

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, June 14, 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 Members Present: Trustees Engelhardt and Kruepke

Staff Present: Police Sergeant Justin Brinks, Administrator Jen Keller, Director of Public Works/Village Engineer Brian Kober, Fire Chief Aaron Swaney, Parks and Recreation Director Kelly Valentino, and Administrative Assistant Tiffany Washburn.

2. Approval of Minutes for the Budget & Finance Meeting of May 10, 2022

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the Budget & Finance meeting minutes of May 10, 2022, with the correction of agenda item #2 to read as approval of minutes of April 12, 2022.

Vote: 3 ayes, 0 nays. Motion carried.

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

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

President Schwab requested more information regarding an expenditure for the Washington County Fair booth. Director Kober stated the booth is educational and complies with DNR MS4 permitting requirements.

Vote: 3 ayes, 0 nays. Motion carried.

4. Change Order #13 – Municipal Complex Building

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Change Order #13 for the Municipal Complex Building contract.

Vote: 3 ayes, 0 nays. Motion carried.

5. Review of Bids for Jackson Park – Tennis Courts and Pickleball Courts Project

Director Kober provided background information on the bid from Cedar Corporation.

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board reject all bids for the Jackson Park Tennis Courts and Pickleball Courts Project.

Vote: 3 ayes, 0 nays. Motion carried.

6. Review of Quotes for Jackson Fire Department Ambulance – 2023 Ford F-550

Motion by Pres. Schwab, second by Tr. Matter, to advise Village Board that the estimated cost of \$255,475 is included in the 2022 budget and available.

Chief Swaney clarified the requested authorization from Staff was to purchase an Ambulance for an amount not to exceed \$280,000. Pres. Schwab clarified the amount of \$255,475 is based upon the quote provide and a change order process would commence should there be a need for additional funding.

Vote: 2 ayes, 0 nays, 1 abstain (Tr. Heckendorf). Motion carried.

7. Citizens to address the Budget & Finance Committee

None.

8. Adjourn

Motion by Pres. Schwab, second by Tr. Heckendorf, to adjourn at 7:09 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Tiffany Washburn
Village Administrative Assistant