

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, June 27, 2023 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

President Heckendorf called the meeting to order at 6:00 p.m.

Members Present: Tr. Matter, Stephanie Egner, Chris Sberna and Jeff Mitchell

Member Excused: Tr. Engelhardt

Also Present: Trustee Don Olson

Staff Present: Administrator Jen Keller, Director of Public Works Brian Kober

2. Approval of the Board of Public Works Minutes of May 30, 2023

Motion by Tr. Matter, second by Chris Sberna to approve the Board of Public Works minutes of May 30, 2023.

Vote: 5 ayes, 0 nays. Motion carried.

3. Review of Storm Water Issues at N167W21182 South Street

Director Kober gave background information on the matter. Recommendation is that this is a private property matter and nothing additional the Village can do, previously, the Village had installed a catch basin, with the understanding the property owner at that time was to add piping and pond at their expense. Advised the homeowner to work with their HOA.

No action necessary by the board.

4. Change Order #1 – Jackson Park Tennis and Pickleball Court Project

Director Kober reviewed changes. When removing existing asphalt, found the stone base material to be in good shape, so received a cost savings for not needing to remove and haul away.

Motion by Pres. Heckendorf, second by Jeff Mitchell to accept Change Order # 1 with a credit of \$17,000.00 and accept the amended contract amount of \$380,968.60 with recommendation to the Budget and Finance and Village Board to approve Change order Request #1 by Vinton Construction.

Vote: 5 ayes, 0 nays. Motion carried.

5. Pay Request #1 – Jackson Park Tennis and Pickleball Court Project

Director Kober addressed Pay Request #1 should have been #4 on the agenda and the Change order #5, the pay request still reflects the original contract amount since the change order is not included. The next pay request will include the change order #1. Project is progressing on time.

Motion by Tr. Matter, second by Jeff Mitchell to recommend Budget and Finance and Village Board approve Pay Request #1 for \$209,690.55 paid to Vinton Construction Company.

Vote: 5 ayes, 0 nays. Motion carried.

6. **Pay Request #1 – Oaks of Jackson Subdivision -DF Tomasini Contractors, Inc.**
Director Kober commented on the status of the project, all is progressing timely. Mid-July will start the roadway preparation for curb and gutter.
- Motion by Pres. Heckendorf, second by Tr. Matter to recommend Budget and Finance and Village Board approve Pay Request #1 to DF Tomasini Contractors, Inc. in the amount of \$714,682.67.
Vote: 5 ayes, 0 nays. Motion carried.
7. **Pay Request #1 – 2023 Utility & Streets Improvements Project -Vinton Construction**
Director Kober commented on the status of the project, this has been for the sanitary sewer extension in Sherman Road.
- Motion by Pres. Heckendorf, second by Jeff Mitchell to recommend Budget and Finance and Village Board approve Pay Request #1 in the amount of \$227,938.26 paid to Vinton Construction for the 2023 Utility and Streets Improvements Project.
Vote: 5 ayes, 0 nays. Motion carried.
8. **Pay Request #5 – STH 60 Utility Upgrade Project – Advance Construction Inc.**
Director Kober provided an update of status for the project, contractor finishing up landscaping punch list items.
- Motion by Tr. Matter, second by Chris Sberna to recommend Budget and Finance and Village Board approve Pay Request #5 to Advance Construction Inc. in the amount of \$540,265.76.
Vote: 5 ayes, 0 nays. Motion carried.
9. **Pay Request #6 – 2021 Willow Ridge Dr. Reconstruction Project – Soper LLC.**
Director Brian Kober provided info on completed project. Had previously withheld \$5,000.00. Soper has gone above and beyond to complete punch items.
- Motion by Pres. Heckendorf, second by Stephanie Egner to recommend Budget and Finance and Village Board approve Pay Request #6 to Soper LLC. in the amount of \$5000.00 for final payment.
Vote: 5 ayes, 0 nays. Motion carried.
10. **Director of Public Works Report**
Director Kober provided a brief background of the report.
Motion by Pres. Heckendorf, second by Tr. Matter to place the Director of Public Works Report on file.
Vote: 5 ayes, 0 nays. Motion carried.
11. **Citizens/Village Staff to Address the Board – No one spoke.**
12. **Adjourn**
Motion by Pres. Heckendorf , second by Tr. Matter to adjourn.
Vote: 5 ayes, 0 nays. Meeting was adjourned at 6:37p.m.

Respectfully submitted,

Pamela Wolf
Deputy Clerk/Treasurer