

APPROVED Minutes
Board of Public Works Meeting
Tuesday, January 29, 2019 at 7:00 p.m.
Jackson Village Hall
N168W20733 Main Street

1. Call to Order and Roll Call.

Chair Olson called the meeting to order at 7:00 p.m.

Members present: Brian Heckendorf, Dan Leonard, Tr. Lippold, Tr. Malcolm, Gloria Teifke and Scott Thielmann.

Also present: Tr. Kurtz.

Staff present: Brian Kober, John Walther and Jilline Dobratz.

2. Approval of the Board of Public Works Minutes of November 27, 2018.

Motion by Scott Thielmann, second by Brian Heckendorf to approve the Board of Public Works minutes of November 27, 2018.

Vote: 5 ayes, 0 nays. Motion carried.

Members Tr. Lippold and Gloria Teifke arrived at 7:02 p.m. after Item #2.

3. Review of Proposal from City Water for Water Expansion Area Evaluation Study.

Brian Kober went over the proposal from City Water and explained the map showing the water system for the Village. Proposal is for Professional Services to evaluate the water system in the water expansion area in the Town of Jackson. The Scope of Services include; update the annual water produced and sold since the Utility master plan completed in 2016, work with staff to identify potential projects, assign customer classification and density for proposed projects, develop future population projections and calculate future water demands, assign an average day, maximum day and hour demand for each development, add future water demand projections and water main extensions into the existing water model to identify the future fire flow, average day, maximum day and hour water demands, the demand analysis will develop a summary report with recommendations for the Utility's water supply and distribution system expansion. John Walther indicated the study includes the limited water service area in the town. Chair Olson inquired on the Scope of Services. Brian Kober explained we want to look at the proposed demand of Laurel Springs, Maplewood Farms, TIF #6, Public Safety Building and any additional developments for future projects. We will use the information for a new water impact fee study, which will be a different proposal. Motion by Chair Olson, second by Scott Thielmann to recommend to Budget & Finance and Village Board to approve the Proposal from City Water for Water Expansion Area Evaluation Study for the amount not to exceed \$4,000.00 and an additional 3 meetings. Chair Olson would like to review a preliminary report before the presentation. Brian Kober stated the presentation with a preliminary report will go before this committee and the final written report will go to Village Board for approval.

Vote: 7 ayes, 0 nays. Motion carried.

4. Review of Purchase for Utility Mower Replacement.

Brian Kober reviewed the memo to replace the 2009 diesel Toro mower. Only one bid since we are pleased with the functioning of the Exmark purchased last year, the quote is \$55.00 lower, includes an extra set of blades and \$13,000 has been budgeted. Motion by Brian Heckendorf, second by Tr. Lippold to recommend Budget & Finance and Village Board approval of the Purchase of the Exmark Utility Mower not to exceed \$12,390.00.

Vote: 7 ayes, 0 nays. Motion carried.

5. Resolution #19-03 – Accepting Sewer and Water Cobblestone Meadows.

Brian Kober showed the 22 lot single family development on the map. The sewer and water has been installed; storm, streets and street lighting are private. Recommends accepting Sanitary Sewer and Water per village specifications.

Motion by Chair Olson, second by Tr. Lippold recommends the Village Board adopts Resolution #19-03 – Accepting Sewer and Water Cobblestone Meadows.

Vote: 7 ayes, 0 nays. Motion carried.

6. Discussion on Creating a Yard Waste and Drop-Off Site.

Brian Kober stated next month he will have more information.

Motion by Chair Olson, second by Tr. Lippold to refer the Discussion on Creating a Yard Waste and Drop-Off Site to the February meeting.

Vote: 7 ayes, 0 nays. Motion carried.

7. Discussion of Village Informational Signs.

Brian Kober explained the map with areas of the sign placement in the Village. The signs would be on the main corridor of Highway 60. Discussion on what wording would be on the signs. Tr. Lippold inquired on maintaining the signs as the Village changes. John Walther stated the signs could be added onto at the bottom.

8. Director of Public Works report.

Brian Kober gave the report.

Motion by Scott Thielmann, second by Tr. Lippold to place the Director of Public Works report on file.

Vote: 7 ayes, 0 nays. Motion carried.

9. Citizens/Village Staff to Address the Board.

John Walther reported the closing of the School District sale and Schmahl property purchase took place last Thursday morning. The agreements with Cedar Corp for the engineering of Spruce Street and Ridgeway Drive and site development were signed.

Brian Kober reported garbage and recycling is delayed due to weather.

10. Adjourn.

Motion by Tr. Lippold by, second by Tr. Malcolm to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 7:31 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk/Treasurer