

MINUTES

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, February 13, 2024 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, DPW Director Brian Kober, Parks & Recreation Director Kelly Valentino, Fire Chief Aaron Swaney, Police Chief Ryan Vossekuil, and Clerk Anastasia Gonstead.

Trustees Present in Audience: Tr. Kruepke

2. Approval of Minutes for the Special Budget & Finance Meeting of January 18, 2024

The motion to approve the minutes for the Special Budget & Finance meeting of January 18, 2024 was made by Tr. Matter and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of January 2024 Check Register and Treasurer's Report

The motion to approve the January 2024 check register and Treasurer's report was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

4. Change Order #1 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

The motion to recommend to the Village Board to approve Change Order #1 for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

5. Change Order #2 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

The motion to recommend to the Village Board to approve Change Order #2, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

6. Change Order #3 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction

The motion to recommend to the Village Board to approve Change Order #3, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

7. Pay Request #3 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of \$227,905.83

The motion to recommend to the Village Board to approve Pay Request #3, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of \$227,905.83 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

8. Pay Request #4 - Jackson Wastewater Treatment Facility Storage Garage - Hunzinger Construction, in the Amount of \$142,692.68

The motion to recommend to the Village Board to approve Pay Request #4, for the Jackson Wastewater Treatment Facility Storage Garage, to Hunzinger Construction, in the amount of \$142,692.68 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

9. Pay Request #3 - STH 60 Street Lighting Project - Wil-Surge, in the Amount of \$125,124.79

The motion to recommend to the Village Board to approve Pay Request #3, for the State Hwy 60 Street Lighting Project, to Wil-Surge, in the amount of \$125,124.79 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

10. Review of Bids for the 2024 Jackson Wastewater Treatment Plant Improvement Project, in the Amount of \$4,715,248.00 for Base Bid, Supplemental Bid, and Alternative Bid Items C-2 and C-3

The motion to recommend to the Village Board to approve the bid from JH Hassinger, in the amount of \$4,715,248.00 for the base bid, supplemental bid, and alternative bid items C-2 and C3, for the 2024 Jackson Wastewater Treatment Plant Improvement Project was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

11. Review Bids for the Eagle Drive & STH 60 Intersection Improvement Project, in the Amount of \$294,459.02

The motion to recommend to the Village Board to approve the bid from Vinton Construction in the amount of \$294,459.02 for the Eagle Drive and State Hwy 60 Intersection Improvement Project was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

12. Jackson Dog Park Feasibility and Design Proposal, Not to Exceed \$11,750.00

The motion to recommend to the Village Board to approve the bid from MSA, not to exceed \$11,750.00, for the Jackson Dog Park Feasibility and Design Proposal was made by Tr. Wells and seconded by Tr. Matter.

Discussion: Tr. Matter inquired on the bid amount from Harwood. Director Valentino provided and explained that Harwood did not have any experience in planning assistance for dog parks, as opposed to MSA.

Vote: 3 ayes, 0 nays. Motion carried.

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

None.

14. Adjourn

A motion to adjourn the meeting was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:12 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk