

APPROVED MINUTES

Special Budget & Finance and Village Board Meeting

Monday, October 24, 2022 at 6:00 p.m.

Jackson Municipal Complex

Village Board Room

N168W19851 Main Street

Jackson, WI 53037

1. Call to Order

Pres. Schwab called the meeting to order at 6:00 p.m.

Members Present: Trustees Emmrich, Engelhardt, Heckendorf, and Wells.

Members Excused: Trustees Kruepke and Matter

Staff Present: Building Inspector Collin Johnson, Administrator Jen Keller, Director of Public Works Brian Kober, Treasurer Darlene Smith, Fire Chief Aaron Swaney, Parks & Recreation Director Kelly Valentino, Police Chief Ryan Vossekuil and Clerk Jilline Dobratz.

2. Pledge of Allegiance

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

3. 2022 Proposed Budget – Discussion

Building Inspector Collin Johnson provided staffing information, the primary functions and services provided by the department and reviewed 2022 construction and permit totals. It was also mentioned zoning has had changes which include PUD notification process and revamping Plan Commission packets to include staff memos. So far Collin has provided Staff support to three (3) annexations, the rezoning of Maple Fields subdivision, and updates to the Future Land Use Map in the Comprehensive Plan to align with current zoning. It was also discussed what 2022 revenues were received, what contractional services took place, TID #7 project updates, single family houses and commercial development were also reviewed along with a budget summary.

Police Chief Ryan Vossekuil reviewed the 2022 budget and presented the 2023 budget proposal. Year to date calls for service included 7,506 as of October 18, a 19% increase over the last year. Goals for 2023 include body cameras in which a matching grant was applied for, meeting staffing needs, Citizens Police Academy continuation, and Active Attack Training/Safety Planning (ALERT). A surplus in the amount of \$60,000 is projected due to a vacant officer position and the delay in receiving leased squad cars. JPD experienced was a record year for grants totaling \$76,868.11. Updates for the 2023 squad leasing program were provided.

Fire Chief Aaron Swaney presented the 2023 budget proposal. The 2022 budget report of total number of calls year to date was given. Expense information was explained. 2022 Grants were reviewed which included a Flex Grant in the amount of \$89,000 for purchasing a new ambulance. To help save funds, hiring will take place next July and raises will be given over two-years. Wage changes for Paid on Call members in 2023 includes a 20% increase and in 2024 they will receive pay for a minimum of one hour. Turnout gear has been budgeted and Staff are almost caught up.

Administrator Jen Keller explained 2022 professional services expense overages and savings. It was also stated the proposed budget allows the Village to qualify for expenditure restraint revenues from the State and provides for the opportunity for the Village mill rate to decrease by \$0.30 due to reduced debt. The Manufacturing Assessment was not available as of the date of the meeting. Incentives for employees opting to not take health insurance was discussed. TID performance was also reviewed.

4. Review of Proposals – 2022/2023 Website Redesign

Administrator Keller gave background information on the proposal and stated money is set aside to pay for the starting cost of transitioning to the CivicPlus platforms in 2022 with 2023 maintenance costs provided for in the proposed 2023 budget.

Motion by Traci Wells second by Pres. Schwab to approve the 2022/2023 Website Redesign CivicPlus in the amount of \$15,001.00 and the second year in the amount of \$6,001.00

Vote: 5 ayes, 0 nays.

5. Adjourn

Motion by Traci Wells, second by Tr. Emmrich, to adjourn.

Vote: 5 ayes, 0 nays. Meeting was adjourned at 7:50 p.m.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk