

APPROVED MINUTES
Board of Public Works Meeting
Tuesday, January 26, 2016 – 7:00 P.M.
Jackson Village Hall
N168W20733 Main Street

1. Call to Order and Roll Call.

Chairman Tr. Don Olson called the meeting to order at 7:00 p.m.

Members present: Tr. Scott Mittelsteadt, Brian Heckendorf, Corinne Benson, and Tr. Jack Lippold.

Members excused: Scott Thielmann, Linda Granec

Staff present: Brian Kober, and Jim Micech

2. Approval of Minutes for November 24, 2015 meeting.

Motion by Corinne Benson, second by Tr. Olson to approve the minutes of the November 24, 2015, Board of Public Works meeting.

Vote: 5 ayes, 0 nays. Motion carried.

3. Engineering proposal for Jackson Sewer Utility SCADA System Upgrade.

Brian Kober introduced Greg Droessler of Town & Country Engineering, Inc. to present information in regards to the SCADA System Upgrade.

Gregg gave an overview of the SCADA project and explained the purpose of the SCADA System. The Supervisory Control and Data Acquisition System allows for the monitoring and control of the wastewater treatment plant as well as the storage of data for reporting. Many of the operations can be controlled remotely.

The weak points were previously identified last year. There is limited data access and reporting functions. Portions of the system date back to the 1990s and expanded in 2005 as part of the digester project. The Program Logic Controls are over ten years old. The Intellisys software is not well supported. Intellisys is used in less than 10% of plants. It has limited data access and reporting functions.

There is a strong foundation of fiber optics that are already in place and the stainless steel cabinets are of good condition. There are touch screens already in place as well.

There have been a number of software and hardware replacements that do not communicate well with the Intellisys system.

Gregg commented that each panel and process would be reviewed to allow for real time functionality and allow for future additions. Proposals would be requested from qualified bidders. The new system would allow for invoices to be produced in a timely manner.

Brian Kober explained that this will come out of the replacement fund and there is funding available for the project. The total project amount will be \$300,000 to \$500,000. The proposal being reviewed is for the engineering portion only.

Motion by Tr. Olson, second by Tr. Lippold to recommend the Village Board approve the Engineering Proposal by Town and Country in an amount not to exceed \$46,000.

Vote: 5 ayes, 0 nays. Motion carried.

4. Review of Engineering Services for GIS Mapping Conversion.

Brian reported on the item. The mapping and conversion was started and then web based mapping came to use shape files. The Village was using Gremmer but they are more DOT oriented rather than GIS oriented. Currently, Workhorse is in use as the database, but it is not a web based program. Brian continued that the goal is that there would be an address point on the map and it would open up to the building plan of the house and inspection reports, meter locations, etc. Brian commented on the public safety aspect of having the information available to the fire department or police department. Additionally, it would be used for tree trimming reporting.

Brian recommends Town and Country proposal which is time and material based with the lowest hourly rate. Brian commented that the Jackson Sewer and Water Utility has funding budgeted for the GIS mapping upgrade.

Motion by Brian Heckendorf, second by Corinne Bensen to recommend the Village Board approve the GIS engineering service with Town and Country in an amount not to exceed \$6,000.

Vote: 5 ayes, 0 nays. Motion carried.

5. Review of Building Inspection Annual Reports.

Jim Micech presented the 2014 and 2015 Annual Building Reports.

Motion by Tr. Mittelsteadt, second by Tr. Lippold to send the reports to the Village Board.

Vote: 5 ayes, 0 nays. Motion carried.

6. Acceptance of Work – West Shore Pipeline Water Extension Project.

Brian Kober reviewed the project with the Board. The exhibits are now completed. Brian recommended that the Board of Public Works recommend staff to develop the final resolution for the Village Board meeting. Motion by Tr. Mittelsteadt, second by Tr. Olson to direct staff to develop a final resolution for Village Board approval. Vote: 5 ayes, 0 nays. Motion carried.

7. Review of Storm Water Management Plan.

Brian Kober reviewed the information and suggested to refer the item to February. A review of the proposed ordinance will be given at the next meeting. Also, would like to include the pond information at the next meeting.

Motion by Corinne Benson, second by Tr. Olson, to refer the item to the February meeting.

Vote: 5 ayes, 0 nays. Motion carried.

8. Review of Georgetown Drive Reconstruction Project Special Assessment.

Brian Kober commented that this is the final assessment report for the project. Total cost of the project was \$619,003.10. The Base Bid was \$619,153.10. The special assessment amount is \$8,528.60.

Motion by Tr. Olson, second by Corinne Benson to Recommend the Village Board proceed with the assessments as presented for the Georgetown Drive Reconstruction Project.

Vote: 5 ayes, 0 nays. Motion carried.

9. Review of Jackson Drive Reconstruction Project Special Assessment.

Brian Kober commented that this is the final assessment report for the project. Total cost of the project was \$123,928.02. The Base Bid was \$129,674.35. The special assessment amount is \$111,925.42.

Motion by Brian Heckendorf, second by Tr. Mittelsteadt to Recommend the Village Board proceed with the assessments as presented for the Jackson Drive Reconstruction Project.

Vote: 5 ayes, 0 nays. Motion carried.

10. Wilshire Drive Reconstruction Project update.

Brian Kober presented an update on the Wilshire Drive Reconstruction Project Update. He noted that there is a grant for the project in the amount of \$40,662.69. This will pay for a portion of the engineering design and construction. He noted conflict with one of the light poles, and the Village has the opportunity to replace the light poles with Village owned poles. This is for beautification of the subdivision and would match other subdivisions. Pricing for the street light installation will be brought to a future meeting for discussion. The plans will be finished next month and go out to bid the second week in March. The Bid opening is on March 22nd and the Board of Public Works will review the bids at the March 29th meeting. There would be an informal information meeting before the March 29th meeting.

11. Review of 2016 Spring Clean Up Day and Yard Waste / Brush Pick Up Schedule.

Brian Kober presented his memo in regards to the 2016 Spring Clean Up Day and Yard Waste / Brush Pick Up Schedule.

Motion by Tr. Lippold, second by Tr. Olson to approve the 2016 Spring Clean Up Day and Yard Waste / Brush Pick Up Schedule.

Vote: 5 ayes, 0 nays. Motion carried.

12. Director of Public Works Report.

Brian Kober reviewed the Public Works Report.

Motion by Tr. Lippold, second by Corinne Benson to place the report on file.

Vote: 5 ayes, 0 nays. Motion carried.

13. Citizens/Village Staff to address the Board.

None.

14. Adjourn.

Motion by Tr. Mittelsteadt, second by Corinne Benson to adjourn at 9:06 p.m.

Vote: 5 ayes, 0 nays. Motion carried.

Respectfully submitted by: Deanna L. Boldrey, Village Clerk-Treasurer