

**AGENDA**  
**BUDGET & FINANCE COMMITTEE MEETING**  
**Tuesday, February 11, 2020 at 7:00 p.m.**  
**N168 W20733 Main Street**  
**Jackson, WI 53037**

1. Call to Order and Roll Call
2. Approval of Minutes for the Budget & Finance Meeting of January 14, 2020
3. Approval of January 2020 Treasurer's Report and Check Register
4. Revised Construction Service Contract – New Municipal Building - Cedar Corporation
5. Review of Quote for new Jackson Water Utility Service Truck
6. Jackson Water Utility Rate Increase 2020
7. Citizens to address the Budget & Finance Committee
8. 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, January 14, 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 Emmrich, Kruepke, Lippold and Malcolm

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

**2. Approval of minutes for the Budget & Finance meeting of December 10, 2019**

Motion by Tr. Kurtz, second by Tr. Olson to approve the Budget & Finance minutes of December 10, 2019.

Vote: 3 ayes, 0 nays. Motion carried.

**3. Approval of the December 2019 Treasurer's Report and Check Register**

Motion by Tr. Olson, second by Tr. Kurtz to approve the December 2019

Treasurer's Report and Check Register as presented.

Vote: 3 ayes, 0 nays. Motion carried.

**4. Jackson Community Center, Fitness Center Equipment Request**

Kelly Valentino gave background information on replacing the fitness center equipment. The current equipment was donated and is from the early 1990's.

There are a lot of senior citizens that use the fitness center and the current equipment has pin pulls for all the weights which is hard for them to use. The proposed hoist equipment is very easy for people with low mobility to use. They are working with Johnson Fitness who they have worked with since the Community Center has been open.

Motion by Pres. Schwab, second by Tr. Olson recommend Village Board approve Jackson Community Center, Fitness Equipment Request as presented in the amount of \$28,249.00.

Tr. Kurtz inquired on getting multiple quotes from others for comparisons. Kelly Valentino stated they have looked at other places and Johnson Fitness was the lowest price plus they service the equipment. They are also taking out the old equipment and setting up the new equipment.

Vote: 2 ayes, 1 nay (Tr. Kurtz). Motion carried.

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

Brian Emmrich stated the current fitness equipment needs to be updated and asked how the motel guests would use the Fitness Center. Kelly Valentino explained they will create an advertising display with coupons for the motels to stamp that can be taken to the Community Center.

**6. Adjourn**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:07 p.m.  
Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk

DRAFT

## TREASURERS REPORT

(Depository Accounts)

January 31, 2020

	BALANCE 12/30/2019	BALANCE 1/31/2020
<b><u>GENERAL:</u></b>		
GENERAL CHECKING	\$2,422,300.21	\$1,874,329.38
JUNE 2019 BORROWS	\$132,279.29	\$132,459.99
PARK FEES	\$232,329.20	\$232,646.57
FIRE/RESCUE RESERVE	\$6,120.34	\$6,128.70
EMS FUNDING ESCROW	\$6,193.35	\$6,201.81
HIPAA ACCOUNT	\$755,652.07	\$775,005.80
CREDIT CARD ACCOUNT	\$28,978.75	\$18,919.90
POLICE & FIRE IMPACT FEES	\$223,995.34	\$204,299.70
ANTIQUA FIRE TRUCK	\$4,983.85	\$4,984.95
MONEY MARKET	\$15,884,396.09	\$6,591,046.20
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<b>TOTAL GENERAL</b>	<b>\$19,697,228.49</b>	<b>\$9,846,023.00</b>
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<b><u>WATER UTILITY:</u></b>		
WATER SPECIAL REDEMPTION FUND		
WATER UTILITY DEPRECIATION FUND	\$22,766.21	\$22,797.31
WATER UTILITY RESERVE	\$118,372.91	\$118,534.61
WATER IMPACT FEES	\$8,786.16	\$9,618.96
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<b>TOTAL WATER UTILITY</b>	<b>\$149,925.28</b>	<b>\$150,950.88</b>
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<b><u>SEWER UTILITY:</u></b>		
SEWER DEPRECIATION FUND	\$5,724.93	\$5,732.75
SEWER UTILITY RESERVE	\$73,927.79	\$74,028.78
DNR REPLACEMENT FUND	\$889,966.98	\$1,139,189.25
SEWER SPECIAL REDEMPTION FUND	\$2,489.07	\$2,492.47
SO. INTERCEPTOR IMPACT FEE	\$50,720.80	\$50,919.21
SEWER SERVICE FEES	\$1,884,133.72	\$1,805,861.62
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<b>TOTAL SEWER UTILITY</b>	<b>\$2,906,963.29</b>	<b>\$3,078,224.08</b>
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<b>GRAND TOTAL:</b>	<b>\$22,754,117.06</b>	<b>\$13,075,197.96</b>
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GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99672	1/03/2020	ADVANCE AUTO PARTS	502.96
<b>Previous Year Expense</b>		CUST #1870689966 / STREETS	
99673	1/03/2020	ADVANCED DISPOSAL	34,075.63
<b>Previous Year Expense</b>		ACCT #E1011086 / DEC 2019	
99674	1/03/2020	AFLAC	765.80
<b>Previous Year Expense</b>		NOV 11 - DEC 9, 2019	
99675	1/03/2020	ALADTEC, INC.	1,445.00
<b>Previous Year Expense</b>		2020 RENEWAL / MANAGEMENT SYSTEM / JFD	
99676	1/03/2020	AT&T	191.51
<b>Previous Year Expense</b>		DEC 2019 MONTHLY SERVICE / VH & JFD	
99677	1/03/2020	AURORA HEALTH CARE	707.55
<b>Previous Year Expense</b>		DEC 2019 PHARMACY MEDS/ JFD	
99678	1/03/2020	BADGER FIREFIGHTERS ASSOCIATION	100.00
<b>Previous Year Expense</b>		2020 ASSOCIATION DUES / JFD	
99679	1/03/2020	BATTERIES PLUS LLC	99.75
<b>Previous Year Expense</b>		12V LEAD BATTERES / WWTP	
99680	1/03/2020	BOUND TREE MEDICAL, LLC	2.30
<b>Previous Year Expense</b>		MED SUPPLIES / JFD	
99681	1/03/2020	CARDINAL ENVIRONMENTAL, INC.	8,258.00
<b>Previous Year Expense</b>		NOV 2019 SAMPLING & TESTING / WWTP	
99682	1/03/2020	CINTAS CORP	384.24
<b>Previous Year Expense</b>		FIRST AID SUPPLIES / STREETS & WWTP	
99683	1/03/2020	CITIES & VILLAGES MUTUAL INSURANCE CO.	92,130.00
		2020 LIABILITY INSURANCE PREMIUMS	
99684	1/03/2020	COMPANION LIFE INSURANCE COMPANY	1,065.17
		GROUP #9501404058000 / JAN 2020	
99685	1/03/2020	COMPLETE OFFICE OF WISCONSIN	329.90
<b>Previous Year Expense</b>		OFFICE SUPPLIES / VH	
99686	1/03/2020	CONLEY MEDIA, LLC	19.85
		ACCT #153922 / NOTICE OF SPRING ELECTION	
99687	1/03/2020	DOLNICK, JED M.	802.86
		HEALTH INSURANCE / JAN 2020 / JPD	
99688	1/03/2020	DORNER COMPANY	3,379.00
<b>Previous Year Expense</b>		SUPPLIES / WWTP	
99689	1/03/2020	EIASEW	20.00
		2020 MEMBERSHIP DUES	
99690	1/03/2020	EMERGENCY MEDICAL PRODUCTS, INC.	386.05
<b>Previous Year Expense</b>		MED SUPPLIES / JFD	

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Check Nbr	Check Date	Payee	Amount
99691	1/03/2020	EQUAL RIGHTS DIVISION	22.50
<b>Previous Year Expense</b>		DEC 2019 WORK PERMITS	
99692	1/03/2020	EUROFINS S-F ANALYTICAL LABS, INC	648.75
<b>Previous Year Expense</b>		MISC SUPPLIES / WWTP	
99693	1/03/2020	FLOWERS, COLLEEN	13.00
<b>Previous Year Expense</b>		TAX REFUND /V3-PF005, 010500C, 010500D	
99694	1/03/2020	FOSHAGER, DANIEL P	296.11
<b>Previous Year Expense</b>		2019 PROP TAX REFUND / V3 0171057	
99695	1/03/2020	GENERAL COMMUNICATIONS, INC.	122,776.00
<b>Previous Year Expense</b>		RADIOS / JFD	
99696	1/03/2020	GRAEF	3,797.48
<b>Previous Year Expense</b>		LAUREL SPRINGS / THRU NOV 23, 2019	
99697	1/03/2020	HANSEN, RODNEY	944.00
<b>Previous Year Expense</b>		REIMBURSE AWARDS/FOOD/ENTERTAINMENT /JFD	
99698	1/03/2020	IMAGE TREND, INC	3,114.28
<b>Previous Year Expense</b>		ELITE RESCUE ANNUAL FEE / JFD	
99699	1/03/2020	JACKSON CONCRETE INC.	620.00
<b>Previous Year Expense</b>		STONE SLURRY / WATER	
99700	1/03/2020	JACKSON TRUCK BODY	2,545.10
<b>Previous Year Expense</b>		MISC PARTS / LABOR / STREETS	
99701	1/03/2020	KRUEPKE PRINTING	81.00
<b>Previous Year Expense</b>		WATER DEPT FORM	
99702	1/03/2020	KUNSTEK, KEVIN M	609.19
<b>Previous Year Expense</b>		2019 PROP TAX REFUND / V3 0171021	
99703	1/03/2020	LEAGUE OF WISCONSIN MUNICIPALITIES	2,521.06
		ID #10248 / 2020 RENEWAL DUES / ADMIN	
99704	1/03/2020	MENARDS - WEST BEND	35.27
<b>Previous Year Expense</b>		MISC. SUPPLIES / WWTP & PARKS	
99705	1/03/2020	MULCAHY/SHAW WATER, INC.	3,498.43
<b>Previous Year Expense</b>		VULCAN MOTOR / WWTP	
99706	1/03/2020	MUNICIPAL PROPERTY INSURANCE COMPANY	28,543.00
		2020 PROPERTY INSURANCE	
99707	1/03/2020	NCL OF WISCONSIN, INC.	400.28
<b>Previous Year Expense</b>		LAB SUPPLIES / WWTP	
99708	1/03/2020	PAYNE & DOLAN, INC.	395,269.87
<b>Previous Year Expense</b>		PAY REQUEST#2/2019 CHATEAU DR/HICKORY LN	
99709	1/03/2020	RELIANT FIRE APPARATUS, INC.	1.49
<b>Previous Year Expense</b>		MISC. SUPPLIES / JFD	

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Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99710	1/03/2020	RICOH USA, INC. JAN 2020 LEASE / JPD	75.36
99711	1/03/2020	ROLAND MACHINERY CO. HOSE, FITTINGS / STREETS	81.56
99712	1/03/2020	RUETTEN, CHARLES R. REIMBURSE 2019 CLOTHING ALLOW / JFD	151.00
99713	1/03/2020	RUSS, CHAD REIMBURSE CELL PHONE / JAN 2020 / WWTP	50.00
99714	1/03/2020	SADIKOVIC, ARIF REFUND / WINTER/SPRING TOT TIME / REC	450.00
99715	1/03/2020	SAMSON, BRITTANY WATER BILL REFUND / ACCT #999-7111-00	157.44
99716	1/03/2020	SEEGER, LISA REIMBURSEMENT FOR PRACTICAL / JFD	125.00
99717	1/03/2020	SHERWIN INDUSTRIES, INC. MANHOLE RINGS-WWTP / FIBER MIX-STREETS	1,038.62
99718	1/03/2020	SKAER, JESSICA 2019 TAX REFUND / V3 0170060	15.97
99719	1/03/2020	SKODINSKI, JOHN M. HEALTH & DENTAL / JAN 2020 / JFD	294.30
99720	1/03/2020	SOLON, STEPHEN 2019 PROP TAX REFUND / V3 0170037	16.87
99721	1/03/2020	ST. LAWRENCE EQUIPMENT, INC. SKID LOADER PARTS / STREETS	186.56
99722	1/03/2020	SWEEP ALL LLC DEC 2019 SWEEPS / STREETS	4,920.00
99723	1/03/2020	TENNIES ACE HARDWARE INC. ACCT #51327 / NOV 2019	1,085.43
99724	1/03/2020	TKK ELECTRONICS, LLC SURFACE PEN & SURFACE COVER / JFD	211.64
99725	1/03/2020	U.S. CELLULAR ACCT #300168393 / JFD	159.91
99726	1/03/2020	USA BLUE BOOK MISC SUPPLIES / WATER	73.99
99727	1/03/2020	WASH MULTIFAMILY LAUNDRY SYSTEMS LLC DIAGNOSTIC FEE / JFD	164.00
99728	1/03/2020	WCMA 2020 MEMBERSHIP / ADMIN	160.00

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Check Nbr	Check Date	Payee	Amount
99729	1/03/2020	WI CHIEFS OF POLICE ASSOCIATION & 2020 MEMBERSHIP RENEWAL / JPD	210.00
		<b>Previous Year Expense</b>	
99730	1/03/2020	WISCONSIN LAW ENFORCEMENT ACCREDITATION GROUP 2020 ANNUAL PROGRAM FEE, MEMBERSHIP / JPD	350.00
		<b>Previous Year Expense</b>	
99731	1/03/2020	WISSOTA SAND AND GRAVEL CO. ACCT #2019008 / PARKS & STREETS	623.61
		<b>Previous Year Expense</b>	
99732	1/03/2020	WMCA 2020 MEMBERSHIP RENEWALS / ADMIN	195.00
99733	1/03/2020	WORKHORSE SOFTWARE SERVICES, INC. 2020 SUPPORT FEES	5,075.00
99734	1/07/2020	GERMANTOWN SCHOOL DISTRICT 2019 PROPERTY TAX - JANUARY SETTLEMENT	113.76
99735	1/07/2020	MILWAUKEE AREA TECHNICAL COLLEGE 2019 PROPERTY TAX - JANUARY SETTLEMENT	14.01
99736	1/07/2020	MORAINES PARK TECHNICAL COLLEGE 2019 PROPERTY TAX - JANUARY SETTLEMENT	234,900.34
99737	1/07/2020	SLINGER SCHOOL DISTRICT 2019 PROPERTY TAX - JANUARY SETTLEMENT	240,180.12
99738	1/07/2020	WASHINGTON COUNTY TREASURER 2019 PROPERTY TAX - JANUARY SETTLEMENT	951,384.96
99739	1/09/2020	A2CL SERVICES LLC ACCT #323L1284529/ VENOUS DRAW / JPD	26.80
		<b>Previous Year Expense</b>	
99740	1/09/2020	AMAZON CAPITAL SERVICES MISC. SUPPLIES / JPD & REC	330.65
		<b>Previous Year Expense</b>	
99741	1/09/2020	ASCAP ACCT #500595854 / 2020 LIC FEE / REC	363.00
99742	1/09/2020	AT&T ACCT #26267749493522 / JPD	105.21
		<b>Previous Year Expense</b>	
99743	1/09/2020	CHARTER COMMUNICATIONS ACCT #8245110560080488 / JFD	124.04
		<b>Previous Year Expense</b>	
99744	1/09/2020	CINTAS CORPORATION CLEANING SUPPLIES / REC	28.99
		<b>Previous Year Expense</b>	
99745	1/09/2020	COACHING SYSTEMS, LLC CEVO 4 AMBULANCE RESPONSE BOOK / JFD	113.60
		<b>Previous Year Expense</b>	
99746	1/09/2020	CONLEY MEDIA, LLC ACCT #201353 / DEC EVENT ADS / REC	1,221.00
		<b>Previous Year Expense</b>	
99747	1/09/2020	DOBRATZ, JILLINE REIMBURSEMENT FOR OFFICE SUPPLIES / VH	13.59
		<b>Previous Year Expense</b>	

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Check Nbr	Check Date	Payee	Amount
99748	1/09/2020	EMERGENCY MEDICAL PRODUCTS, INC. MED SUPPLIES / JFD	342.59
		<b>Previous Year Expense</b>	
99749	1/09/2020	FAHRNER ASPHALT SEALERS, LLC INFRARED PATCHING / CUST# 172207	4,715.00
		<b>Previous Year Expense</b>	
99750	1/09/2020	FOX BROTHER'S PIGGLY WIGGLY ACCT #1710 / DEC 2019 / WWTP,REC	224.36
		<b>Previous Year Expense</b>	
99751	1/09/2020	GREAT-WEST DEFERRED COMP / 01-06-20 PAYROLL	2,050.00
99752	1/09/2020	GROTA APPRAISALS, LLC MAINT OF ASSMNT RECORDS CNTRACT / JAN 20	2,705.00
99753	1/09/2020	INTEGRITY AUTO REPAIR OIL CHANGES / SQUADS 1, 3 & 5 / JPD	101.88
		<b>Previous Year Expense</b>	
99754	1/09/2020	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS 2020 ANNUAL MEMBERSHIP / DOBRATZ	170.00
99755	1/09/2020	JACKSON PROFESSIONAL POLICE ASSOCIATION UNION DUES / JAN 2020	400.00
99756	1/09/2020	LOCAL AD FACE LLC DEC 2019 ADVERTISING FEE / REC	387.00
		<b>Previous Year Expense</b>	
99757	1/09/2020	MENARDS - WEST BEND MISC. SUPPLIES	305.03
		<b>Previous Year Expense</b>	
99758	1/09/2020	METRO MUNICIPAL CLERK'S ASSOCIATION 2020 MEMBERSHIP DUES / DOBRATZ / ADMIN	30.00
99759	1/09/2020	NORTH SHORE BANK, FSB DEFERRED COMP / 1-06-20 PAYROLL	670.00
99760	1/09/2020	OFFICE COPYING EQUIPMENT LTD ACCT #6779665 / DEC COPIES, LEASE / REC	173.78
		<b>Previous Year Expense</b>	
99761	1/09/2020	OFFICE DEPOT MISC OFFICE & JANITORIAL SUPPLIES / REC	212.92
		<b>Previous Year Expense</b>	
99762	1/09/2020	PARAGON DEVELOPMENT SYSTEMS, INC. BDGER BOOKS, SUPPLIES / ELECTIONS	1,838.00
		<b>Previous Year Expense</b>	
99763	1/09/2020	PERFECT CIRCLE TIRE LLC DISMOUNT & MOUNT TRUCK TIRE / WWTP	113.75
		<b>Previous Year Expense</b>	
99764	1/09/2020	PROPHOENIX CORPORATION 2020 MAINT & SUPPORT / JPD	3,958.50
99765	1/09/2020	PROS 4 TECHNOLOGY, INC. OFFICE 365-JAN 2020 / WWTP	2,353.28
99766	1/09/2020	RECDESK SOFTWARE 2020 RENEWAL / REC	3,250.00

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Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99767	1/09/2020	SCHLOEMER LAW FIRM	742.50
<b>Previous Year Expense</b>		CLIENT #11387-000 / ORDINANCE VIOLATIONS	
99768	1/09/2020	SECURIAN FINANCIAL GROUP, INC. POLICY #2832L-G / FEB 2020 / #009180	1,438.05
99769	1/09/2020	SEEGER, LISA	80.00
<b>Previous Year Expense</b>		REIMBURSE NREMT WRITTEN TEST / JFD	
99770	1/09/2020	STREICHER'S INC.	62.97
<b>Previous Year Expense</b>		MISC. RANGE SUPPLIES / JPD	
99771	1/09/2020	SUPERIOR CHEMICAL CORPORATION	71.23
<b>Previous Year Expense</b>		DISINFECTANT / REC	
99772	1/09/2020	TENNIES ACE HARDWARE INC.	87.13
<b>Previous Year Expense</b>		ACCT#48714 / DEC 2019 / JFD, JPD	
99773	1/09/2020	U.S. CELLULAR	517.00
<b>Previous Year Expense</b>		ACCT #300139842 / JPD	
99774	1/09/2020	VILLAGE MART	1,952.04
<b>Previous Year Expense</b>		DEC 2019 / JPD, JFD	
99775	1/09/2020	WASH MULTIFAMILY LAUNDRY SYSTEMS LLC	380.82
<b>Previous Year Expense</b>		DOOR LOCK / JFD	
99776	1/09/2020	WASHINGTON COUNTY HUMANE SOCIETY, INC. 2020 CAT CONTRACT / JPD	1,140.00
99777	1/09/2020	WASHINGTON COUNTY SHERIFF'S OFFICE	29.00
<b>Previous Year Expense</b>		2019 LAW ENFORCEMENT COUNCIL LUNCHES	
99778	1/09/2020	WELLS, TRACI A. 2019 TAX REFUND / V3-0551005343	1,993.78
99779	1/09/2020	WEST BEND FIRE DEPT	300.00
<b>Previous Year Expense</b>		S CENTER ST / 10-29-19	
99780	1/09/2020	WI SCTF GARNISHMENTS / 1-6-20 PAYROLL	459.68
99781	1/09/2020	WISCONSIN DEPT OF JUSTICE	35.00
<b>Previous Year Expense</b>		ACCT#L6707T / OPERATORS - DEC 2019	
99782	1/14/2020	WASHINGTON COUNTY REGISTER OF DEEDS RECORDING, COPY FEES / CSM	71.00
99783	1/17/2020	AARP	15.00
<b>Previous Year Expense</b>		NOV 14, 2019 SMART DRIVER COURSE / REC	
99784	1/17/2020	ADVANCE AUTO PARTS	71.50
<b>Previous Year Expense</b>		CUST #1870689966 / STREETS	
99785	1/17/2020	ALICE TRAINING INSTITURE LLC FOEGER/FRISTED TRAINING / JPD	1,390.00

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99786	1/17/2020	AT&T	355.79
<b>Previous Year Expense</b>		DEC 2019 PHONE SERVICES	
99787	1/17/2020	B&L GRAPHIC SOLUTIONS	111.00
<b>Previous Year Expense</b>		INV #26713 / BUSINESS CARDS / ADMIN	
99788	1/17/2020	BELONGER	2,681.66
<b>Previous Year Expense</b>		MISC. REPAIR S / REC	
99789	1/17/2020	CENTURY LINK	75.28
<b>Previous Year Expense</b>		DEC 2019 SERVICES	
99790	1/17/2020	CHARTER COMMUNICATIONS	74.98
		2020 INTERNET SERVICES / JPD	
99791	1/17/2020	CLOTHES CLINIC, INC.	62.69
<b>Previous Year Expense</b>		MATS / V HALL	
99792	1/17/2020	DAVIS, TARA	30.00
		REFUND LITTLE SHOOTERS BB / REC	
99793	1/17/2020	DEMPSEY LAW FIRM, LLP	351.50
<b>Previous Year Expense</b>		DEC 2019 SERVICES RENDERED	
99794	1/17/2020	FENCE ERECTORS, INC.	13,747.00
<b>Previous Year Expense</b>		INSTALL SLIDE GATE, FENCE&PRIVACY STRIPS	
99795	1/17/2020	GALLS, LLC	1,005.85
<b>Previous Year Expense</b>		JACKETS / JFD	
99796	1/17/2020	GEHRING AUTOMOTIVE LLC	719.47
		2015 CHEV IMPALA REPAIRS / JPD	
99797	1/17/2020	GENERAL COMMUNICATIONS, INC.	12.00
		SQUAD SUPPLIES / JPD	
99798	1/17/2020	GENRICH, ROBERT L	137.16
		2019 PROP TAX REFUND / V3 0171050	
99799	1/17/2020	GOSCHEY MECHANICAL INC.	3,025.00
<b>Previous Year Expense</b>		FURNACE MAINTENANCE / WWTP	
99800	1/17/2020	GREATAMERICA FINANCIAL SVCS	123.00
<b>Previous Year Expense</b>		COPIER AGREEMENT / REC	
99801	1/17/2020	JACKSON WATER UTILITY	2,833.64
<b>Previous Year Expense</b>		4TH QTR 2019 WATER BILLS	
99802	1/17/2020	KLEMME BROS. PUMP SERVICE LLC	768.00
		WELL ABANDONMENT / N168W19677 MAIN ST	
99803	1/17/2020	LEXISNEXIS RISK DATA MGMT INC.	100.00
<b>Previous Year Expense</b>		DATA MANAGEMENT SERVICES-NOV/DEC2019/JPD	
99804	1/17/2020	LION	11,313.74
<b>Previous Year Expense</b>		MISC. TRAINING SUPPLIES / JFD	

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Check Nbr	Check Date	Payee	Amount
99805	1/17/2020	LOCAL AD FACE LLC JAN 2020 ADVERTISING FEE / REC	387.00
99806	1/17/2020	MID-MORAINNE MUNICIPAL ASSOCIATION JAN 22, 2020 DINNER MEETING x 3	69.00
99807	1/17/2020	NATW 2020 NATW MEMBERSHIP / JPD	35.00
99808	1/17/2020	NEU'S BUILDING CENTER, INC. <b>Previous Year Expense</b> MISC. SUPPLIES / STREETS / WWTP	379.56
99809	1/17/2020	OFFICE DEPOT <b>Previous Year Expense</b> COPY PAPER / WATER	309.90
99810	1/17/2020	PETERS, SHIRLEY REIMBURSE FOR X-MAS PARTY SUPPLIES / REC	55.24
99811	1/17/2020	PITNEY BOWES GLOBAL FINANCIAL SRV LLC OCT 30 2019 - JAN 2020 LEASE / ADMIN	439.20
99812	1/17/2020	PROS 4 TECHNOLOGY, INC. SERVICE AGREEMENT-JAN 2020 /WWTP/STREETS	891.00
99813	1/17/2020	SABEL MECHANICAL LLC <b>Previous Year Expense</b> WIRE ROPES / WWTP	2,421.90
99814	1/17/2020	SAM'S CLUB/GEMB <b>Previous Year Expense</b> ACCT #6046 0020 4204 7687-DEC 2019 / REC	260.11
99815	1/17/2020	SHRED-IT USA <b>Previous Year Expense</b> 12-20-19 SERVICE / V HALL	70.25
99816	1/17/2020	ST. JOSEPHS COMMUNITY HOSPITAL <b>Previous Year Expense</b> DIAGNOSTIC SERVICE / JPD	33.00
99817	1/17/2020	STREICHER'S INC. MISC. CLOTHING / JPD	372.94
99818	1/17/2020	UW-GREEN BAY CECE - GOVT JUL 12-17 2020 CONFERENCE / ADMIN	489.00
99819	1/17/2020	WE ENERGIES <b>Previous Year Expense</b> GROUP BILL #0400-824-339 / DEC 2019	40,472.94
99820	1/17/2020	WENGER CONSTRUCTION INC <b>Previous Year Expense</b> ROOF REPAIR / WWTP BLDG	3,829.00
99821	1/17/2020	WEST BEND SCHOOL DISTRICT DECEMBER 2019 PARKING FEES	3,581.12
99822	1/17/2020	WOLLNER PLUMBING & EXCAVATING, LLC <b>Previous Year Expense</b> HWY 60 SCHMALL BARN DEMO / TID #7	15,660.00
99823	1/17/2020	WPRA FOUNDATION KELLY/JESSICA/RENEE-2020 MEMBERSHIPS	450.00

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
 Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99824	1/17/2020	WULFF ELECTRIC LLC	648.40
<b>Previous Year Expense</b>		WIRE SECURITY GATE / PUBLIC WORKS	
99825	1/17/2020	XEROX CORPORATION	212.35
<b>Previous Year Expense</b>		ACCT #718212004 / DEC COPIES/ADMIN	
99826	1/24/2020	A2CL SERVICES LLC	53.60
<b>Previous Year Expense</b>		DEC 2019 / VENOUS DRAW / JPD	
99827	1/24/2020	ADVANCED DISPOSAL	46,757.80
<b>Previous Year Expense</b>		ACCT #E1011086 / DEC 2019	
99828	1/24/2020	AFLAC	765.80
		DEC 10, 2019 - JAN 7, 2020	
99829	1/24/2020	AIRGAS USA, LLC	66.56
<b>Previous Year Expense</b>		OXYGEN CYL RENT / DEC 2019 / JFD	
99830	1/24/2020	AMAZON CAPITAL SERVICES	245.35
<b>Previous Year Expense</b>		MISC. OFFICE SUPPLIES / WATER / VH	
99831	1/24/2020	ASCEND TALENT STRATEGIES, INC	475.00
		DEVELOPMENT REVIEW / JFD	
99832	1/24/2020	AT&T	107.36
<b>Previous Year Expense</b>		ACCT#262R7107742701 / DEC 2019	
99833	1/24/2020	BADGER FIREFIGHTERS ASSOCIATION	30.00
		FEB 1, 2020 TRAINING / JFD	
99834	1/24/2020	BEAR GRAPHICS, INC.	256.30
<b>Previous Year Expense</b>		AP CHECKS / ADMIN	
99835	1/24/2020	BEER CAPITOL DISTRIBUTING, LLC	657.20
		MONTE CARLO NIGHT / REC	
99836	1/24/2020	BERTE, SHARLAE	138.82
		2019 PROPERTY TAX REFUND / V3 0551005354	
99837	1/24/2020	BMO HARRIS BANK N.A.	1,369.02
<b>Previous Year Expense</b>		ACCT #5232 / COLLIN	
99838	1/24/2020	BOARDMAN & CLARK LLP	152.50
<b>Previous Year Expense</b>		CLIENT #28011 / DEC 2019	
99839	1/24/2020	BRINKS, JUSTIN	146.78
		REIMBURSE BOOTS / JPD	
99840	1/24/2020	CEDAR CORPORATION	36,757.05
<b>Previous Year Expense</b>		PUBLIC SAFETY BLDG / DEC 2019	
99841	1/24/2020	CHARTER COMMUNICATIONS	22.57
		ACCT #8245110560007580 / ADMIN	
99842	1/24/2020	CINTAS CORPORATION	28.99
		CLEANING SUPPLIES / REC	

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99843	1/24/2020	CLOTHES CLINIC, INC. MATS / V HALL	62.69
99844	1/24/2020	CONWAY SHIELD HELMETS / JFD	605.00
99845	1/24/2020	CORE & MAIN LP METER PROJECT SUPPLIES / WATER	27,720.00
99846	1/24/2020	CORRPRO DEC 2019 TANK INSPECTIONS / WATER	2,055.00
99847	1/24/2020	DATALINE SERVICES, INC. CONFERENCE ROOM PHONE REPAIRS / VH	328.75
99848	1/24/2020	DIGGERS HOTLINE INC. DEC 19 TICKETS / WATER / WWTP	87.56
99849	1/24/2020	EDGE CONSULTING ENGINEERS, INC. STRUCTURAL REVIEW & REPORT / WATER	2,375.00
99850	1/24/2020	EIASEW FEB 26, 2020 ELECTRIC CODE UPDATE / ENG	95.00
99851	1/24/2020	EMERGENCY MEDICAL PRODUCTS, INC. MED SUPPLIES / JFD	520.62
99852	1/24/2020	FISHER, RENEE REIMBURSE PROGRAM SUPPLIES / PHONE	80.92
99853	1/24/2020	FROEDTERT HEALTH/WORKFORCE HEALTH MED TESTS / JFD	612.00
99854	1/24/2020	GLATFELTER SPECIALTY BENEFITS 2020 ADMINISTRATIVE FEE / JFD	13,400.00
99855	1/24/2020	GRAEF 2019 MILWAUKEE RIVER WATERSHED PROJECT	699.28
99856	1/24/2020	GREAT-WEST DEFERRED COMP / 01-20-20 PAYROLL	2,050.00
99857	1/24/2020	GREMMER & ASSOCIATES, INC. PROFESSIONAL SERVICES / DEC 2019	2,392.40
99858	1/24/2020	GROTH, SCOTT REIMBURSE BOOTS / WATER	135.00
99859	1/24/2020	IMPACT ACQUISITIONS LLC 01/06/2020 - 04/05/2020 LEASE / WATER	397.00
99860	1/24/2020	INTEGRITY AUTO REPAIR SQUAD #7 REPAIRS / JPD	454.50
99861	1/24/2020	KRUEPKE PRINTING 4TH QTR PRINTING / FOLDING	582.50

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99862	1/24/2020	LEMKE, DIANE UTILITY SERVICES FOR JAN 6-19, 2020	156.00
99863	1/24/2020	LENZ ELECTRIC MOTOR REPAIR LLC	175.40
<b>Previous Year Expense</b>		BALL BEARINGS / WWTP	
99864	1/24/2020	MASTER PRINTWEAR	483.00
<b>Previous Year Expense</b>		MIS. CLOTHING / JFD	
99865	1/24/2020	MENARDS - WEST BEND	85.72
<b>Previous Year Expense</b>		MISC SUPPLIES/ WATER	
99866	1/24/2020	METRO MUNICIPAL CLERK'S ASSOCIATION 2020 MEMBERSHIP DUES / SMITH/ ADMIN	30.00
99867	1/24/2020	MTAW 2020 DUES / WINTER / ADMIN	55.00
99868	1/24/2020	MUNICIPAL CODE CORPORATION	809.62
<b>Previous Year Expense</b>		2019 ORDINANCE SUPPLEMENT PAGES	
99869	1/24/2020	NORTH SHORE BANK, FSB DEFERRED COMP / 1-20-20 PAYROLL	670.00
99870	1/24/2020	NORTH SHORE PW ASSOCIATION 2020 ANNUAL DUES / STREETS	145.00
99871	1/24/2020	OFFICE DEPOT	196.98
<b>Previous Year Expense</b>		MISC. OFFICE SUPPLES/ WWTP / ADMIN / JFD	
99872	1/24/2020	OSHKOSH FIRE & POLICE EQUIPMENT AIR TEST RENEWAL / JFD	264.00
99873	1/24/2020	PARAGON DEVELOPMENT SYSTEMS, INC.	1,838.00
<b>Previous Year Expense</b>		BADGER BOOK, SUPPLIES / ELECTIONS	
99874	1/24/2020	PARAGON TACTICAL RANGE SUPPLIES / CVMIC GRANT / JPD	2,235.00
99875	1/24/2020	PETTY CASH 02/01/2020 MONTE CARLO NIGHT / REC	500.00
99876	1/24/2020	PIEPER ELECTRIC, INC.	8,398.27
<b>Previous Year Expense</b>		MISC. REPAIRS & LIGHT POLE INSTALLATION	
99877	1/24/2020	PORT PUBLICATIONS, INC. MONTE CARLO NIGHT ADS / REC	600.00
99878	1/24/2020	PROS 4 TECHNOLOGY, INC.	165.00
<b>Previous Year Expense</b>		COMPUTER MONITOR / ADMIN	
99879	1/24/2020	RELIANT FIRE APPARATUS, INC. PRIMING VALVE REPAIR / 05 PIERCE / JFD	962.53
99880	1/24/2020	SALAMONE SUPPLIES CLEANERS / REC	50.24

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99881	1/24/2020	SONYA'S ROSE ACCT #526 / DISHGARDEN-JEFF KRUEGER/ REC	56.00
99882	1/24/2020	SWANEY, AARON 2019 PHONE REIMBURSEMENT / JFD	456.00
<b>Previous Year Expense</b>			
99883	1/24/2020	TEN 2 COMMUNICATIONS LLC PAGER BATTERIES / JFD	66.00
99884	1/24/2020	TENNIES ACE HARDWARE INC. ACCT #51327 / DEC 2019 / PARKS	488.20
<b>Previous Year Expense</b>			
99885	1/24/2020	TRI-COUNTY WATERWORKS ASSOCIATION FEB 13, 2020 MEETING / WATER	40.00
99886	1/24/2020	U.S. CELLULAR ACCT #300139840 / ENG	253.91
<b>Previous Year Expense</b>			
99887	1/24/2020	US POSTAL SERVICE 2019 RENEWAL / PERMIT #147 / REC	10.00
<b>Previous Year Expense</b>			
99888	1/24/2020	USA BLUE BOOK HYDRANT EXTENSION KIT / WATER	468.67
<b>Previous Year Expense</b>			
99889	1/24/2020	VILLAGE MART ACCT #VJACK / DEC 2019 / ADMIN	1,892.01
<b>Previous Year Expense</b>			
99890	1/24/2020	WASHINGTON COUNTY FIRE CHIEFS ASSOCIATION 2020 ANNUAL DUES / JFD	200.00
99891	1/24/2020	WASTEWATER TRAINING SOLUTIONS MARCH 23-27 TRAINING / T BAUER / WWTP	370.00
99892	1/24/2020	WI DEPT OF JUSTICE - TIME 2020 SYSTEM ACCESS & SUPPORT / JPD	1,128.00
99893	1/24/2020	WI SCTF PIN#5239581 / CASE#4508FA000017	459.68
99894	1/24/2020	WI STATE FIRE INSPECTORS ASSOC - AREA 1 2020 MEMBERSHIP / TRAINING / BLDG INSP	55.00
99895	1/24/2020	WORTHINGTON DIRECT ACCT#JAC2037-MOBILE CAFETERIA TABLE /REC	7,213.38
<b>Previous Year Expense</b>			
99898	1/31/2020	AMAZON CAPITAL SERVICES MISC. OFFICE SUPPLIES / JPD, JFD & ADMIN	185.69
99899	1/31/2020	AMERICAN HOMES 4 RENT REFUND - BILL DOUBLE PAID	98.32
99900	1/31/2020	AT&T MONTHLY PHONE BILL / JPD & WWTP	317.97
99901	1/31/2020	BIANCUZZO, CHERI 2020 MONTE CARLO NIGHT	500.00

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99902	1/31/2020	BOEHLKE BOTTLED GAS CORP. DEPOSIT & FILL / STREETS	18.95
99903	1/31/2020	BURKE TRUCK & EQUIPMENT BOLT ASSEMBLY / BUSHING / STREETS	245.70
99904	1/31/2020	CENTURY LINK MONTHLY SERVICE / STREETS & WATER	35.92
99905	1/31/2020	CHEMTRADE CHEMICALS US LLC ALUM SULFATE / WWTP	3,531.92
99906	1/31/2020	CINTAS CORP FIRST AID SUPPLIES / STREETS-WWTP-WATER	153.11
99907	1/31/2020	CLOTHES CLINIC, INC. MATS / V HALL	62.69
99908	1/31/2020	CZECHOLINSKI, PETER 2019 PROP TAX REFUND / V3 0013003	462.84
99909	1/31/2020	ENDURACLEAN, INC. SUPPLIES / STREETS	613.24
99910	1/31/2020	ENVIROTECH EQUIPMENT OPTICAM 3" BALL SKID / WWTP	109.63
99911	1/31/2020	EQUIPMENT RENTALS INC. DRAPES FOR MONTE CARLO EVENT / REC	621.00
99912	1/31/2020	FASTENAL COMPANY SUPPLIES / WWTP	45.34
99913	1/31/2020	FINN, WILLIAM J 2020 MONTE CARLO NIGHT / REC	3,200.00
99914	1/31/2020	FISHER, RENEE REIMBURSE MONTE CARLO NIGHT/ DOLLAR TREE	27.00
99915	1/31/2020	FIT4YOU, LLC JAN 2020 CLASSES / REC	175.00
99916	1/31/2020	FRECHETTE, JAMES R. 2019 AUDIT / PROGRESS BILLING / ADMIN	6,060.00
99917	1/31/2020	GERKE, KARIE E. JAN 7 -28, 2020 TINY TOT SPORTS / REC	84.00
99918	1/31/2020	GS SYSTEMS, INC SUPPORT AGREEMENT & SOFTWARE MAINT/ WWTP	1,805.00
99919	1/31/2020	HARTFORD POLICE DEPT MARCH 2020 TRAINING / JPD	260.00
99920	1/31/2020	HAWKINS INC. MISC SUPPLIES / WWTP	343.47

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99921	1/31/2020	HEIN ELECTRIC SUPPLY CO MISC SUPPLIES / DPW	115.20
99922	1/31/2020	HOLMBECK, JACQUELINE MAILBOX REIMBURSEMENT / HOLMBECK	30.00
99923	1/31/2020	IVERSON, WENDY M JAN 7 - FEB 22 CLASSES / REC	478.00
99924	1/31/2020	JAHN, RACHELLE JAN 13 - FEB 3, 2020 PIANO LESSONS / REC	264.00
99925	1/31/2020	LAKESHORE REGIONAL CHILD ADVOCACY CENTER LRCAC CONFERENCE -VOSSEKUIL/FOEGER / JPD	160.00
99926	1/31/2020	LAMB, CAITLIN JAN 7 - FEB 11, 2020 ZUMBA CLASSES / REC	270.00
99927	1/31/2020	MARTELLE WATER TREATMENT, INC. AQUA MAG BULK / WATER	1,746.08
99928	1/31/2020	MENARDS - WEST BEND MISC. SUPPLIES / WWTP / STREETS / JFD	495.83
99929	1/31/2020	NEW PIG CORPORATION ABSORBENTS / STREETS	372.81
99930	1/31/2020	ODEKIRK, ANITA JAN 15 - FEB 18 2020 YOGA CLASSES / REC	225.00
99931	1/31/2020	OFFICE DEPOT OFFICE & JANITORIAL SUPPLIES / WATER/REC	201.54
99932	1/31/2020	RATHKE, KURT REIMBURSE WORK BOOTS / STREETS	151.30
99933	1/31/2020	REDMAN, DIANE JAN 8 - FEB 26 2020 TAI CHI CLASSES/ REC	100.00
99934	1/31/2020	RELIABLE DOOR AND DOCK, INC DOOR REPAIR / DPW BLDG / STREETS	408.50
99935	1/31/2020	RICOH USA, INC. FEB 2020 LEASE / JPD	75.36
99936	1/31/2020	ROHDE, JODI REIMBURSEMENT FOR OFFICE SUPPLIES / JPD	7.01
99937	1/31/2020	ROLAND MACHINERY CO. HOSE, FITTINGS / STREETS	88.90
99938	1/31/2020	RUEKERT & MIELKE, INC. WATERSHED PROJECT / SEPT 1 - DEC 27 2019	699.28
99939	1/31/2020	RUETTEN, CHARLES R. REIMBURSE WELLNESS LUNCHEON / REC	192.35

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

Check Nbr	Check Date	Payee	Amount
99940	1/31/2020	SHERWIN INDUSTRIES, INC. FIBER MIX / STREETS	320.10
99941	1/31/2020	SPERB, STEPHANIE REFUND /BEGINNER WRESTLING / REC	50.00
99942	1/31/2020	SUPERIOR CHEMICAL CORPORATION MISC. SUPPLIES / STREETS	1,658.35
99943	1/31/2020	SWANK MOTION PICTURES, INC. MOVIE NIGHT-FEB 7, 2020/ REC	205.00
99944	1/31/2020	TARANTINO, DAVID REIMBURSE SAFETY SHOES & PANTS / STREETS	209.94
99945	1/31/2020	TOE NAIL TRIMMERS LLC JAN 22, 2020 CLINIC / REC	145.00
99946	1/31/2020	VERONA SAFETY SUPPLY, INC WORK BOOTS/JACKET / STREETS/WATER	123.79
99947	1/31/2020	WOLLNER PLUMBING & EXCAVATING, LLC FIRE HYDRANT REPLACEMENT & SCHMALL FARM	2,214.45
Grand Total			2,502,251.28

GENERAL VILLAGE CHECKING

Accounting Checks

Posted From: 1/01/2020 From Account:  
Thru: 1/31/2020 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	1,715,538.58
Total Expenditure from Fund # 150 - HOTEL / MOTEL	7,608.37
Total Expenditure from Fund # 200 - WATER UTILITY	52,923.11
Total Expenditure from Fund # 300 - SEWER UTILITY	52,955.50
Total Expenditure from Fund # 500 - RECREATION-VILL/TOWN	24,575.87
Total Expenditure from Fund # 600 - CAPITAL PROJECT FUND	447,593.27
Total Expenditure from Fund # 670 - TID #7	34,450.91
Total Expenditure from Fund # 900 - FIRE & RESCUE	166,605.67
Total Expenditure from all Funds	2,502,251.28

# Memo

**To:** John M Walther, Village Administrator  
**From:** Brian W. Kober, P. E., Director of Public Works  
**Subject:** Cedar Corp Engineering Services Agreement  
Jackson Municipal Complex Building  
**Date:** February 6, 2020  
**CC:** Village Board

The Jackson Municipal Complex Building plans are being finalized and prepared for bidding. The plan and specs will be advertised in the West Bend News and plan rooms across the State of Wisconsin on Tuesday, February 11, 2020 and Tuesday, February 18, 2020. A pre-bid meeting will be held at the Village Hall, N168 W 20733 Main Street, Jackson, WI 53037 on February 25, 2020, at 2:00 p.m., local time. Attendance is not mandatory. The bid opening is scheduled for Thursday, March 5, 2020. If all bid items reviewed by Cedar Corp are logical, then the Village Board could approve the bid for construction at the March 10<sup>th</sup> meeting. Otherwise, more review maybe necessary and the Village Board approval date would be Tuesday, March 17, 2020.

Attached is the revised Professional Engineering Service Agreement with Cedar Corp. The not to exceed estimated fees are as follows:

- 1) The Design Services for the building changes to add the Village Hall is a lump sum amount of \$20,000.00. This is a reasonable amount compared to the amount of time involved achieving the new design.
- 2) Bidding and Contract Award Services is a not exceed amount of \$20,000.00. The amount includes the printing, bid pre meeting, and the bid review.
- 3) The Construction Administration is a not to exceed amount of \$230,000.00 which covers all the meetings and reports with the project.
- 4) The Resident Engineering is a not to exceed amount of \$225,000.00 which covers onsite inspection services. Inspection services is based on 24 hours per week onsite construction observation. The Village can request more inspection service if needed. Between the Administration and Engineering amounts there is enough funding to cover all the necessary onsite inspections.

If you have any questions, please do not hesitate to ask.

Brian W. Kober, P.E.

**Confirmation of Client Request for Services  
between Cedar Corporation (ENGINEER)  
and Village of Jackson (CLIENT)**

**Authorization to Perform Professional Engineering Services for Jackson Municipal Complex Building**

ENGINEER is hereby authorized to proceed with the project listed below. The services are to be completed in a timely manner mutually agreeable with the CLIENT and ENGINEER.

**Project:** Jackson Municipal Complex Building

**Scope of Work:**

ENGINEER will complete Bidding, General Project Administration and Resident Engineering Services for the Jackson Municipal Complex Building as defined in the Project Scope. Engineer has attached a copy of this Project Scope as Attachment A.

**Method of Compensation:** Work will be completed for the following estimated fees. We will not exceed these amounts without authorization from the Village of Jackson.

- |   |                                 |
|---|---------------------------------|
| A. Design Services Associated with<br>Administrative Staff added to the Municipal<br>Complex Building | \$20,000.00 (Lump Sum)          |
| B. Bidding and Contract Award Services<br>(Item 1.1 Attachment A)                                     | \$20,000.00 (Lump Sum)          |
| C. Construction Administration<br>(Item 1.2 Attachment A)   | \$230,000.00 (Hourly Estimated) |
| D. Resident Engineering<br>(Item 1.3 Attachment A)  | \$225,000.00 (Hourly Estimated) |

Resident Engineering Services was estimated based upon 24 hours per week of on-site construction observation for the duration of the project.

**Hourly Rate Schedule:** The hourly rates to be used for Construction Administration and Resident Engineering services are included as Attachment B.

**Direct Expenses:** Reimbursement of direct expenses incurred in connection with the Project, including but not limited to the following:

- Mileage expenses per IRS regulations (currently 57.0 cents/mile)
- Fees paid for securing approval of authorities having jurisdiction over the Project.
- Printing and reproduction.
- Equipment costs (e.g. automated survey instruments, etc.)

**Other Compensation:** It is understood that when requested by the Owner, the Engineer shall procure the services of independent inspection bureaus, laboratories, soils exploration firms, etc. However, this is for the convenience of the Owner and the Engineer shall provide coordination only of these services at the labor rates provided as Attachment B.

Payments are due and payable thirty (30) days from the date of the ENGINEER's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of one percent (1%) per month from invoice date.

**Timetable:** Work is anticipated to be completed in September of 2021.

THIS AGREEMENT is hereby approved and executed this \_\_\_\_ day of \_\_\_\_\_, 2020.

Village of Jackson

CEDAR CORPORATION

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Cory Scheidler, A.I.A.

Title: \_\_\_\_\_

Title: Director of Architecture

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Ron Dalton, P.E.

Title: \_\_\_\_\_

Title: Director/Office Manager

## ATTACHMENT A

### PROJECT SCOPE: Jackson Municipal Complex Building

#### 1.1 BIDDING AND CONTRACT AWARD

The ENGINEER agrees under this paragraph, to assist the OWNER in obtaining and evaluating bids on the PROJECT as follows:

- Assist the OWNER in obtaining bids by furnishing digital project bid documents to QuestCDN eBid for downloading of bid documents by those requesting such. Maintain a record of bid document holders.
- Printing 10 sets of Bid documents for use in the PROJECT construction phase.
- Interpretation of Contract Documents and preparation of Addenda during the bidding period.
- Administer the bid opening.
- Preparation of bid tabulations.
- Analysis of bid results.
- Consultation with the OWNER on the award of contracts.
- Assist in preparation of formal Contract Documents for review by the OWNER's legal representative.

#### 1.2 GENERAL PROJECT ADMINISTRATION

The ENGINEER agrees to provide the following General Administrative Services for the PROJECT. OWNER and ENGINEER agree that the ENGINEER shall be obligated to provide only that degree of scrutiny of the Contractor's work as is described in this part. Only if specifically included otherwise in this Agreement shall the ENGINEER provide full or part-time Resident Engineering Services for the PROJECT.

The performance of General Administrative Services specifically excludes direction or supervision of the Contractor or his employees in the performing of their work in a safe, legal or proper manner and ENGINEER hereby disclaims any responsibility therefore.

ENGINEER will endeavor to guard OWNER against defects and deficiencies in the work. However, it is understood and agreed by and between ENGINEER and OWNER that with respect to defects and deficiencies in the work, ENGINEER'S role under this subsection is advisory only. Accordingly, ENGINEER can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

ENGINEER shall under this paragraph, assist the OWNER in administering the provisions of the Contract Documents as follows:

- Assistance in interpretation of the drawings and specifications and approval of all changes in the Contract Documents.
- Administer the Preconstruction Conference.
- Make decisions regarding the PROJECT as called for in the Contract Documents.
- Assistance in interpretation of the reports of inspection bureaus, laboratories, test borings, and subsurface exploration related to the PROJECT during construction.
- Review of shop drawings and manufacturer's data for general conformance with the Contract Documents.
- Assist in preparation of closeout information as required (i.e., final change orders (quantity adjustments, etc.), contractor general lien waiver forms, Certificate of Substantial Completion, Consent of Surety, Affidavit of Wage Rate Compliance, etc.).
- Bi-weekly job site meetings.
- Final inspection and processing of final contract payment request. (Final unit quantities where appropriate to the method of compensation shall be furnished to the ENGINEER by the OWNER or OWNER's Agent performing Resident Engineering duties.)
- Preparation of a set of record drawings of the completed PROJECT conforming to the construction records provided to the ENGINEER by the Contractor or the OWNER during construction.
- Assistance during Contractor's correction period (warranty).

### 1.3 RESIDENT ENGINEERING

The ENGINEER agrees to provide Resident Engineering Services for the PROJECT. These services do not guarantee the Contractor's performance which is covered by the Contractor's bond, but by providing these services, the ENGINEER endeavors to protect the OWNER against defects and deficiencies in the PROJECT work and endeavors to insure compliance with the drawings and specifications within reasonable tolerances generally accepted in the Trade.

- The OWNER has requested the ENGINEER to provide part time Resident Engineering which shall provide for a Resident Project Representative to be at the construction site periodically. Continuous surveillance of construction activities will not be required. Scheduling of on-site observations will endeavor to observe and accept or reject materials and procedures, in general, before they become hidden from view by subsequent construction.

Services to be offered by the ENGINEER are limited to those specified below:

- The original setting of grades.

- Observation of completed work for compliance with drawings and specifications.
- Keeping records of the Contractor's activities.
- Coordinate between contractor, design team and owner.
- Negotiation of field changes and change orders for approval by the OWNER and ENGINEER.
- Attend pre-installation meeting with contractor.
- On-site coordination of the PROJECT.
- Observe onsite testing by third party inspection firms.
- Recommendation for payment of Contractor's progress payment requests.
- Weekly construction meeting attendance.
- Provide weekly observation reports to Village.
- Coordinate final material and color selections between contractor and owner.
- Act as liaison between contractor and owner.

#### 1.4 ADDITIONAL ENGINEERING SERVICES

The ENGINEER shall under this paragraph provide optional additional professional services which are often a part of the project, but which have not been included under previous paragraphs. These services shall be provided **AT ADDITIONAL COST** under the method indicated in Section 2.

Examples of these services include, but are not limited to:

Providing services which are not in accordance with ENGINEER procedures, standards or normal billing practices, assistance to attorneys and appearances before courts or boards on matters of litigation or arbitration, redesign ordered by the OWNER after the original design concept has been reviewed and accepted by the OWNER, laboratory testing, tune up and testing of equipment, plant operation and maintenance manuals, training of operators, final computation of total eligible PROJECT cost including engineering, construction, administration, etc., for purposes of audit on projects involving grants, etc.

The ENGINEER agrees to provide the following Additional Engineering Services for the PROJECT:

- None requested at this time. However, services of the type listed above will be provided under this paragraph **AT ADDITIONAL COST** if authorized in writing by the OWNER.

# 2020 Schedule of Hourly Rates

<u>TITLE</u>	<u>RATE</u>
Principal	\$180.00
Director	\$170.00
Senior Project Manager	\$160.00
Lead Project Manager	\$150.00
Senior Architect / Senior Engineer / Lead Senior Planner	\$145.00
Lead Engineer	\$140.00
Project Manager III / Senior Consultant	\$135.00
Senior Construction Manager	\$130.00
Project Manager II	\$125.00
Project Engineer III	\$120.00
Project Manager I / Landscape Architect / Environmental Specialist IV	\$115.00
Project Engineer II / Senior Planner / Technician V	\$110.00
Environmental Specialist III	\$105.00
Construction Manager / Project Engineer I / Architect I	\$100.00
Professional Land Surveyor II / Technical Specialist	\$100.00
Technician IV	\$ 98.00
Staff Engineer II / Professional Land Surveyor I	\$ 95.00
Environmental Specialist II / Planner II / Surveyor	\$ 90.00
Technician III	\$ 89.00
Staff Engineer I / Environmental Specialist I	\$ 85.00
Technician II	\$ 80.00
Planner I	\$ 75.00
Technician I / Administrative Assistant II	\$ 72.00
Administrative Assistant I	\$ 67.00
Intern	\$ 65.00

Reimbursable Expenses (in addition to compensation for professional services if not included in contract):

Vehicle Mileage	\$0.57/mile <sup>1</sup>
GPS/Robotic Survey Equipment	\$30/hour

<sup>1</sup> Mileage reimbursement is subject to adjustment during the calendar year based on the IRS standard mileage rate

Field supplies are charged to the project at cost. Review fees required by approving authorities shall be paid directly by the Owner.

**THIS RATE SCHEDULE, APPENDED TO ANY CONTRACT, IS SUBJECT TO ANNUAL ADJUSTMENT.**

# M e m o

e

**To:** Brian Kober

**From:** Jeff L. Deitsch JLD

**Date:** 01/22/2020

m

**Re:** Replacing Water Utility Service Truck

---

o

The Water Utility Service / Plow Truck 4X4 is scheduled to be replaced. This is a budgeted item for the Water Utility in 2020. I received three bids for the replacement truck as follows:

Newman Chevrolet Inc. ----- \$29,783.00

EVS Saukville ----- \$29,483.80

Uptown Motors Slinger ----- \$30,584.00

**Plus**

Snow Plow Package ----- \$300.00

I recommend purchase from EVS Saukville for \$29,783.80

The delay in the 2019 Chevrolet chassis cab build has afforded the Jackson Water Utility to purchase the service body at the same price as last year's approved service body purchase of \$16,580.00 from Jackson Truck Body

The bids receive brings the truck in at \$46,363.80. The Jackson Water Utility budgeted \$55,000.00 for this replacement truck.

## Jeff Deitsch

---

**From:** Tony Pirlot <tonyp@north2newman.com>  
**Sent:** Monday, January 20, 2020 4:47 PM  
**To:** Jeff Deitsch  
**Subject:** RE: 2020 Chevrolet 3500 WT  
**Attachments:** Village Of Jackson 2020 gas chassis 4x4.pdf

\$40,145.00 is the MSRP of your 2020 4x4 3500 chassis  
\$-10,361.00 is the bid assistance and discounts

\$29,783.00 is the sale price before state & dealer service fee for attached truck. Do call with questions regrading the build or to place order.

**Best Regards,**

**TONY PIRLOT**  
**COMMERCIAL & RETAIL TRUCK MANAGER**  
**NEWMAN CHEVROLET INC.**  
**262-377-3020**  
**414-852-6750 CELL**  
**262-377-3022 FAX**

**From:** Jeff Deitsch <jeff.deitsch@villageofjackson.com>  
**Sent:** Monday, January 20, 2020 3:48 PM  
**To:** Tony Pirlot <tonyp@north2newman.com>  
**Subject:** RE: 2020 Chevrolet 3500 WT

Tony,  
Sorry about that, 3500 regular cab, pick up box delete, dual rear wheel.

Thanks  
Jeff L. Deitsch  
Village of Jackson

**From:** Tony Pirlot <tonyp@north2newman.com>  
**Sent:** Friday, January 17, 2020 3:50 PM  
**To:** Jeff Deitsch <jeff.deitsch@villageofjackson.com>  
**Subject:** RE: 2020 Chevrolet 3500 WT

The 1<sup>st</sup> truck you sent over said nothing about chassis, 3500 regular cab work truck is why I asked, I can get a single rear wheel chassis with pick up box delete.

**From:** Jeff Deitsch <jeff.deitsch@villageofjackson.com>  
**Sent:** Friday, January 17, 2020 3:48 PM  
**To:** Tony Pirlot <tonyp@north2newman.com>  
**Subject:** RE: 2020 Chevrolet 3500 WT

## Jeff Deitsch

---

**From:** R Mickelson <rmickelson@thegmdealer.com>  
**Sent:** Saturday, January 18, 2020 1:30 PM  
**To:** Jeff Deitsch  
**Subject:** 2020 Silverado 3500 4X4  
**Attachments:** VofJ4x4.pdf

Hello Jeff,

I have attached a build recap of the truck I am quoting. The MSRP of the truck is \$40145. Our discount is \$10661.20 for a net selling price of \$29483.80. Please let me know if you have any questions and if there is anything else I can do to help you.

Thank You!

Randy Mickelson  
EVS - Saukville  
Cell: 262-355-7192  
Local: 262-284-800  
Toll Free: 800-648-6789  
[theGMdealer.com](http://theGMdealer.com)  
[theCADILLACdealer.com](http://theCADILLACdealer.com)



Vehicle: [Fleet] 2020 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck ( Complete )

## Window Sticker

### SUMMARY

[Fleet] 2020 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck

MSRP:\$37,200.00

Interior:Jet Black, Vinyl seat trim

Exterior 1:Summit White

Exterior 2:No color has been selected.

Engine, 6.6L V8

Transmission, 6-speed automatic, heavy-duty

### OPTIONS

CODE	MODEL	MSRP
CK31003	[Fleet] 2020 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck	\$37,200.00
<b>OPTIONS</b>		
1WT	Work Truck Preferred Equipment Group	\$0.00
9L3	Spare tire delete.	\$0.00
A52	Seats, front 40/20/40 split-bench	\$0.00
AED	Window, power front, passenger express down	Inc.
AQQ	Remote Keyless Entry, with 2 transmitters	Inc.
AU3	Door locks, power	Inc.
AXG	Window, power front, drivers express up/down	Inc.
DBG	Mirrors, outside power-adjustable vertical trailing	Inc.
FE9	Emissions, Federal requirements	\$0.00
GAZ	Summit White	\$0.00
GT4	Rear axle, 3.73 ratio	\$0.00
H2G	Jet Black, Vinyl seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system, 7" diagonal color touchscreen, AM/FM stereo.	\$0.00
K34	Cruise control, electronic	Inc.
L8T	Engine, 6.6L V8	\$0.00
MYD	Transmission, 6-speed automatic, heavy-duty	\$0.00

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Data Version: 10130. Data Updated: Jan 17, 2020 10:03:00 PM PST.



Vehicle: [Fleet] 2020 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work Truck ( Complete )

QQO	Tires, LT235/80R17E all-season highway, blackwall	\$0.00
V46	Bumper, front chrome	\$100.00
ZLQ	WT Fleet Convenience Package	\$1,250.00
<b>SUBTOTAL</b>		<b>\$38,550.00</b>
	Adjustments Total	\$0.00
	Destination Charge	\$1,595.00
	<b>TOTAL PRICE</b>	<b>\$40,145.00</b>

**FUEL ECONOMY**

Est City: N/A

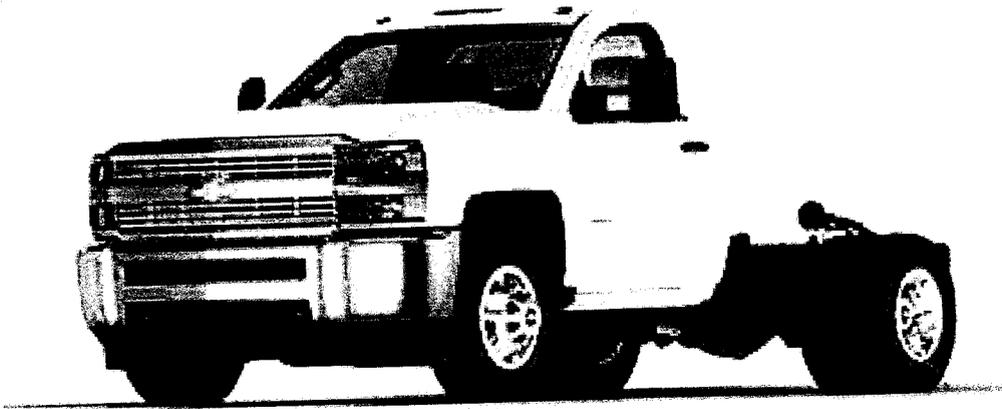
Est Highway: N/A

Est Highway Cruising Range: N/A

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Data Version: 10130. Data Updated: Jan 17, 2020 10:03:00 PM PST.

Vehicle: [Fleet] 2020 Chevrolet Silverado 3500HD CC (CK31003) 4WD Reg Cab 146" WB, 60" CA Work  
Truck ( Complete )



**Note: Photo may not represent exact vehicle or selected equipment.**

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.  
Data Version: 10144. Data Updated: Jan 19, 2020 10:11:00 PM PST.

## Jeff Deitsch

---

**From:** Justin Thimm <JThimm@uptownmotors.com>  
**Sent:** Tuesday, January 21, 2020 9:36 AM  
**To:** Jeff Deitsch  
**Subject:** Re: Price

I believe your incentive amount is 6800

That would take your price to 30584 for a sale price

Sent from my iPhone

> On Jan 17, 2020, at 3:31 PM, Jeff Deitsch <jeff.deitsch@villageofjackson.com> wrote:

>

> Justin,

> I liked your email yesterday that you thought it was going to be 2900.00 more. It's hard to believe its 9133.95 more for 4X4. I will except that number for your bid.

>

> Thanks,

> Jeff L. Deitsch

> Village of Jackson

>

> -----Original Message-----

> From: Justin Thimm <JThimm@uptownmotors.com>

> Sent: Friday, January 17, 2020 1:06 PM

> To: Jeff Deitsch <jeff.deitsch@villageofjackson.com>

> Subject: Price

>

> \$35652.35

>

> Should be the number for the matching truck in 4x4

>

> Sent from my iPhone

# Jackson Truck Body Inc.

N168 W20640 Main Street  
 Jackson, WI 53037-0431  
 Phone 262-677-3133  
 Fax 262-677-2211

## QUOTE

DATE	ESTIMATE #
1/24/2020	57822

Village of Jackson  
 N168 W20733 Main St.  
 PO Box 637  
 Jackson Wi. 53037

P.O. NO.	TERMS	FOB	SALES PEOPLE
	Due on receipt	Jackson Wi.	Jeff

QTY	ITEM	DESCRIPTION	TOTAL
1	SB 108 m 51...	MCB service body 9' long (aluminum) 109" long, floor width 51" compartment depth 20", 42.5" high 26" floor to top of compartment standard door configuration drain holes in each compartment 12 gauge treadplate floor double door panels hidden hinges (stainless steel) Air assist hold open/ restraints on vertical doors undercoated, epoxy primed and painted gloss white Full LED lighting - clearance, stop and turn unit installed on your truck	11,708.00T
1	receiver	cost to install one receiver hitch on your truck 2' ID receiver tube with safety chain hooks 6000 lb M.G. T. W. 400 lb tong weight painted black, spec height _____	0.00 424.00T

**TOTAL**

SIGNATURE

# Jackson Truck Body Inc.

N168 W20640 Main Street  
Jackson, WI 53037-0431  
Phone 262-677-3133  
Fax 262-677-2211

## QUOTE

DATE	ESTIMATE #
1/24/2020	57822

Village of Jackson  
N168 W20733 Main St.  
PO Box 637  
Jackson Wi. 53037

P.O. NO.	TERMS	FOB	SALES PEOPLE
	Due on receipt	Jackson Wi.	Jeff

QTY	ITEM	DESCRIPTION	TOTAL
1	C2-54-1342 ...	Maxon ME2 lift gate for service body (aluminum platform) Municipal discount 1300 lb. capacity Aluminum platform 49" x 38" 6" ramp weight 430 lbs. additional remote pendent control fully enclosed hydraulic system unit installed on the back of your utility body	3,418.00T
1	miss	Strobe lights installed in the grill and at the back of the body, wired to upfitter switch in the cab	500.00T
1	SSA 23	ssa 23 super springs Maintenance-free Self-adjusting suspension stabilizing system 2000 (lb) Additional Load-Leveling Ability Reduces body roll up to 30% without compromising ride quality Works in conjunction with original equipment leaf spring assembly Adjustable shackles allow installation to suit various needs Sales Tax	530.00T        0.00

All of the above prices are subject to change after 15 days.  
Any changes or modifications to the job will void the above prices.  
Please SIGN this quote and we will put your job into the production order.  
THANK YOU

<b>TOTAL</b>	<b>\$16,580.00</b>
--------------	--------------------

SIGNATURE

---

STEP UP

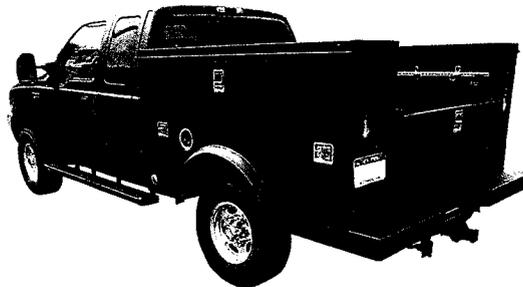
# MCB

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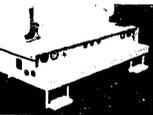


### Features:

- \* Body Panels: Solid Welded .125, 3003, H14 Aluminum
- \* Underframe: 6061, T6 Structural Aluminum Channel
- \* Floor: .125, 6061, T6 Brite Aluminum Treadplate
- \* Doors: Heavy Duty Double Panel construction...  
.125, 3003, H14 Aluminum Outer Panels, and Hat Channel formed .090, 3003, H14 Aluminum Inner Panels
- \* Hinges: *NEW* Stainless Steel Concealed type with 3-Dimensional adjustment...allows easy removal of doors for repair or replacement
- \* Handles: Stainless Steel, Single Point, Slam Action Paddle type
- \* Tailgate: Lift and Latch style, .125, 3003, H14 Aluminum with Stainless Pins and Brackets
- \* Undercoating
- \* Urethane Primer

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Better Seal  
more Rust Resistant



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3312 N. 600 W., Greenfield, IN 46140, TOLL FREE: 1-866-294-6282, Phone: 317-894-8684, Fax: 317-894-1896

# Memo

**To:** John Walther, Village Administrator

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



**Subject:** Three Percent Rate Increase

**Date:** January 29, 2020

**CC:** Village Board; Board of Public Works

As a recommendation for the 2018 City Water Rate Study Report the water rate shall increase 3% for the next four years to achieve the proper ROR (Rate of Return). Per the PSC (Public Service Commission) allows a simplified rate increase after a year of a previous rate increase. The 3% rate increase would take effect on April 1, 2020.

Using the PSC (Public Service Commission) Water Rates Dashboard, the current Jackson Water rate for 4,000 gallons usage is \$27.04. Compared to the average Wisconsin Water Utility rate for 4,000 gallons is \$31.74. The 3% rate increase would get the Jackson Water Utility closer to the median rate.

If you have any questions, please let me know.

Brian W. Kober, P.E.



**WI Water Rates Dashboard**  
Rates as of May 15, 2018  
Dashboard updated: July 15, 2019



Jackson

Rates Comparison | Financial Benchmarks | Characteristics | Links | Edit Data or Add Utility

Select residential bill and monthly consumption amount  
4,000 gallons  
535 cubic feet

Monthly Water Bill: **\$27.04**  
Includes free protection charge of \$2.21

Select comparison group: All Utilities  
Comparing to all utilities in survey

Map showing 579 rate structures compared

Effects of raising rates by: 0%

Download Data

Copyright (c) 2020 Environmental Finance Center at the University of North Carolina Chapel Hill

**Bill Comparison**

Water Bill at 4,000 gallons  
Median: \$31.74

Min \$1.28 Max \$97.95

**\$27.04**

**Cost Recovery**

Operating Ratio Incl. Deprec. 2016

Min 0.5 Max 1.5

**1.08**

**Marginal Price**

Water Price difference for the next 1,000 gallons  
Median: \$3.75

Min \$0.00 Max \$13.30

**\$2.62**

**Median Affordability**

Annual Water Bills as % MHI

Min 0% Max 30%

**0.57%**

4,000 gals  
Bill Comparison  
MEDIAN: \$31.74  
JACKSON: \$27.04

## Simplified Rate Case Application - Water Class C

2720 - Village of Jackson Water Utility

Public Service Commission of Wisconsin  
 PO Box 7854  
 Madison WI 53707-7854

(filing this form out is in accordance with Wis. Stat 196.193)  
 3011(1/1/2020)

Preparer Name: **Brian Kober**  
 Preparer Phone Number: **(262) 677-0707**  
 Preparer Email Address: **brian.kober@villageofjackson.com**  
 Date Application will be filed with the PSC: **02/12/2020**  
**Notice** Date to be Mailed/Published: **02/12/2020**  
 Newspaper Name: **West Bend News**  
 Rate Effective Date: **04/01/2020**

	Annual Report Information	Page	
1	Total Sales of Water	W-1	\$1,250,891
2	Rate Increase Factor		3.0%
3	Line 1 * Line 2		\$37,527
4	Net Operating Income (Operating Revenues - Operating Expenses)	W-1	\$254,249
5	Adjusted Total Operating Income (Line 3 + Line 4)		\$291,776
6	Average Net Rate Base - Water Utility	F-23	\$5,645,189
7	Line 5 / Line 6		5.2%
8	<b>Test 1 - Financial Eligibility Qualifies *</b>		<b>Yes</b>
9	Adjusted Operating Income (Line 5)		
10	Total Operation & Maintenance (O&M) expense (600 and 900 accounts only)		
11	Line 9 / Line 10		
12	<b>Test 2 - Financial Eligibility Qualifies **</b>		

\* Eligible if line 7 <= 5.70%

\*\* Eligible if line 11 <= 6.0%

### History Check

Effective Date of the Last Full Rate Case: **10/06/2010**

Rates from last full rate case have been in effect for at least one full calendar year and the current annual report has been filed. **Yes**

If Class AB, it has been 5 years or less since the last full rate case. **NA**

Effective Date of the Last SRC: **11/01/2018**

Rates from the last SRC have been in effect for one year (12 months). **Yes**

#### Water Meter Rates

5/8" meter rate at the last full rate case: **21.00**

Current 5/8" meter rate: **22.95**

If Class C or D, current rate is less than 40% higher than the last full rate case. **Yes**

5/8" meter rate percent increase since last full rate case: **9.29%**

**Notice of Rate Increase**  
**Water Customers of the Village of Jackson Water Utility**

This is to give you notice that the Village of Jackson Water Utility will file an application on February 12, 2020, with the Public Service Commission of Wisconsin (PSC), for authority to increase water rates. Rates for general service will increase 3.0 percent. The increase is necessary to reduce the existing deficiency in present rates. The request is being made under Wis. Stat. 196.193. Rate increases granted under this statute do not require a public hearing. The effect of the increase for some selected customers is shown below. Public Fire Protection and Wholesale rates (if applicable) will also increase 3.0 percent.

<b>Customer Classification</b>	<b>Meter Size</b>	<b>Gallons</b>	<b>Existing Quarterly Rate</b>	<b>Revised Quarterly Rate</b>
Average Residential	3/4	12,000	\$54.39	\$56.04
Large Residential	3/4	18,500	\$71.42	\$73.59
Multifamily	2	91,500	\$326.39	\$336.02
Commercial	1	58,000	\$172.10	\$177.21
Industrial	4	860,000	\$2,065.92	\$2,125.20

This rate increase will go into effect on April 1, 2020. If you have any questions about the rate increase request, call the Village of Jackson Water Utility at (262) 677-0707.

**DRAFT Minutes**  
**Board of Public Works Meeting**  
**Tuesday, January 28, 2020 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**

**1. Call to Order and Roll Call**

Chair Olson called the meeting to order at 7:00 p.m.

Members Present: Brian Heckendorf, Dan Leonard, Tr. Lippold, Sarah Malchow, Tr. Malcolm and Gloria Teifke

Staff Present: Brian Kober and Jilline Dobratz

**2. Approval of the Board of Public Works Minutes of November 26, 2019**

Motion by Dan Leonard, second by Tr. Lippold to approve the Board of Public Works minutes of November 26, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

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

Brian Kober explained this is being reviewed. The contract will be at the Budget & Finance and Village Board meetings on February 11, 2020. The advertise for bid in February with a March 5, 2020 bid opening. If Cedar Corporation is comfortable with the bid, the Village Board would review it at the March 10, 2020 meeting for approval. Otherwise, there would be a Special Village Board meeting on March 17, 2020 for approval. The plans are being finalized for Ridgeway and Spruce Streets and will be advertised in March. The bids will be reviewed at the March 31, 2020 Board of Public Works meeting. Chair Olson inquired if the State issues have been resolved. Brian Kober said the DNR is reviewing the modeling of the flood plain, it will not delay the project.

**4. Review of Quotes for new Jackson Water Utility Service Truck**

Brian Kober stated this was a 2020 budgeted item. Three bids were received with the low bid from EVS Saukville. A snowplow package was added for \$300.00. The approved 2019 truck has been delayed and is scheduled for delivery in April. Jackson Truck Body has honored last year's price for the service body. The truck will be good for 10 years. Motion by Tr. Malcolm, second by Chair Olson to recommend Budget & Finance and Village Board approve the quote for the Jackson Water Utility Service Truck from EVS Saukville in the amount of \$46,363.80.

Vote: 7 ayes, 0 nays. Motion carried.

**5. Review of Quotes for new Jackson Sewer Utility RTV Service Vehicle**

Brian Kober gave information on the two bids that were received for an off-road service vehicle. The low bid was from John P. Lochen Co., Inc. of Newburg. This is to aid in early walkaround, maintenance of equipment/grounds, weed control, interceptor sewer maintenance and winter operation at the WWTF. The Kubota RTV vehicle would have to be trailered to sites as the village does not allow this type of vehicle to be on the road by ordinance. Tr. Lippold inquired on diesel compared to gas engines. Brian Kober will check if this type of vehicle is available with a gas engine.

Motion by Chair Olson, second by Tr. Lippold to refer Review of Quotes for new Jackson Sewer Utility RTV Service Vehicle to the February meeting for further research.

Vote: 7 ayes, 0 nays. Motion carried.

**6. Discussion on Yard Waste Site Policy and Procedure**

Brian Kober reviewed Ordinance #20-04 Amending Chapter 34, Article II, Division 2 of the Village Code Yard Waste Collection, and the memo for Spring Clean Up Day plus Yard Waste Disposal Guide. The Spring Clean-Up Day will be Saturday, April 25, 2020 from 9:00 a.m. until Noon. Chair Olson commented on adding language to the Ordinance regarding rules for the facility to be posted at the Yard Waste Site. Brian Kober stated by March 1, 2020 the card program will be ready and advertising will begin. Information on the program will be in the April Quarterly, on the web site and the Village's electronic sign.

Motion by Chair Olson, second by Dan Leonard to recommend Village Board approve changes to the Ordinance as presented with the discussed revisions and approve the Yard Waste Site Policy and Procedure.

Vote: 7 ayes, 0 nays. Motion carried.

**7. Discussion on Old Park and Ride Lot CTH P and STH 60**

Brian Kober reported Scott Schmidt, Washington County Highway Commissioner will be meeting with the DOT in February regarding the land and sale price. The Village has offered to have an appraisal done. The County owns some of the land. The Village will be negotiating with Washington County as the Village has been maintaining the land.

**8. Discussion of Village Informational Signs**

Brian Kober stated last week they had a meeting with the DOT regarding the 2024 resurfacing project. At the meeting, the plan of the proposed Community Wayfinding signs along Highway 60 were given to the Regional Traffic Engineer for review.

Motion by Chair Olson, second by Tr. Lippold to refer Discussion of Village Informational Signs to the February Board of Public Works meeting.

Vote: 7 ayes, 0 nays. Motion carried.

**9. Director of Public Works Report**

Brian Kober gave the report. The 2019 Septic Receiving Station revenue was over budget by \$19,822.80. Another rate study will be done for discussion at a future meeting.

Motion by Tr. Lippold, second by Brian Heckendorf to place the Director of Public Works Report on file.

Vote: 7 ayes, 0 nays. Motion carried.

**10. Citizens/Village Staff to Address the Board**

Brian Heckendorf questioned if Kerry put up five no trucking signs along Highway 60. Brian Kober stated he doesn't know if they received permission, but he will contact the DOT. Gloria Teifke inquired on the items for the Trilogy Consulting – Study / Impact Fees. Brian Kober explained the Park & Recreation Comprehensive Plan is being approved by the Joint Park & Recreation Committee. We are waiting for the new Municipal Building to go out for bid which will take a percentage of the Fire and Police

Departments impact fees and collecting information for sewer and water impact fees.  
The Impact Fees have to be studied and revised every 10 years.

**11. Adjourn.**

Motion by Tr. Malcolm, second by Dan Leonard to adjourn.  
Vote: 7 ayes, 0 nays. Meeting was adjourned 7:47 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*  
Village Clerk

DRAFT