

**APPROVED Minutes**  
**Board of Public Works Meeting**  
**Tuesday, September 29, 2020 at 7:00 p.m.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**

**1. Call to Order and Roll Call**

Chair Olson called the meeting to order at 7:00 p.m.

Members Present: Tr. Heckendorf, Tr. Lippold, Sarah Malchow and Gloria Teifke

Member Absent: Dan Leonard

Staff Present: Brian Kober and Jilline Dobratz

**2. Approval of the Board of Public Works Minutes of August 25, 2020**

Motion by Gloria Teifke, second by Tr. Heckendorf to approve the Board of Public Works minutes of August 25, 2020.

Vote: 5 ayes, 0 nays. Motion carried.

**3. Change Order #2 – Spruce Street & Ridgeway Drive Extension Project**

Brian Kober explained the change order line items additions and a credit for water main blow-offs.

Motion by Tr. Heckendorf, second by Tr. Lippold to recommend Budget & Finance and Village Board approve Change Order #2 – Spruce Street & Ridgeway Drive Extension Project not to exceed \$17,584.00.

Vote: 5 ayes, 0 nays. Motion carried.

**4. Pay Request #3 – Spruce Street & Ridgeway Drive Extension Project**

Brian Kober stated the project has been stoned and the curbing installation is next.

Village owned streetlights will be added in a few weeks.

Motion by Chair Olson, second by Tr. Lippold to recommend Budget & Finance and Village Board approve Pay Request #3 – Spruce Street & Ridgeway Drive Extension in the amount of \$136,129.35.

Vote: 5 ayes, 0 nays. Motion carried.

**5. Pay Request #1 – 2020 Road and Utility Project (Hunters Road)**

Brian Kober commented they are prepping the road and next they will start pouring concrete curbing. All the underground utility has been finished.

Motion by Chair Olson, second by Tr. Heckendorf to recommend Budget & Finance and Village Board approve Pay Request #1 – 2020 Road and Utility Project (Hunters Road) in the amount of \$103,779.81.

Vote: 5 ayes, 0 nays. Motion carried.

**6. Review of Quotes for 2020 Jackson Water Utility Service Truck**

Brian Kober gave information on the 2019 the truck that was ordered but not received. This Spring a truck was ordered which should be delivered next month. Orders are now being taken for trucks that will be received next year. This is a budgeted item for next year. If ordered this year, the truck is guaranteed to be delivered next year.

Motion by Tr. Heckendorf, second by Tr. Lippold to recommend Budget & Finance and Village Board approve the purchase of the 2020 Jackson Water Utility Service Truck from Ewald Automotive Group in the amount of \$26,653.00.  
Vote: 5 ayes, 0 nays. Motion carried.

**7. 2021 – Five (5) Year Capital Improvements Program**

Brian Kober presented the 2021 Five (5) Year Capital Improvements Program. The TIF projects were explained. Coffeerville Path, we were not selected for the grant funds. Discussion ensued on sidewalks and future projects.

**8. 2021 – Public Works Equipment Program**

Brian Kober presented the 2021 Public Works Equipment Program. Discussion included taking over plowing for Town roads coming into the Village in 2021 and purchasing a plow truck.

**9. 2021 Budget Presentation – Public Works, Water & Wastewater Utilities**

Brian Kober presented the 2021 Public Works, Water & Wastewater Utilities Budget. He reported on the Public Works budget is increasing \$58,877.00 and a 1.4% increase for Water & Wastewater Utilities.

**10. Discussion of Village Informational Signs**

Brian Kober hasn't heard back from the Department of Transportation on the signs. We have an opportunity to change streetlights along Highway 60 prior to the 2024 resurfacing project.

Motion by Chair Olson, second by Tr. Heckendorf to refer Discussion of Village Informational Signs to the October Board of Public Works meeting.

Vote: 5 ayes, 0 nays. Motion carried.

**11. Director of Public Works Report**

Brian Kober gave the report and furnished updates on Village projects.

Motion by Tr. Lippold, second by Tr. Heckendorf to place the Director of Public Works Report on file.

Vote: 5 ayes, 0 nays. Motion carried.

**12. Citizens/Village Staff to Address the Board**

None

**13. Adjourn.**

Motion by Tr. Lippold, second by Tr. Heckendorf to adjourn.

Vote: 5 ayes, 0 nays. Meeting was adjourned 8:50 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*  
Village Clerk