

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, November 9, 2021 at 7:00 p.m.

Jackson Municipal Complex

Village Board Room

N168 W19851 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 7:00 p.m.

Members Present: Trustees Heckendorf and Matter.

Village Board Members Present: Trustees Kruepke and Engelhardt.

Staff Present: Police Lieutenant Todd Fristed, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks & Recreation Director Kelly Valentino, and Village Clerk Dobratz.

Also Present: Cory Scheidler and Kris Dressler from Cedar Corporation

2. Approval of Minutes for the Budget & Finance Meeting of October 12, 2021

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the Budget & Finance meeting minutes of October 12, 2021.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the October 2021 Treasurer's Report and Check Register

Motion by Tr. Matter, second by Tr. Heckendorf, to approve the October 2021 Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

4. Furniture Proposal – Municipal Complex

Administrator Keller gave background information on the two proposed chairs to replace the current chairs at the dais.

Motion by Pres. Schwab, second by Tr. Heckendorf, recommend financing is available for either chair option subject to Village Board approval to J L Business Interiors, Inc. of West Bend.

Vote: 3 ayes, 0 nays. Motion carried.

5. Change Order #4 – (Final) Spruce St and Ridgeway Dr Extensions

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board approve Change Order #4 – (Final) Spruce St and Ridgeway Dr Extensions in the amount of \$5,337.55.

Vote: 3 ayes, 0 nays. Motion carried.

6. Pay Request #8 – (Final) Spruce St and Ridgeway Dr Extensions

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board approve Pay Request #8 – (Final) Spruce St and Ridgeway Dr Extensions in the amount of \$69,818.51.

Director Kober stated the final lift of asphalt will be completed in the future. WE Energies will energize the Village owned streetlights. This closes out the contract.

Vote: 3 ayes, 0 nays. Motion carried.

7. Review of SRF Quote ICE Study Eagle Dr & STH 60

Director Kober gave background information and stated the study will provide an opportunity to improve the intersection of Eagle Drive and Hwy 60. It would coincide with the 2024 Wisconsin DOT resurfacing project. SRF will evaluate and provide a recommendation for intersection control improvements.

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve the proposal from SRF Consulting Group, Inc. in the amount of \$8,200.00 for the ICE Study Eagle Dr & STH 60.

Vote: 3 ayes, 0 nays. Motion carried.

8. Pay Request #2 – Coffee Connection Trail Project – Poblocki Paving

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Pay Request #2 – Coffee Connection Trail Project in the amount of \$71,662.12.

Director Kober commented the trail has been paved and landscaping will be completed next week.

Vote: 3 ayes, 0 nays. Motion carried.

9. Review of Quotes for New Bucket Truck

Motion by Tr. Matter, second by Tr. Heckendorf, to recommend Village Board approve the purchase of the New Bucket Truck with Option #2 in an amount not to exceed \$130,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

10. 2022 Proposed Budget

Administrator Keller stated staff made adjustments to provide the 2020 actual expenses and revenues after the 2020 audit was completed in November. Additionally, it was stated the Village will qualify for Shared Revenues from the State of Wisconsin as the proposed budget complies with the Expenditure Restraint program.

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board Approve the 2022 Proposed Budget for publication.

Tr. Matter inquired on the mill rate. Administrator Keller explained the prior 2022 proposed budget included preliminary Assessed Values from the WI DOR. Since the final Statement of Assessment, with a higher Village Assessed Value, was provided from the Wisconsin DOR following the Budget Workshop, and expenditures were lowered as directed by the Village Board at the budget workshop, the proposed mill rate was then reduced from \$7.44 per thousand in assessed value to \$6.85 per thousand in assessed value as presented tonight. Debt service schedule information was also provided by Administrator Keller.

Vote: 3 ayes, 0 nays. Motion carried.

11. Citizens to address the Budget & Finance Committee

None.

12. Adjourn

Motion by Pres. Schwab, second by Tr. Heckendorf, to adjourn at 7:15 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk