

**APPROVED MINUTES**  
**Budget & Finance Committee Meeting**  
**Tuesday, December 13, 2016 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.

Members Absent: All Present.

Village Board Members Present: Trustee Kruepke, Trustee Kufahl, and Trustee Lippold.

Staff Present: John Walther, Kelly Valentino, and Brian Kober.

**2. Approval of Budget & Finance Minutes: November 8, 2016, Meeting.**

Motion by Tr. Kurtz, second by Tr. Olson to approve the minutes for the November 8, 2016 meeting.

Vote: 3 ayes, 0 nays. Motion carried.

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

The November Treasurer's Report and Check Register were reviewed. Deanna reported that there were no previously received questions. Tr. Kurtz questioned check number 91526 for Lindner & Marsack in the amount of \$3,675. This is an attorney invoice for the police arbitration. Motion by Tr. Olson, second by Pres. Schwab to approve the Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

**4. Hickory Lane Park – All Inclusive Playground RFQ.**

Kelly Valentino introduced and reported on the Hickory Lane Park – All Inclusive Playground RFQ. This is an informational item. Kelly wants the Budget & Finance Committee to be aware of the RFQ. This item will come back to the Village Board for the final decision. The funding will come from the Park & Rec. Impact Fees, the Village, and fundraising efforts by the Friends Group. The project timeline is for the project to begin in the Fall of 2018 with the hard surfaces poured in the Spring of 2019.

**5. Pay Request #1 – Stonewall Sidewalk Project – Johnson & Sons Paving.**

Brian Kober reported on the item. The handrails were installed today and the landscaping will be completed in the Spring. The Board of Public Works recommended approval of Pay Request #1 – Stonewall Sidewalk Project – Johnson & Sons Paving in an amount not to exceed \$127,087.44. Motion by Tr. Olson, second by Tr. Kurtz to recommend the approval of Pay Request #1 – Stonewall Sidewalk Project – Johnson & Sons Paving in an amount not to exceed \$127,087.44.

Vote: 3 ayes, 0 nays. Motion carried.

**6. Pay Request #1 – Industrial Dr. Sidewalk Project – TP Concrete Inc.**

Brian Kober reported on the item. The Board of Public Works recommended approval of Pay Request #1 – Industrial Dr. Sidewalk Project – TP Concrete Inc in in amount not to exceed \$43,663.62. Motion by Tr. Olson, second by Tr. Kurtz to recommend the approval of Pay Request #1 – Industrial Dr. Sidewalk Project – TP Concrete Inc in in amount not to exceed \$43,663.62.

Vote: 3 ayes, 0 nays. Motion carried.

**7. Review of Rate Increase for Jackson Sewer and Water Utility.**

Brian Kober reported on the item that this is a normal 3% rate increase. This will be advertised in January and implemented the second quarter. Brian will have another analysis of the sewer plant completed. The Board of Public Works recommended approval of the rate increase for the Jackson Sewer and Water Utility. Motion by Pres. Schwab, second by Tr. Olson to recommend approval of the 3% rate increase for the Jackson Sewer and Water Utility. The corresponding resolutions will be at the January meeting.

Vote: 2 ayes, 1 nays (Tr. Kurtz). Motion carried.

**8. Selling of Village Equipment.**

Brian Kober reported on the item. The Board of Public Works recommended approval of the selling Village surplus equipment. Motion by Tr. Olson, second by Tr. Kurtz to recommend approval selling the Village surplus equipment.

Vote: 3 ayes, 0 nays. Motion carried.

**9. Capital Expenditure Discussion Update.**

The spreadsheet was reviewed as a draft showing the status of the Capital Improvement Fund and the outstanding special assessments. Kelly Valentino reported on the items for the Community Center and park and recreation areas. Lexan Sealing is needed to stop leaks on the split face block. Also, the fitness equipment needs an annual replacement. Sand in the volleyball courts needs replacement. The total is a rough estimate of \$18,000.

Brian Kober reported on Capital Road Improvements which included Chateau Drive. A new five yard snowplow truck for the fleet is needed. There is a several month lead time for a piece of equipment such as a snowplow truck.

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

None.

**11. 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: Deanna L. Boldrey, Village Clerk-Treasurer