

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, June 13, 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.
Staff Present: John Walther, Brian Kober, Kelly Valentino, and Fire Chief Swaney.

2. Approval of Budget & Finance Minutes: May 9, 2017, Meeting.

Motion by Tr. Kurtz, second by Tr. Olson to approve the minutes for the May 9, 2017, meeting.
Vote: 3 ayes, 0 nays. Motion carried.

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

The May Treasurer's Report and Check Register were reviewed. Check number 92888 in the amount of \$115.16 for James Struck was questioned. This was for a duplicate Utility Account Payment with the sale of a home. 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. Fire Department – Use of HIPAA Funds for additional EMT Training.

Fire Chief Swaney distributed a document showing costs of the EMT Basic Schooling. There are eighteen members that are not EMT Basic. He has convinced eleven members to become EMT Basic and take the class. Chief Swaney talked to Moraine Park and they will hold the classes here which will save on driving, mileage, and wages. He is looking to use the HIPAA Fund Money for the class. In the future there are several possible retirees and he wants to bring the level of training up. This could be considered a budget amendment. Jim Frechette reported that this would be coming out of the fund balance not the HIPAA Account itself. Discussion of approving the basic now and then the advanced during the budget process. The class is from August to December. The Chief also reported that the FAP fund is also available for this. Discussion ensued of a budget amendment so that the true costs are reflected going forward.

Motion by Tr. Olson, second by Tr. Kurtz to recommend a budget amendment for the basic EMT Training and to direct the chief to budget for additional EMT Training with the 2018 Budget.

Vote: 3 ayes, 0 nays. Motion carried.

5. Fire Department – DNR Matching Grant.

Fire Chief Swaney reported on the 50/50 matching DNR Grant. He would like to use the grant for the grass fire tanker repairs. He is getting estimates. The Chief reported that the grass rig is used for smaller fires in the Village and it is used on grass fires in the Town. Last week it was used twice on grass fires. The grant deadline is the end of July. Brian Heckendorf reported that the skid unit on the back, which is the tank and pump, needs to be replaced. The valves and pumps are starting to leak. The costs are estimated to be between \$12,000 –\$20,000. Motion by Pres. Schwab, second by Tr. Olson, to recommend the approval for the Fire Chief to apply for the DNR matching grant for the grass rig.

Vote: 3 ayes, 0 nays. Motion carried.

6. Review of Pay Request #2 Chateau Dr. Reconstruction Project.

Brian Kober presented information on the item and distributed a report. The completion date was May 26th which was extended to June 2nd and then completed on June 6th. The total is \$207,458.49. The retainage is \$19,359.87. Motion by Tr. Olson, second by Pres. Schwab to recommend approval of Chateau Drive Pay Request #2 in an amount not to exceed \$207,458.49. The final paperwork for the grant will be submitted next week. It is not due until the end of the month.

Vote: 3 ayes, 0 nays. Motion carried.

7. Resolution 17-10 – Outdoor Recreation Aid for the Village of Jackson.

Brian Kober presented information on the item. This is for a grant for a sidewalk on STH 60 from Jackson Drive to Eagle Drive. The project is named the Coffee Connection. An up to date park and open space plan is needed. The sidewalk would more than likely be special assessed to the property owners. Motion by Pres. Schwab, second by Tr. Olson to recommend approval of Resolution 17-10 Outdoor Recreation Aid for the Village of Jackson.

Vote: 3 ayes, 0 nays. Motion carried.

8. 2016 Audited Financial Statements.

The Audit will be discussed at the Village Board Meeting.

9. Citizens to address the Budget & Finance Committee.

None.

10. Adjourn.

Motion by Tr. Olson, second by Tr. Kurtz to adjourn at 7:29 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

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