

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, October 12, 2021 at 7:00 p.m.

Jackson Village Hall

N168 W20733 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, Police Chief Ryan Vossekuil, and Administrative Assistant Tiffany Washburn.

Also Present: Benjamin Walljasper from Enterprise FM Trust.

2. Approval of Minutes for the Budget & Finance Meeting of September 14, 2021

Motion by Pres. Schwab, second by Tr. Heckendorf, to approve the Budget & Finance meeting minutes of September 14, 2021, with the correction of item number 5 to read "to advise the Village Board that funding was available for Change Order #9".

Vote: 3 ayes, 0 nays. Motion carried.

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

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

Vote: 3 ayes, 0 nays. Motion carried.

4. Pay Request #18 – Municipal Complex Building

Motion by Tr. Matter, second by Pres. Schwab, to recommend Village Board approve payment for Pay Request #18 – Municipal Complex Building in the amount of \$270,020.38.

Vote: 3 ayes, 0 nays. Motion carried.

5. Change Order #11 – Municipal Complex Building

Motion by Tr. Matter, second by Pres. Schwab, to recommend Village Board approve Change Order #11 – Municipal Complex Building in the amount of \$6,814.76.

Discussion ensued regarding the funding source for Change Order #11.

Vote: 3 ayes, 0 nays. Motion carried.

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve payment of Change Order #11 - Municipal Complex Building from the Fire Department's budget.

Vote: 3 ayes, 0 nays. Motion carried.

6. 2022 Fleet Management Agreement – Enterprise FM Trust

Police Chief Vossekuil and Police Lieutenant Fristed were present to answer questions, as needed. Benjamin Walljasper of Enterprise FM Trust presented a brief overview of the proposed agreement.

Motion by Pres. Schwab, second by Tr. Heckendorf, to refer the 2022 Fleet Management Agreement – Enterprise FM Trust to the Village Board meeting.

Discussion ensued regarding the vehicles, the responsibility for maintenance, and the mileage requirements in the lease agreement.

Vote: 3 ayes, 0 nays. Motion carried.

7. Pay Request #2 – Willow Ridge Reconstruction Project – Soper Companies

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Pay Request #2 – Willow Ridge Reconstruction Project – Soper Companies in the amount of \$224,864.81.

Vote: 3 ayes, 0 nays. Motion carried.

8. Pay Request #1 – Coffee Connection Trail Project – Poblocki Paving

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board approve Pay Request #1 – Coffee Connection Trail Project – Poblocki Paving in the amount of \$83,261.80.

Vote: 3 ayes, 0 nays. Motion carried.

9. Review of Replacement of Jackson Sewer Utility Vac-Truck

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve the purchase of the Jackson Sewer Utility Vac-Truck, in the amount not to exceed of \$475,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

10. Citizens to address the Budget & Finance Committee

Casey Latz, N168 W21190 Main Street, commented regarding Agenda Item #5. She was opposed to the Change Order being approved.

11. Adjourn

Motion by Pres. Schwab, second by Tr. Heckendorf, to adjourn at 7:19 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Tiffany Washburn
Administrative Assistant