

MINUTES

BUDGET & FINANCE COMMITTEE MEETING

Tuesday, October 8, 2024 at 7:00 PM

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 Heidtke, Treasurer Darlene Smith, Police Chief Ryan

Vossekuil, Parks & Recreation Director Kelly Valentino, Public Works Director Brian Kober and Deputy Clerk Pamela Wolf

Trustees Present in Audience: John Kruepke and Tim Engelhardt

2. Approval of Minutes for the Budget & Finance Committee Meeting of September 10, 2024

The motion to approve Minutes of the Budget and Finance Committee Meeting of September 10, 2024, was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of September Check Register and Treasurer's Report

The motion to approve the September 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. Authorizing a transfer of Police and Fire Impact Fee Funds to Debt Service Fund in the amount of \$157,091.93

The motion to recommend the Village Board approve the Authorization of a Transfer of Police and Fire Impact Fee Funds to the Debt Service Fund in the amended amount of \$157,765.67 was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

5. Change Order #1 - Jackson Community Center Expansion Project - Moore Construction increased by the amount of \$29,525.00

The motion to recommend the Village Board approve Change Order #1 for the Jackson Community Center Expansion Project to Moore Construction Services LLC for an increase in the amount of \$29,525.00 was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

6. Change Order #2 - Jackson Community Center Expansion Project - Moore Construction decreased by the amount of \$20,000.00

The motion to recommend the Village Board approve Change Order #2 for the Jackson Community Center Expansion Project to Moore Construction Services LLC for a decrease in the amount of \$20,000.00 was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried.

7. Pay Request #4 - Jackson Community Center Expansion Project - Moore Construction Services LLC in the amount of \$919,545.15

The motion to recommend the Village Board approve Pay Request #4 for the Jackson Community Center Expansion Project to Moore Construction Services LLC in the amount of \$919,545.15 was made by Tr. Matter and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

8. Review of 2025 Capital and Operational Plan

Administrator Heidtke reviewed the details of memo included in the packet.

The motion to recommend the Village Board move forward with Option B was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

9. Pay Request #7 - Wastewater Treatment Plant Tertiary Filters and Disinfection Project - JH Hassinger in the amount of \$336,300.00

The motion to recommend the Village Board approve Pay Request #7 for the Wastewater Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of \$336,300.00 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 3 ayes, 0 nays. Motion carried.

10. 2024 Wastewater Treatment Plant Project - Clean Water Fund Loan Request #5 in the amount of \$349,541.50

The motion to recommend the Village Board approve reimbursement request #5 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan In the amount of \$349,541.50 was made by Tr. Matter and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

11. Review of Quotes for Hickory Park Path Reconstruction Project

The motion to recommend the Village Board accept the bid from Pro2Pave, with an amount not to exceed \$168,847.00, was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 3 ayes, 0 nays. Motion carried.

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

None.

13. Adjourn

The motion to adjourn the meeting was made by Tr. Wells and seconded by Tr. Matter.

Vote: 3 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:22 PM.

Respectfully Submitted,
Pamela Wolf - Village Deputy Clerk