

## **APPROVED MINUTES**

### **Budget & Finance Committee Meeting**

**Tuesday, April 13, 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 Olson.

Village Board Members Present: Trustees Kruepke and Lippold.

Staff Present: Jen Keller, Brian Kober, Chief Swaney, Chief Vossekul, Tiffany Washburn and Jilline Dobratz.

#### **2. Approval of Minutes for the Budget & Finance meeting of March 9, 2021**

Motion by Tr. Heckendorf, second by Tr. Olson to approve the Budget & Finance minutes of March 9, 2021.

Vote: 3 ayes, 0 nays. Motion carried.

#### **3. Approval of the March 2021 Treasurer's Report and Check Register**

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

Vote: 3 ayes, 0 nays. Motion carried.

#### **4. TID Audit Services Engagement – Sitzberger and Co., S.C.**

Motion by Pres. Schwab, second by Tr. Heckendorf recommend Village Board approve TID Audit Services Engagement – Sitzberger and Co., S.C. in an amount not to exceed \$10,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

#### **5. Pay Request #12 – Municipal Complex Building**

Brian Kober commented there are no lien waivers due to timing of Pay Request #11. The outstanding lien waivers will be submitted with the next pay request.

Motion by Tr. Heckendorf, second by Tr. Olson recommend Village Board approve payment for Pay Request #12 – Municipal Complex Building in the amount of \$973,771.72.

Vote: 3 ayes, 0 nays. Motion carried.

#### **6. Change Order #6 – Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Heckendorf advise Village Board that funding is available in contingency for Change Order #6 – Municipal Complex Building in a net add of \$5,897.68.

Vote: 3 ayes, 0 nays. Motion carried.

#### **7. Work Change Directive #19 – Main Lobby Floor Outlets - Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Olson advise Village Board that funding is available in contingency if the Village Board chooses to proceed with Work Change

Directive #19 – Main Lobby Floor Outlets - Municipal Complex Building in the amount of \$2,465.07.

Vote: 3 ayes, 0 nays. Motion carried.

**8. Work Change Directive #20 – Air Curtains - Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Olson advise Village Board that funding is available in contingency if the Village Board chooses to proceed with Work Change Directive #20 – Air Curtains - Municipal Complex Building in the amount of \$15,728.50.

Vote: 3 ayes, 0 nays. Motion carried.

**9. Work Change Directive #21 – Display Cabinet - Municipal Complex Building**

Motion by Pres. Schwab, second by Tr. Heckendorf advise Village Board that funding is available in contingency if the Village Board chooses to pay for Work Change Directive #21 – Display Cabinet - Municipal Complex Building in the amount of \$11,022.00.

Vote: 3 ayes, 0 nays. Motion carried.

**10. Change Order #2 – 2020 Road and Utility Project - Wondra Construction**

Brian Kober explained this is the final reconciliation of the As-Built Quantities. Funds for landscaping are being held. Special assessments will now be completed. Motion by Tr. Olson, second by Tr. Heckendorf recommend Village Board approve Change Order #2 – 2020 Road and Utility Project – Wondra Construction in the amount of a decrease of \$7,426.97.

Vote: 3 ayes, 0 nays. Motion carried.

**11. Citizens to address the Budget & Finance Committee**

None.

**12. Adjourn**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:11 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk