APPROVED Minutes
Board of Public Works Meeting
Tuesday, October 26, 2021 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street
Jackson, WI 53037

1. **Call to Order and Roll Call**
   Chair Heckendorf called the meeting to order at 7:00 p.m.
   Members Present: Tr. Engelhardt, Tim Meffert, Steve Schoen and Gloria Teifke
   Members Excused: Sarah Malchow and Tr. Matter
   Staff Present: Administrator Jen Keller, Director of Public Works Brian Kober, and Clerk Jilline Dobratz

2. **Approval of the Board of Public Works Minutes of September 28, 2021**
   Motion by Gloria Teifke, second by Steve Schoen to approve the Board of Public Works minutes of September 28, 2021.
   Vote: 5 ayes, 0 nays. Motion carried.

3. **Presentation of Water & Sewer Expansion Analysis – City Water**
   Tom Nenning and Eric Fulsaas of City were present. Eric Fulsaas presented information on existing sanitary system capacity analysis, water and sanitary system expansion for future developments and recommended infrastructure improvements. The final report will be completed next month.

4. **Change Order #4 – (Final) Spruce St and Ridgeway Dr Extensions**
   Director Kober reviewed the final reconciliation of the project.
   Motion by Chair Heckendorf, second by Gloria Teifke to recommend Budget & Finance and Village Board approve Change Order #4 – (Final) Spruce St and Ridgeway Dr Extensions in the amount of $5,337.55.
   Vote: 5 ayes, 0 nays. Motion carried.

5. **Pay Request #8 – (Final) Spruce St and Ridgeway Dr Extensions**
   Director Kober stated this will close out the project and includes releasing the retainage. The streetlights will need to be completed.
   Motion by Chair Heckendorf, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve Pay Request #8 – (Final) Spruce St and Ridgeway Dr Extensions in the amount of $69,818.51.
   Vote: 5 ayes, 0 nays. Motion carried.

6. **Review of SRF Quote ICE Study Eagle Dr & STH 60**
   Director Kober explained the purpose of the study. The study is required to be completed in order to improve the intersection. SRF Consulting, Inc. (SRF) coordinates with the Wisconsin Department of Transportation for review of the intersection control evaluation.
   Motion by Chair Heckendorf, second by Tim Meffert to recommend Budget & Finance and Village Board approve the proposal from SRF Consulting Group, Inc. in an amount not to exceed $8,200.00.
   Vote: 5 ayes, 0 nays. Motion carried.

7. Pay Request #2 – Coffee Connection Trail Project – Poblocki Paving

Director Kober commented the total amount has been reduced by five percent for retainage.

Motion by Tim Meffert, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve Pay Request #2 – Coffee Connection Trail Project – Poblocki Paving in the amount of $71,662.12.

Vote: 5 ayes, 0 nays. Motion carried.

8. Review of Quotes for New Bucket Truck

Director Kober stated a bucket truck is needed due to increased usage and safety. The truck was scheduled to be replaced in 2014 but because of condition and usage, the replacement was held off until now. The purchase will come from the Sewer Department DNR replacement fund. Delivery of the truck is expected to be next year at this time.

Motion by Chair Heckendorf, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve the purchase of the New Bucket Truck with Option #2 in an amount not to exceed $130,000.00.

Vote: 5 ayes, 0 nays. Motion carried.

9. Director of Public Works Report

Director Kober gave the report.

Motion by Chair Heckendorf, second by Tim Meffert to place the Director of Public Works Report on file.

Vote: 5 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to Address the Board

None.

11. Adjourn.

Motion by Chair Heckendorf, second by Tr. Engelhardt to adjourn.

Vote: 5 ayes, 0 nays. Meeting was adjourned at 8:13 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk