

APPROVED MINUTES
Village Board Meeting
Tuesday, March 10, 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, Chief Vossekuil, 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 – Planned Unit Development Amendment – Design 2 Construct/J & M Ltd – Storage Building – N168W19490 Main St.

Pres. Schwab opened the Public Hearing.

Dave Liesener, W197N16877 Stonewall Drive, lives next to property where the building is going to be and is on the board for the Stonewall Ridge Condo Association. The Condo Association would like some kind of written assurance that there will not be any rental units in the future built on this site. He questioned if there was a Conditional Use Permit for the property. He provided information on the overnight parking that is currently going on. Six months from now will more buildings be built. Sometimes the noise from the semis is all night.

John Kruepke, N166W21060 Parkway Drive, stated it would not be feasible to build more rental storage units with the large complex going in on Alcan Drive. The building that is being proposed is for personal use, that is the intent. It will take up half of the area where semis park, there will be room for semis to park on the east side of this building which will camouflage them from the west.

Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Planned Unit Development Amendment – Design 2 Construct/J & M Ltd – Storage Building – N168W19490 Main St. per staff comments.

Tr. Emmrich commented there is a noise ordinance and if there is an issue of semis running at night, the Police Department should be contacted.

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

Tr. Kruepke took his seat at the dais at 7:42 p.m.

5. Approval of Minutes for the Village Board Meeting of February 11, 2020

Motion by Tr. Kurtz, second by Tr. Malcolm to approve the Village Board Minutes of February 11, 2020.

Vote: 7 ayes, 0 nays. Motion carried.

6. Approval of Licenses

- Operator Licenses:
Main Street Mart: Ashly A. Donahue
East Side Mart: Christina G. Chappie, Deanna L. Villagran
Motion by Tr. Emmrich, second by Tr. Lippold to approve the licenses as listed.
Vote: 6 ayes, 0 nays, 1 abstain (Tr. Kruepke). Motion carried.

7. Budget & Finance Committee

- Banking Proposal
Motion by Pres. Schwab, second by Tr. Kruepke to approve the banking proposal from Westbury Bank.
Tr. Lippold commented BMO Harris did not return a proposal.
Vote: 7 ayes, 0 nays. Motion carried.
- Review of Engineering Services for Hunters Road Construction Project
Motion by Pres. Schwab, second by Tr. Olson to approve Engineering Services for Hunters Road Construction Project in an amount of \$21,500.00 to Cedar Corporation.
Vote: 7 ayes, 0 nays. Motion carried.
- Review of Quotes for new Jackson Sewer Utility RTV Service Vehicle
Motion by Tr. Lippold, second by Tr. Kruepke to approve the Quote for a new Jackson Sewer Utility RTV Service Vehicle in an amount of \$17,900.00 to John P. Lochen Co., Inc. of Newburg.
Vote: 7 ayes, 0 nays. Motion carried.

8. Plan Commission

- Concept Plan – John and Steve Kreuser – Self-Storage Facility
Motion by Pres. Schwab, second by Tr. Kruepke to approve the Concept Plan – John and Steve Kreuser – Self-Storage Facility.
Vote: 7 ayes, 0 nays. Motion carried.
- Certified Survey Map – Town of Jackson, Behrens 1927 LLC – Sherman Road.
Motion by Pres. Schwab, second by Tr. Emmrich to take no exception to Certified Survey Map – Town of Jackson, Behrens 1927 LLC – Sherman Road.
Vote: 5 ayes, 2 nays (Tr. Lippold and Tr. Emmrich). Motion carried.
- Certified Survey Map – Town of Jackson, Steven Weinand – 4310 Jackson Drive.
Motion by Pres. Schwab, second by Tr. Kruepke to take no exception to Certified Survey Map – Town of Jackson, Steve Weinand – 4310 Jackson Drive.
Vote: 6 ayes, 1 nay (Tr. Olson). Motion carried.

Pres. Schwab requested a recess to sign documents. Reconvened at 7:45 p.m.

9. Board of Public Works

- Ordinance #20-04 Amending Chapter 34, Article II, Division 2 of the Village Code Yard Waste Collection (2nd Reading).

Motion by Pres. Schwab, second by Tr. Lippold to approve Ordinance #20-04 Amending Chapter 34, Article II, Division 2 of the Village Code Yard Waste Collection (2nd Reading).

Vote: 7 ayes, 0 nays. Motion carried.

- Extension of Sewer and Water to Serve TIF #7

Brian Kober commented the plans were advertised today, this is Spruce Street and Ridgeway. We are waiting on FEMA to change the floodplain mapping and the DOT approval of the access of Ridgeway onto Highway 60. This is extending the utility to serve this area in the future.

Motion by Tr. Olson, second by Tr. Lippold to approve Extension of Sewer and Water to Serve TIF #7.

Vote: 7 ayes, 0 nays. Motion carried.

10. Joint Parks & Recreation

- Revised 2020 Park Rental Form – Discussion and Action

Kelly Valentino commented the revised rental form was just cleaning up the document. The Park Rules are all by Village Code and by Ordinance.

Motion by Pres. Schwab, second by Tr. Emmrich to approve the Revised 2020 Park Rental Form and Splash Park Group Policies and Staffing.

Motion amended by Pres. Schwab, second by Tr. Emmrich to approve the Revised 2020 Park Rental Form.

Vote: 7 ayes, 0 nays. Motion carried.

- Splash Park Group Policies and Staffing – Discussion and Action

Kelly Valentino explained they have had issues at the Splash Park with large groups and school buses coming to the Splash Park with no notice. They will have a staff person at the Splash Park from 10:00 a.m. until 2:00 p.m. Staff will also oversee the playground and sell concessions. Park and Recreation will contact the large groups that have been there in the past to let them know of the new policy. The groups will only be allowed on Mondays, the groups will have to register, and they will have to pay a fee. This would be a good start to try to control the situation. The patron limit is 157, it is based on square footage and is a state calculation. A change to the policy would be to exclude Holidays. Kelly commented on how the groups will be notified.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Splash Park Group Policies and Staffing with the revision of holidays be excluded.

Vote: 7 ayes, 0 nays. Motion carried.

11. Village Planned Municipal Complex – Update – Cedar Corp.

Kris Dressler and Ron Dalton from Cedar Corp. were present. Kris provided information on the six bids that were received for the Municipal Complex. The bid opening was on March 5th. They ranged from \$11,366,540.00 to \$12,260,675.00. The low bid was from Mike Koenig Construction from Sheboygan. The bids also included five alternate bid items. They are recommending that all the alternates be included in the project. The lowest bid with all the alternates is \$11,595,340.00. At this point, they are still evaluating the low bidder to make sure everything is included in the bid. The bid recommendation will be coming back. The alternate bid items were discussed. Pres. Schwab commented that the Board was not

given the opportunity to review the drawings before they went out. Ron Dalton gave an update on permits and approvals.

12. West Bend School District – Update

None.

13. Department Reports

Kelly Valentino stated last Friday the new fitness center equipment was installed. The fitness trainer will have free orientations for anybody with a membership on Tuesday, March 17th and Saturday, March 21st to go over the equipment. They have received very positive feedback, thank you to the Board.

Chief Swaney commented he has been notified that Chuck Ruetten will be retiring August 3, 2020. There second new hire will be leaving at the end of March. The process of hiring has been started and interviews will be held in the near future.

Chief Vossekuil reported their first Coffee with a Cop will be held April 7th at Coffeerville from 8:00 to 10:00 a.m., everyone is welcome. The newest Officer Michael Trevarthen started mid-February, he comes with a year and a half full-time experience working as a Police Officer in another community. So far things are going very well.

John Walther stated the succession meeting that was scheduled for March 26th is being postponed for up to two months. A plan to complete information ahead of time will be worked on. It will be continued to be worked on at staff level. The Wisconsin Highway 60 rehabilitation construction schedule is out. It will begin April 20th and the road will be closed from Piggly Wiggly to Five Corners. Information will be in this week's update. The road will reopened on September 17th.

14. Mid-Moraine Municipal Association Report

Tr. Kurtz stated the next meeting is scheduled for March 11, 2020 at 7:00 p.m. at Village Hall. The topic will be on transportation aid from the State of Wisconsin. The next dinner meeting will be on March 25, 2020, at Lac Lawrann Conservancy, the speaker will be Ms. Courtney Cox-Poulsen, Conservation Supervisor for the City of West Bend her topic will be Reconnecting Children with Nature – Why Parks are so Important?

15. Washington County Board Report

Supervisor Bob Hartwig provided information on the last month's meeting. Lizard Mound Park will be taken over by the State. The County Board voted to downsize to a 21 member board which will happen in 2022. There will be a public informational meeting on the Highway 60 construction project on March 19th from 5:00 p.m. to 7:00 p.m. at the Cedarburg Town Hall.

16. Greater Jackson Business Alliance Report

Brian Heckendorf stated the Membership meeting is tomorrow at the Community Center.

17. Village Employee Recognition - Discussion

Pres. Schwab commented this was brought up at last month's meeting so it was added to the agenda, if the Board should be doing more for employees for retention. Tr. Emmrich

stated it is hard to get and keep good employees. The Board should do something to let employees know they are appreciated and thank them. We have a good staff and should want to keep them. Tr. Olson agrees and it might be part of a budget discussion, putting monies aside for a years of service award. Kelly Valentino and Brian Kober spoke on the succession training they attended which had a lot of discussion on employee retention.

18. Citizens to Address the Village Board

Dave Liesener inquired if the Village could finish the section between Eagle Drive and Division Road to open it up. Brian Kober stated it's all one project.

19. 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 8:33 p.m. to include the Village Attorney, the Village Police Chief, the Village Administrator and the Village Board.

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

Reconvene into Open Session to Adjourn

The Village Board reconvened into open session at 8:59 p.m.

21. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:00 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk