Olson to approve Revised Construction Service Contract – New Municipal Building – Cedar Corporation in an amount not to exceed \$495,000.00.

Vote: 7 ayes, 0 nays. Motion carried

- Review of Quotes for New Jackson Water Utility Service Truck  
Motion by Pres. Schwab, second by Tr. Olson to approve Review of Quotes for New Jackson Water Utility Service Truck in an amount of \$46,363.80 to Eric von Schledorn of Saukville.

Brian Kober stated this is a budget item. It will be delivered in April and be in the fleet by May.

Vote: 7 ayes, 0 nays. Motion carried

- Jackson Water Utility Rate Increase 2020  
Pres Schwab commented this is a 3% increase and is based on the City Water Rate Study completed in 2018 to achieve the proper rate of return.  
Motion by Pres. Schwab, second by Tr. Lippold to approve Jackson Water Utility Rate Increase 2020.

Brian Kober explained the Public Service Commission (PSC) water rate of return. An Impact Fee Study is being completed to try to get the Water Impact Fee up to 1,000, currently it is at 820. The sewer side is not being increased.

Vote: 6 ayes, 1 nay (Tr. Emmrich). Motion carried

**11. Plan Commission**

- No Recommendations

**12. Board of Public Works**

- Yard Waste Site Policy and Procedure  
Brian Kober gave information on the April 25, 2020 Spring Cleanup Day from 9:00 a.m. until Noon. The new yard waste site will be open as well. Spring, Summer and Fall bag pickup and chipping dates were discussed. Tr. Emmrich inquired about dumpsters for cardboard. Brian Kober stated they will not be available at this time but if requested more, it will be looked at in the future. Yard Cards will be available in March and will also be distributed at Spring Cleanup Day. They will continue to pick up yard bags on the street. Brian Kober explained they are trying to avoid the late bags that are put on the curb after they are done picking up and to free up the crew. The site is for biodegradable bags and brush only.
- Ordinance #20-04 Amending Chapter 34, Article II, Division 2 of the Village Code Yard Waste Collection  
Brian Kober commented that the changes to the Ordinance is adding the Yard Waste Site.  
Motion by Tr. Olson, second by Tr. Emmrich to introduce Ordinance #20-04 Amending Chapter 34, Article II, Division 2 of the Village Code Yard Waste Collection.  
Vote: 7 ayes, 0 nays. Motion carried.

**13. Joint Parks & Recreation**

- Boy Scout Troop #765 Wood Duck Boxes  
Kelly Valentino stated Boy Scout Troop #765 attended the January Park & Recreation Committee meeting asking if they could complete Wood Duck Boxes as an entire Troop project. It was voted on by the Park & Recreation Committee to recommend it. They will work with the Department of Public Works and the Troop will be maintaining the boxes at Cedar Run Park.  
Motion by Pres. Schwab, second by Tr. Emmrich to approve Boy Scout Troop #765 Wood Duck Boxes.  
Vote: 7 ayes, 0 nays. Motion carried.

**14. West Bend School District - Update**

Pres. Schwab reported Superintendent Kirkegaard is resigning at the end of the school year.

**15. Departmental Reports.**

Chief Swaney thanked the Village Board for allowing them to train at the ranch house. They were able to conduct more burns than anticipated. The Slinger Fire Department and the Richfield Fire Department also participated.

Kelly Valentino thanked everyone who participated, donated, sponsored, attended or volunteered for Monte Carlo night. It was very successful, and attendance doubled. Everything went smooth and the event made approximately \$18,000.00. There was discussion on the possibility of upgrades to the Community Center building.

Brian Kober commented on adding another plow truck when the additional parcels come into the Village next year. Currently they have four and a half plow trucks. A one-ton truck is in the budget and a new plow truck will be looked at.

**16. Mid-Moraine Municipal Association Report**

Tr. Kurtz stated the meeting for tomorrow night has been canceled as the speaker cannot make it. The next meeting is scheduled for March 11, 2020. The speaker will possibly be Frank Furdex from the Department of Transportation.

**17. Washington County Board Report**

None.

**18. Greater Jackson Business Alliance Report**

Brian Heckendorf stated at the General Membership meeting last month Kurt Kruepke gave a great presentation. He went over how the business evolved over the years. Due notices are going out to the members and they want to increase membership for the year. They are looking to implement a program like the West Bend Chamber Dollars. John Walther stated the Candidate Forum will be on Thursday, March 19, 2020 from 6:30 p.m. to 8:00 p.m. The facilitator will be Dan Anhalt and questions can be submitted in advance, online or emailed.

**19. Succession Planning Discussion**

John Walther stated this is an opportunity for the Board to embrace the culture of succession planning as the staff is starting to age. Two staff members will be attending the Succession Planning session at CIVMIC in Wauwatosa on March 5, 2020. Any Board members who would like to attend were welcome to go. It is an all-day session. The spin off from that session is CIVMIC will be here on Thursday, March 26, 2020 after the Plan Commission meeting for a succession session. The special workshop will be held for the Village Board, Candidates and Village staff.

**20. Citizens to Address the Village Board**

Tr. Emmrich inquired on adding an agenda item next month for the Village employees, some type of reward system for employees who do not use sick time. We must keep good employees. If we have good people, we want to reward them and let them know that they are appreciated. It would be good for the staff and to keep people interested in the Village.

**21. Adjourn**

Motion by Tr. Emmrich, second by Tr. Lippold to adjourn.  
Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:10 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk