

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, July 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 Heckendorf and Olson.

Village Board Members Present: Trustees Kruepke and Lippold.

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 June 9, 2020

Motion by Tr. Olson, second by Tr. Heckendorf to approve the Budget & Finance minutes of June 9, 2020.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the June 2020 Treasurer's Report and Check Register

Motion by Tr. Olson, second by Tr. Heckendorf to approve the June 2020 Treasurer's Report and Check Register as presented.

Vote: 3 ayes, 0 nays. Motion carried.

John Walther reported budget comparisons were emailed for review. Revenues are significantly lower and probably won't catch up. Tr. Heckendorf questioned the Community Center telephone charges for the year. Kelly Valentino will check into it. Tr. Heckendorf inquired on the percentage of rent for Kettlebrook Church. Kelly Valentino explained they did not rent during the lock down and were not charged. They have an agreement with the church and are charged for what they use, it's not a flat fee.

4. Pay Request #2 – Municipal Complex Building

Brian Kober commented this includes Change Order #1 that was approved at the last meeting. The walls are now insured as they are off site.

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board approve payment for Pay Request #2 – Municipal Complex Building in the amount of \$500,220.22 to Mike Koenig Construction Co., Inc.

Vote: 3 ayes, 0 nays. Motion carried.

5. Pay Request #3 – Municipal Complex Building

Motion by Tr. Heckendorf, second by Tr. Olson to recommend Village Board approve Pay Request #3 – Municipal Complex Building not to exceed \$338,481.20 to Mike Koenig Construction Co., Inc.

Vote: 3 ayes, 0 nays. Motion carried.

6. Pay Request #3 – Jackson Park Alley Project

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve Pay Request #3 – Jackson Park Alley Project to Payne & Dolan in the amount of \$85,037.32.

Vote: 3 ayes, 0 nays. Motion carried.

7. Resolution #20-09 Final Special Assessment Jackson Park Alley Project

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve the assessment in the amount of \$28,527.50 for Resolution #20-09 Final Special Assessment Jackson Park Alley Project.

Vote: 3 ayes, 0 nays. Motion carried.

8. Resolution #20-10 Final Special Assessment Chateau Dr & Hickory Ln Project

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board approve the assessment of \$58,067.83 for Resolution #20-10 Final Special Assessment Chateau Dr & Hickory Ln Project.

Vote: 3 ayes, 0 nays. Motion carried.

9. Review of Bids - 2020 Road and Utility Project – Hunters Road

Brian Kober provided background information. Wondra Construction had the low bid. They are also the contractor for the Spruce Street and Ridgeway Road extension project. Before the Board of Public Works meeting, there was an informal information meeting with the Hunters Road residents.

Motion by Tr. Heckendorf, second by Tr. Olson to recommend Village Board approve Review of Bids – 2020 Road and Utility Project – Hunters Road to Wondra Construction in the amount of \$458,548.12.

Vote: 3 ayes, 0 nays. Motion carried.

10. Resolution #20-11 Preliminary Special Assessment 2020 Road and Utility Project – Hunters Road

Brian Kober stated special assessing is the process we have been going through. The special assessments will be for sidewalks and storm laterals.

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board approve Resolution #20-11 Preliminary Special Assessment 2020 Road and Utility Project – Hunters Road.

Pres. Schwab inquired if there has been coverage and good response from the residents on the project. Brian Kober replied everyone received a letter, they had a meeting, all the properties are visited, and the residents are talked to.

Vote: 3 ayes, 0 nays. Motion carried.

11. Engineering Services for Phosphorus Compliance – Town & Country

Brian Kober reported the timeframe does not change even though it is being contested. We are in year three of the process. Testing or alternative methods will start in August. The plan has to be to the DNR by the end of September.

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve Engineering Services for Phosphorus Compliance – Town & Country in an amount not to exceed \$15,000.00.

Vote: 3 ayes, 0 nays. Motion carried.

12. Bielinski Homes Reimbursement Cedar Creek Water Main

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve Bielinski Homes Reimbursement Cedar Creek Water Main in the amount of \$65,265.00.

Brian Kober commented this is the water main from Hidden Creek Court to Jackson Drive. The water main will serve the future development of Laurel Springs Villas. In the future the properties that will be attached to the Village hook up in 2021 could be a possible Special Assessment.

Vote: 3 ayes, 0 nays. Motion carried.

13. Review of Quote for Final Surface of Cedar Creek Road

Brian Kober provided information on the proposal for a 1.5" lift, the Village standard is a 2" lift of asphalt. The recommendation from the Board of Public Works is to go back to Payne & Dolan to get a quote for a 2" lift and have the Town of Jackson put on another .5" on their portion of the road. This is from the railroad tracks west to County Trunk Highway P.

Motion by Tr. Olson, second by Tr. Heckendorf to recommend Village Board deny the Quote for Final Surface of Cedar Creek Road and request a 2" lift quote from Payne & Dolan.

Vote: 3 ayes, 0 nays. Motion carried.

14. Review of Quotes for Well #3 Sand Issue

Brian Kober reread the memo from the Water Utility Supervisor. Well #3 has been offline since June when it started pumping sand. Two competitive quotes were received. They will try to redevelop the well.

Motion by Tr. Olson, second by Tr. Heckendorf to recommend Village Board approve the Quote for Well #3 Sand Issue to Water Well Solutions in the amount of \$14,920.00.

Vote: 3 ayes, 0 nays. Motion carried.

15. Citizens to address the Budget & Finance Committee

None.

16. 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