

Agenda
Budget & Finance Committee Meeting
Tuesday, September 8, 2015 at 7:00 p.m.
Jackson Village Hall
N168W20733 Main St
Jackson, WI 53037

1. Call to Order & Roll Call.
2. Approval of Budget & Finance Minutes: August 11, 2015.
3. Approval of August Treasurer's Report and Check Register.
4. Price Reduction of EMS Invoice for Ms. Wojciuk.
5. Resolution 15-13 Special Assessment Area Jackson Drive Sidewalk Project.
6. Review of Bids for Jackson Drive Sidewalk Project.
7. Proposal for Inspection and Staking Services Jackson Dr. Sidewalk Project.
8. Resolution 15-14 Special Assessment Area Stonewall Connector Trail Project.
9. Pay Request #1 – Georgetown Drive Reconstruction Project.
10. Citizens to address the Budget & Finance Committee.
11. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

DRAFT MINUTES
Budget & Finance Committee Meeting
Tuesday, August 11, 2015 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 John Skodinski, Kelly Valentino, Dave Wagner.

2. Approval of Budget & Finance Minutes: July 14, 2015, Meeting.

Motion by Tr. Olson, second by Tr. Kufahl to approve the minutes for the July 14, 2015, meeting.

Vote: 3 ayes, 0 nays. Motion carried.

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

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

Check Number 87345 to Pieper Power in the amount of \$1,884.50 was questioned. This was for the removal of an old electrical panel in Jackson Park and the replacement of photocells on Village lights in Delaney Court. After review, motion by Tr. Kufahl, second by Tr. Olson to approve the treasurer's report and check register.

Vote: 3 ayes, 0 nays. Motion carried.

4. Resolution #15-12 - Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$4,440,000 General Obligation Refunding Bonds, Series 2015A.

Dave Wagner reviewed the memo in regards to the borrowing. This is refinancing only. Discussion of a bond rating followed. After review, motion by Tr. Olson, second by Tr. Kufahl to recommend approval of Resolution 15-12 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$4,440,000 General Obligation Refunding Bonds, Series 2015A, and to direct staff to work with Ehlers on a bond rating.

Vote: 3 ayes, 0 nays. Motion carried.

5. Review of Quotes for Well #5 Inspection Project.

Brian Kober presented the quotes received and information on the project. The Board of Public Works recommended the Village Board approve the Well #5 Inspection in an amount not to exceed \$6,629 to Municipal Well and Pump. Motion by Tr. Kufahl, second by Tr. Olson to recommend the Village Board approve the Well #5 Inspection in an amount not to exceed \$6,629 to Municipal Well and Pump.

Vote: 3 ayes, 0 nays. Motion carried.

6. Jackson Sewer Utility – WWTP – SCADA System Evaluation Proposal.

Brian Kober presented the information on the project. The Board of Public Works recommended that the Village Board approve the WWTP – SCADA System Evaluation Proposal in an amount not to exceed \$6,500. Tr. Olson requested a business type plan for the future. Motion by Tr. Kufahl, second by Tr. Olson to recommend the Village Board approve the WWTP – SCADA System Evaluation Proposal in an amount not to exceed \$6,500.

Vote: 3 ayes, 0 nays. Motion carried.

7. Change Order #2 – Digester Improvement Project.

Brian Kober presented the information on the project. The Board of Public Works recommended that the Village Board approve the payment of Change Order #2 for the Digester Improvement Project in an amount not to exceed \$23,603.51 to Sabel Mechanical. Motion by Tr. Kufahl, second by Tr. Olson to recommend the Village Board approve the payment of Change Order #2 for the Digester Improvement Project in an amount not to exceed \$23,603.51 to Sabel Mechanical.

Vote: 3 ayes, 0 nays. Motion carried.

8. 2016 Budget Discussion / Direction.

John Walther commented that department heads are looking to find general direction in preparation for the 2016 Budget. The long term plan and union negotiations were commented on, as well as 3% increase and capital projects. Tr. Olson requested that each department head come up with a list of opportunities for expense decreases or revenue increases. Tr. Olson also requested that the individual departments use a consistent format for their presentations. John commented to prepare for potential changes in the boundaries. Deanna commented that she is waiting for the end of August comparisons to complete the spreadsheets and to pencil in November 30th as the tentative public hearing date.

9. Citizens to address the Budget & Finance Committee.

Tr. Kufahl commented on the street sweeper for \$1,300. Brian Kober commented that \$8,000 – \$10,000 is budgeted. It is better to clean the streets than to clean the catch basins. He continued that the general permit for storm water is coming up. The street sweeper item may need to be increased for future budgets.

10. Adjourn.

Motion by Tr. Kufahl, second by Tr. Olson to adjourn at 7:28 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted by Deanna L. Boldrey – Clerk/Treasurer

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 8/01/2015 From Account:
Thru: 8/31/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
87551	8/04/2015	WASHINGTON COUNTY TREASURER V30170199002 / W213 N16733 GLENBROOKE DR	1,468.00
87552	8/06/2015	AT&T JFD & JPD ACCTS	109.42
87553	8/06/2015	DAVID'S STAR LUTHERAN CHURCH & SCHOOL POSTER PAPER - 12 REAMS / JFD	28.92
87554	8/06/2015	DEITSCH, JEFF L. REIMBURSE TRUCK PARTS / WWTP	41.09
87555	8/06/2015	DISCOUNT SCHOOL SUPPLY INV#P33203610001/ PROGRAM SUPPLIES / REC	429.14
87556	8/06/2015	EAGLE ENGRAVING, INC. ID TAGS / JFD	21.65
87557	8/06/2015	ENVIRONMENTS INV#P33203280001/PROGRAM SUPPLIES/REC	191.30
87558	8/06/2015	EQUAL RIGHTS DIVISION JULY 2015 WORK PERMITS	82.50
87559	8/06/2015	FOX BROTHER'S PIGGLY WIGGLY ACCT #1710 / JULY 2015 / REC	11.65
87560	8/06/2015	GEAR WASH INV #10986 / JACKET ZIPPER REPAIR / JFD	42.20
87561	8/06/2015	GROTA APPRAISALS, LLC MAINT OF ASSMNT RECORDS CNTRACT / AUG 15	1,233.89
87562	8/06/2015	JOHN'S CO2 CO2 CHARGE / JACKSON PARK CONCESSION	16.00
87563	8/06/2015	L.W. ALLEN, INC. INV #98686 / ELECT PROG REPAIR / WATER	142.00
87564	8/06/2015	LARK UNIFORM OUTFITTERS, INC. SHORTS / JPD	151.90
87565	8/06/2015	LAW ENFORCEMENT TRAINING INSTITUTE HUMANE OFFICER TRAINING SEPT 21-25 / JPD	1,050.00
87566	8/06/2015	MINNESOTA LIFE INSURANCE CO., THE POLICY #2832L-G / SEPT 2015 / #009180	981.96
87567	8/06/2015	MUNDT, BRENDA J. JULY 11-AUG 3 CLASSES / REC	115.00
87568	8/06/2015	NORTHERN LAKE SERVICE, INC. INV #279154 / DW SAMPLE 7-14-15 / WATER	140.00
87569	8/06/2015	OFFICE DEPOT ACCT #42573612 / INV#782081385001 / REC	95.48

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 8/01/2015 From Account:
Thru: 8/31/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
87570	8/06/2015	PROS 4 TECHNOLOGY, INC. INV #21574 / MAINT-AUG / REC	259.00
87571	8/06/2015	RECDESK LLC INV #8824 / IMPORT DATA / REC	800.00
87572	8/06/2015	RICOH USA, INC. INV #20019025 / AUG 2015 / JPD	26.25
87573	8/06/2015	UNEMPLOYMENT INSURANCE ACCT #693348-000-9 / ROHDE	67.68
87574	8/06/2015	WE ENERGIES ACCT #3462-082-214 / JFD	370.88
87575	8/06/2015	WVOA - SE REGION AUG 13,2015 MEETING / WWTP	25.00
87576	8/06/2015	XEROX CORPORATION INV #80624381 / JULY 2015 / ADMIN	242.91
87577	8/13/2015	AFLAC INV #398558 / SEPT 2015	586.22
87578	8/13/2015	ALCOPRO, INC. INV #186665 / MOUTHPIECE SENSOR / JPD	134.00
87579	8/13/2015	AT&T INV #262R71077108 / STREETS	15.21
87580	8/13/2015	AURORA HEALTH CARE INV #628584 / VACCINES / WWTP	140.00
87581	8/13/2015	B&L GRAPHIC SOLUTIONS INV #16017 / LETTERHEAD / JPD	73.50
87582	8/13/2015	BENDLIN FIRE EQUIPMENT CO., INC. INV #89911 / WRENCHES / JFD	56.00
87583	8/13/2015	BMO HARRIS BANK N.A. ACCT #5599350000652060 / VILLAGE	1,359.96
87584	8/13/2015	CHAPTER 13 TRUSTEE GARNISHMENTS / 8-10-15 PAYROLL	92.31
87585	8/13/2015	CLOTHES CLINIC, INC. INV #163328 / MATS / V HALL	71.58
87586	8/13/2015	CONLEY MEDIA, LLC ACCT #201274 / JULY BID,VB NOTICES	177.59
87587	8/13/2015	COUNTY WIDE EXTINGUISHER, INC. ANNUAL INSPECTION / STREETS,V HALL,PARKS	299.50
87588	8/13/2015	DIGGERS HOTLINE INC. JULY 15 TICKETS / WATER,WWTP,TELECOMM	266.66

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Accounting Checks

Posted From: 8/01/2015 From Account:
Thru: 8/31/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
87589	8/13/2015	DORNER COMPANY INV #129436 / SUPPLIES / WWTP	2,472.00
87590	8/13/2015	EAGLE ENGRAVING, INC. INV #2015-1966 / ID TAGS / JFD	16.44
87591	8/13/2015	EDGARTON, ST.PETER,PETAK & ROSENFELDT ACCT #20967T / JULY BILLING	255.00
87592	8/13/2015	EMERGENCY MEDICAL PRODUCTS, INC. MED SUPPLIES / JFD	141.03
87593	8/13/2015	EMERGENCY SERVICES MARKETING CORP, INC. ANNUAL SUBSCRIPTION FEE / JFD	800.00
87594	8/13/2015	ENDURACLEAN, INC. INV #8494 / TISSUE / WWTP	41.00
87595	8/13/2015	GAI CONSULTANTS INV #2088919 / JUN 21-JULY 18 / GERGETWN	6,236.40
87596	8/13/2015	GERKE, KARIE E. YOUTH PROGRAMS / JUL 25-AUG 4 / REC	126.00
87597	8/13/2015	GOSCHEY MECHANICAL INC. INV #8408 / BOILER CHECK / WWTP	254.00
87598	8/13/2015	GRAINGER, INC INV #9803792846 / DOOR HINGE / JFD	23.69
87599	8/13/2015	GREAT-WEST DEFERRED COMP / 8-10-15 PAYROLL	2,593.82
87601	8/13/2015	JACKSON HARDWARE HEATING & AIR CONDITIONING A/C REPAIR / VILLAGE HALL	94.00
87602	8/13/2015	JACKSON PROFESSIONAL POLICE ASSOCIATION UNION DUES / AUG 2015	432.00
87603	8/13/2015	JFTCO, INC. INV #W38094 / BUCKET REPAIR / STREETS	300.90
87604	8/13/2015	LEMKE, DIANE UTILITY SERVICES FOR AUG 1-15, 2015	693.34
87605	8/13/2015	LENNY'S POOL SERVICE, INC. INV #139992 / CHEMICALS / SPLASH PARK	121.00
87606	8/13/2015	LENZ ELECTRIC MOTOR REPAIR LLC INV #19632 / BEARINGS / WWTP	663.10
87607	8/13/2015	LINSMEYER, REBECCA REFUND PILATES / REC	39.00
87608	8/13/2015	MILLER & ASSOCIATES - SAUK PRAIRIE INV #216385 / BLEACHERS / PARKS	413.00

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Thru: 8/31/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
87609	8/13/2015	OFFICE DEPOT ACCT #42573612 / INV#783385746001 / ADMN	19.99
87610	8/13/2015	PROS 4 TECHNOLOGY, INC. BACKUP,MAINT-AUG / V HALL,WWTP,JFD	1,064.99
87611	8/13/2015	SAM'S CLUB/GEMB ACCT #7715 0901 1564 4957 / REC	66.35
87612	8/13/2015	SIMPLEXGRINNELL INV #77976173 / ANNUAL INSPECTIONS	2,901.86
87613	8/13/2015	SLESAR GLASS SHOP, INC. INV #17502 / PULL HANDLES / PARKS	52.50
87614	8/13/2015	SPIRAC (USA), INC. INV #S1118 / ABS HOLDER / WWTP	362.00
87615	8/13/2015	U.S. CELLULAR JPD,VILLAGE ACCTS	401.60
87616	8/13/2015	USA BLUE BOOK FLAGS,TUBING / WATER,WWTP,TELECOMM	200.61
87617	8/13/2015	VILLAGE MART JULY 2015 / JFD,JPD ACCTS	2,397.30
87618	8/13/2015	VILLAGE MART JULY 2015 / VILLAGE DEPTS	1,850.67
87619	8/13/2015	WE ENERGIES ACCT #3030-733-882 / WATER	8.63
87620	8/13/2015	WEST BEND SCHOOL DISTRICT JULY 2015 PARKING PERMIT FEES	4,633.90
87621	8/13/2015	WI SCTF GARNISHMENTS / 8-10-15 PAYROLL	855.22
87622	8/13/2015	WISCONSIN DNR INV #267201770-2015 / STORMWATER FEES	1,000.00
87623	8/13/2015	WISSOTA SAND AND GRAVEL CO. ACCT #2019008 / WI PIT - JULY / STREETS	393.64
87624	8/13/2015	ZAINER, KAREN REFUND PILATES / REC	39.00
87625	8/13/2015	HAWKINS INC. BISULFITE,CHLORINE,PUMP TUBE / WWTP	654.07
87626	8/24/2015	MID-MORAINNE MUNICIPAL ASSOCIATION AUGUST 26, 2015 DINNER MEETING x 2	42.00
87627	8/27/2015	ADVANCED DISPOSAL INV #E11042850 / ACCT #E1011086 / AUG 15	35,889.35

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Check Nbr	Check Date	Payee	Amount
87628	8/27/2015	AMERICAN WATER WORKS ASSOC. NOV 15-OCT 16 DUES / WATER	81.00
87629	8/27/2015	AT&T INV #262R71099308 / REC	120.69
87630	8/27/2015	BARTON SMALL ENGINE INV #157498 / TRIMMER,FILTER / WWTP	75.81
87631	8/27/2015	BAYCOM INC. INV #97379 / THERMAL PAPER / JPD	41.00
87632	8/27/2015	BEER CAPITOL DISTRIBUTING, INC. CONCESSIONS / REC	183.00
87633	8/27/2015	BOB FISH BUICK GMC, INC. INV #515500 / SIERRA 3500 REPAIR / WWTP	569.53
87634	8/27/2015	BOUND TREE MEDICAL, LLC INV #81867822 / MED SUPPLIES / JFD	21.46
87635	8/27/2015	CENTURY LINK ACCT #85419756 / INV #1347601977 / ADMIN	53.23
87636	8/27/2015	CHAPTER 13 TRUSTEE GARNISHMENTS / 8-24-15 PAYROLL	92.31
87637	8/27/2015	CHEMTRADE CHEMICALS US LLC INV #91588580 / ALUM SULFATE / WWTP	3,926.45
87638	8/27/2015	CINTAS CORP FIRST AID / WATER,STRTS,WWTP	466.41
87639	8/27/2015	CLOTHES CLINIC, INC. INV #166431 / MATS / V HALL	71.58
87640	8/27/2015	CONLEY MEDIA, LLC ACCT #814883 / BUSINESS GUIDES / REC	1,666.20
87641	8/27/2015	COPPER TREE WELLNESS CENTER YOGA-QIGONG / AUG 11-SEPT 15 / REC	168.00
87642	8/27/2015	EMERGENCY MEDICAL PRODUCTS, INC. INV #1760479 / MED SUPPLIES / JFD	26.06
87643	8/27/2015	EXPRESS NEWS ACCT #7076 / EVENT ADS / REC	289.00
87644	8/27/2015	FISHER, RENEE REIMBURSE PHONE / JUL 11-AUG 10 / REC	35.00
87645	8/27/2015	FKS REALTY LLC RESOLUTION #14-11 / PAY #2	3,071.00
87646	8/27/2015	GERKE, KARIE E. FOOTBALL / AUG 4-25 / REC	157.50

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Check Nbr	Check Date	Payee	Amount
87647	8/27/2015	GOODYEAR AUTO SERVICE CENTER INV #7537 / TIRES / WWTP	636.68
87648	8/27/2015	GREAT-WEST DEFERRED COMP / 8-24-15 PAYROLL	2,593.82
87649	8/27/2015	GREMMER & ASSOCIATES, INC. INV #3 / SIDEWALK PJCT / JU 11-AUG 7	6,357.60
87650	8/27/2015	HAWKINS INC. INV #3761459 / VALVE,CONNECTOR / WWTP	23.40
87651	8/27/2015	HD SUPPLY WATERWORKS, LTD. INV #E018889 / WIRED SP TRADE-IN / WATER	600.00
87652	8/27/2015	HOFFMAN RADIO NETWORK, LLC INV #1011375 / BELT CLIPS / JFD	52.95
87653	8/27/2015	IDEXX DISTRIBUTION, INC. INV #291850991 / COLILERT / WATER	274.94
87654	8/27/2015	INTEGRITY AUTO REPAIR OIL CHANGES,TIRE ROTATE / SQD #7,5 / JPD	68.77
87655	8/27/2015	INTOXIMETERS, INC. INV #507108 / EQUIPMENT / JPD	107.50
87656	8/27/2015	JACKSON EMERY INVESTMENTS, LLC REF #20150820 / JULY 20-AUG 20, 2015	8,157.61
87657	8/27/2015	JACKSON HARDWARE HEATING & AIR CONDITIONING A/C REPAIR / VILLAGE HALL	626.00
87658	8/27/2015	JOHN'S CO2 CO2 CHARGE / JACKSON PARK CONCESSION	43.00
87659	8/27/2015	JOHNSTONE, DEBI ZUMBA / JULY-AUG PUNCH CARD / REC	126.00
87660	8/27/2015	JONES & BARTLETT LEARNING, LLC TRANS #3244692 / TRAINING BOOKS / JFD	100.50
87661	8/27/2015	LEGACY MARTIAL ARTS ACADEMY LIL DRAGONS / AUG 10-OCT 5 / REC	300.00
87662	8/27/2015	LEMKE, DIANE UTILITY SERVICES FOR AUG 16-31, 2015	693.34
87663	8/27/2015	LOOMANS, JESSICA PHONE REIMBURSE / JULY 2015 / REC	35.00
87664	8/27/2015	MARCOTT, DONNA RENTAL DEPOSIT REFUND / REC	75.00
87665	8/27/2015	MENARDS - WEST BEND INV #86691 / VISE GRIP,PLIERS / WWTP	29.68

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Posted From: 8/01/2015 From Account:
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Check Nbr	Check Date	Payee	Amount
87666	8/27/2015	MID-MORAINNE MUNICIPAL COURT CITATION #R135348-3 / IRETON / PAYGOV	10.00
87667	8/27/2015	MILWAUKEE RUBBER PRODUCTS ASSY,ADAPTER,GASKET / WWTP	516.10
87668	8/27/2015	MUNDT, BRENDA J. AUG 8-SEPT 5 CLASSES / REC	40.00
87669	8/27/2015	NCL OF WISCONSIN, INC. INV #359640 / LAB SUPPLIES / WWTP	334.76
87670	8/27/2015	PAUL CONWAY SHIELDS INV #369221 / BOOTS / JFD	350.00
87671	8/27/2015	PORT-A-JOHN INV #1243484 / AUG 2015 RENTAL / PARKS	80.00
87672	8/27/2015	REICH, GREGORY CARTOONING / AUG 6-27 / REC	126.00
87673	8/27/2015	RESERVE ACCOUNT ACCT #27882406 / POSTAGE	800.00
87674	8/27/2015	RICOH USA, INC. INV #20148720 / SEPT 2015 / JPD	26.25
87675	8/27/2015	RIVER RUN COMPUTERS, INC. INV #64498 / ONSITE INFO GATHERING / JPD	1,350.00
87676	8/27/2015	RUST LOCK, INC. INV #18013 / LOCK REPLACE / PARKS	150.00
87677	8/27/2015	SCHLOEMER LAW FIRM CLIENT #11387-000 / JULY 2015 MUNI COURT	759.62
87678	8/27/2015	SHARP ELECTRONICS CORP INV #SH111408 / COPIES, LEASE / REC	255.39
87679	8/27/2015	SIMPLEXGRINNELL INV #81576439 / ANNUAL INSPECT / REC	1,051.05
87680	8/27/2015	SIRCHIE FINGER PRINT LABORATORIES INV #219847 / SUPPLIES / JPD	289.20
87681	8/27/2015	SONIER, ROBERT AUG 6-20 CLASSES / REC	360.00
87682	8/27/2015	SYSCO EAST INV #508199000 / CONCESSIONS / REC	76.85
87683	8/27/2015	TACTICAL SOLUTIONS INV #5150 / RADAR CERTIFICATION / JPD	192.00
87684	8/27/2015	TENNIES ACE HARDWARE INC. JULY 2015 / JFD,VILLAGE	373.98

GENERAL VILLAGE CHECKING

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Posted From: 8/01/2015 From Account:
Thru: 8/31/2015 Thru Account:

Check Nbr	Check Date	Payee	Amount
87685	8/27/2015	THOMSON REUTERS - WEST INV #832308840 / JULY 2015 / JPD	52.95
87686	8/27/2015	THREE J'S INVESTMENT, LLC RES #11-12 / TID 4 / PAY #8	8,128.00
87687	8/27/2015	U.S. CELLULAR ACCT #213166715 / INV #97802919 / JPD	150.00
87688	8/27/2015	UNIVERSAL, INC. INV #8150133 / SEALANT / WWTP	918.18
87689	8/27/2015	WAGeworks INV #125A10411839 / JULY 2015	181.50
87690	8/27/2015	WE ENERGIES STREET LIGHT ACCTS	9,574.57
87691	8/27/2015	WE ENERGIES WATER ACCTS	2,498.09
87692	8/27/2015	WE ENERGIES WATER ACCTS	2,304.04
87693	8/27/2015	WE ENERGIES STREET LIGHT, WATER ACCTS	279.64
87694	8/27/2015	WE ENERGIES VILLAGE, PARK ACCTS	1,305.72
87695	8/27/2015	WE ENERGIES VILLAGE DEPT ACCTS	6,375.14
87696	8/27/2015	WEST BEND FIRE RESCUE CALL #15-2270 / MILL RD / JFD	300.00
87697	8/27/2015	WI DEPT OF TRANSPORTATION TRACS USER CONFERENCE / JPD	70.00
87698	8/27/2015	WI SCTF GARNISHMENTS / 8-24-15 PAYROLL	855.22
87699	8/27/2015	WISCONSIN DEPT OF JUSTICE ACCT#L6707T / LICENSE APPROVALS-JUL 2015	35.00
87700	8/27/2015	WISCONSIN UPSIDE DOWN FOUNDATION THEATRE CLASS / AUG 10-12 / REC	98.00
Grand Total			152,250.02

TREASURERS REPORT

August 31, 2015

	BALANCE 7/31/2015	BALANCE 8/31/2015
<u>GENERAL FUND:</u>		
GENERAL CHECKING	\$1,018,898.10	\$1,715,163.86
PARK FEES	\$33,734.54	\$35,438.38
FIRE/RESCUE RESERVE	\$173.49	\$173.51
EMS FUNDING ESCROW	\$242.60	\$242.63
MEDICAL REIMBURSEMENT FUND	\$4,205.15	\$6,015.14
HIPPA ACCOUNT	\$329,056.32	\$344,861.65
CREDIT CARD ACCOUNT	\$199,078.57	\$209,338.82
POLICE & FIRE IMPACT FEES	\$145,619.65	\$148,512.32
TOTAL GENERAL FUND	\$1,731,008.42	\$2,459,746.31
<u>WATER UTILITY:</u>		
WATER SPECIAL REDEMPTION FUND	\$843.52	\$843.61
CASH	\$1,781,894.00	\$2,098,484.69
WATER UTILITY DEPRECIATION FUND	\$21,563.33	\$21,565.70
WATER UTILITY RESERVE	\$111,202.70	\$111,214.93
WATER IMPACT FEES	\$996,422.75	\$998,992.54
TOTAL WATER UTILITY	\$2,911,926.30	\$3,231,101.47
<u>SEWER UTILITY:</u>		
SEWER DEPRECIATION FUND	5,422.43	5,423.03
SEWER UTILITY RESERVE	70,021.77	70,029.47
DNR REPLACEMENT FUND	949,127.80	944,058.17
SEWER SPECIAL REDEMPTION FUND	2,357.57	2,357.83
CASH	555,990.08	574,410.08
SO. INTERCEPTOR IMPACT FEE	23,914.52	24,046.16
SEWER SERVICE FEES	1,608,645.73	1,620,823.60
TOTAL SEWER UTILITY	\$3,215,479.90	\$3,215,479.90
<u>CDA FUND:</u>		
CDA FUND	\$191,339.83	\$191,360.87
TOTAL CDA FUND	\$191,339.83	\$191,360.87
GRAND TOTAL:	\$8,049,754.45	\$9,097,688.55

RECEIVED
AUG 31 2015

BY:.....

August 28 - 2015

Village Clerk
Village of Jackson
P.O. Box 527
Jackson, WI 53037

Gentlemen:

On June 13. I fell in my kitchen and was unable to get up. I am 95 years old, have two knee replacements and require a walker to get around. My husband is 95 years old also and has severe degenerative back problems and did not want him to try to lift me . He called 911 and told them this was not an emergency -- I just needed help getting up. They responded with a hook and ladder and had me up in no time.

We lived in Jackson for 17 years and been paying taxes for 70 years. This is the first time we called for help and are asking for relief on our \$200.00 bill. Medicare and Humana denied the claim.

Sincerely

Mary Ann Wojciuk

Mary Ann Wojciuk
1166 W19552 Ravens Way
Jackson, WI 53037
262-677-1929

RESOLUTION 15-13

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS, UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES FOR THE JACKSON DRIVE SIDEWALK PROJECT

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin is pursuing the construction of sidewalk and the related improvements and expenses for the benefit of the properties described on Exhibit A hereto for the Jackson Drive Sidewalk Project.

BE IT RESOLVED, by the Village Board of the Village of Jackson, Washington County, Wisconsin:

1. The Village Board hereby declares its intention to exercise its police power under Section 66.0703 of the Wisconsin Statutes to levy special assessments upon the properties described in Exhibit A hereto, for special benefits conferred upon such property by the construction of public improvements consisting of pavement, curb and gutter, and sidewalks and the related improvements and expenses.
2. The Village Board hereby determines that the construction of such improvements is in the best interest of, and for the health and welfare of the municipality and the property benefited by the improvements, and therefore constitutes an exercise of the police power.
3. The amount of such assessments shall be determined and levied upon completion of the construction of public improvements consisting of pavement, curb and gutter, and sidewalks and the related improvements and expenses.
4. The number of installments, rate of interest, and the terms of payment will be included in the Final Resolution after the Public Hearing; which will be held upon completion of the project, when final costs have been determined.
5. Every Special Assessment levied under this Resolution, shall be a lien against the property assessed, from the date of the Final Resolution of the Village Board determining the levy.
6. The Village Engineer shall prepare a report consisting of the following:
 - a. Preliminary of the final plans and specifications for the Public Works.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A schedule of the proposed properties against which the assessments are to benefit.
 - d. A statement that each property against which the assessments are proposed, has been inspected and is benefited, setting forth the basis of such benefit.
 - e. Upon completion of the report, the Village Engineer shall file a copy with the Village Clerk, and with the Village Treasurer.

7. The Village Clerk shall make a copy of the report available for public inspection.

Introduced by: _____

Seconded by: _____

Vote: ___ Aye ___ Nay

Passed and Approved: _____

Michael E. Schwab, Village President

Attest: _____
Deanna L. Boldrey, Village Clerk-Treasurer

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

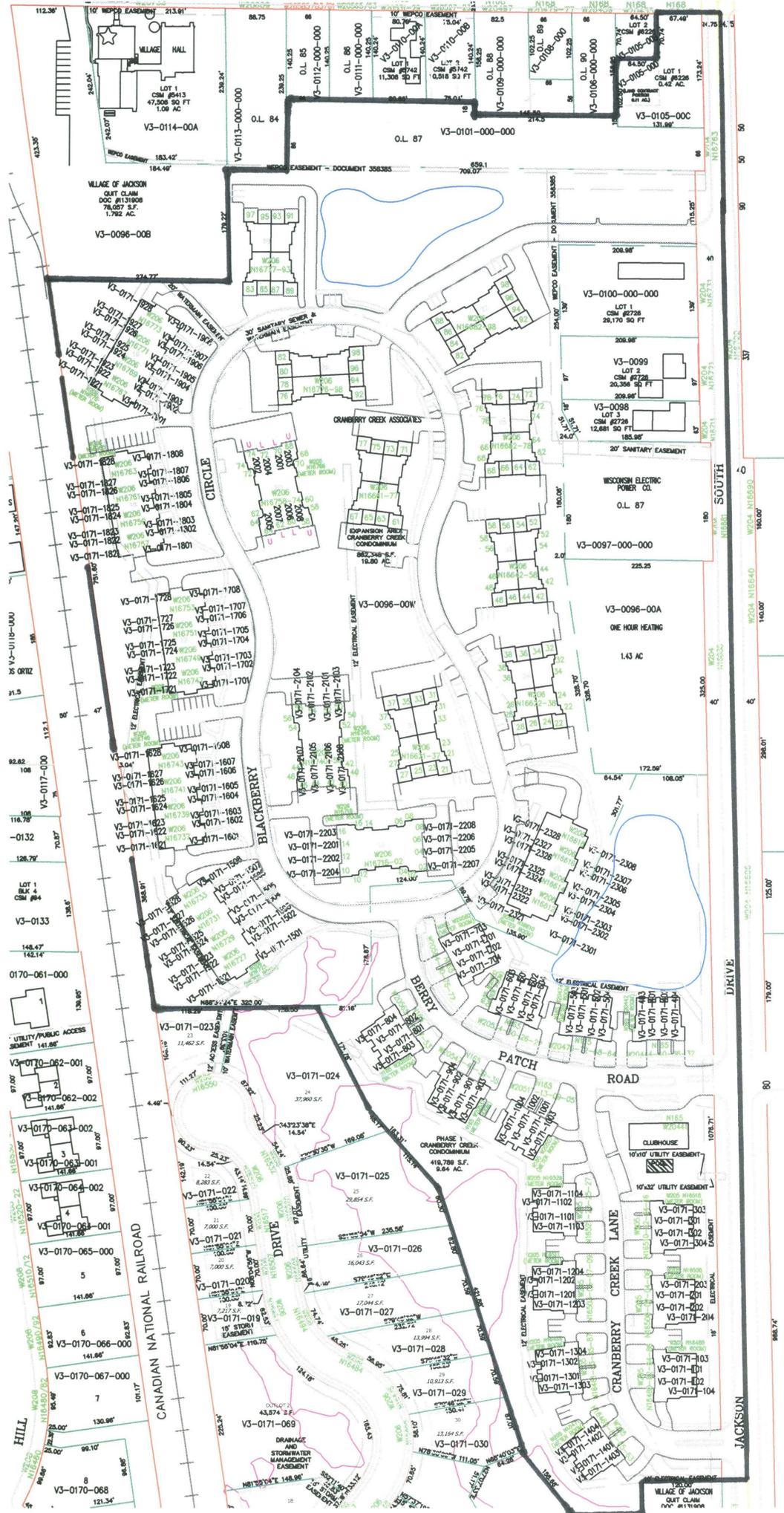
Date



EXHIBIT A



No SCALE





Taking the lead in Washington County.

August 19, 2015

«Title» «FirstName» «LastName»
«MailingAddress»
«City», «State» «Zip_Code»

RE: Sidewalk Project – Jackson Drive from Main Street to Cranberry Creek Lane

Dear «FirstName»:

This letter is a notice for response of your property described with **Tax Key No.** «TaxKeyNo» and located at «Address1», Jackson, WI.

The Village of Jackson has hired Gremmer & Associates for the design of new sidewalk for Jackson Drive from Main Street (STH 60) to Cranberry Creek Lane. The project includes of the following items:

Installation of new sidewalk
Yard and parkway restoration

The Village of Jackson is conducting an informal meeting for the said construction project. **This is not a Public Hearing to voice your opinion;** the meeting is for discussion on scheduling, conflicts with utility location, and sharing of information.

The Village of Jackson would like to take the opportunity to inform the parties involved with the reconstruction project.

**Jackson Drive Sidewalk Project
Informal Information Meeting
Village Hall Board Room
Tuesday, August 25, 2015
6:00 PM**

If you have any questions of the project, or unable to attend the meeting please call me at 262-677-9001.

Sincerely,

Brian W. Kober, P. E.
Director of Public Works

C: John M. Walther, Village Administrator
Village Board
Board of Public Works

N168 W20733
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Mailing Address:
P.O. Box 637

www.villageofjackson.com



93 S. Pioneer Road
Suite 300
Fond du Lac, WI 54935
Phone (920) 924-5720
Fax (920) 924-5725

August 21, 2015

Village of Jackson
N168 W20733 Main Street
Jackson, WI 53037

Attention: Brian Kober
Director of Public Works

Subject: Jackson Drive Sidewalk
Cranberry Creek Lane to STH 60
Project No. 150513
Bid Review

Dear Mr. Kober:

We have evaluated the bids received on August 19th, 2015 for the Jackson Drive sidewalk project from Cranberry Creek Lane to STH 60.

Three bids were received and are shown below:

<u>Company</u>	<u>Bid Total</u>
DC Burbach, Inc.	\$95,280.35
J & A Pohl, Inc.	\$100,421.15
TP Concrete	\$119,917.00

DC Burbach, Inc. submitted the low bid in the amount of \$95,280.35. Our evaluation of the experience (see attached qualification documentation), bid form, and bid bond for DC Burbach, Inc. indicates that they are capable of completing the work required as shown in the contract documents. Therefore, if approved by the Board of Public Works and Village Board, we recommend the award of a contract for the Jackson Drive Sidewalk project to DC Burbach, Inc. in the amount of \$95,280.35.

Sincerely,

Jeffrey A. Chvosta, P.E.
Project Engineer
Gremmer & Associates, Inc.

Project ID: 150513
 Jackson Drive Sidewalk
 Cranberry Creek Lane - STH 60
 Village of Jackson

Item No.	Description	Units	Total	DC Burbach, Inc.		J & A Pohl, Inc.		TP Concrete	
				Unit Price	Bid Total	Unit Price	Bid Total	Unit Price	Bid Total
1	Clearing and Grubbing	LS	1	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00
2	Removing Curb & Gutter	LF	70	\$7.20	\$504.00	\$8.00	\$560.00	\$7.00	\$490.00
3	Removing Concrete	SY	110	\$7.20	\$792.00	\$6.00	\$660.00	\$9.00	\$990.00
4	Excavation Common	CY	271	\$29.85	\$8,089.35	\$42.15	\$11,422.65	\$66.00	\$17,886.00
5	Base Aggregate Dense 3/4-Inch	TON	500	\$17.65	\$8,825.00	\$21.50	\$10,750.00	\$15.00	\$7,500.00
6	Concrete Driveway 6-Inch	SY	290	\$42.25	\$12,252.50	\$52.25	\$15,152.50	\$58.50	\$16,965.00
7	Asphaltic Surface Driveways and Field Entrances	TON	15	\$275.00	\$4,125.00	\$250.00	\$3,750.00	\$220.00	\$3,300.00
8	Concrete Curb & Gutter, 24-Inch Type D	LF	70	\$32.10	\$2,247.00	\$35.00	\$2,450.00	\$30.00	\$2,100.00
9	Concrete Sidewalk 4-Inch	SF	9400	\$3.35	\$31,490.00	\$3.27	\$30,738.00	\$4.40	\$41,360.00
10	Concrete Sidewalk 6-Inch	SF	380	\$4.30	\$1,634.00	\$6.00	\$2,280.00	\$5.00	\$1,900.00
11	Curb Ramp Detectable Warning Field Yellow	SF	24	\$50.00	\$1,200.00	\$40.00	\$960.00	\$31.50	\$756.00
12	Topsoil, Seed Mix 40, Fertilizer Type B and Erosion Mat Urban Class I Type A	SY	2400	\$6.40	\$15,360.00	\$5.90	\$14,160.00	\$7.75	\$18,600.00
13	Inlet Protection Type C	EACH	10	\$75.00	\$750.00	\$60.00	\$600.00	\$50.00	\$500.00
14	Traffic Control	LS	1	\$4,150.00	\$4,150.00	\$4,000.00	\$4,000.00	\$2,500.00	\$2,500.00
15	Sawing Asphalt	LF	135	\$2.50	\$337.50	\$2.00	\$270.00	\$4.00	\$540.00
16	Sawing Concrete	LF	56	\$4.00	\$224.00	\$3.00	\$168.00	\$5.00	\$280.00
17	Sawing Curb Head	LF	20	\$30.00	\$600.00	\$25.00	\$500.00	\$25.00	\$500.00
18	Adjusting Sanitary Sewer Manhole	EACH	1	\$1,200.00	\$1,200.00	\$500.00	\$500.00	\$1,250.00	\$1,250.00
				TOTAL	\$95,280.35	TOTAL	\$100,421.15	TOTAL	\$119,917.00

Date: 8-21-15

TO:

[Faint, illegible text]

Re: Submission of Prequalification Forms for the year 2015

Gentlemen:

Submitted herewith is our statement for your consideration in determining whether our firm is qualified and capable to bid, perform and furnish the necessary labor, material and skill on the basis of our work record, experience, equipment and staff as required to enter upon and complete those various types of projects indicated below as may be awarded by the Municipality during the current calendar year.

It is understood that the determinations and decisions of the Municipality with regard to qualifications shall be final; and further, that the information herein will be considered confidential. A finding of "qualified" for one project does not bind the Municipality on other projects, and the Municipality expressly reserves the right of review and may reverse its findings on later projects.

Sincerely yours,

(X)

Officer

PETER H. BURBACH, PRESIDENT
Firm

D. C. Burbach, Inc.
W228 N2762 Duplainville Road
Waukesha, WI 53186
Address

PREQUALIFICATION STATEMENT

To:

There is submitted herewith for your consideration, pursuant to Sec. 66.29 Wis. Stats., a statement of qualifications of the undersigned to furnish the necessary labor, materials and skills required to enter upon and complete public works contracts to be let by the Municipality through its several departments.

1. IDENTIFICATION

- A. Official Firm Name D. C. Burbach, Inc.
- B. Address W228 N2762 Duplainville Road
Waukesha, WI 53186
(Street) (City) (State) (Zip)
- C. Telephone 262-547-4337 Fax 262-547-5169 E-Mail BURBACH@AOL.COM
- D. Number of years in business under present firm name 49 YEARS
- E. Class of work in which firm is seeking qualification CONCRETE CONSTRUCTION;
CURBS/GUTTER, SIDEWALK, PAVEMENT; REMOVAL, EXCAVATION
- F. Please check (1), (2), or (3):
(1) A Corporation (2) A Co-Partnership _____ (3) An Individual _____
- G. Principal Individuals:

<p>If a Corporation answer below:</p> <p>President <u>PETER H. BURBACH</u></p> <p>Vice-President _____</p> <p>Secretary <u>PAUL J. BURBACH</u></p> <p>Treasurer <u>PAUL J. BURBACH</u></p>	<p>If a Co-Partnership answer below:</p> <p>Name of Partner _____</p> <p>Name of Partner _____</p> <p>If a Sole Trader answer below:</p> <p>Name of Sole Trader _____</p>
---	---
- H. **If a Corporation answer below:**
 - (1) Date licensed to do business in Wisconsin: JUNE, 1966
 - (2) When Incorporated 1966
 - (3) In what State WISCONSIN

2. EXPERIENCE

ATTACHED

A. Tabulation of major contracts that firm has completed during the past five years:

Year	Class of Work	Contract Amount	Location of Work	For Whom Performed Name & Address

B. Tabulation of construction experience of principal individuals in organization:

Individual's Name	Present Position or Office	Years of Experience	Class of Work
PETER H. BURBACH	PRESIDENT	24 YRS.	PAVING & GRADING (GENERAL CONST.)
PAUL J. BURBACH	SEC. - TREAS.	53 YRS.	LEGAL COUNSEL, PROF. ENGINEER
JOHN M. STAFFORD	S.R. ESTIMATOR	48 YRS.	ESTIMATION PROJECT. MGMT

Average number of employees during the last twelve months:

Office 3 Skilled 16 Unskilled 11

3. EQUIPMENT

ATTACHED

A. List below major pieces of equipment owned and available when needed for proposed work:

Quantity	Item	Description Size, Capacity, Etc.	Condition (Good - Fair)	Years of Service

2. EXPERIENCE

A: Tabulation of major contracts that firm has completed during the past five years:

Year	Class of Work	Contract Amount	Location of Work	For Whom Performed Name & Address
2014	PAVEMENT REPAIR	\$ 251,000-	VARIOUS STREETS	CITY OF WAUKATONA - PRIME
2014	ALLEY PAVING	\$ 338,000-	3 ALLEYS	VILLAGE OF WHITEFISH BAY - PRIME
2014	CURB & GUTTER REPAIR	\$ 175,000-	VARIOUS STREETS	CITY OF BRIDGEMFIELD - PRIME
2014	UTILITY TRENCH REPAIR	\$ 101,000-	VARIOUS STREETS	CITY OF ST. FRANCIS - PRIME
2014	PARKING LOT CONSTR.	\$ 59,000-	POLICE STATION	CITY OF WAUKESHA - PRIME
2014	STREET REPAIR	\$ 295,100-	VARIOUS STREETS	CITY OF OGDONVILLE - SUB
2014	ROAD PROGRAM	\$ 243,100-	VARIOUS STREETS	VILLAGE OF SUSSFEL - SUB
2014	NEW CURB & GUTTER	\$ 116,000-	ZABLOCKI VA.	VETERANS AFFAIRS - SUB

2. EXPERIENCE

A: Tabulation of major contracts that firm has completed during the past five years:

Year	Class of Work	Contract Amount	Location of Work	For Whom Performed Name & Address
2013	NEW SIDEWALK	\$ 106,500-	S. 51st ST.	CITY OF FRANKLIN
2013	STREET RECONSTR.	272,400-	WASHINGTON BLVD.	CITY OF MILWAUKEE
2013	CURB & GUTTER, etc.	378,800-	CTH W - WAUKESHA	WI. DOT (SUB)
2013	CURB & GUTTER MARKS	361,200-	ARORA - KENOSHA	RODENT COMPANY
2013	SIDEWALK R+R	70,000-	VILLAGE WIFE	VILLAGE OF MENOMONIE FALLS
2012	CONCRETE PAVEMENT	107,000-	VARIOUS LOCATIONS	CITY OF WAUKATONA
2012	STREET RECONSTR.	339,100-	S. 53rd ST.	VILLAGE OF WEST MILWAUKEE
2012	CONCRETE ALLEYS	219,500-	VARIOUS LOCATIONS	CITY OF RACINE

D. C. Burbach, Inc.
 W228 N2762 Duplainville Road
 Waukesha, WI 53186

D.C. BURBACH, INC.

TRUCK SCHEDULE

U.S.DOT#763965

<u>Item #</u>		<u>Plate #</u>		<u>ID#, Serial#</u>
1.	2011 Grand Cherokee Jeep	169BDZ	A	1J4RR5GT8BC624778
2.	2005 GMC Stake (Lonny)	DG64213	A	1GDJC34205E326296
3.	2006 Chevy K3500 (Jason)	DG73814	Q	1GCJK33D56F147581
4.	2006 Chevy Stake (Bill H.)	DG73603	A	1GBJC34286E133226
5.	2001 Ford P-U (line rod)	XD23622	A	3FTNF20F31MA61085
6.	1999 GMC	DG74262	Q	1GDKC34FAXF008511
7.	2001 Chevy P-U	AB4079	A	1GCGC24U11Z278773
8.	2006 Chevy Pick-up (Mark)	HU2934	A	1GCEK19Z86Z273098
10.	2008 Buick Lucerne	284NHD	A	1G4HD57268U100275
15.	Bobcat Trailer (sod)			
16.	1999 Best Trailer (Skid Steer)	DR50342	A	1B9TN426X1175008
17.	Towmaster Trailer(2002)	DR50343	A	4KNUC16272L161185
18.	Conrail Trailer(2003)	DR50344	A	4KNUC16273L160992
19.	Conrail Trailer(2006)	DR53279	A	4KNUC16206L164032
21.	1999 GMC Topkick	GD54420	Q	1GDJ6H1D4XJ501394
22.	2001 GMC Topkick	FB33302	Q	1GDG6H1EX1J507825
25.	1991 GMC Topkick	FB30487	Q	1GDG6H1PMJ513280
30.	2004 Mack Tractor (Model CX613)	TS30981	Q	1M1AE06Y74N018412
30A.	1987 Trailer for Tractor	STL 427519	A	1W9A11D21HS061007
34.	1990 Ford (L 9000) Dump	JB9890	Q	1FTYR90L8LVA29938
35.	2005 Mack (CV713) Dump	QB13398	Q	1M2AG11C25M015108

<u>Item #</u>		<u>ID#, Serial#</u>
40.	Broderson MH-42 Breaker (Gas)	768B
41.	Arrow Breaker Master HJ1350 (1997)	6335
42.	Ingersoll Rand Air Compressor (P185BWJD)	187395
44.	Dynapac Roller (Model CA 121D) (1999)	60310606
45.	Dynapac Roller (Model CA 151D) (1997) (bigger)	59811251
47.	Fiat Allis 65B Grader (older) (little blade)	56Y02248
48.	Champion 710A Grader (big blade)	18223
50.	Cat 416 Backhoe	5PC01675
51.	Liebherr A312 Excavator	551-0989
52.	Cat 252B Skidsteer (2007)	SCP04023
53.	Cat 252B Skidsteer (2007)	SCP04104
54.	Cat 246 Skidsteer (2002)	5SZ05750
55.	Cat 246 Skidsteer (2003)	5SZ06646
56.	Cat 928 Loader (1994)	2XL00556X
58.	Gomaco 3600 Paver (2015)	902900-980
59.	Gomaco 6300 Paver	900100-258
70.	E-Z Drill Model 210BSRA	V-3496
80	#463 Cat Breaker	4GL03247
82	Kent Breaker	4032

4. CONTRACTUAL RESPONSIBILITY

A. Has firm ever failed in the past ten years to complete on time work awarded to it? NO

(1) Date _____ (2) Name of Officer or Partner _____

(3) Owner's Mailing Address _____

(At that time, or now - preferably now if there is a difference.)

(4) Full particulars in each instance: _____

B. Has any officer or partner of firm ever failed in the past ten years to complete on time a construction contract handled in his own name? If so, state.

NO

(1) Date _____ (2) Name of Officer or Partner _____

(3) Owner _____

(4) Owner's Mailing Address _____

(At that time, or now - preferably now if there is a difference.)

(5) Full particulars in each instance: _____

C. Has any officer or partner of firm ever been an officer or partner of some other organization during the past ten years that failed to complete on time a construction contract? If so, state.

NO

(1) Date _____ (2) Name of Officer or Partner _____

(3) Owner's Mailing Address _____

(At that time, or now - preferably now if there is a difference.)

(4) Full particulars in each instance: _____

D. Has firm asked to be relieved from a bid submitted by it to a public awarding authority during the past 10 years? If so, state.

NO

(1) Date _____ (2) Owner _____

(3) Owner's Mailing Address _____

(At that time, or now - preferably now if there is a difference.)

(4) Full particulars in each instance: _____

E. Has firm ever been charged with or convicted of a violation of any wage schedule? If so state.

NO

(1) Date _____ (2) Claimant _____

(3) Claimant's Mailing Address _____

(At that time, or now - preferably now if there is a difference.)

(4) Full particulars in each instance: _____

5. BONDING RESPONSIBILITY

A. (1) Names and addresses of all bonding companies which generally execute bid and surety bonds for your firm:

OHIO CASUALTY INSURANCE CO.
62 MAPLE AVE. / KEENE, N.H. 03431

EMARSH & McLENNAN AGENCY
NEW BRIN, NC

(2) Names and addresses of all bonding companies other than those listed in A (1) above which have written bid and surety bonds during the last five years for your firm:

SELECTIVE INSURANCE CO. OF AMERICA

40 WATGATE AVE. / BRANCHVILLE, NJ 07870

B. Has any bonding company ever taken over a contract, or made any payments, because of firm's failure to carry out a contract?

NO

If so, state:

(1) Date _____

(2) Name of Bonding Company _____

(3) Bonding Company's Mailing Address _____

(4) Full particulars in each instance: _____

D. C. Burbach Inc.
Balance Sheet
March 31, 2015

ASSETS

Current Assets

Checking	\$ 124,381.66
Accounts Receivable	233,497.68
Other Receivables	36,540.11
Total Current Assets	<u>394,419.45</u>

Property and Equipment

Land	13,719.14
Buildings	64,479.32
Furniture & Fixtures	19,500.66
Autos & Trucks	433,902.31
Machinery & Equipment	854,200.39
Accumulated Depreciation	(978,876.40)
Total Property and Equipment	<u>406,925.42</u>

Other Assets

Total Other Assets	.00
--------------------	-----

Total Assets	\$ <u>801,344.87</u>
---------------------	-----------------------------

D. C. Burbach Inc.
Balance Sheet
March 31, 2015

LIABILITIES AND STOCKHOLDERS' EQUITY

Current Liabilities	
Note Payable Bank	161,540.11
Accounts Payable	\$ 55,987.91
Accrued Federal Withholding	32,397.91
Accrued State Withholding	6,182.32
Accrued Unemployment	10,693.85
Accrued Wages	9,274.92
Accrued Property Taxes	1,660.00
Total Current Liabilities	<u>277,737.02</u>
Long-Term Liabilities	
Stockholder Loans	40,000.00
Total Long-Term Liabilities	<u>40,000.00</u>
 Total Liabilities	 <u>317,737.02</u>
Stockholders' Equity	
Common Stock	13,333.00
Treasury Stock	(72,960.00)
Retained Earnings	339,382.08
Net Income (Loss)	203,852.77
Total Stockholders' Equity	<u>483,607.85</u>
 Total Liabilities And Stockholders' Equity	 <u>\$ 801,344.87</u>

- (1) Date _____ (2) Name of Bonding Co. _____
- (3) Bonding Company's Mailing Address _____
- (4) Full particulars in such instance _____

6. CONTRACTOR'S FINANCIAL STATEMENT

- A. Itemize your current assets as of latest balance sheet date. (Attach a copy).
Give Date: 12-31-14 3-31-15 (YEAR END)
- B. Itemize your current liabilities as of latest balance sheet date. (Attach a copy).
Give Date: 12-31-14 3-31-15 (YEAR END)
- C. Who prepared such balance sheet? WAYNE PIPKRU, INC.
- D. Are any of your assets assigned? If so, which are assigned?
NO

For what purpose are they assigned? _____

7. DATA

- A. Are you familiar with the provisions of the form of contract used by this Municipality? YES
- B. With its terms and conditions? YES
- C. With its specifications? YES
- D. With the regulations of the Municipality relating to bidding and awarding of contracts? YES

8. AFFIDAVIT

STATE OF WISCONSIN)
COUNTY OF WAUKESHA :SS)

PETER H. BURBACH being duly sworn, deposes and
(Name)

says that he is the PRESIDENT of the above
(Official Capacity)

D. C. Burbach, Inc.
W228 N2762 Duplainville Road and that the answers to the forgoing
Waukesha, WI 53186 (Name of Firm)

questions and all statements therein contained are true and correct, and that any owner, bonding company, or other agency, herein named is hereby authorized to supply the Municipality with any information deemed necessary to verify this statement.

(X)

Subscribed and sworn to before me

This ___ day of _____, _____

(Notary Public)

My commission expires 2-15-16

FILED ORIGINALLY WITH _____

PREQUALIFIED BY _____ Department _____ Date _____

CLASS OF WORK _____ DESCRIPTION OF JOB _____

LOCATION OF JOB _____ DEPARTMENT _____

APPROVED AS QUALIFIED _____ DATE _____

Clerk

h:\pbl\prequal statement

August 18, 2015

Village of Jackson
N168 W20733 Main Street
Jackson, WI 53037

Attention: Brian W. Kober, P.E.
Director of Public Works

Subject: Proposal for Construction Observation and Staking Services
Jackson Drive Sidewalk Project

Dear Mr. Kober:

Thank you for considering our firm to provide construction observation and construction staking services for your Jackson Drive sidewalk project. Gremmer & Associates, Inc. has successfully provided construction observation and staking services for the Village of Jackson on past projects, and look forward to maintaining our strong working relationship with the Village on this project.

The following is Gremmer & Associates' proposal to provide construction observation and construction staking services for the proposed project. Hereinafter, the Village of Jackson will be referred to as the OWNER and Gremmer & Associates, Inc. as the ENGINEER.

SCOPE OF WORK

1. Attend the preconstruction meeting and public information meeting (if requested by the OWNER).
2. Provide construction staking services. Scope assumes a 3' offset to the back of walk (every 50' plus horizontal P's), with a cut/fill to finished back of walk.
3. Provide construction observation services to ensure compliance with the project plans and specifications, and to determine the amount, quality, and acceptability of the work.
4. Maintain a written log of daily construction activities. Provide one copy of daily log to the OWNER.

COMPENSATION

ENGINEER'S fee to complete the work, as listed in the Scope of Work section of this document, will be billed on a time and materials basis. The inspector's rate for this project is anticipated to be \$65/hr. The construction staking is estimated at \$2,500. Part time inspection (20 hours per week for 5 weeks) is estimated at \$9,000. Full time inspection (40 hours per week for 5 weeks) is estimated at \$16,000.

Work will be billed in accordance with the attached Professional Services Fee Schedule, dated May 1, 2015 to April 30, 2016, and labeled Exhibit A. The ENGINEER shall prepare monthly invoices for services performed during the billing cycle. Invoices shall be paid by the OWNER within 30 days of OWNER'S receipt of said invoice.

Additional services, at the request of the OWNER, will be billed according to the attached Professional Services Fee Schedule, dated May 1, 2015 to April 30, 2016, Exhibit A.

GENERAL TERMS & CONDITIONS

ENGINEER's services will be performed in accordance with the attached General Terms and Conditions, dated May 1, 2015 to April 30, 2016, Exhibit B. The receipt of a signed copy of the Agreement shall be considered as authorization to proceed with the services described.

Sincerely,



Thomas Lanser, PE
President
Gremmer & Associates, Inc.

If this proposal is acceptable, please sign below and return one copy to me for our files.

For the OWNER: Village of Jackson

Exhibit A



PROFESSIONAL SERVICES FEE SCHEDULE

May 1, 2015 to April 30, 2016

Project Manager.....	\$125.00/hour
Project Engineer.....	\$105.00/hour
Senior Designer / Civil Engineer IV.....	\$95.00/hour
Registered Land Surveyor / Survey Crew Chief.....	\$92.00/hour
One-man Survey Crew with GPS.....	\$120.00/hour
Civil Engineer III / Engineering Specialist IV.....	\$86.00/hour
Civil Engineer II / Engineering Specialist III.....	\$78.00/hour
Civil Engineer I / Engineering Specialist II.....	\$70.00/hour
Engineering Specialist I / Civil Engineering Technician III.....	\$65.00/hour
Civil Engineering Technician II.....	\$59.00/hour
Civil Engineering Technician I.....	\$52.00/hour
Office Services.....	\$49.00/hour
Mileage.....	Current IRS rate
Meals, lodging, air travel, telephone, supplies, postage.....	At Cost
Printing Services (In-house)	
Photocopies (black & white).....	\$0.10/impression
Photocopies (color).....	\$0.25/impression
Large Format Plots (black & white).....	\$1.00/S.F.
Large Format Plots (color).....	\$2.00/S.F.
Mylar.....	\$2.00/S.F.
Printing Services (Outside Service).....	At Cost
Expert Witness.....	\$200.00/hour

Note: Office Services, Civil Engineering Technician, and Engineering Specialist are paid time and one-half their actual wage for overtime. The respective billed rate will be approximately 19% higher than the published rate to account for the overtime rate.



GENERAL TERMS AND CONDITIONS

May 1, 2015 to April 30, 2016

1. This agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties. As the project progresses, facts uncovered may reveal a change in direction, which may alter the scope. Gremmier & Associates, Inc., will promptly inform the Owner in writing of such situations so that changes in this agreement can be negotiated as required. In the event the Owner orders additional work to be performed and a written instrument is not executed by both parties, the Owner shall be responsible for all costs associated with the additional work.
2. Costs and schedule commitments shall be subject to renegotiation for delays caused by the Owner's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require renegotiation of this agreement.
3. Payment is due to Gremmier & Associates, Inc., upon 30 days of receipt of the invoice for professional services rendered. Failure to make any payment when due is a breach of this Agreement and will entitle Gremmier & Associates, Inc., at its option, to suspend or terminate the Agreement and the provisions of the Scope of Work. Interest of 1.5 percent per month (18 percent per annum) will accrue on accounts overdue by 30 days.
4. The Owner shall make available to Gremmier & Associates, Inc., all relevant information or data pertaining to the project which is required to perform the Scope of Work.
5. Gremmier & Associates, Inc., will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the services at the time and the location in which the services were performed.
6. Gremmier & Associates, Inc., will maintain insurance coverage in the following amounts:

Worker's Compensation	Statutory
General Liability	
General Aggregate	\$2,000,000
Operations / Injury	\$1,000,000
Automobile Liability	
Liability / Injury	\$1,000,000
Property Damage	Value or Repair
Professional Liability Insurance	\$1,000,000
Umbrella Liability Insurance	\$2,000,000

7. Termination of the agreement by the Owner or Gremmer & Associates, Inc., shall be effective upon seven (7) days written notice to the other party. The written notice shall include the reasons and details for termination. Gremmer & Associates, Inc., will prepare a final invoice showing all charges incurred through the date of termination. The Owner agrees to pay Gremmer & Associates, Inc., for the services performed to the date of termination.
8. Gremmer & Associates, Inc., intends to serve as the Owner's professional representative for those services as defined in this agreement and to provide advice and consultation to the Owner as a professional. Any opinions of probable project costs, approvals, and other decisions made by Gremmer & Associates, Inc., for the owner are rendered on the basis of experience and qualifications and represent our professional judgment. The Owner recognizes that Gremmer & Associates, Inc., does not have control over the costs of labor, materials or equipment, or over competitive bidding methods. Accordingly, Gremmer & Associates, Inc., does not make any commitment or assume any duty to assure that bids or negotiated prices will not vary from any cost opinions prepared by Gremmer & Associates, Inc.
9. This agreement shall not be construed as giving Gremmer & Associates, Inc., the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by contractor or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.
10. The Owner releases Gremmer & Associates, Inc., from any liability and agrees to defend, indemnify and hold Gremmer & Associates, Inc., harmless from any and all claims, damages, losses, and/or expenses, direct or indirect, or consequential damages, including but not limited to attorney's fees and charges, and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the services, except liability arising from the negligence of Gremmer & Associates, Inc.

RESOLUTION 15-14

PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POLICE POWERS, UNDER SECTION 66.0703 OF THE WISCONSIN STATUTES FOR THE STONEWALL CONNECTOR TRAIL PROJECT

WHEREAS, the Village Board of the Village of Jackson, Washington County, Wisconsin is pursuing the construction of a shared use path along STH 60 from Ridgeway Drive to Eagle Drive and the related improvements and expenses for the benefit of the properties described on Exhibit A hereto for the Stonewall Connector Trail Project.

BE IT RESOLVED, by the Village Board of the Village of Jackson, Washington County, Wisconsin:

1. The Village Board hereby declares its intention to exercise its police power under Section 66.0703 of the Wisconsin Statutes to levy special assessments upon the properties described in Exhibit A hereto, for special benefits conferred upon such property by the construction of public improvements consisting of pavement, curb and gutter, and sidewalks and the related improvements and expenses.
2. The Village Board hereby determines that the construction of such improvements is in the best interest of, and for the health and welfare of the municipality and the property benefited by the improvements, and therefore constitutes an exercise of the police power.
3. The amount of such assessments shall be determined and levied upon completion of the construction of public improvements consisting of pavement, curb and gutter, and sidewalks and the related improvements and expenses.
4. The number of installments, rate of interest, and the terms of payment will be included in the Final Resolution after the Public Hearing; which will be held upon completion of the project, when final costs have been determined.
5. Every Special Assessment levied under this Resolution, shall be a lien against the property assessed, from the date of the Final Resolution of the Village Board determining the levy.
6. The Village Engineer shall prepare a report consisting of the following:
 - a. Preliminary of the final plans and specifications for the Public Works.
 - b. An estimate of the entire cost of the proposed improvements.
 - c. A schedule of the proposed properties against which the assessments are to benefit.
 - d. A statement that each property against which the assessments are proposed, has been inspected and is benefited, setting forth the basis of such benefit.
 - e. Upon completion of the report, the Village Engineer shall file a copy with the Village Clerk, and with the Village Treasurer.

7. The Village Clerk shall make a copy of the report available for public inspection.

Introduced by: _____

Seconded by: _____

Vote: ___ Aye ___ Nay

Passed and Approved: _____

Michael E. Schwab, Village President

Attest: _____
Deanna L. Boldrey, Village Clerk-Treasurer

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

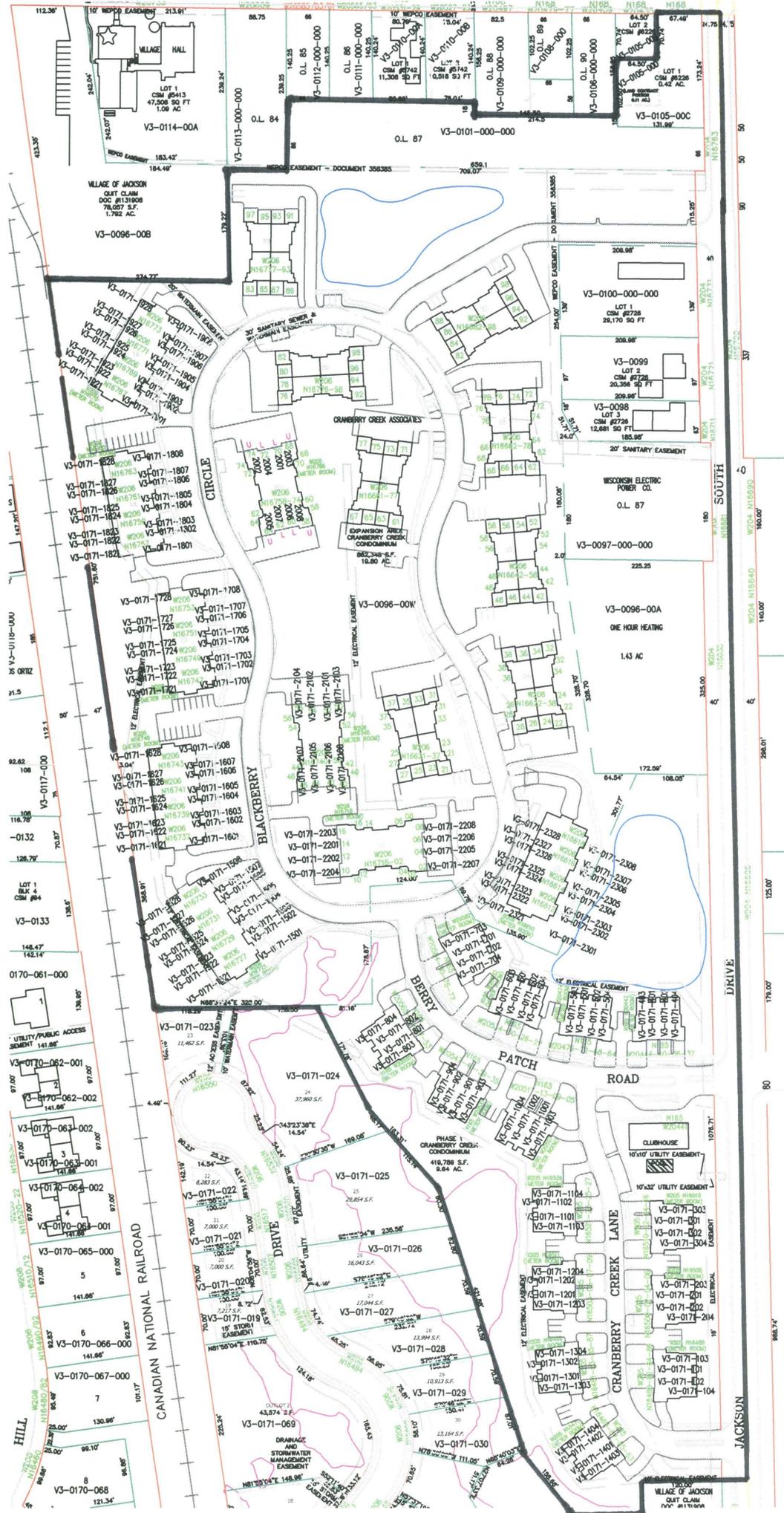
Date



EXHIBIT A



No SCALE



August 21, 2015

W141579.00

Village of Jackson
N168 W20733 Main Street
Jackson, Wisconsin 53037

Attention: Mr. Brian Kober, P.E.
Director of Public Works

**Application for Payment No. 1
Georgetown Drive Improvements
Village of Jackson, Wisconsin**

Dear Mr. Kober:

Enclosed for your use in payment to Advance Construction Co., in the amount of \$197,754.51 is Application for Payment No. 1.

Following your review and approval, please complete the application for payment form within the areas reserved for the Owner and process payment to the Contractor accordingly.

Should you have any questions, please feel free to contact me at our Milwaukee Regional office.

Sincerely,

GAI Consultants, Inc.



Ronald D. Dalton, P.E.
Senior Engineering Manager

RDD/cmf

Enc.: Application for Payment No. 1

cc: Paul Kultger, Advance Construction Co.

Progress Estimate

Contractor's Application

For (contract):		Village of Jackson - Georgetown Drive Reconstruction										Application Number:		
Application Period		July 20 - August 19, 2015										1 (one)		
Application Date:		8/19/2015												
A		B			C			D			E		F	
Bid Item No.	Item Description	Bid Quantity		Unit Price	Bid Value	Estimated Quantity Installed	Value	Materials Presently Stored (not in C)	Total Completed and Stored to date (D + E)	% (F + B)	Balance to Finish (B - F)			
Section A - Sanitary Sewer														
1	8" sanitary sewer relay	725.00	lf	114.00	82,650.00	337.00	38,418.00		38,418.00	46%	44,232.00			
2	48" diameter sanitary manhole	38.00	vf	250.00	9,500.00	12.20	3,050.00		3,050.00	32%	6,450.00			
3	6" sanitary sewer lateral	143.00	lf	85.00	12,155.00		0.00		0.00	0%	12,155.00			
Section B - Water main														
4	8" water main relay	748.00	lf	89.25	66,759.00	100.00	8,925.00		8,925.00	13%	57,834.00			
5	8" gate valve	3.00	ea	1,591.00	4,773.00		0.00		0.00	0%	4,773.00			
6	6" water main relay	14.00	lf	89.25	1,249.50		0.00		0.00	0%	1,249.50			
7	6" gate valve	1.00	ea	1,016.00	1,016.00		0.00		0.00	0%	1,016.00			
8	Hydrant assembly	3.00	ea	6,290.00	18,870.00		0.00		0.00	0%	18,870.00			
9	1 1/4" water ervice	136.00	lf	36.00	4,896.00		0.00		0.00	0%	4,896.00			
10	1 1/4" water service fittings	4.00	ea	522.50	2,090.00		0.00		0.00	0%	2,090.00			
Section C - Storm Sewer														
11	36" HDPE Storm Sewer	117.00	lf	117.00	13,689.00	95.00	11,115.00		11,115.00	81%	2,574.00			
12	30" HDPE Storm Sewer	300.00	lf	104.00	31,200.00	15.50	1,612.00		1,612.00	5%	29,588.00			
13	15" HDPE Storm Sewer	10.00	lf	64.50	645.00		0.00		0.00	0%	645.00			
14	12" HDPE Storm Sewer	224.00	lf	52.50	11,760.00	146.00	7,665.00		7,665.00	65%	4,095.00			
15	19x30 CL HE-V RCP storm sewer	646.00	lf	120.00	77,520.00	680.00	81,600.00		81,600.00	105%	-4,080.00			
16	19x30 CL HE-V RCP - 15 degree mitered pipe	2.00	ea	2,300.00	4,600.00	2.00	4,600.00		4,600.00	100%	0.00			
17	6" pvc storm sewer lateral	314.00	lf	34.00	10,676.00	66.00	2,244.00		2,244.00	21%	8,432.00			
18	60" storm manhole(2units)	14.20	vf	540.00	7,668.00		0.00		0.00	0%	7,668.00			
19	72" storm manhole(1unit)	4.50	vf	707.40	3,183.30	4.27	3,020.60		3,020.60	95%	162.70			

DRAFT MINUTES
Board of Public Works Meeting
Tuesday, August 25, 2015 – 7:00 P.M.
Jackson Village Hall
N168W20733 Main Street

1. Call to Order and Roll Call.

Chairman Tr. Don Olson called the meeting to order at 7:00 p.m.

Members present: Tr. Jack Lippold, Tr. Scott Mittelsteadt, Brian Heckendorf, Scott Thielmann, and Corinne Benson.

Members excused: Linda Granec.

Staff present: Brian Kober and John Walther.

2. Approval of Minutes for July 28, 2015, meeting.

Motion by Corinne Benson, second by Brian Heckendorf to approve the minutes of the July 28, 2015, Board of Public Works meeting.

Vote: 6 ayes, 0 nays. Motion carried.

3. Resolution 15-13 Special Assessment Area Jackson Drive Sidewalk Project.

Brian Kober reported on the item and reviewed the map of the assessment area and resolution. This is consistent to how the Village has historically applied special assessments and consistent with the sidewalk policy that is in place. A letter had been sent out to property owners in the assessment area informing them of the informal information meeting. The informal information meeting was held prior to the Board of Public Works Meeting.

Motion by Tr. Mittelsteadt, second by Tr. Olson to recommend the Village Board approve Resolution 15-13 Special Assessment Area Jackson Drive Sidewalk Project.

Vote: 5 ayes, 1 nay (Tr. Lippold). Motion carried.

4. Review of Bids for Jackson Drive Sidewalk Project.

Brian Kober reviewed the bids that were received. There were three bids received for the project.

Motion by Brian Heckendorf, second by Scott Thielmann to recommend the Village Board approve the bid for Jackson Drive Sidewalk Project to DC Burbach, Inc. in an amount not to exceed \$95,280.35.

Vote: 5 ayes, 1 nay (Tr. Lippold). Motion carried.

5. Proposal for Inspection and Staking Services Jackson Drive Sidewalk Project.

Brian Kober reviewed the proposal. The inspection and staking service was discussed and reviewed. Motion by Tr. Olson, second by Tr. Mittelsteadt to recommend the Village Board approve the proposal for inspection and staking services on Jackson Dr. Sidewalk Project in an amount not to exceed \$18,500; \$2,500 for construction staking and \$16,000 for inspection services.

Vote: 5 ayes, 1 nay (Tr. Lippold). Motion carried.

6. Review of Bids for Stonewall Connector Trail Project.

Brian reviewed the letter from the DNR denying the proposed location. Brian commented on moving the trail to the south side of the ditch to avoid the wetlands, and closer to STH 60. The DOT has requested curb line down the north side of STH 60 and around Eagle Drive. Brian

commented that it is unknown where the information sign will be installed as the DOT does not want the sign in the right – of – way. Due to time constraints, there is a possibility that the project may have to go straight to Budget and Finance and Village Board and then report on it at the next Board of Public Works meeting. Brian commented the purpose of the path is creating safe passage for pedestrians along STH 60. The DOT also requested a two foot shoulder on each side of the path which has not been required in the past. Brian commented that he recommends the committee forward to the Budget & Finance and Village Board meet if the Village receives approval from the DNR and DOT. Tr. Olson commented that he does not want to rush the project and for Brian to check on an extension of a grant.

Motion by Tr. Olson, second by Corinne Benson, to refer the item to the next Board of Public Works Meeting.

Vote: 6 ayes, 0 nays. Motion carried.

7. Resolution 15-14 Special Assessment Area Stonewall Connector Trail Project.

Brian Kober reported on the item and reviewed the map of the assessment area and resolution. This is consistent to how the Village has historically applied special assessments and consistent with the sidewalk policy that is in place. Motion by Tr. Olson, second by Corinne Benson to recommend the Village Board approve Resolution 15-14 Special Assessment Area Stonewall Connector Trail Project.

Vote: 6 ayes, 0 nays. Motion carried.

8. Pay Request #7 – Digester Improvement Project.

Brian Kober reported on the item. The scaffolding is out and the sand has been removed. The tank is being tested. The recommended payment is \$150,501. Tr. Olson commented he would like to see a check and balance in regards to the credits of \$40,000 reserve and \$20,000 for inspection fees. Tr. Olson commented he would like to see a comprehensive accounting of the payments and credits. Motion by Tr. Olson, second by Corinne Benson, to refer the item to the next Board of Public Works Meeting.

Vote: 6 ayes, 0 nays. Motion carried.

9. Pay Request # 1 – Georgetown Drive Reconstruction Project.

Brian presented information on the item. Motion by Tr. Mittelsteadt, second by Brian Heckendorf to recommend the Village Board approve Pay Request #1 – Georgetown Drive Reconstruction Project in an amount not to exceed \$197,754.51.

Vote: 6 ayes, 0 nays. Motion carried.

10. Resolution 15-15 West Shore Pipeline Substantial Completion No. 2.

Brian reported on the item. The punch list items are attached. Hope to close out the project next month. Discussion of problems with the flushing station ensued. There will be training for the flushing station. Discussion of an extension of the warranty on the flushing station ensued. Brian will request an extension on the warranty.

Motion by Tr. Olson, to refer resolution 15-15 West Shore Pipeline Substantial Completion No. 2 to the next Board of Public Works meeting and have Brian or John communicate in regards to the warranty as the committee is not comfortable passing the resolution without a warranty on the flushing station. Second by Scott Thielmann.

John Walther commented that the contract states that substantial completion is when 90% of contract is completed. This is far more than 90% along. West Shore has been most patient. The

flushing station can be worked out. This is an ordinary pump that has been modified. Discussion of pursuing the warranty for the flushing station ensued. Motion by Tr. Olson, second by Tr. Lippold to amend the motion and allow Resolution 15-15 West Shore Pipeline Substantial Completion No. 2 to continue to the Village Board meeting if there is an answer on the warranty. Vote: 6 ayes, 0 nays. Motion carried.

11. Director of Public Works Report.

Brian Kober reviewed the Public Works Report. Motion by Tr. Lippold, second by Scott Thielmann to place the report on file. Vote: 6 ayes, 0 nays. Motion carried.

12. Citizens/Village Staff to address the Board.

Amy Sies of Cranberry Creek Lane spoke. Amy commented against the assessment, assessment method, and calculation for the Jackson Drive sidewalk. She continued that she would like the assessment area widened.

13. Adjourn.

Motion by Tr. Olson, second by Tr. Lippold to adjourn at 7:58 p.m. Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted by: Deanna L. Boldrey, Village Clerk-Treasurer

DRAFT