

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, March 28, 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

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

Members Present: Tr. Engelhardt, Sarah Malchow, Tr. Matter, Tim Meffert, Jeff Mitchell, and Chris Sberna

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 February 28, 2023

Motion by Tr. Matter, second by Tim Meffert to approve the Board of Public Works minutes of February 28, 2023.

Vote: 7 ayes, 0 nays. Motion carried.

3. Review of Bids for The Oaks of Jackson Subdivision Utility Installation

Director Kober gave background information on the five bids received.

Motion by Tr. Heckendorf, second by Tr. Engelhardt to recommend Budget & Finance and Village Board accept the contract with DF Tomasini Contractors, Inc. for the amount of \$1,955,419.53 with alternate number three for a credit of \$24,000.00 to sell the topsoil from the site.

Vote: 7 ayes, 0 nays. Motion carried.

Motion by Tr. Heckendorf, second by Tr. Engelhardt to accept the approval of the bid as approving of the extension of sanitary sewer and water to serve the property.

Vote: 7 ayes, 0 nays. Motion carried.

4. Review of Bids for 2023 Utility & Street Improvements CTH P, Sherman Road and Highland Road

Director Kober reviewed the project and bid information.

Motion by Tim Meffert, second by Tr. Engelhardt to recommend Budget & Finance and Village Board approve the bid from Vinton Construction Company in the amount of \$2,175,906.55 for 2023 Utility and Street Improvements CTH P, Sherman Road and Highland Road.

Vote: 6 ayes, 1 nay (Tim Meffert). Motion carried.

5. Resolution #23-06 Preliminary Intent to Special Assess for Highland Road Improvements

Motion by Tr. Heckendorf, second by Chris Sberna to recommend Budget & Finance and Village Board approve Resolution #23-06 Preliminary Intent to Special Assess for Highland Road Improvements.

Vote: 7 ayes, 0 nays. Motion carried.

6. Resolution #23-07 Preliminary Intent to Special Assess for Sherman Road Sanitary Sewer Installation

Director Kober provided background information on the special assessments.

Motion by Tr. Heckendorf, second by Sarah Malchow to recommend Budget & Finance and Village Board approve Resolution #23-07 Preliminary Intent to Special Assess for Sherman Road Sanitary Sewer Installation.

Discussion ensued on future special assessments.

Vote: 7 ayes, 0 nays. Motion carried.

7. Pay Request #2 – STH 60 Utility Upgrade Project

Director Kober gave an update on the project.

Motion by Tr. Heckendorf, second by Tr. Matter to recommend Budget & Finance and Village Board approve Pay Request #2 to Advance Construction in the amount of \$159,957.53.

Vote: 7 ayes, 0 nays. Motion carried.

8. Announcements Spring Cleanup Day and Yard Waste/Brush Pickup

Director Kober stated Spring Cleanup Day is Saturday, April 29, 2023 from 9:00 a.m. until Noon. The schedule of brush and yard waste pick-up was provided. The item was for information only, so no action was necessary.

9. Director of Public Works Report

Director Kober explained the report authored for the review of the Board.

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

Vote: 7 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to Address the Board

Tr. Heckendorf thanked Tim Meffert and Sarah Malchow for serving on the Board of Public Works as this is their last meeting.

11. Adjourn

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

Vote: 7 ayes, 0 nays. Meeting was adjourned at 6:48 p.m.

Respectfully submitted,

Jilline Dobratz, *MMC/WCPC*
Village Clerk