

VILLAGE OF JACKSON
BUDGET AND FINANCE COMMITTEE MEETING
Tuesday, October 14, 2025 at 7:00 PM
Minutes

1. Call to Order and Roll Call

The meeting was called to order at 7:02 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf and Tr. Wells

Members Excused: None

Members Absent: Tr. Olson

Staff Present: Police Chief and Interim Administrator Ryan Vossekuil, Parks and Recreation Director Tyler Mentzel, Treasurer Darlene Smith, Public Works Director Jack Straehler, Fire Chief Aaron Swaney, and Clerk Jackie Schuh

2. Approval of Minutes of the Budget and Finance Committee Meeting of September 9, 2025

The motion to approve Minutes for the Budget and Finance Committee Meeting of September 9, 2025, was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

3. Approval of September 2025 Check Register and Treasurer's Report

The motion to approve the September 2025 Check Register and Treasurer's Report was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 2 ayes, 0 nays. Motion carried.

4. Change Order #3 – 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction for an increase in the amount of \$22,047.75

The motion to recommend the Village Board approve Change Order #3 for the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project to Advanced Construction for an increase in the amount of \$22,047.75 was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 2 ayes, 0 nays. Motion carried.

5. Change Order #1 - 2025 Hickory Lane Reconstruction Project - Vinton Construction for an Increase in the amount of \$39,952.00

The motion to recommend the Village Board approve Change Order #1 for the 2025 Hickory Lane Reconstruction Project to Vinton Construction for an increase in the amount of \$39,952.00 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

6. Change Order #2 - 2025 Hickory Lane Reconstruction Project - Vinton Construction for an Increase in the amount of \$5,950.00

The motion to recommend the Village Board approve Change Order #2 for the 2025 Hickory Lane Reconstruction Project to Vinton Construction for an increase in the amount of \$5,950.00 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

7. Pay Request #5 – 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$388,971.85

The motion to recommend the Village Board approve Pay Request #5 for the 2025 Ridgeway Drive and Chestnut Court Reconstruction Project to Advanced Construction in the amount of \$388,971.85 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

8. Pay Request #3 - 2025 Hickory Lane Reconstruction Project - Vinton Construction in the amount of \$479,393.34

The motion to recommend the Village Board approve Pay Request #3 for the 2025 Hickory Lane Reconstruction Project to Vinton Construction in the amount of \$479,393.34 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

9. Letter of Credit Reduction - Morning Meadows Subdivision Phase 3 – Home Path Financial in the amount of \$1,169,412.00

The motion to recommend the Budget and Finance Committee and Village Board approve the Letter of Credit Reduction for the Morning Meadows Subdivision Phase 3 for Home Path Financial in the amount of \$1,169,412.00 was made by Tr. Wells and seconded by Pres. Heckendorf.

Vote: 2 ayes, 0 nays. Motion carried.

10. Letter of Credit Reduction - Morning Meadows Subdivision Phase 1 – Home Path Financial in the amount of \$30,912.00

The motion to recommend the Village Board approve the Letter of Credit Reduction for the Morning Meadows Subdivision Phase 1 for Home Path Financial in the amount of \$30,912.00 was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 2 ayes, 0 nays. Motion carried.

11. Developer's Agreement Amendment and Letter of Credit Exchange - Laurel Springs Addition #1 - Bielinski Homes

The motion to recommend the Village Board approve the Developer's Agreement Amendment for Laurel Springs Addition #1, and the release of the Letter of Credit in the

amount of \$34,500.00, contingent upon Bielinski Homes submitting an equivalent amount of \$34,500.00 to be held in a depository account, with the funds remaining in the account until all outstanding work on the project has been satisfactorily completed and verified in accordance with the terms of the agreement, was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 2 ayes, 0 nays. Motion carried.

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

None.

13. Adjourn

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

Vote: 2 ayes, 0 nays. Motion carried. The meeting adjourned at 7:09 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson