

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

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

Also Present: Greg Droessler of Town & Country Engineering and Jonathan Schatz of Ehlers

2. Approval of Minutes for the Budget & Finance Meeting of November 8, 2022

Motion by Tr. Matter, second by Pres. Schwab, to approve the Budget & Finance meeting minutes of November 8, 2022.

Vote: 3 ayes, 0 nays. Motion carried.

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

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

Vote: 3 ayes, 0 nays. Motion carried.

4. 2022 3rd Quarter Budget Review

No action was taken.

5. Resolution #22-27 – Authorizing \$1,475,000 Taxable General Obligation Bonds for Community Development Projects

This item was deferred to the Village Board meeting for a full presentation.

6. Resolution #22-28 – Providing for the Sale of \$1,475,000 Taxable General Obligation Community Development Bonds, Series 2023A

This item was deferred to the Village Board meeting for a full presentation.

7. Request for Letter of Credit Reduction – Maple Fields Subdivision – Phase 1

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve the Request for Letter of Credit Reduction for the Maple Fields Subdivision Phase 1 to the amount of \$224,220.00.

Vote: 3 ayes, 0 nays. Motion carried.

8. Municipal Complex Borrowed Funds Update

Administrator Keller provided background information. The November Treasurer's report reflects the correction to the account balance. A breakdown of outstanding project costs was reviewed, and it was stated Staff is reviewing prioritization of building needs that were not addressed in the design. 2023 interest payments of the borrow is owed and those funds were placed in a separate account. It was stated there will be ongoing fees for carrying a balance two years after issuance, starting in February 2023. Pres. Schwab inquired if the leftover funds are to be used only on the building which Administrator Keller confirmed.

9. Pay Request #25 (Final) – Municipal Complex Building

Motion by Pres. Schwab second by Tr. Heckendorf, to recommend Village Board Approve the final project Pay Request #25 for the Municipal Complex Building in the amount of \$117,016.11.

Vote: 3 ayes, 0 nays. Motion carried.

10. Acceptance of the Jackson Police Department Body Camera Implementation Grant

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board accept the Jackson Police Department Body Camera Implementation Grant in the amount of \$9,309.00.

It was clarified the grant is a 50/50 match in which there is another grant eligible for body cameras or ARPA funds could be used.

Vote: 3 ayes, 0 nays. Motion carried.

11. 2023 Jackson Fire Department Services Agreement – Town of Jackson

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve the 2023 Jackson Fire Department Services Agreement with the Town of Jackson in the amount of \$272,511.46.

Discussion ensued on timing of the contracts and starting the process earlier in the year.

Vote: 3 ayes, 0 nays. Motion carried.

12. 2023 Jackson Fire Department Services Agreement – Town of Polk

Motion by Tr. Matter, second by Tr. Heckendorf, to recommend Village Board approve the 2023 Jackson Fire Department Services Agreement with Town of Polk in the amount of \$86,796.87.

Vote: 3 ayes, 0 nays. Motion carried.

13. Purchase of Bobcat UW56 Toolcat Utility Work Machine

Motion by Pres. Schwab, second by Tr. Matter, to recommend the Village Board approve the quote from Bobcat Plus, Inc for the purchase of the Bobcat UW56 Toolcat Utility Work Machine in the amount of \$66,200.00.

Tr. Heckendorf questioned the discount amount in the new quote from Bobcat Plus, Inc.

Vote: 2 ayes, 1 nay (Tr. Heckendorf). Motion carried.

14. Citizens to address the Budget & Finance Committee

None.

15. Adjourn

Motion by Pres. Schwab, second by Tr. Heckendorf, to adjourn at 7:23 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted,

Jilline Dobratz, *MMC/WCPC*
Village Clerk