

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, February 14, 2023 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 Emmrich, Engelhardt and Kruepke

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

2. Approval of Minutes for the Budget & Finance Meeting of January 10, 2023

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the Budget & Finance meeting minutes of January 10, 2023.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the January 2023 Check Register and Treasurer's Report

Motion by Tr. Heckendorf, second by Tr. Matter, to approve the January 2023 Check Register and Treasurer's Report.

Vote: 3 ayes, 0 nays. Motion carried.

4. Acceptance of the Jackson Police Department 2023 Touchpoint/COVID-19 Wellness Grant from the Wisconsin Department of Justice

Motion by Pres. Schwab, second by Tr. Matter, to recommend Village Board accept the Jackson Police Department 2023 Touchpoint/COVID-19 Wellness Grant from the Wisconsin Department of Justice.

Vote: 3 ayes, 0 nays. Motion carried.

5. State/Municipal Agreement for Construction of a Roundabout – Eagle Drive and Main Street

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve the State/Municipal Agreement for Construction of a Roundabout for Eagle Drive and Main Street in the amount of \$620,611.38.

Administrative Keller clarified the Village's contribution reflects the construction participation and engineering. The DOT grant does not include funding for costs to design the intersection.

Vote: 3 ayes, 0 nays. Motion carried.

6. Proposed Allocation of 2023 Municipal Complex Project Fund

Motion by Pres. Schwab, second by Tr. Heckendorf, to advise Village Board funding is available for the Allocation of 2023 Municipal Complex Project Fund.

Administrator Keller reviewed projects and items not covered during construction or under warranty.

Vote: 3 ayes, 0 nays. Motion carried.

7. Pickleball Court Project Bids – Review and Recommendation

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve the Pickleball Court Project Bid in the amount of \$403,206.60 to Vinton Construction Company.

Vote: 3 ayes, 0 nays. Motion carried.

8. Purchase of Streetlights – STH 60 Streetlight Replacement Project

Director Kober gave background information on the streetlight project. The installation of the streetlights will go out for bid.

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board direct staff to continue efforts for the STH 60 Streetlight Replacement Project.

Vote: 0 ayes, 3 nays. Motion failed.

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve an expenditure up to \$280,000.00 for the purchase of STH 60 Streetlight Replacement project.

Vote: 3 ayes, 0 nays. Motion carried.

9. Jackson Community Center Expansion Bids – Review and Recommendation

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board approve the Jackson Community Center Expansion Bid from Zimmerman Architectural Studios in the amount of \$26,970.00.

Vote: 3 ayes, 0 nays. Motion carried.

10. Engineering Service – WWTP Phase 1 Upgrade Project – Town & Country

Motion by Tr. Matter, second by Tr. Heckendorf, to recommend Village Board approve Engineering Service for WWTP Phase 1 Upgrade Project with Town & Country in the amount of \$405,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

11. Change Order #1 – 2021 Willow Ridge Drive Reconstruction Project

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve Change Order #1 for 2021 Willow Ridge Drive Reconstruction Project in the amount of \$226.26.

Vote: 3 ayes, 0 nays. Motion carried.

12. Preliminary Assessment for STH 60 Utility Upgrade Project

Motion by Pres. Schwab, second by Tr. Heckendorf, to recommend Village Board approve the Preliminary Assessment for STH 60 Utility Upgrade Project.

Vote: 3 ayes, 0 nays. Motion carried.

13. Review of New Natural Gas Generator at Public Works Building

Motion by Tr. Heckendorf, second by Tr. Matter, to recommend Village Board approve the new Natural Gas Generator at the Public Works Building from JRB Electric, Inc. in the amount of \$62,400.00.

Vote: 3 ayes, 0 nays. Motion carried.

14. Review of Quotes for Purchase of Mini Excavator

Motion by Tr. Heckendorf, second by Pres. Schwab, to recommend Village Board approve the purchase of the Mini Excavator from Takeuchi TB250-2 in the amount of \$85,800.00.

Vote: 3 ayes, 0 nays. Motion carried.

15. Citizens to address the Budget & Finance Committee

None.

16. 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, *MMC/WCPC*
Village Clerk