

APPROVED Minutes
Board of Public Works Meeting
Tuesday, February 22, 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: Sarah Malchow, Tr. Matter, Tim Meffert, Steve Schoen, and Gloria Teifke

Members Excused: Tr. Engelhardt

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

2. Approval of the Board of Public Works Minutes of January 25, 2022

Motion by Gloria Teifke, second by Tr. Matter to approve the Board of Public Works minutes of January 25, 2022.

Vote: 6 ayes, 0 nays. Motion carried.

3. Presentation Phase 1 of Findings Facility Plan WWTP- Town & Country

Professional Engineer Greg Droessler from Town & Country Engineering gave a presentation on the Phase 1 findings for the WWTP Facility Plan Project. The topics Engineer Droessler covered were projected growth, commercial and industrial loading, and the plan is projected to year 2045. Great discussion and input to continue to Phase 2 of the plan. This was information only for the Board, no motion was needed at this time.

4. Kerry Ingredients Discharge Agreement

Director Kober gave background information. The current agreement was approved in 1991. The proposed agreement was updated, although, has the same discharge limits as the current agreement. A resolution is being created for the agreement to find the document in the future.

Motion by Sarah Malchow, second by Gloria Teifke to recommend Village Board approve Kerry Ingredients Discharge Agreement.

Vote: 6 ayes, 0 nays. Motion carried.

5. Engineering Services – Jackson Park Tennis Court Reconstruction Project

Director Kober stated the tennis ball courts in Jackson Park have been scheduled for years to be updated or replaced with something new. Cedar Corp recently created a similar plan for the Village of Richfield.

Motion by Chair Heckendorf, second by Sarah Malchow recommend Budget & Finance and Village Board approve Cedar Corp Engineering Services – Jackson Park Tennis Court Reconstruction Project in an amount not to exceed \$20,000.00.

Vote: 6 ayes, 0 nays. Motion carried.

6. Engineering Services – STH 60 (Main Street) Utility Reconstruction Project

Director Kober stated Gremmer & Associates was the engineering firm for the recent STH 60 path project and recognizes WisDOT requirements to keep the project on schedule. The underground utility is being upgraded prior to the WisDOT 2024 resurfacing project of STH 60 from CTH P to Eagle Drive.

Motion by Chair Heckendorf, second by Tim Meffert recommend Budget & Finance and Village Board approve Gremmer & Associates Engineering Services – STH 60 (Main Street) Utility Reconstruction Project in the amount of \$53,960.00.

Vote: 6 ayes, 0 nays. Motion carried.

7. Engineering Services – CTH P Utility Project

Director Kober stated Gremmer is the engineering firm hired by Washington County to design the reconstruction of CTH P in 2024 from STH 60 to STH 145. The Jackson Sewer and Water Utilities is looking to install sewer and water along side of CTH P from Morning Meadows Subdivision north to STH 60. The construction would take place in 2023.

Motion by Chair Heckendorf, second by Gloria Teifke recommend Budget & Finance and Village Board approve Engineering Services – CTH P Utility Project in the amount of \$24,983.00.

Vote: 6 ayes, 0 nays. Motion carried.

8. Pay Request #4 – Coffee Connection Trail Project – Poblocki Paving

Director Kober gave an update of the project. The retainage amount is \$8,720.82, and there is \$26,127.14 in value of work yet to be completed.

Motion by Tr. Matter, second by Tim Meffert to recommend Budget & Finance and Village Board approve the Pay Request #4 – Coffee Connection Trail Project – Poblocki Paving in the amount of \$14,256.47.

Vote: 6 ayes, 0 nays. Motion carried.

9. Resolution #22-03 Accepting Sanitary and Water System – Laurel Springs Villas

Director Kober recommends accepting the sanitary sewer water serving the Laurel Springs Villas.

Motion by Chair Heckendorf, second by Tim Meffert to recommend Village Board approve Resolution #22-03 Accepting Sanitary and Water System – Laurel Springs Villas.

Vote: 6 ayes, 0 nays. Motion carried.

10. Update of ICE Study Eagle Drive and STH 60 – Information Only

WisDOT reviewed the first report submitted with recommended changes and a deadline of Friday, February 11, 2022. The Village with the help of SRF Consulting made the necessary changes and met the deadline. The Village is waiting for direction from WisDOT for the next step to improve the intersection. Discussion continued with cost of improvements, number of accidents, and funding. No action was necessary, this item was information only.

11. Director of Public Works Report

Director Kober gave the report.

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

Vote: 6 ayes, 0 nays. Motion carried.

12. Citizens/Village Staff to Address the Board

No one spoke.

13. Adjourn

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

Vote: 6 ayes, 0 nays. Meeting was adjourned at 7:39 p.m.

Respectfully submitted,

Brian W. Kober, P.E.

Director of Public Works/Village Engineer