

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, March 9, 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, Kelly Valentino, Chief Vossekuil, and Jilline Dobratz.

2. Approval of Minutes for the Budget & Finance meeting of February 9, 2021

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

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the February 2021 Treasurer's Report and Check Register

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

Vote: 3 ayes, 0 nays. Motion carried.

4. Change Order #5 – Municipal Complex Building

Brian Kober explained the items in the change order include moving a wall partition, high speed overhead door voltage change, floor drain revisions for ADA, and credits.

Motion by Pres. Schwab, second by Tr. Olson to advise Village Board the Change Order #5 – Municipal Complex Building is acceptable given the finances of the project.

Vote: 3 ayes, 0 nays. Motion carried.

5. Pay Request #11 – Municipal Complex Building

Brian Kober commented the major work is mechanicals, electrical, plumbing and dry wall installation. This does not include Change Order #5 to verify the date.

Motion by Tr. Heckendorf, second by Pres. Schwab recommend Village Board approve payment for Pay Request #11 – Municipal Complex Building in the amount of \$818,202.65.

Vote: 3 ayes, 0 nays. Motion carried.

6. Proposed Change Order #34 – Lobby Floor Box - Municipal Complex Building Proposed

Brian Kober gave information on putting in a floor box in the entry way to put an outlet and data port in the middle for a kiosk. Brian Kober will verify the pricing.

Jen Keller commented a community organization has approached the Village regarding partially funding a holiday tree.

Motion by Tr. Heckendorf, second by Tr. Olson recommend Village Board approve payment for Proposed Change Order #34 – Lobby Floor Box - Municipal Complex Building in an amount not to exceed \$1,149.07.

Vote: 3 ayes, 0 nays. Motion carried.

7. Proposed Change Order #38 – Canopies – Municipal Complex Building

Brian Kober explained the proposal; the canopies would be over all the doors.

Motion by Pres. Schwab, second by Tr. Olson advise the Village Board that contingency funding is available if the Village Board chooses to proceed with the Purposed Change Order #38 – Canopies - Municipal Complex Building.

Vote: 3 ayes, 0 nays. Motion carried.

8. TIF #6 – Rosewood Lane & Sylvester Court Additional Construction Cost

Scott Schmidt, Washington County Highway Department, was present to give background information on the projects and explained the additional costs.

Motion by Tr. Heckendorf, second by Tr. Olson recommend Village Board approve TIF #6 – Rosewood Lane and Sylvester Court Additional Construction Costs in the amount of \$81,018.17.

Vote: 3 ayes, 0 nays. Motion carried.

9. Review of License Agreement to Farm Public Land – Robert Loduha

Jen Keller gave information on the agreement and the flexibility to terminate at any time. It is a standard rate of \$125.00 an acre.

Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve the License Agreement to Farm Public Land – Robert Loduha.

Vote: 3 ayes, 0 nays. Motion carried.

10. Pay Request #4 – 2020 Road and Utility Project - Wondra Construction

Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve Pay Request #4 – 2020 Road and Utility Project – Wondra Construction in the amount of \$19,939.87.

Brian Kober commented that the streetlights have been installed; one final pay request remains.

Vote: 3 ayes, 0 nays. Motion carried.

11. Pay Request #6 – Spruce Street & Ridgeway Drive Extension – TIF #7

Motion by Tr. Olson, second by Tr. Heckendorf recommend Village Board approve payment for Pay Request #6 – Spruce Street & Ridgeway Drive Extension – TIF #7 in the amount of \$20,484.68.

Brian Kober gave an update; the sidewalk and streetlights are remaining.

Vote: 3 ayes, 0 nays. Motion carried.

12. Review of RFP for Fiber Internet to Village of Jackson Buildings

Motion by Pres. Schwab, second by Tr. Olson refer review of RFP for Fiber Internet to the Village of Jackson Buildings to the full Village Board.

Vote: 3 ayes, 0 nays. Motion carried.

13. Review of RFP for Sewer Interceptor and Water Main Study by City Water

Brian Kober stated there are two items, which are included in the budget. Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve the quote for Sewer Interceptor and Water Main Study by City Water in the amount of \$9,000.00.

Vote: 2 ayes, 0 nays, 1 abstain (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 7:24 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk