



**DRAFT Minutes for the Town of Jackson Parks & Planning Commission Meeting
June 25, 2025**

1. **Call to order** – Chairman Klug called the meeting to order at 7:00pm with the Pledge of Allegiance. Clerk Eichner confirmed proper noticing of the meeting.
2. **Roll Call** – Present; Chairman Dave Klug, Vice Chairman Arlyn Johnson, Members John Bales, Chad Johnson, Andy Jones, Dave Behringer, Bob Traska, Marcy Bishop, and Dennis Bell. Also, present Town Engineer Matt Clementi, Zoning Administrator Jim Micech, and Clerk Bob Eichner.
3. **Approval of the agenda** Motion by Bales, second by Bishop to approve the Agenda. Motion carried 9-0.
4. **Approval of the minutes** – Vice Chair Johnson pointed out an error on Item 8 of the minutes. The Address in the heading should read '4482 County Highway P' Motion by Bell, second by Jones to approve the minutes of the April 30, 2025 meeting as amended. Motion carried 9-0.
5. **Town Resident comment on any agenda item** – No comments
6. **Windmill Trace Subdivision – Tony & Janice Matuszczak – 4736 Maple Road – Concept Review of the revised Preliminary Plat** – Mr. Matuszczak presented a revised Preliminary Plat for Windmill Trace Subdivision. The number of lots are reduced from 44 to 43. Outlot 1 will have 7 mound systems for lots unable to sustain a system. Mr. Matuszczak has a DNR permit for wetland rehabilitation and is currently working on that. Homestead lot is zoned A-1 and must be 5 acres minimum. The emergency access road across the homestead parcel has to a hard surface (gravel or paved) that can support a fire engine. The off-site mounds will be built with the rest of the infrastructure, and the force mains will be installed to a lot line. When a lot is sold and built out all the owner will need to do is attach to the force main. Maintenance of the offsite mounds should be addressed in the deed restrictions. The state will have to determine if the offsite mounds impact the new well for lot 3. C. Johnson asked if there would be houses without basements. Mr. Matuszczak stated it is possible that none of the homes would have basements. Lot 23 is not adjacent to any outlot. If the drainage easements shown do not drain public areas, the easements should be private. All the cul-de-sacs shall be the tear-drop design standard. Temporary cul-de-sacs may be replaced with hammer heads. No action was taken.
7. **Zoning Administrator's Report** –KMLHS addition walls are up, and interior work is underway. The flagpole is also installed.
Jesse Treider has made an open records request for his house. He is suing the plumber because of a shoddy installation that led to basement flooding.
Lannon's will be submitting a site plan for two buildings on the new fill site after the buildings are reviewed by the State.
Cedar Jacks is applying for an economic development loan to remodel the back of the restaurant for a new commercial kitchen.
8. **Correspondence and announcement** - None



9. **Adjournment** – Motion by bales, second by Jones, to adjourn at 8:22pm. Motion carried 9-0. Next meeting is scheduled for July 30, 2025.

Respectfully Submitted,
Robert M. Eichner
Town Clerk

James Micech
Zoning Administrator

Approved August 27, 2025