

**APPROVED MINUTES**  
**Budget & Finance Committee Meeting**  
**Tuesday, February 9, 2016 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168W20733 Main St.**  
**Jackson, WI 53037**

**1. Call to Order & Roll Call.**

President Schwab called the meeting to order at 7:00 p.m.

Members Present: President Schwab, Trustee Olson, Trustee Kufahl.

Members Absent: None.

Staff Present: John Walther, Brian Kober, Chief Jed Dolnick, and Kelly Valentino.

**2. Approval of Budget & Finance Minutes: January 12, 2016, Meeting.**

Motion by Tr. Olson, second by Tr. Kufahl to approve the minutes for the January 12, 2016, meeting.

Vote: 3 ayes, 0 nays. Motion carried.

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

The January Treasurer's Report and Check Register were reviewed.

Motion by Pres. Schwab, second by Tr. Olson to approve the Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

**4. Engineering Proposal for Jackson Sewer Utility SCADA System Upgrade.**

Brian Kober presented information on the SCADA System. The SCADA System is the computer system that oversees the operation of the wastewater plant. The internal computer systems were not communicating. Greg Droessler of Town & Country Engineering presented information at the Board of Public Works meeting in regards to the engineering proposal for the SCADA System Upgrade. The plan is to go out to bid in June or July. The Board of Public Works recommended approval of the engineering proposal by Town and Country in an amount not to exceed \$46,000.

The funding would come out of the replacement fund. Motion by Tr. Olson, second by Tr. Kufahl to recommend the Village Board approve the engineering proposal for the SCADA System Upgrade by Town and Country in an amount not to exceed \$46,000.

Vote: 3 ayes, 0 nays. Motion carried.

**5. Engineering Services for GIS Mapping Conversion.**

Brian Kober presented that with the acceptance of the additional water system by West Shore Pipeline, better mapping is needed. This will assist with digger's hotline. The goal is that the map for every address would have a PDF of the property so that building inspections, fire department, and police department would see the information. This would come from the sewer and water budgets.

The Board of Public Works recommended approval of the GIS engineering service with Town and Country in an amount not to exceed \$6,000.

Motion by Tr. Kufahl, second by Tr. Olson to recommend the Village Board approve the GIS engineering service with Town and Country in an amount not to exceed \$6,000.

Vote: 3 ayes, 0 nays. Motion carried.

**6. Resolution 16-01 Authorizing the Levy of Special Assessments against Benefited Property Associated with Jackson Drive Sidewalk Project.**

Brian Kober presented detail of the resolution. The item was recommended by the Board of Public Works for approval. Motion by Tr. Olson, second by Pres. Schwab to recommend approval of Resolution 16-01 Authorizing the Levy of Special Assessments against Benefited Property Associated with Jackson Drive Sidewalk Project.

Vote: 3 ayes, 0 nays. Motion carried.

**7. Resolution 16-02 Authorizing the Levy of Special Assessments against Benefited Property Associated with Georgetown Drive Sidewalk Project.**

Brian Kober presented detail of the resolution. The item was recommended by the Board of Public Works for approval. Motion by Tr. Olson, second by Pres. Schwab to recommend approval of Resolution 16-02 Authorizing the Levy of Special Assessments against Benefited Property Associated with Georgetown Drive Sidewalk Project.

Vote: 3 ayes, 0 nays. Motion carried.

Brian also distributed a draft report on the capital improvements. He noted that we are waiting for the auditor to review the item.

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

None.

**9. Adjourn.**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:15 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted by Deanna L. Boldrey – Clerk/Treasurer