

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, May 14, 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 and Lippold.

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

Also Present: Philip Cosson and Jonathan Schatz, Ehlers

2. Approval of minutes for the Budget & Finance meeting of April 9, 2019

Motion by Pres. Schwab, second by Tr. Olson to approve the Budget & Finance minutes of April 9, 2019.

Vote: 3 ayes, 0 nays. Motion carried.

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

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

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

Vote: 3 ayes, 0 nays. Motion carried.

4. Audited Financial Statements – December 31, 2018

Independent Auditor James Frechette was present and inquired on giving the report during the Village Board meeting.

Motion by Pres. Schwab, second by Tr. Olson to refer Audited Finance Statements – December 31, 2018 to the Village Board meeting.

Vote: 3 ayes, 0 nays. Motion carried.

5. Resolution #19-08 – Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,250,000 for Community Development Projects in Tax Incremental District No. 6

Phil Cosson gave an overview on Tax Incremental District No. 6. A portion of reimbursement for the infrastructure was requested by the development group. The three resolutions were worked through with Quarles & Brady. Phil Cosson explained the process of the parameter's resolution.

Motion by Pres. Schwab, seconded by Tr. Kurtz to refer to Village Board for further discussion Resolution #19-08 – Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed \$1,250,000 for Community Development Projects in Tax Incremental District No. 6.

Vote: 3 ayes, 0 nays. Motion carried.

6. Resolution #19-09 – Resolution Establishing Parameters for the Sale of Not to Exceed \$1,250,000 General Obligation Community Development Bonds, Series 2019A

Motion by Pres. Schwab, seconded by Tr. Kurtz to refer to Village Board for further discussion Resolution #19-09 – Resolution Establishing Parameters for the Sale of Not to Exceed \$1,250,000 General Obligation Community Development Bonds, Series 2019A.

Vote: 3 ayes, 0 nays. Motion carried.

7. Resolution #19-10 – Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,050,000 Taxable General Obligation Promissory Notes, Series 2019B

Motion by Pres. Schwab, seconded by Tr. Kurtz to refer to Village Board for further discussion Resolution #19-10 – Resolution Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,050,000 Taxable General Obligation Promissory Notes, Series 2019B.

Vote: 3 ayes, 0 nays. Motion carried.

8. Review of Engineering Services – Chateau Dr & Hickory Lane Project

Brian Kober commented two proposals were received from Cedar Corp and Grimmer & Associates for engineering services for the street improvement projects.

Motion by Tr. Olson, seconded by Tr. Kurtz to recommend Village Board approve Review of Engineering Services – Chateau Drive & Hickory Lane Project to Cedar Corp in an amount not to exceed \$18,500.00 plus incidentals cost.

Vote: 3 ayes, 0 nays. Motion carried.

9. Final Pay Request – 2018 Miscellaneous Streets – Stark Pavement

Tr. Olson stated this was discussed at Board of Public Works. The work has been inspected and is satisfactory.

Motion by Tr. Olson, second by Tr. Kurtz to recommend the Village Board approve Final Pay Request – 2018 Miscellaneous Streets – Stark Pavement in the amount of \$6,706.06.

Vote: 3 ayes, 0 nays. Motion carried.

10. Review of Quote for Reconditioning Business Park Signs

Brian Kober explained this is for the two signs at Northwest Passage and Cedar Parkway. The Cedar Parkway sign has one business spot open which could be offered to the Post Office.

Motion by Pres. Schwab, second by Tr. Olson recommend the Village Board approve the proposals of Reconditioning Business Park Signs in the amount of \$9,620.87 for the Northwest Passage sign and \$9,399.52 for the Cedar Parkway sign.

Vote: 3 ayes, 0 nays. Motion carried.

11. Review of Quote for Relocation of Structure

John Walther asked no action or recommendation be taken on this and gave an update. He is getting another quote on moving the houses. Ideally, we would like to save some of the history of the area and relocate the farmhouse 800 feet to the west keeping it on the original farmstead. Currently pursuing a potential buyer for it. It is a difficult to move as it is a very heavy cream brick house. A buyer would have to pay the cost to relocate the structure to a parcel on the existing farm; buy the lot and construct the foundation on which the building would sit. In the absence of a potential buyer or user of the property, there is a potential to move the building as a TIF expense. The farmhouse is not on the historical roster but it historically significant to Washington County. If it is not the will of the Village Board it would ultimately have to be raised as it is in the middle of where the new Municipal Building is going to be.

12. Review of Proposal for Hickory Lane Sand Play Area

Kelly Valentino, Parks & Recreation Director, explained there use to be three sand volleyball courts, one was taken down left to be a sand play area. In working with Northland Recreation to include the sand area, they came up with a design to enhance the new playground. Between the Friend's Group and donations, the total cost of \$16,407.00 is covered. Asking for permission to move forward on the addition to complete the playground project.

Motion by Pres. Schwab, second by Tr. Kurtz to recommend the Village Board approve the expenditure of \$16,407.00 for the proposal of Hickory Lane Sand Play Area with thanks to the Friend's Group for their continued support.

Vote: 3 ayes, 0 nays. Motion carried.

13. Citizens to address the Budget & Finance Committee

None.

14. Adjourn

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:19 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Jilline Dobratz, *CMC/WCMC*
Village Clerk