

# **MINUTES**

## **BUDGET & FINANCE COMMITTEE MEETING**

**Tuesday, December 12, 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, Parks and Recreation

Director Valentino, Fire Chief Swaney, and Clerk Anastasia Gonstead.

Trustees Present in Audience: Tr. Kruepke, Tr. Olson, and Tr. Engelhardt.

2. Approval of Minutes for the Budget & Finance Meeting of November 14, 2023

The motion to approve the minutes for the Budget & Finance Committee meeting of November 14, 2023 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

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

The motion to approve the November 2023 check register and Treasurer's report was made by Tr. Wells and seconded by Pres. Heckendorf. Tr. Matter had a question regarding park fees, Treasurer Smith provided clarification.

Vote: 3 ayes, 0 nays. Motion carried.

4. Pay Request #2 - Jackson Waste Water Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of \$257,119.48

The motion to recommend to the Village Board to approve Pay Request #2 for the Jackson Waste Water Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of \$257,119.48 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

5. Pay Request #4 - 2023 Utility Street Improvement Project - Vinton Construction, in the amount of \$104,719.39

The motion to recommend to the Village Board to approve Pay Request #4 for the 2023 Utility Street Improvement Project, to Vinton Construction, in the amount of \$104,719.39 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

6. Pay Request #7 - STH 60 Utility Upgrade Project - Advanced Construction, in the Amount of \$57,835.84

The motion to recommend to the Village Board to approve Pay Request #7 for the STH 60 Utility Upgrade Project, to Advanced Construction, in the amount of \$57,835.84 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

7. Pay Request #1 - STH 60 Street Light Project - Wil-Surge, in the Amount of \$112,813.38

The motion to recommend to the Village Board to approve Pay Request #1 for the STH 60 Streetlight Project, to Wil-Surge, in the amount of \$112,813.38 was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

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

None.

9. 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 7:05 PM.

Respectfully Submitted,  
Anastasia Gonstead - Village Clerk