

APPROVED MINUTES

Village Board Meeting

Tuesday, August 11, 2020 at 7:30 p.m.

Jackson Area Community Center

N165 W20330 Hickory Lane

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: Collin Johnson, Brian Kober, Chief Swaney, Kelly Valentino, Chief Vossekuil, and John Walther.

2. Pledge of Allegiance.

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

3. Any Village Citizen Comment on an Agenda Item.

Mr. John Schlenz, N161 W20256 Riverview Drive, spoke on Item 19 on moving the polling place to the Community Center. We need extra room for the number of voters that are expected to come. As a poll worker, going through the absentee voting ballot entries, it would be nice to have more room to work.

Mr. Bradlee Fons, N161 W20258 Riverview Drive, spoke on Item 19 and asked for the Village Board's help. As a poll worker, he would like to see the polling place moved to the Community Center for the November Election. He stated we have ninety days to inform the voters of the new location.

Mrs. Sandy Lippold, W203 N16261 White Oak Circle, spoke on Item 19 and she does not know what the weather will be like in November during the election. The Community Center would provide enough room for people to be inside; otherwise, citizens will suffer.

4. Public Hearing – Planned Unit Development Amendment – Home Path Financial LP – Morning Meadows Subdivision – Phase I – Site Plan and Developers Agreement

Pres. Schwab opened the Public Hearing. No one spoke. Pres. Schwab closed the Public Hearing. John Walther spoke about modifications that were made to the agreement.

Motion by Pres. Schwab, second by Tr. Lippold to approve the Planned Unit Development Amendment – Home Path Financial LP – Morning Meadows Subdivision – Phase I – Site Plan and Developers Agreement.

Vote: 7 ayes, 0 nays. Motion carried.

5. Approval of Minutes for the Village Board Meeting of July 14, 2020

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

Vote: 7 ayes, 0 nays. Motion carried.

6. Development Agreement – Laurel Springs Villas – Bielinski Development

John Walther reviewed with the Board an option added to the financial guarantee allowing for a cash deposit or a letter of credit.

Motion by Pres. Schwab, second by Tr. Wells to approve the Development Agreement-Laurel Springs Villas – Bielinski Development.

Vote: 7 ayes, 0 nays. Motion carried.

7. Approval of Licenses

- Operators Licenses:

- East Side Mart: Jessica L. Jawson
- The Village Mart: Cathleen A. Frank, Alexis J. Gramlow

Motion by Tr. Emmrich, second by Tr. Lippold to approve the licenses as presented.

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

8. Budget & Finance Committee

- Change Order #2 – Municipal Complex Building
Motion by Pres. Schwab, second by Tr. Kruepke to approve Change Order #2 – Municipal Complex Building in the amount of \$89,762.17.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #4 – Municipal Complex Building
Motion by Pres. Schwab, second by Tr. Emmrich to approve Pay Request #4 – Municipal Complex Building in the amount of \$538,432.54 to Mike Koenig Construction Co., Inc.
Vote: 7 ayes, 0 nays. Motion carried.
- Change Order #1 – Spruce Street & Ridgeway Drive Extension Project
Motion by Pres. Schwab, second by Tr. Olson to approve Change Order #1 – Spruce Street & Ridgeway Drive Extension Project in a reduction amount of \$785.00.
Vote: 7 ayes, 0 nays. Motion carried.
- Pay Request #1 – Spruce Street & Ridgeway Drive Extension Project
Motion by Pres. Schwab, second by Tr. Olson to approve Pay Request #1 – Spruce Street & Ridgeway Drive Extension Project in the amount of \$365,561.86 to Wondra Construction Inc.
Vote: 7 ayes, 0 nays. Motion carried.

9. Plan Commission

- No Recommendations

10. Board of Public Works

- Morning Meadows Phase I – Sanitary Sewer and Water Extension
Motion by Tr. Olson, second by Tr. Brian Emmrich to approve the extension of the sewer and water system to serve the Morning Meadows Phase I development.
Vote: 7 ayes, 0 nays. Motion carried.

11. Joint Parks & Recreation

- Eagle Scout Project Approval, Library Boxes – Diego Christy
Kelly Valentino introduced Boy Scout Diego Christy who proceeded to explain his Eagle Scout Project to build and install two Library Boxes in two locations. The locations will be Hickory Park at the new playground site and the Community Center. Tr. Olson asked if the boxes will be moveable or concreted in place? Scout Christy stated they will be set in place. Tr. Lippold asked on the research of what type of books to be available? Scout Christy stated he is building the boxes and another party will supply the books.

Motion by Pres. Schwab, second by Tr. Olson to approve the Eagle Scout Project of Library Boxes by Diego Christy.

Vote: 7 ayes, 0 nays. Motion carried.

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

Ron Dalton from Cedar Corp. reviewed with the Board the update memo on the construction schedule and the two-week detailed schedule.

13. West Bend School District Report

Pres. Schwab stated we will wait and see on the announcement from the school on how and when the school year will begin.

14. Washington County Board Report

No report.

15. Greater Jackson Business Alliance Report

Tr. Heckendorf stated the membership received fifteen applications for scholarships; four were granted.

16. Department Reports

Chief Swaney reported second-half onsite fire inspections have begun.

Collin Johnson commented on the great job the contractors are doing working on the Jackson Municipal Complex.

Kelly Valentino stated the Fall/Winter Guide will not be printed but will be available in a pdf form. It has been an interesting year on revenue.

17. COVID-19 Update

Tr. Emmrich called the Health Department on the subject of providing the Police and Fire Departments with information on which residences in the Village of Jackson have COVID.

18. Succession Planning - Discussion

Staff is continuing to work on the plan.

19. Polling Place - Discussion

Pres. Schwab started the discussion with having John Walther review the results of the survey questions answered by Village Staff. Collin Johnson stated a large turnout and COVID, the building code would require a larger space. Tr. Lippold stated we have plenty of parking at the Community Center. Why are we here at the Community Center having this meeting? You do not give the Village residents enough credit on where the Community Center is. Not moving the polling place would cause bad publicity. Tr. Emmrich requested to look at it in a different way. We need safety for the poll workers, and this is a one-time thing with the new municipal building being built. The large area would have less cross contamination. Tr. Olson asked if the early in-person absentee voting would have to move if we change the November election location? John Walther said no but will verify.

Motion by Tr. Emmrich, second by Tr. Lippold to move the November election polling place to the Community Center, and have staff work out the details.

Vote: 7 ayes, 0 nays. Motion carried.

20. Kerry Plant Update - Discussion

Brian Kober reviewed the email from Kerry Ingredients on the changes happening.

21. Village Facebook Page – Discussion

Tr. Traci Wells was looking into what information should be on the page. Tr. Lippold asked what would it take to setup a page? Tr. Heckendorf thinks it is a great idea and will check with Washington County on their page.

22. Citizens to Address the Village Board

Sandy Lippold stated the Village should apply for a grant "Route to Recovery" to cover the cost of moving the polling place.

23. Future Agenda Items

Tr. Wells, poll worker wages.

24. 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; and §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. Olson to convene into closed session at 8:23 p.m. to include the Village Board, Village Administrator, Village Engineer, Police Chief, and Village Counsel.

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

Reconvene into Open Session with Possible Action.

The Village Board reconvened into open session at 9:36 p.m.

Motion by Tr. Kruepke, Second by Tr. Lippold to sell the Village-owned fiber infrastructure.

Vote: 7 ayes, 0 nays.

25. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 9:38 p.m.

Respectfully submitted:

Brian W. Kober, P.E.

Director of Public Works/Village Engineer