

**APPROVED MINUTES**  
**Budget & Finance Committee Meeting**  
**Tuesday, April 9, 2019 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main St.**  
**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, Chief Vossekuil, John Walther and Jilline Dobratz.

**2. Approval of minutes for the Budget & Finance meeting of March 12, 2019**

Motion by Tr. Kurtz, second by Tr. Olson to approve the Budget & Finance minutes of March 12, 2019.

Vote: 3 ayes, 0 nays. Motion carried.

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

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

Motion by Tr. Kurtz, second by Tr. Olson to approve the March 2019 Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

**4. Resolution #19-04 – STH 60 Shared Use Path – Coffeerville to Eagle Drive**

Brian Kober explained this is the Resolution for the Share Use Path. Today was the first meeting with the DOT on the path. The Resolution is informing the Department of Natural Resources (DNR) the Village is allocating the funds to proceed with the path. It is a shared effort and the grant application is due on May 1, 2019. It does not obligate the Village as the grant money can be refused. Motion by Pres. Schwab, seconded by Tr. Olson to recommend Village Board approval of Resolution #19-04 – STH 60 Shared Use Path – Coffeerville to Eagle Drive.

Tr. Kurtz commented her concern was on the way the resolution was written regarding financial aid and questioned what happens if financial aid isn't awarded. Brian Kober stated the path wouldn't have to be completed. We have an opportunity to apply for a \$45,000.00 grant and there is an additional grant available for the path. The DNR grant is every year and the other grant is every other year.

Vote: 3 ayes, 0 nays. Motion carried.

**5. Proposal to Replace Jackson Dr & STH 60 Informational Sign**

Brian Kober commented the current sign is 11 years and the software is become obsolete. The sign stopped functioning and is not worth fixing it. A new sign would be larger and placed on the outside of the poles. Working with Appleton

Sign Company and the sign includes a US Cellular phone service, a five-year contract. There is a possibility of eliminating that for additional cost savings. Motion by Tr. Olson, seconded by Tr. Kurtz to recommend Village Board approve Proposal to Replace Jackson Dr & STH 60 Informational Sign with Appleton Sign in an amount not to exceed \$17,966.06.  
Vote: 3 ayes, 0 nays. Motion carried.

**6. Review of Quotes for Replacement of Make-up Air Units at WWTF**

Brian Kober reported he received three different quotes from Goschey Mechanical, Horsch & Miller and Matenaer Plumbing. The low bid was from Goschey Mechanical for \$70,912.00. This is a budgeted item.

Motion by Tr. Olson, seconded by Tr. Kurtz to recommend Village Board approve Quote for Replacement of Make-up Air Units at WWTF for Goschey Mechanical in an amount not to exceed \$70,912.00.

Pres. Schwab questioned the cost on the power connections as they were excluded from the proposal. Brian Kober stated it will be approximately under \$1,000.00 and he will report back.

Vote: 3 ayes, 0 nays. Motion carried.

**7. Review of Quotes for Service Body for New Water Utility Service Truck**

Brian Kober explained they would like to order the truck body as they replace a truck every 10 years. Three quotes were received from Casper Truck Equipment, Jackson Truck Body and Monroe Truck Equipment. Jackson Truck Body's quote is within 15% of the lowest quote to purchase local. Board of Public Works and staff is recommending going with Jackson Truck Body.

Motion by Pres. Schwab, seconded by Tr. Olson to recommend Village Board approve the quote for the Service Body for New Water Utility Service Truck from Jackson Truck Body in an amount not to exceed \$16,580.00.

Pres. Schwab asked if the service body is modifiable to fit on a GM or Ford truck. Brian Kober stated it will fit on any truck.

Vote: 3 ayes, 0 nays. Motion carried.

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

Tr. Lippold inquired on the make-up air unit's approval and if the approval of the quote is dependent on the power connection cost or if they are exclusive of each other. Pres. Schwab stated they are exclusive of each other and he wanted to make sure staff knew there would be additional expenses for the connections.

**9. Adjourn**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:11 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*  
Village Clerk