

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, May 31, 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 Heckendorf called the meeting to order at 6:00 p.m.

Members Present: Tr. Engelhardt, Sarah Malchow, Tr. Matter, Tim Meffert, and Steve Schoen.

Other Trustees Present: Tr. Kruepke,

Staff Present: Administrator Jen Keller, Director of Public Works Brian Kober and Parks and Recreation Director Kelly Valentino.

Also Present: Parks and Recreation Director Kelly Valentino, Parks and Recreation Committee Members - Brian Mekka, Casey Latz, Brittany Rathke, and Sue Rank.

2. Approval of the Board of Public Works Minutes of April 26, 2022

Motion by Tr. Matter, second by Tim Meffert to approve the Board of Public Works minutes of April 26, 2022.

Vote: 6 ayes, 0 nays. Motion carried.

3. Review of Bids for Jackson Park – Tennis Courts to Pickle Ball Project

Director Kober provided background information to the single bid of \$543,720.50 received by Payne and Dolan for the construction of pickleball and tennis courts.

Parks and Recreation Director Valentino shared the bid amount is too costly to justify paying for and waiting to rebid may be a solution to a lower bid amount earlier in the year next year.

Funding was discussed, to include the park impact fees and the capital projects fund.

(Editor's Note: a pause was taken for the Park and Recreation Commission to vote on the matter.)

Motion by Tr. Heckendorf, second by Sarah Malchow to accept the recommendation of the Park and Recreation Commission to recommend Budget & Finance and Village Board reject all bids for the construction of the Tennis Courts and Pickle Ball Courts and to direct Staff to bid the project in early 2023.

Vote: 6 ayes, 0 nays. Motion carried.

(Editor's Note: a pause was taken for the Park and Recreation Commission to discuss JCC expansion and adjourn at 6:11PM)

4. Fiber to Home Project Presentation by Midwest Fiber

Midwest Fiber Network was not able to attend and present. Director Kober shared the hope is for Midwest Fiber Network to attend a future meeting to explain the process and schedule for the project.

Motion by Tr. Engelhardt, second by Tr. Matter to refer the presentation to the June 28th Board of Public Works meeting.

Vote: 6 ayes, 0 nays. Motion Carried.

5. Resolution #22-09 Adopting 2021 CMAR for Jackson Sewer Utility

Director Kober provided a summary of the report. Per the numbers being generated the DNR believes the plant is overloaded with total solids coming to the plant, but all criteria are met at this time. A facility plan will address long term solutions to some concerns raised in the report.

Motion by Tim Meffert, second by Tr. Engelhardt to recommend Village Board approve Resolution #22-09 Adopting 2021 CMAR for Jackson Sewer Utility.

Vote: 6 ayes, 0 nays. Motion carried.

6. Verizon – Land Lease Agreement for Fiber to White Water Tower Site

Director Kober provided background of the 1997 agreement and successor agreements formed between the Village and Verizon and US Cellular. The Village has an easement from Cedar Parkway and onto Sysco Drive which is the proposed path of Verizon. Verizon has a hut on the tower site where the proposed fiber optic would serve. Director Kober shared Staff believes the path for the conduit should be different than proposed, but generally Staff are amendable to sharing the easement if the Village Board of Public Works and Village Board are in favor of Staff pursuing the topic further. It was also discussed Sysco Drive is a private road with a Village easement, and not Village right-of-way therefore the authority may only rest with Sysco to approve Verizon's request.

Motion by Tr. Heckendorf, second by Tim Meffert to recommend Staff pursue the project with Verizon and to further review the lease agreement, easement agreement, and pursue conversations with Sysco with follow up to the Board of Public Works at the June 28th meeting.

Vote: 6 ayes, 0 nays. Motion carried.

7. Update to STH (Main St) 2022 2023 Utility Replacement Project

Director Brian Kober provided a summary of the letter provided in the packet. Thus far, 46 laterals were inspected, and another 60 laterals are yet to be inspected. This item was for information only and no action was necessary.

8. Update on Eagle Drive and STH 60 Intersection Improvement Project

Director Kober stated a two-party agreement was authorized by the Village Board for the engineering of the STH 60 and Eagle Drive roundabout. Staff negotiated with DAAR to lower their contracted rate. Staff will also be applying for Bipartisan Infrastructure Law funding by June 3rd for an 80/20 grant for the construction of the intersection. This item was for information only and no action was necessary.

9. Director of Public Works Report

Director Kober summarized the report authored for the review of the Board. The Jackson Sewer Utility have been busy identifying and repairing ground water leaking into the sanitary sewer system. We are hoping the work will be noticeable in next month's discharge numbers for the Wastewater Treatment Plant report.

The Coffee Connection Trail Project have signage and crosswalk drainage as the final phase of work to be completed.

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

Vote: 6 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to Address the Board

Larry Hatke, N169W19876 Georgetown Drive, Unit 5 spoke on the cost of asphalt and concern for not seeing a reduction in pricing. He also spoke to the point on Village capacity for growth of the Village from a utility standpoint.

11. Adjourn

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

Vote: 6 ayes, 0 nays. Meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Jen Keller
Village Administrator