

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, May 30, 2023 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037

1. Call to Order and Roll Call

President Heckendorf called the meeting to order at 6:00 p.m.

Members Present: Tr. Matter, Stephanie Egner and Jeff Mitchell

Member Excused: Tr. Engelhardt, Chris Sberna, and Don Olson

Staff Present: Administrator Jen Keller, Director of Public Works Brian Kober

2. Approval of the Board of Public Works Minutes of April 25, 2023

Motion by Tr. Matter, second by Jeff Mitchell to approve the Board of Public Works minutes of April 25, 2023.

Vote: 4 ayes, 0 nays. Motion carried.

3. Temporary Easement Request – ANR Pipeline (TC Energy)

Director Kober gave background information on the temporary easement requests noting the offer of \$15,500 was made for the easement.

Motion by President Heckendorf, second by Tr. Matter to recommend the Village Board approve the Temporary Easement Requests.

Vote: 4 ayes, 0 nays. Motion carried.

Discussion ensued regarding the need for an expiration or term of the temporary easement agreements.

Amending Motion by President Heckendorf, second by Tr. Matter to recommend the Village Board approve the two temporary easement requests from TC Energy to include a sunset date.

Vote: 4 ayes, 0 nays. Motion carried.

4. Review of Proposed Stop Signs – Sherman Parc and Maple Fields Subdivisions

Director Kober reviewed the current traffic needs of the Sherman Parc and Maple Fields subdivisions. The proposal included stop signs at Sherman Parc Court, East Gate Drive, Maple Fields Boulevard, and Paloroma Court. It was stated a fourth recommended sign would include a stop for traffic on Maple Fields Boulevard entering Maple Fields Circle.

This item was for information and discussion purposes only.

5. Ordinance #23-08 – Amending Chapter 42 of Village Code

Director Kober stated the addition of provision 19 for a stop sign to be placed at Maple Fields BLVD. entering Maple Fields Circle was a recommended change to the ordinance following the discussion of item #4.

Motion by Pres. Heckendorf, second by Stephanie Egner to recommend the Village Board approve Ordinance 23-08 amending Chapter 42 of Village Code with the addition of a stop sign on Maple Fields Boulevard at Maple Fields Circle.
Vote: 4 ayes, 0 nays. Motion carried.

6. Pay Request #4 – STH 60 Utility Upgrade Project

Director Kober commented on the status of the project stating concrete work is commencing this week, continuing next week, and future updates regarding the date the road will be open to motorists in the next project update.

Motion by President Heckendorf, second by Tr. Matter to recommend Budget and Finance and Village Board approve Pay Request #4 to Advance Construction in the amount of \$954,410.26.
Vote: 4 ayes, 0 nays. Motion carried.

7. Change Order #1 – 2023 Utility & Streets Improvements Project

Director Kober stated the change to project is water main material of HDPE pipe that will be directionally drilled providing the project a cost savings of \$107,991.00. There are other costs savings of restoration that is not include in the initial cost savings.

Motion by President Heckendorf, second by Jeff Mitchell to recommend Budget and Finance and Village Board approve Change Order #1, amending the contract total to \$2,067,915.55 with Vinton Construction for the 2023 Utility and Streets Improvements Project.
Vote: 4 ayes, 0 nays. Motion carried.

8. Project Update-WWTP Storage Garage Expansion

Director Brian Kober provided an update and stated there will be more projects in the future including phosphorus limit requirements related to DNR discharge permit. Bids will be reviewed by the Board of Public Works at the June meeting.

This item was for information only and no action was necessary.

9. Project Update – Eagle Drive & STH 60 Roundabout

Director Brian Kober provided an update stating the plans are now at 90% completion and staff are working with Terra Venture Advisors for land acquisition services for property needed surrounding the future intersection. It was also stated the intersection plats were accepted by the Village Board in May and the next step would include property owner agreement to purchase land for the construction of the roundabout.

This item was for information only and no action was necessary.

10. Director of Public Works Report

Director Kober provided a brief background of the report.

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

Vote: 4 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Board

MaryAnne Grabo-Balles, N167W21182 South Street, requested the opportunity to discuss water runoff in the neighborhood where she lives. She stated standing water and stagnant water was an

issue, with wintertime icing occurring on the sidewalks. She believes the runoff is from her neighbor's properties.

12. Adjourn

Motion by President Heckendorf, second by Tr. Matter to adjourn.

Vote: 4 ayes, 0 nays. Meeting was adjourned at 6:31 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jen Keller".

Jen Keller

Village Administrator