

APPROVED MINUTES
Village Board Meeting
Tuesday, July 14, 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, Heckendorf, Kruepke, Lippold, Olson and Wells.

Staff Present: 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 – Resolution #20-10 – Final Special Assessment Chateau Drive & Hickory Lane Project

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Tr. Olson, second by Tr. Lippold to approve Resolution #20-10 – Final Special Assessment Chateau Drive & Hickory Lane Project in the amount of \$58,067.83.

Vote: 7 ayes, 0 nays. Motion carried.

5. Public Hearing – Resolution #20-09 – Final Special Assessment Jackson Park Alley Project

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Tr. Heckendorf, second by Tr. Wells to approve Resolution #20-09 – Final Special Assessment Jackson Park Alley Project in an amount of \$28,527.50.

Vote: 7 ayes, 0 nays. Motion carried.

6. Public Hearing – Planned Unit Development Amendment-Premier Rosewood Jackson PR3 - Sign – Rosewood Lane

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Kruepke to approve Planned Unit Development Amendment-Premier Rosewood Jackson PR3 – Sign – Rosewood Lane as presented.

Vote: 7 ayes, 0 nays. Motion carried.

7. Public Hearing – Conditional Use Permit-Jackson Golf Club LLC/Mark McCune – JD Laser Building Addition – W209 N17145 Industrial Drive

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing.

Motion by Pres. Schwab, second by Tr. Lippold to approve Conditional Use Permit-Jackson Golf Club LLC/Mark McCune – JD Laser Building Addition – W209 N17145 Industrial Drive as presented.

Vote: 7 ayes, 0 nays. Motion carried.

8. Approval of Minutes for the Village Board Meeting of June 9, 2020

Motion by Tr. Heckendorf, second by Tr. Lippold to approve the Village Board Minutes of June 9, 2020.

Vote: 7 ayes, 0 nays. Motion carried.

9. Approval of Licenses

- Liquor License Amendment - Class "B" Fermented Malt Beverages & "Class B" Intoxicating Liquors:

- Extension of Premise - KHD LTD, DBA Jimmy's Restaurant & Bar, N168W21212 Main Street

- Class B Picnic License:

- Friends of Jackson Parks & Recreation – Art & Wine in the Park – 8/15/2020

- Operators Licenses:

- East Side Mart: Bryon J. Larsh

- Main Street Mart: Serena A. Kufeldt, Jennifer Irving, Marina Wolvaard

- Walgreen's: Timothy D. Schultz

Motion by Tr. Emmrich, second by Tr. Lippold to approve the licenses as presented. Constantine Demopoulos, Jimmy's Restaurant & Bar, stated the patio was extended adding tables for safe social distancing. Alcohol to be served in the extended area.

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

10. Budget & Finance Committee

- Pay Request #2 – Municipal Complex Building

Motion by Tr. Olson, second by Tr. Heckendorf to approve Pay Request #2 – Municipal Complex Building in the amount of \$500,220.22 to Mike Koenig Construction Co., Inc.

Vote: 7 ayes, 0 nays. Motion carried.

- Pay Request #3 – Municipal Complex Building

Motion by Tr. Olson, second by Tr. Emmrich to approve Pay Request #3 – Municipal Complex Building in the amount of \$338,481.20 to Mike Koenig Construction Co., Inc.

Vote: 7 ayes, 0 nays. Motion carried.

- Pay Request #3 – Jackson Park Alley Project

Motion by Tr. Wells, second by Tr. Kruepke to approve Pay Request #3 – Jackson Park Alley Project to Payne & Dolan in the amount of \$85,037.32.

Tr. Lippold asked if there were any outstanding issues. Brian Kober stated the contractor is coming back and curbs will be checked. Some funds are being retained.

Vote: 7 ayes, 0 nays. Motion carried.

- Review of Bids – 2020 Road and Utility Project – Hunters Road

Motion by Tr. Heckendorf, second by Tr. Emmrich to approve Review of Bids – 2020 Road and Utility Project – Hunters Road to Wondra Construction in the amount of \$458,548.12.

Vote: 7 ayes, 0 nays. Motion carried.

- Resolution #20-11 Preliminary Special Assessment 2020 Road and Utility Project – Hunters Road.

Motion by Tr. Olson, second by Tr. Lippold to approve Resolution #20-11 Preliminary Special Assessment 2020 Road and Utility Project – Hunters Road per the schedule.

Vote: 7 ayes, 0 nays. Motion carried.

- Engineering Services for Phosphorus Compliance – Town & Country
Motion by Tr. Olson, second by Tr. Wells to approve Engineering Services for Phosphorus Compliance – Town & Country in an amount not to exceed \$15,000.00.
Vote: 7 ayes, 0 nays. Motion carried.

- Bielinski Homes Reimbursement Cedar Creek Water Main
Motion by Tr. Wells, second by Tr. Kruepke to approve Bielinski Homes Reimbursement Cedar Creek Water Main in the amount of \$65,265.00.
Vote: 7 ayes, 0 nays. Motion carried.

- Review of Quote for Final Surface of Cedar Creek Road
Motion by Tr. Lippold, second by Tr. Kruepke to deny the Quote for Final Surface of Cedar Creek Road by Payne & Dolan and request a quote to comply with Village standards.

Brian Kober provided background information. The Town of Jackson requested the bids. The Town approved a 1.5" lift, we are asking for Village standards of a 2" lift. This is the final lift of the 5' path.

Vote: 7 ayes, 0 nays. Motion carried.

- Review of Quotes for Well #3 Sand Issue
Motion by Tr. Olson, second by Tr. Lippold to approve the Quote for Well #3 Sand Issue to Water Well Solutions in the amount of \$14,920.00.
Tr. Lippold inquired on when Well #3 will be back online. Brian Kober replied possibly September. This quote is to see if it can be developed, and then tested.
Vote: 7 ayes, 0 nays. Motion carried.

11. Plan Commission

- No Recommendations

12. Board of Public Works

- No Recommendations

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

John Walther distributed a memo from Cedar Corp. Gave information on the construction schedule and the two-week detailed schedule. Pres. Schwab inquired on a groundbreaking.

14. West Bend School District Report

None.

15. Washington County Board Report

County Supervisor Marcy Bishop was present and furnished the monthly report. There was an audit presentation, the County scored very well again. UW Milwaukee Washington County gave a presentation. Student population may be up as the classes are smaller for face to face learning. The sole candidate for the County Treasurer seat will start to work for the County early for training. The Sheriff's Department will be purchasing a UVC disinfection robot to make sure their facilities are properly disinfected. Rock Brandner, District 22 Supervisor has resigned from the Board and they are looking for a candidate.

16. Greater Jackson Business Alliance Report

Tr. Heckendorf stated the membership meeting is tomorrow at Jackson Park at 11:30 a.m. The annual scholarships will be presented.

17. Department Reports

Chief Swaney reported there was a large apartment fire over the weekend. The four families are displaced. It's unknown if the building is totaled. They are working on FAP funds, due to COVID it has been postponed and will receive the revenues in September. The three paramedics going 24 hours is working very well.

Chief Vossekul commented the new officer will start next week Monday, he has nine years full-time experience with another agency.

Kelly Valentino stated things are running pretty well at the Community Center. More and more programs are being offered. A staff person was stationed at the Splash Park last week selling ice cream. They will be starting on the fall winter guide.

Brian Kober gave an update on Spruce Street and Ridgeway. The water main is in and the sanitary sewer will be starting. They are in the process of selling the topsoil pile. Wondra Construction is moving right along. A fall cleanup day is scheduled for Saturday, October 17 from 9:00 a.m. until Noon. Residents may also register for yard waste cards on that day.

Jilline Dobratz furnished information on the August 11, 2020 Partisan Primary Election. In person absentee voting will start Tuesday, July 28th and end Friday, August 7th.

John Walther announced the Quarterly and utility bills were mailed today. Groundbreaking on the new Municipal Complex Building was discussed. The contractor will provide the shovels. Weekly construction meetings are Wednesday's at 9:00 a.m. Groundbreaking is scheduled for Tuesday, July 21, 2020 at 5:00 p.m.

18. COVID-19 Update

Chief Swaney said all hospitals are seeing more patients. He kept recommending social distancing and wearing masks when in close quarters. Tr. Emmrich inquired on the Health Department not notifying them when someone tests positive for COVID. Chief Swaney stated they are no longer notified of addresses with positive cases and they would like to be notified to protect themselves. Supervisor Bishop will email the County Executive and the

Public Health Department. Chief Vossekuil contacted the Health Department last week and hasn't received a response.

19. Succession Planning - Discussion

Kelly Valentino distributed a draft action plan and provided background information. Succession planning is not intended for short term replacement of specific staff people. It's about planning long term, how you deal with current staff, retention, analyzing positions, analyzing departments, etc. By 2035, there will be a major labor crunch. What are we doing as far as training, recognition, what steps will go into it? Creating a team that would put this together is a big part. If the Board would like, a team can be formed. A member of the Board would be critical to be part of the team. Tr. Emmrich took the CIVMIC training also and spoke on recognition. Pres. Schwab spoke on the five bullet points to get started. Pres. Schwab will work with the Administrator and Kelly in getting a team set up. Tr. Emmrich gave ideas on what can be done for employees to show appreciation. John Walther will provide a spreadsheet that shows length of service with the Village, length of service in municipal government, current age, etc. Chief Swaney said the younger generation will leave to move up. Chief Vossekuil supports what Tr. Emmrich is purposing, if an award comes from the Village it has more value.

20. Polling Place - Discussion

Tr. Lippold discussed election changes in August and November. In April, it was hard for supervisors to get inspectors to help them. Social distancing is an issue and more room is needed. His recommendation is to use the Community Center. Tr. Emmrich inquired on having two polling locations. Pres. Schwab commented on obstacles that would come with moving elections to the Community Center including costs, setup and notifications. It is something to explore. Tr. Lippold suggested forming a committee. John Walther stated the gymnasium has the space. The Board will have to consider what it will cost in loss of revenues for the Parks & Recreation Department. Public Works would have to work overtime for setup and teardown. It is a significant cost. Jilline Dobratz commented on space issues, social distancing, concerns of election inspectors and challenges in April. Pres. Schwab will work with the Clerk and Administrator to setup a committee for further analysis on this issue.

21. Kerry Plant Update - Discussion

Brian Kober stated he emailed them but has had no response. Trustees commented on odors Friday and Saturday. Brian Kober will email Kerry staff again.

22. Citizens to Address the Village Board

None.

23. Future Agenda Items

Tr. Kruepke, Chicken Ordinance. Tr. Wells, active Village Facebook group.

24. Closed Session pursuant to Wis. Stats. §19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, and conducting other public business because competitive and bargaining reasons require a closed session" and "19.85(1)(g) conferring with legal counsel for the Village who is rendering oral or written advice concerning strategy to be adopted by the

body with respect to litigation in which the Village is likely to become involved with the Town of Jackson regarding the Jackson Area Community Center.”

Motion by Pres. Schwab, second by Tr. Kruepke to convene into closed session at 8:40 p.m. to include the Village Board, Village Clerk, Village Administrator, Village Engineer, Village Parks & Recreation Director and Village Counsel.

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

Reconvene into Open Session to Adjourn

The Village Board reconvened into open session at 9:32 p.m.

25. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:33 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk