

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, May 9, 2023 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

President Heckendorf called the meeting to order at 7:06 p.m.

Members Present: Trustees Matter and Wells

Trustees also present: Trustees Kruepke and Engelhardt

Staff Present: Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks and Recreation Director Kelly Valentino, Police Chief Ryan Vossekuil and Village Clerk Jilline Dobratz

Also Present: Jack Blume from Zimmerman Architects and Phil Cosson of Ehlers Financial Advisors.

2. Approval of Minutes for the Budget & Finance Meeting of April 11, 2023

Motion by Tr. Matter, second by Pres. Heckendorf, to approve the Budget & Finance meeting minutes of April 11, 2023.

Vote: 3 ayes, 0 nays. Motion carried.

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

Motion by Tr. Matter, second by Tr. Wells, to approve the April 2023 Check Register and Treasurer's Report.

Vote: 3 ayes, 0 nays. Motion carried.

4. 2023 1st Quarter Budget Review

Administrator Keller provided background information for the item.

The item was for discussion purposes only.

5. 2023-2024 Weights and Measures Inspection Memorandum of Agreement – WDATCP

Administrator Keller provided information for the item.

Motion by Pres. Heckendorf, second by Tr. Wells, to recommend Village Board approve the 2023-2024 Weights and Measures Memorandum of Understanding with the Wisconsin Department of Agriculture, Trade and Consumer Protection.

Vote: 3 ayes, 0 nays. Motion carried.

6. Letter of Credit Reduction – Morning Meadows Phase II, Home Path Financial

Motion by Pres. Heckendorf, second by Tr. Matter, to recommend the Village Board approve the Request for Letter of Credit Reduction for the Morning Meadows Phase II, Home Path Financial.

Vote: 3 ayes, 0 nays. Motion carried.

7. Resolution #23-10 Providing for the Sale of Approximately \$5,540,000 Water and Sewer System Revenue Bonds, Series 2023B

Motion by Pres. Heckendorf, second by Tr. Wells, to refer Resolution #23-10 to the Village Board to include a presentation by Ehlers Financial Advisors.

Vote: 3 ayes, 0 nays. Motion carried.

8. **License Agreement to Farm Public Land, 1st Amendment – Robert Loduha**
Motion by Tr. Matter, second by Tr. Wells, to recommend Village Board approve the License Agreement to Farm Public Land, 1st Amendment for Robert Loduha.
Vote: 3 ayes, 0 nays. Motion carried.
9. **Review of Bids – STH 60 Street Lighting Replacement Project**
Motion by Tr. Matter, second by Tr. Wells, to recommend the Village Board approve the contract with WIL-Surge Electric Inc. in the amount of \$378,175.82 for the STH 60 Street Lighting Replacement Project.
Vote: 3 ayes, 0 nays. Motion carried.
- Discussion ensued regarding the eligibility of a portion of the lighting replacement project to be eligible for TID assistance as 8 fixtures are within the TID itself and are included as a project in the TID plan. Administrator Keller stated the matter would be referred to Ehlers so that an understanding of TID impact could be better understood prior to pursuing a future reimbursement.
10. **Pay Request #3 – STH 60 Utility Upgrade Project**
Motion by Pres. Heckendorf, second by Tr. Wells, to recommend Village Board approve Pay Request #3 for the STH 60 Utility Upgrade Project to Advance Construction in the amount of \$876,349.64.
Vote: 3 ayes, 0 nays. Motion carried.
11. **Jackson Community Center Expansion Study Phase I Review and Phase II Consideration – Zimmerman Architects**
Director Valentino and Jack Blume of Zimmerman Architects provided a brief summary of the Phase I findings and Phase II work to be completed.
- Motion by Pres. Heckendorf, second by Tr. Wells, to refer the item to the Village Board to include a presentation and discussion at that time.
Vote: 3 ayes, 0 nays. Motion carried.
12. **Citizens to address the Budget & Finance Committee**
No citizen commented.
13. **Adjourn**
Motion by Pres. Heckendorf, second by Tr. Wells, to adjourn at 7:16 p.m.
Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted,

Jen Keller
Village Administrator