

## **APPROVED MINUTES**

### **Budget & Finance Committee Meeting**

**Tuesday, February 11, 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 Olson and Kurtz.

Village Board Members Present: Trustees Kruepke, Lippold and Malcolm

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

#### **2. Approval of minutes for the Budget & Finance meeting of January 14, 2020**

Motion by Tr. Kurtz, second by Tr. Olson to approve the Budget & Finance minutes of January 14, 2020.

Vote: 3 ayes, 0 nays. Motion carried.

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

Motion by Tr. Kurtz, second by Tr. Olson to approve the January 2020 Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

#### **4. Revised Construction Service Contract – New Municipal Building – Cedar Corporation**

Brian Kober explained this contract will go through the construction of the new municipal building. Ron Dalton from Cedar Corporation gave information on the contract and explained on-site representation. Pres. Schwab inquired on the 10 sets of paper bid documents. Ron stated they are used onsite and with a building project of this complexity, there are a lot of contractors involved. Tr. Kurtz asked about the bid process. Ron explained the bids will be evaluated and typically they recommend going with the low bid. Brian Kober commented the advertisement for bids was placed today and there will be a preconstruction meeting on February 25, 2020 to answer questions. Pres. Schwab stated he didn't see that the contract approval was recommended by the Board of Public Works. Brian Kober stated the contract was not ready in time for the Board of Public Works meeting.

Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve Revised Construction Service Contract – New Municipal Building – Cedar Corporation in an amount not to exceed \$495,000.00 which includes items one through four as listed in the document.

Vote: 2 ayes, 0 nays, 1 abstain (Tr. Kurtz). Motion carried.

**5. Review of Quote for new Jackson Water Utility Service Truck**

Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve the quote for the new Jackson Water Utility Service Truck in the amount of \$46,363.80 from EVS Saukville.

Vote: 3 ayes, 0 nays. Motion carried.

**6. Jackson Water Utility Rate Increase 2020**

Brian Kober stated this item was not at Board of Public Works. As recommended by the 2018 City Water Rate Study Report and to achieve the proper rate of return, the water rate would increase 3%. The rate increase would take effect April 1, 2020 with approval. The advertisement for the water increase would be in tomorrow's Daily News. Also, the PSC would be notified the rate increase would start on April 1, 2020.

Motion by Tr. Olson, second by Pres. Schwab recommend Village Board approve the 2020 Jackson Water Utility 3% Rate Increase as recommended by the water study.

Tr. Olson commented on having smaller rate increases more frequently compared to the 23% increase in the past. Brian Kober explained currently the median rate is \$31.74 and we are at \$27.04 per quarter. The Sewer rate will not be increased, the debt is paid off.

Vote: 3 ayes, 0 nays. Motion carried.

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

None.

**8. Adjourn**

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

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk