

**APPROVED MINUTES**  
**Budget & Finance Committee Meeting**  
**Tuesday, May 12, 2020 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 Wells.  
Staff Present: Brian Kober, Chief Swaney, John Walther and Jilline Dobratz.

**2. Approval of minutes for the Budget & Finance meeting of March 10, 2020**

Motion by Tr. Olson, second by Pres. Schwab to approve the Budget & Finance minutes of March 10, 2020.  
Vote: 3 ayes, 0 nays. Motion carried.

**3. Approval of the April 2020 Treasurer's Report and Check Register**

Motion by Tr. Heckendorf, second by Tr. Olson to approve the April 2020 Treasurer's Report and Check Register.  
Vote: 3 ayes, 0 nays. Motion carried.

**4. 2019 Audited Financial Statements**

Independent Auditor James Frechette was present, and the 2019 Audited Finance Statements report will be given during the Village Board meeting.

**5. Consideration of License Fees**

Pres. Schwab stated a request was received from a local tavern owner for fees to be reduced or waived. Pres. Schwab gave background information from the tavern leagues email. Tr. Olson commented on the possibility of refunding current license holders for the time they have been closed. John Walther explained some communities are reducing fees, but many are not, some are reducing the fees according to the length of time that they have been closed. Pres. Schwab stated the Village has the background check expense.

Motion by Tr. Heckendorf second by Pres. Schwab to recommend Village Board keep the license fees at status quo.

Tr. Olson spoke on considering a resolution to strongly encourage the Governor to open things up at a faster pace given the health of things locally. The economy is stressed.

Vote: 3 ayes, 0 nays. Motion carried.

**6. Review of Quotes for Roof Replacement Well #4 Wellhouse**

Brian Koper stated three quotes were received. It is a budgeted item.  
Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve the quote with Lee Carter Construction for Roof Replacement Well #4 Wellhouse in an amount not to exceed \$11,465.00.

Vote: 3 ayes, 0 nays. Motion carried.

**7. Review of Quotes for Roof Replacement WWTP Filter and Digester Buildings**

Brian Kober mentioned three quotes were received. Two companies put extra items in the quote, Wenger went with the specs that were requested. This is a budgeted item.

Motion by Tr. Heckendorf, second by Tr. Olson to recommend Village Board approve the quote for the Roof Replacement WWTP Filter and Digester Buildings from Wenger in an amount not to exceed \$53,584.00.

Vote: 3 ayes, 0 nays. Motion carried.

**8. Review of Quotes for Repainting Booster Station Floor**

Brian Kober explained the three quotes that were received. It is a budgeted item. Lakeside Painting Inc. will add sand to the paint to create a non-slip coating to the floor at no additional cost.

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve the quote from Lakeside Painting Inc. for Repainting Booster Station Floor in an amount not to exceed \$2,200.00.

Vote: 3 ayes, 0 nays. Motion carried.

**9. Pay Request #3 – Chateau Dr and Hickory Ln Reconstruction Project**

Brian Kober provided background information; this is the second to last pay request. A walkthrough was completed, and the grass was landscaped again. This was being held from December by Payne & Dolan. The streets are holding up and the special assessment will be done in the future.

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board approve payment in the amount of \$166,024.49 to Payne & Dolan, Inc. for Pay Request #3 – Chateau Dr and Hickory Ln Reconstruction Project.

Vote: 3 ayes, 0 nays. Motion carried.

**10. Pay Request #1 – Municipal Complex Building**

Brian Kober remarked this is according to the bond schedule and will probably be every month. Two change orders will be discussed at the weekly meeting tomorrow.

Motion by Tr. Heckendorf, second by Tr. Olson to recommend Village Board approve Pay Request #1 – Municipal Complex Building in an amount not to exceed \$91,390.00 to Mike Koenig Construction Co., Inc.

Vote: 3 ayes, 0 nays. Motion carried.

**11. Review of Quotes for Wall Repair STH 60 Ridgeway Dr to Eagle Dr**

Brian Kober specified the wall blew out in the middle. Water was getting in between the sidewalk and the wall itself. Three different types of repair methods were explained. Discussion ensued on how the wall failed.

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve the quote from TP Concrete for Wall Repair on STH 60 Ridgeway Dr to Eagle Dr at a cost not to exceed \$35,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

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

None.

**13. Adjourn**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:27 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk