

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, December 12, 2017 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, and Trustee Kurtz.

Members Absent: Trustee Olson.

Village Board Members Present: Trustee Kruepke, Trustee Lippold.

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

2. Approval of Budget & Finance Minutes: November 14, 2017 Meeting.

Motion by Tr. Kurtz, second by Pres. Schwab to approve the minutes for the November 14, 2017, meeting.

Vote: 2 ayes, 0 nays. Motion carried.

3. Approval of the November 2017 Treasurer's Report and Check Register.

The November Treasurer's Report and Check Register were reviewed. Motion by Pres. Schwab, to approve the November 2017 Treasurer's Report and Check Register.

Administrator Walther reported no questioned were received prior to the meeting.

Discussion ensued with Tr. Kurtz questioning various items.

Motion failed for lack of a second.

4. Pay Request #1 – SCADA System Project – LW Allen.

Brian Kober reviewed Pay Request #1 for the SCADA System Project by LW Allen at the WWTP. Motion by Tr. Kurtz, second by Pres. Schwab to recommend approval of Pay Request #1 SCADA System Project LW Allen in an amount not to exceed \$142,253.95.

Vote: 2 ayes, 0 nays. Motion carried.

5. Pay Request #2 – SCADA System Project – LW Allen.

Brian Kober reviewed Pay Request #2 for the SCADA System Project by LW Allen at the WWTP. Motion by Pres. Schwab, second by Tr. Kurtz to recommend approval of Pay Request #2 SCADA System Project LW Allen in an amount not to exceed \$105,706.50.

Vote: 2 ayes, 0 nays. Motion carried.

6. Review of Proposal for Water Rate Analysis Investigation – City Water.

Brian Kober reviewed the proposal for Water Rate Analysis Investigation. Motion by Pres. Schwab second by Tr. Kurtz to recommend approval of the Water Rate Analysis by City Water.

Vote: 2 ayes, 0 nays. Motion carried.

7. Capital Improvement Update

Administrator Walther reviewed with the committee the current status of the capital improvement account. This was an informational item; no action was taken.

8. Review of Quote for Lawn Mower Purchase to Replace the Existing.

Brian Kober reviewed the quote of the new Exmark mower which is a hydraulic, rather than the belt-driven system currently being used. St. Lawrence Equipment, Inc. is the only local dealer for Exmark. Tr. Kurtz wants to see more than one quote. The price is lower than what the Village paid for a mower back in 2009. No action was taken. The item will be brought back with more quotes.

9. Review of Quotes for Patrol Plow Truck Purchase.

Brian Kober reviewed the quotes for the 2018 patrol plow truck from Lakeside International and Burke Truck. The total truck package is \$178,209.45. Motion by Pres. Schwab, second by Tr. Kurtz to recommend approval for the purchase of the 2018 patrol plow truck from Lakeside International and Burke Truck in the amount of \$178,209.45. Vote: 2 ayes, 0 nays. Motion carried.

10. Employee Retention Discussion.

Pres. Schwab wanted discussion on this matter due to the recently vacated Clerk/Treasurer position. Discussion considered hiring a firm for an employee compensation study. A significant increase in a salary can have a ripple affect for the whole staff. Any increased salary to retain the employee would have placed the Village over the expenditure restraint level.

11. Citizens to address the Budget & Finance Committee.

None.

12. Adjourn.

Motion by Pres. Schwab, second by Tr. Kurtz to adjourn at 7:26 p.m.
Vote: 2 ayes, 0 nays. Motion carried.

Respectfully submitted by: Brian W. Kober, P.E., Director of Public Works/Village Engineer