

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, October 25, 2022 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

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

Members Present: Tr. Engelhardt, Sarah Malchow, Tim Meffert, and Chris Sberna

Member Excused: Tr. Matter

Staff Present: Administrator Jen Keller, Director of Public Works Brian Kober and Clerk Jilline Dobratz

Also Present: Greg Droessler of Town & Country Engineering

2. Approval of the Board of Public Works Minutes of September 27, 2022

Motion by Sarah Malchow, second by Tim Meffert to approve the Board of Public Works minutes of September 27, 2022.

Vote: 5 ayes, 0 nays. Motion carried.

3. WWTP Facility Plan Update – Town & Country Engineering

Director Kober provided background information. The permit has been extended by the DNR. Professional Engineer Greg Droessler gave an update of the WWTF Facility Plan. Phase 1 is scheduled for 2024. Expenses, revenues, and rate increases were discussed. All Board of Public Works Committee members stated which option they preferred. The item is for information only no action is necessary.

4. Review of Quotes for STH 60 – Utility Upgrades Project

Director Kober discussed the four bids which were received for the project.

Motion by Tr. Heckendorf, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve the contract from Advanced Construction for STH 60 – Utility Upgrades Project in the amount of \$2,713,433.75.

Vote: 5 ayes, 0 nays. Motion carried.

5. Resolution #22-20 Preliminary Intent to Special Assess for STH 60 – Utility Upgrades Project

Director Kober commented on the special assessment area and gave estimates of special assessments.

Motion by Tr. Heckendorf, second by Tim Meffert to recommend Budget & Finance and Village Board approve Resolution #22-20 Preliminary Intent to Special Assess for STH 60 – Utility Upgrades Project.

Vote: 5 ayes, 0 nays. Motion carried.

- 6. Announcing Public Information Meeting for STH 60 – Utility Upgrades Project**
Director Kober stated Tuesday, November 1, 2022, is the meeting date for the Public Informational Meeting of STH 60 project. Letters to the property owners were mailed on October 14, 2022. The item is for information only no action is necessary.
- 7. Director of Public Works Report**
Director Kober explained the report authored for the review of the Board.
Motion by Tr. Heckendorf, second by Chris Sberna to place the Director of Public Works Report on file.
Vote: 5 ayes, 0 nays. Motion carried.
- 8. Citizens/Village Staff to Address the Board**
None.
- 9. Adjourn**
Motion by Tr. Engelhardt, second by Sarah Malchow to adjourn.
Vote: 5 ayes, 0 nays. Meeting was adjourned at 7:21 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCPC*
Village Clerk