

APPROVED Minutes
Board of Public Works Meeting
Tuesday, September 28, 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, Sarah Malchow, Tr. Matter, Steve Schoen and Gloria Teifke

Member Absent: Tim Meffert

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 August 31, 2021

Motion by Chair Heckendorf, second by Gloria Teifke to approve the Board of Public Works minutes of August 31, 2021.

Vote: 6 ayes, 0 nays. Motion carried.

3. Review of Extension of Sewer and Water for Lamm's Corner

Director Kober explained the existing sewer and water is accessible in Glen Brooke Drive for the proposed development. The proposed development is a subdivision containing six homes. The road is private. The sewer/water mains and the wastewater plant have the capacity for the development. A Developers Agreement is needed. The proposed lots are approximately 1/3 acre.

Motion by Tr. Matter, second by Tr. Engelhardt to recommend Village Board approve the extension of Sewer and Water for Lamm's Corner.

Vote: 6 ayes, 0 nays. Motion carried.

4. Pay Request #2 – Willow Ridge Reconstruction Project – Soper Companies

Director Kober gave an update. The project is scheduled to be completed by the end of October.

Motion by Chair Heckendorf, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve Pay Request #2 – Willow Ridge Reconstruction Project – Soper Companies in the amount of \$224,864.81.

Vote: 6 ayes, 0 nays. Motion carried.

5. Pay Request #1 – Coffee Connection Trail Project – Poblocki Paving

Director Kober stated gravel will be finished before October 5th. Asphalt will be completed after the Municipal Complex Open House. The total amount due to the contractor has been reduced by five percentage (5%) for retainage.

Motion by Chair Heckendorf, second by Sarah Malchow to recommend Budget & Finance and Village Board approve Pay Request #1 – Coffee Connection Trail Project – Poblocki Paving in the amount of \$83,261.80.

Vote: 6 ayes, 0 nays. Motion carried.

6. Review of Replace Jackson Sewer Utility Vac-Truck

Director Kober explained the Jet/Vac truck purchase will come from the DNR replacement fund. It's on a 10 year replacement. After the truck is ordered, it will take over a year for manufacturing and delivery. Tr. Engelhardt suggested to add an extended warranty. The truck is dual axel.

Motion by Tr. Engelhardt, second by Sarah Malchow to recommend Budget & Finance and Village Board approve an amount not to exceed \$475,000.00 the Jackson Sewer Utility Vac-Truck with a Cummins engine, check how many hours there are on the current truck, divide by the number of years used and purchase an extended warranty to cover as many hours as possible.

Vote: 6 ayes, 0 nays. Motion carried.

7. 2022 – Five (5) Year Capital Improvements Program

Director Kober presented the 2022 Five (5) Year Capital Improvements Program. The 15 year Capital Road Improvements project costs were reviewed. TIF Projects were explained.

8. 2022 – Public Works Equipment Program

Director Kober presented the 2022 Public Works Equipment Program. The fleet of vehicles was explained. Plow routes were shown, a new snowplow will be budgeted.

9. 2022 Budget Presentation – Public Works, Water & Wastewater Utilities

Director Kober presented the 2022 Public Works, Water & Wastewater Utilities Budget. Completed projects were discussed. The garbage and recycling costs were reviewed. The salt shed is full for the 2021/2022 season. The Public Works budget is decreasing -0.26% and increasing 4.28% for Water & Wastewater Utilities.

10. Director of Public Works Report

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

Vote: 6 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Board

Gloria Teifke inquired on the lot for sale by Hasmer Lake and if the Village is interested in it. Administrator Keller stated it will be formally acted upon by the Village Board at the October 12th meeting. Keller invited all members of the committee to the Municipal Complex Open House on October 5, 2021, from 2:30 p.m. to 5:00 p.m. The dedication is from 2:30 p.m. to 3:00 p.m.

12. Adjourn.

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

Vote: 6 ayes, 0 nays. Meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk