

MINUTES
BOARD OF PUBLIC WORKS MEETING
Tuesday, October 29, 2024 at 6:00 PM

1. Call to Order and Roll Call

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

Members Present: Pres. Heckendorf, Tr. Matter, Stephanie Egner, Jeff Mitchell, and Josh Sandleback

Members Excused: Ethan Hollenberger and Tr. Engelhardt

Members Absent:

Staff Present: Administrator Jen Heidtke, Public Works Director Brian Kober, Police Chief Ryan Vossekuil and Clerk Jackie Schuh

Trustees Present in Audience: Tr. Kruepke, Tr. Wells, and Tr. Emmrich

2. Approval of Minutes for the Board of Public Works Meeting of September 24, 2024

The motion to approve Minutes for the Board of Public Works meeting of September 24, 2024 was made by Stephanie Egner and seconded by Jeff Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

3. Presentation and possible action regarding ATV/UTV use on Village Streets - Kettle Moraine ATV Association of Washington County and Wisconsin ATV-UTV Association

Debbie Kurtz introduced Tim Rohrer who is the former Chief of Police for the City of Hartford and current President of the Kettle Moraine/Washington County ATV Association. Mr. Rohrer spoke regarding ATV/UTV trail systems in Wisconsin and the increased usage on streets in many communities. Topics discussed included the economic impacts of ATV/UTV use in communities, safety features of vehicles, age limits and requirements for drivers, and signage requirements.

The motion to recommend advancement of this item to the Village Board to further review opening up the roads to ATV/UTV use was made by Pres. Heckendorf and seconded by Jeff Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

4. Presentation of Asset Management Program - USG Water Solutions

Tyler Carbol presented information on the Asset Management Program of USG Water Solutions with regard to water tower maintenance.

Pres. Heckendorf indicated that this was just a presentation and that no action was requested.

5. Pay Request #8 – Waste Water Treatment Plant Tertiary Filters and Disinfection Project – JH Hassinger in the amount of \$285,950.00

The motion to recommend Budget and Finance and Village Board approve Pay Request #8 for the Waste Water Treatment Plant Tertiary Filters and Disinfection Project to JH Hassinger in the amount of \$285,950.00 was made by Tr. Matter and seconded by Jeffrey Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

6. 2024 Waste Water Treatment Plant Project – Clean Water Fund Loan Request #6 in the amount of \$304,922.40

The motion to recommend Budget and Finance and Village Board approve Reimbursement Request #6 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan in the amount of \$304,922.40 was made by Josh Sandleback and seconded by Tr. Matter.

Director Brian Kober indicated that the request included the amount to Town and Country.

Vote: 5 ayes, 0 nays. Motion carried.

7. Review of Sysco Corporation Letter of Credit Reduction

Per Director Kober, Sysco Corporation completed all punch list items associated with the Jackson project and the letter of credit is no longer needed for the project.

The motion to recommend the Budget and Finance Committee and the Village Board approve the release of the Letter of Credit for Sysco Corporation for the Jackson project, bringing it to zero, was made by Pres. Heckendorf and seconded by Josh Sandleback.

Vote: 5 ayes, 0 nays. Motion carried.

8. Review of Waste Water Treatment Plant SCADA Server Upgrade Project – SJE in the amount of \$80,079.00

The motion to recommend Budget and Finance and Village Board approve the Waste Water Treatment Plant SCADA Server Upgrade Project for SJE in the amount of \$80,079.00 was made by Jeff Mitchell and seconded by Randy Matter.

Vote: 5 ayes, 0 nays. Motion carried.

9. Resolution #24-24 Accepting Sanitary Sewer and Water for Maple Fields Phase #2

The motion to recommend Village Board approve Resolution #24-27 Accepting Sanitary Sewer and Water for Maple Fields Phase #2 was made by Pres. Heckendorf and seconded by Jeff Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

10. Resolution #24-25 Accepting Sanitary Sewer and Water for Oaks of Jackson

The motion to recommend Village Board approve Resolution #24-25 Accepting Sanitary Sewer and Water for Oaks of Jackson was made by Tr. Matter and seconded by Tr. Emmrich

Vote: 5 ayes, 0 nays. Motion carried.

11. Resolution #24-26 Accepting Sanitary Sewer and Water for Morning Meadows #3

The motion to recommend Village Board approve Resolution #24-26 Accepting Sanitary Sewer and Water for Morning Meadows Phase #3 was made by Pres. Heckendorf and seconded by Jeff Mitchell

Vote: 5 ayes, 0 nays. Motion carried.

12. Director of Public Works Report

The motion to place the October 2024 Public Works Report on file was made by Pres. Heckendorf and seconded by Tr. Matter.

Vote: 5 ayes, 0 nays. Motion carried.

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

None.

14. Adjourn

The motion to adjourn the meeting was made by Jeff Mitchell and seconded by Stephanie Egner.

Vote: 5 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:24 PM.

Respectfully Submitted,
Jackie Schuh - Village Clerk