

**APPROVED MINUTES**  
**Budget & Finance Committee Meeting**  
**Tuesday, April 11, 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, Trustee Kurtz, and Trustee Olson.

Village Board Members Present: Trustee Kruepke, Trustee Lippold, Trustee Emmrich.

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

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

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

Vote: 3 ayes, 0 nays. Motion carried.

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

The March Treasurer's Report and Check Register were reviewed. There were no questions received. Motion by Tr. Olson, second by Tr. Kurtz to approve the Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

**4. Resolution 17-06 Authorizing the Levy of Special Assessments against Benefited Property Associated with Stonewall Drive Sidewalk Project.**

Brian Kober reported on the Stonewall Drive Sidewalk Project. The retaining wall needs to be pushed back. The item was recommended by the Board of Public Works. Motion by Tr. Olson, second by Tr. Kurtz, to recommend approval of Resolution 17-06 Authorizing the Levy of Special Assessments against Benefited Property Associated with Stonewall Drive Sidewalk Project.

Vote: 3 ayes, 0 nays. Motion carried.

**5. Resolution 17-07 Authorizing the Levy of Special Assessments against Benefited Property Associated with Industrial Drive Sidewalk Project.**

Brian Kober reported on the Industrial Drive Sidewalk Project. The item was recommended by the Board of Public Works. Motion by Pres. Schwab, second by Tr. Kurtz, to recommend approval of Resolution 17-07 Authorizing the Levy of Special Assessments against Benefited Property Associated with Stonewall Drive Sidewalk Project.

Vote: 3 ayes, 0 nays. Motion carried.

**6. Review of Tower Inspection Quotes for the White Water Tower.**

Brian Kober presented information on the item. The Board of Public Works recommended approval of the tower inspection quote from Dixon Engineering in an amount not to exceed \$1,775. Motion by Pres. Schwab, second by Tr. Olson to recommend approval of the tower inspection quote from Dixon Engineering in an amount not to exceed \$1,775.

Vote: 3 ayes, 0 nays. Motion carried.

**7. Mid-Moraine Water Quality Collective Contract DNR Grant Application.**

Brian reported that this is an opportunity to sponsor the Mid Moraine Water Quality Collective DNR Urban Non-Point Source Planning Grant. The grant application will be for long term planning projects within the watershed that allow communities to find the most cost effective and economical ways to meet the TMDLS. The Fund for Lake Michigan has agreed to front the matching funds. This was recommended by the Board of Public Works. Motion by Pres. Schwab, second by Tr. Olson to recommend staff work with Graef on the grant application.

Vote: 3 ayes, 0 nays. Motion carried.

**8. Comprehensive Plan Update – Participation - SEWRPC.**

John reported on the item. The state law requires that the plan is updated every ten years. John Walther attended the Town meeting and found that the Town is updating their comprehensive plan with SEWRPC. He is recommending Option #2 – Minor Update with SEWRPC for the Comprehensive Plan with a combination of Option #3. The costs could be approximately \$1,000 - \$5,000. Additionally, the Park and Open Space Plan will be updated. Vandewall and Associates may be utilized for the Park and Open Space Plan updates. John is recommending to properly budget for next year. The advisory committee has an appointed person from every community to work with the County on the plan. Ben McKay from the County may come to the May meeting for more discussion. Motion by Pres. Schwab, second by Tr. Olson to recommend the appointment of John Walther to the SEWRPC advisory committee for updating the comprehensive plan update and recognizing that there may be costs involved in the next fiscal year.

Vote: 3 ayes, 0 nays. Motion carried.

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

Tr. Lippold commented that there were concerns with the Stonewall sidewalk project retaining wall and questioned if it will be an issue going forward. Brian Kober commented that a punch list is being created and the retaining wall is part of the list.

**10. Adjourn.**

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:23 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted by: Deanna L. Boldrey, Village Clerk-Treasurer