

## **APPROVED MINUTES**

### **Board of Public Works Meeting**

**Tuesday, May 26, 2015 – 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. Jack Lippold, Tr. Scott Mittelsteadt, Brian Heckendorf, Linda Granec, and Scott Thielmann.

Members excused: Corinne Benson.

Staff present: Brian Kober and John Walther.

**2. Approval of Minutes for April 28, 2015, meeting.**

Motion by Brian Heckendorf, second by Tr. Scott Mittelsteadt to approve the minutes of the April 28, 2015, Board of Public Works meeting.

Vote: 6 ayes, 0 nays. Motion carried.

**3. Review of Village Sidewalk Policy.**

Brian Kober reviewed the sidewalk policy that was put into place in 1991. Some areas were not in the Village when the policy was created. The policy needs to be updated. John Walther presented a draft resolution replacing a sidewalk location and construction policy for the Village. Motion by Tr. Mittelsteadt, second by Linda Granec recommend the Village Board approve the draft resolution replacing a sidewalk location and construction policy for the Village.

Vote: 6 ayes, 0 nays. Motion carried.

**4. Pay Request #4 – Digester Improvement Project.**

Brian Kober reviewed the project. Digester tank #1 has been completed and placed online.

Digester tank #2 has been cleaned and inspection of the roof is being completed. Early indications are that the roof will need to be structurally repaired in order to place back in service. Motion by Tr. Olson, second by Brian Heckendorf to recommend approval of Pay Request #4 in the amount of \$64,742.11.

Vote: 6 ayes, 0 nays. Motion carried.

**5. Review of Bids for Georgetown Dr. Reconstruction Project.**

Brian Kober reviewed the three bids received for the project with the lowest bidder being Advance Construction, Inc. of Green Bay in the amount of \$619,153.10. Tr. Olson asked if the Jackson Sewer and Water Utilities will pay their portion of the project. Village Engineer Kober said yes that is the plan. Motion by Brian Heckendorf, second by Tr. Mittelsteadt, to recommend approval of the low bid from Advance Construction, Inc. in the amount of \$619,153.10 for the Georgetown Dr. Reconstruction Project.

Vote: 6 ayes, 0 nays. Motion carried.

**6. Verizon Wireless Antenna Modification Project – White Water Tower.**

Brian Kober reviewed with the Board the proposed changes of the Verizon Wireless Antenna Modification Project. The Village had approved the modification in December 2014, although, Verizon is now asking for land to install a cabinet. The additional land allows the financial

agreement to be modified. Motion by Scott Thielmann, second by Linda Granec to recommend approval of the modified plan and financial agreement between the Village and Verizon Wireless as submitted.

Vote: 6 ayes, 0 nays. Motion carried.

**7. Review of Jackson Telecomm Utility and Ethoplex Contract.**

The agenda item was requested by Tr. Lippold for better understanding of the financial status and compliance of the agreement with Ethoplex. Tr. Lippold asked, if Public Safety communication is being jeopardized by Ethoplex short falls? Mr. Kober answered no, the Police Department is on a separate system by AT & T and the main communication for the Police and Fire Departments are conducted through the County radio system. Scott Thielmann inquired if Ethoplex has reached out to the Village to make things right. Mr. Walther responded Ethoplex has not reached out, and staff is trying to setup a meeting with the owner Keefe John to address all the issues. Brian Heckendorf requested if the Village had a backup plan. Mr. Kober said staff is working on options and will present during the budget process. After further discussion, staff will schedule a meeting with Ethoplex, and report to the Board of Public Works at a future meeting.

**8. Discussion of Board of Public Works Scheduled Meeting Dates.**

The Village Code requires the Board of Public Works meeting generally to occur the Tuesday evening preceding the meeting of the Plan Commission. Consensus of the Board is to generally have the meeting the last Tuesday of the Month. The next Board of Public Works meeting will be June 30, 2015.

**9. Director of Public Works Report.**

Brian Kober reviewed the Public Works Report.

Motion by Linda Granec, second by Tr. Lippold to place the report on file.

Vote: 6 ayes, 0 nays. Motion carried.

**10. Citizens/Village Staff to address the Board.**

Brian Kober reviewed with the Board as per the 2014 Village Audit Report at the May 2015 Village Board meeting, the Jackson Water and Sewer Utility would have a 3% rate increase. The date for the increase to occur is July 15, 2015. The Village Board will review the rate increase at the June 9, 2015 meeting.

**11. Adjourn.**

Motion by Linda Granec, second by Tr. Brian Heckendorf to adjourn at 7:52 p.m.

Vote: 6 ayes, 0 nays. Motion carried.

Respectfully submitted by: Brian W. Kober, P.E., Director of Public Works