

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, November 8, 2022 at 7:00 p.m.

Jackson Community Center

N165W20330 Hickory Lane

Jackson, WI 53037

1. Call to Order and Roll Call

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

Members Present: Trustee Matter

Members Excused: Trustee Heckendorf

Village Board Members Present: Trustees Kruepke

Staff Present: Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Treasurer Darlene Smith, Parks and Recreation Director Kelly Valentino, and Police Chief Ryan Vossekuil.

2. Approval of Minutes for the Budget & Finance Meeting of October 10, 2022

Motion by Tr. Matter, second by Pres. Schwab, to approve the Budget & Finance meeting minutes of October 10, 2022, as presented.

Vote: 2 ayes, 0 nays. Motion carried.

3. Approval of the October 2022 Treasurer's Report and Check Register

Treasurer Smith advised the committee the Local Government Investment Pool statements were not available prior to the meeting, and a Treasurer's report was not presented.

Motion by Pres. Schwab, second by Tr. Matter, to approve the October 2022 Check Register, as presented and to defer the October Treasurer's report to the December meeting.

Vote: 2 ayes, 0 nays. Motion carried.

4. Review of Quotes for STH 60 – Utility Upgrades Project

Motion by Pres. Schwab, second by Tr. Matter, to recommend the Village Board award the contract to Advanced Construction for the STH 60 Utility Upgrades Project in the amount of \$2,713,433.75.

Vote: 2 ayes, 0 nays. Motion carried.

5. Resolution #22-20 Preliminary Intent to Special Assess for STH 60 – Utility Upgrades Project

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board approve Resolution #22-20 Preliminary Intent to Special Assess for STH 60 Utility Upgrades Project.

Vote: 2 ayes, 0 nays. Motion carried.

6. Review of 2023 Proposed Budget

Motion by Tr. Matter, second by Pres. Schwab, to recommend Village Board authorize Staff to publish the 2023 Proposed Budget, as presented.

Vote: 2 ayes, 0 nays. Motion carried.

Discussion Topics:

- A delay in Staff receiving the Final Statement of Assessed Values for 2022.
- A decrease to the Village Mill Rate from \$6.85 to \$6.48 per thousand in value.

7. Resolution #22-21 Establishment of Financial Policies to Include an Investment Policy, Purchasing Authority Policy, and Fund Balance Policy

Motion by Tr. Matter, second by Pres. Schwab, to recommend Village Board approve Resolution #22-21 Establishment of Financial Policies to Include an Investment Policy, Purchasing Authority Policy, and Fund Balance Policy.

Vote: 2 ayes, 0 nays. Motion carried.

8. Municipal Complex Project Proposal – Lobby Acoustical Panels

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board approve the proposal from O'Neill Engineered Systems, Inc, in an amount not to exceed \$7,985.00.

Vote: 2 ayes, 0 nays. Motion carried

9. Citizens to address the Budget & Finance Committee

None.

10. Adjourn

Motion by Pres. Schwab, second by Tr. Matter, to adjourn at 7:07 p.m.

Vote: 2 ayes, 0 nays. Motion carried.

Respectfully submitted,

Jen Keller
Village Administrator