

APPROVED MINUTES
Budget & Finance Committee Meeting
Tuesday, November 8, 2016 at 7:00 p.m.
Jackson Area Community Center
N165 W20330 Hickory Lane
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.

Members Absent: All Present.

Village Board Members Present: Trustee Kruepke

Staff Present: John Walther, Fire Chief Swaney, Jim Micech, Kelly Valentino, and Brian Kober.

2. Approval of Budget & Finance Minutes: October 11, 2016, Meeting.

Motion by Tr. Olson, second by Tr. Kurtz to approve the minutes for the October 11, 2016 meeting.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the October 2016 Treasurer's Report and Check Register.

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

Motion by Pres. Schwab, second by Tr. Kurtz to approve the Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

4. Building Inspection Department – Software and Tablet.

Jim Micech explained the software purchase is to create a more efficient Building Inspection Department with data entry and inspection. The software upgrade cost is \$1,780.00 from Infinity Software Solutions. The software will be accessed through a tablet. Motion by Tr. Olson, second by Tr. Kurtz to recommend approval of the software purchase from Infinity Software Solutions in an amount not to exceed \$1,780.00.

Vote: 3 ayes, 0 nays. Motion carried.

5. Dispute of EMS invoice – Patient Number 9597.

Fire Chief Swaney reviewed the EMS invoice dispute from patient number 9597. Motion by Pres. Schwab to recommend denial of reimbursing the EMS invoice from patient number 9597. Second by Tr. Kurtz.

Vote: 3 ayes, 0 nays. Motion carried.

6. Fire Department – Computers, Software, WIFI, and Mounting Equipment for Ambulances.

Fire Chief Swaney presented the proposal of software and computers to be purchased by the Fire Department by using the HIPAA fund. The software is Image Trend for \$18,750. Also, requesting the purchase of four Microsoft Surface Pros 4s at a cost of \$16,000 and \$3,000 for installation if necessary. Motion by Tr. Olson to approve the purchase of the Image Trend Software in the amount of \$18,750, and computers for an amount not to exceed \$19,000 which includes \$3,000 for the installation cost. Second by Tr. Kurtz.

Vote: 3 ayes, 0 nays. Motion carried.

7. Final Pay Request Georgetown Dr. Reconstruction Project.

Brian Kober reviewed with the committee that all work has been completed for the project, and all subcontractors have been paid according to the submittal of the final pay request in the amount of \$15,628.83. Motion by Tr. Olson to recommend payment of the final pay request for Georgetown Dr. Reconstruction Project in the amount of \$15,628.83. Second by Tr. Kurtz.

Vote: 3 ayes, 0 nays. Motion carried.

8. Citizens to address the Budget & Finance Committee.

None.

9. Adjourn.

Motion by Tr. Kurtz, second by Tr. Olson to adjourn at 7:20 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted by: Brian W. Kober, P.E., Director of Public Works