

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, September 13, 2022 at 7:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 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 Member Present: Trustee Kruepke

Staff Present: Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Parks & Recreation Director Kelly Valentino, Police Chief Vossekuil and Village Clerk Jilline Dobratz

2. Approval of Minutes for the Budget & Finance Meeting of August 9, 2022

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the Budget & Finance meeting minutes of August 9, 2022.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the August 2022 Treasurer's Report and Check Register

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the August 2022 Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

4. Village Board Room Dais Quote for Construction – Cathedral Builders

Motion by Pres. Schwab, second by Tr. Heckendorf, to advise Village Board that funding is available in the borrow for the Village Board Room Dais Construction – Cathedral Builders in the amount of \$15,276.00 with an alternate of \$582.00.

Vote: 3 ayes, 0 nays. Motion carried.

5. 2023 Budgeting Update and Timeline

Administrator Keller commented alternate funding sources would be from increment TID No. 4 that would offset operational costs.

6. Review of Insurance Liability Claim – David Gogert

Administrator Keller gave background information on the claim requesting reimbursement.

Motion by Pres. Schwab, second by Tr. Matter, to advise Village Board funds are available in the General Fund to pay the Insurance Liability Claim – David Gogert if the Village Board so chooses.

Vote: 3 ayes, 0 nays. Motion carried.

7. Review of WisDOT Temporary Easement South Center Street & STH 60

Director Kober provided background information.

Motion by Pres. Schwab, second by Tr. Heckendorf, to advise Village Board the amount of \$2,400.00 is acceptable for the WisDOT Temporary Easement South Center Street

and STH 60 pending acceptable language from the Village Engineer and Village Attorney.

Vote: 3 ayes, 0 nays. Motion carried.

8. Resolution #22-14 Final Assessment for Coffee Connection Trail Project

Director Kober stated the overall project cost was \$358,572.60 and the amount that is being special assessed is \$76,671.24, 21% of the project. The recommended payment schedule is one lump sum, one year, five year and ten year with interest of 5%.

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Resolution #22-14 Final Assessment for Coffee Connection Trail Project.

Vote: 3 ayes, 0 nays. Motion carried

9. Resolution #22-16 Final Assessment for Willow Ridge 2021 Project

Director Kober reported the cost of the project was \$787,790.01 and the total amount being special assessed is \$84,067.22. Electrical boxes and streetlights will be completed in the fall. The recommended payment schedule is one year, three year and five year increments with interest of 5%.

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Resolution #22-16 Final Assessment for Willow Ridge 2021 Project.

Vote: 3 ayes, 0 nays. Motion carried

10. Citizens to address the Budget & Finance Committee

None.

11. Adjourn

Motion by President Schwab, second by Tr. Matter, to adjourn at 7:11 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCPC*
Village Clerk