

MINUTES
BOARD OF PUBLIC WORKS MEETING
Tuesday, May 28, 2024 at 6:00 PM
Board of Public Works Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:00 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Ethan Hollenberger, Randy Matter, Stephanie Egner, and Jeff Mitchell.

Members Excused: Tr. Engelhardt and Josh Sandleback

Members Absent: None

Staff Present: Administrator Jen Keller, Public Works Director Brian Kober, and Clerk Anastasia Gonstead.

Trustees Present in Audience: None

2. Approval of Minutes for the Board of Public Works Meeting of April 30, 2024

The motion to approve the minutes for the Board of Public Works meeting of April 30, 2024 was made by E. Hollenberger and seconded by Tr. Matter.

Vote: 5 ayes, 0 nays. Motion carried.

3. Request to Amend the Jackson Sanitary Sewer Service Area and Notice a Public Hearing

Director Kober provided the background and process for the potential amendment to the Jackson Sanitary Sewer Service Area.

The motion to direct staff to draft a resolution and publish a notice of a public hearing was made by E. Hollenberger and seconded by Pres. Heckendorf.

Discussion: Tr. Matter inquired if the intent is to make this area commercial. Director Kober provided an explanation of the zoning for the area.

Vote: 5 ayes, 0 nays. Motion carried.

4. Resolution #24-13 Accepting Funds From the Washington County Roadway Shared Services Grant Program

The motion to recommend to the Budget and Finance Committee and to the Village Board to approve Resolution #24-13 was made by Pres. Heckendorf and seconded by J. Mitchell.

Discussion: The Body had questions regarding the particulars of the program. Director Kober provided an explanation.

Vote: 5 ayes, 0 nays. Motion carried.

5. Resolution #24-14 Resolution Adopting the 2023 Compliance Maintenance Annual Report for the Jackson Wastewater Treatment Facility

Director Kober provided an overview of the 2023 Compliance Maintenance Annual Report for the Jackson Wastewater Treatment Facility.

The motion to recommend to the Village Board to approve Resolution #24-14 was made by Tr. Matter and seconded by E. Hollenberger.

Vote: 5 ayes, 0 nays. Motion carried.

6. Review of the 2023 Jackson Water Utility Consumer Confidence Report

Director Kober provided an overview of the 2023 Jackson Water Utility Consumer Confidence Report.

The motion to recommend to the Village Board to approve the 2023 Jackson Water Utility Consumer Confidence Report was made by E. Hollenberger and seconded by S. Egner.

Discussion: The Body had questions regarding the sample testing. Director Kober provided an explanation of the process.

Vote: 5 ayes, 0 nays. Motion carried.

7. Pay Request #3 - Water Wastewater Treatment Plant Tertiary Filters & Disinfection Project - JH Hassinger, in the Amount of \$31,350.00

Director Kober provided an update on Water Wastewater Plant Tertiary Filters and Disinfection project.

The motion to recommend to the Budget and Finance Committee and to the Village Board to approve Pay Request #3 for the Water Wastewater Plant Tertiary Filters & Disinfection Project, to JH Hassinger, in the amount of \$31,350.00 was made by Pres. Heckendorf and seconded by J. Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

8. Pay Request #5 - STH 60 Street Lighting Project - Wil-Surge, in the Amount of \$35,140.40

Director Kober provided an update on the State Hwy 60 street lighting project and amount withheld for retainage.

The motion to recommend to the Budget and Finance Committee and to the Village Board to approve Pay Request #5 for the State Hwy 60 Street Lighting Project, to Wil-Surge, in the amount of \$35,140.40 was made by Tr. Matter and seconded by J Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

9. Director of Public Works Report

Director Kober provided an overview of his monthly report, including an update of the State

Hwy 60 road project and next steps.

The motion to place the monthly Director of Public Works report on file was made by E. Hollenberger and seconded by Pres. Heckendorf.

Vote: 5 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to address the Board of Public Works

None.

11. Adjourn

A motion to adjourn the meeting was made by Pres. Heckendorf and seconded by J. Mitchell.

Vote: 5 ayes, 0 nays. Motion carried. The meeting was adjourned at 6:26 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk