

MINUTES

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, November 14, 2023 at 7:00 PM

Budget & Finance Committee Meeting

1. Call to Order and Roll Call

The meeting was called to order at 7:00 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Wells, and Tr. Matter.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Building Inspector Collin Johnson, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, Fire Chief Aaron Swaney, Lt. Todd Fristed, and Clerk Anastasia Gonstead.

Trustees Present in Audience: Tr. Kruepke

2. Approval of Minutes for the Budget & Finance Meeting of October 10, 2023

The motion to approve the minutes of the October 10, 2023 Budget & Finance Committee meeting was made by Tr. Matter and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of October 2023 Check Register and Treasurer's Report

The motion to approve the October 2023 check register and Treasurer's report was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

4. 3rd Quarter Budget Review

Administrator Keller provided overview of the 3rd quarter budget review and an explanation of the items that appeared out of the norm and how those will be adjusted in the future.

No formal action taken/needed.

5. Pay Request #5 - Oaks of Jackson Subdivision - DF Tomasini Contractors Inc., in the Amount of \$164,009.14

The motion to recommend the Village Board approve Pay Request #5 for the Oaks of Jackson Subdivision to DF Tomasini Contractors Inc., in the amount of \$164,009.14, was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

6. Pay Request #1 - Jackson WWTF Storage Garage - Hunzinger Construction, in the Amount of \$107,609.10

The motion to recommend the Village Board approve Pay Request #1 for the Jackson Waste Water Treatment Facility Storage Garage to Hunzinger Construction, in the amount of \$107,690.10, was made by Pres. Heckendorf and seconded by Tr. Matter.

A correction was noted to the amount approved to be paid to the contractor, as there was a transposition in the agenda.

Vote: 3 ayes, 0 nays. Motion carried.

7. Change Order #2, Final - Jackson Tennis Pickleball Project - Vinton Construction, in the Amount of \$20,138.95

The motion to recommend the Village Board approve Change Order #2, Final, for the Jackson Tennis Pickleball Project to Vinton Construction, in the amount of \$20,138.95, was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

8. Pay Request #3, Final - Jackson Park Tennis Pickleball Project - Vinton Construction, in the Amount of \$33,775.71

The motion to recommend the Village Board approve Pay Request #3, Final, for the Jackson Park Tennis Pickleball Project to Vinton Construction, in the amount of \$33,775.71, was made by Tr. Matter and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

9. Proposal - Hickory Lane Reconstruction Project - Gremmer & Associates, not to Exceed \$149,359.00

The motion to recommend the Village Board approve the proposal of Gremmer & Associates for the Hickory Lane Reconstruction Project, not to exceed \$149,359.00, was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

10. Proposal - Ridgeway Dr. and Chestnut Ct. Reconstruction Project - Cedar Corp., not to Exceed \$24,000.00

The motion to recommend the Village Board approve the proposal from Cedar Corp. for the Ridgeway Dr. and Chestnut Ct. Reconstruction Project, not to exceed \$24,000.00, was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Budget & Finance Committee

None.

12. Adjourn

A motion to adjourn the meeting was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:10 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk