

APPROVED Minutes
Board of Public Works Meeting
Tuesday, March 26, 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, Tr. Malcolm, Gloria Teifke, and Scott Thielmann.

Members excused: Dan Leonard and Tr. Lippold.

Also present: Tr. Kurtz.

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

2. Approval of the Board of Public Works Minutes of February 26, 2019.

Motion by Tr. Malcom, second by Scott Thielman to approve the Board of Public Works minutes of February 26, 2019.

Vote: 5 ayes, 0 nays. Motion carried.

3. Resolution #19-04 STH 60 Shared Use Path – Coffeerville to Eagle Drive

Brian Kober commented the resolution will explain to the Wisconsin Department of Natural Resources that the Village will be applying for a grant. If the grant is awarded, the Village agrees to fund the remaining portion of the project.

Motion by Brian Heckendorf, second by Gloria Teifke to recommend Village Board approve Resolution #19-04 STH 60 Shared Use Path – Coffeerville to Eagle Drive.

Vote: 5 ayes, 0 nays. Motion carried.

4. Proposal to replace Jackson Dr & STH 60 Informational Sign.

Brian Kober explained the informational sign is not working and can't be repaired. The sign is 11 years old and the software that runs it is becoming obsolete. The proposal is to replace the existing sign, keeping the post's, and the sign on top. Only the changeable copy sign will be replaced. The communication of the sign is with a 5-year cellular data plan, on the cloud with US Cellular. The cost of the sign is \$17,966.06 and will come out of hotel/motel room tax funds. This is a full color sign and it could be moved in the future to another location. The original sign quit working the first week of March.

Motion by Scott Thielmann, second by Brian Heckendorf to recommend Budget & Finance and Village Board approval of Proposal #29563 to replace Jackson Dr & STH 60 Informational Sign in an amount not to exceed \$17,966.06.

Gloria Teifke inquired if the deposit would be paid now. Brian Kober stated it would be paid if approved on April 10, 2019. It will take 6 weeks to get the sign up and running.

Vote: 5 ayes, 0 nays. Motion carried.

5. Review of 2018 Jackson Water Utility Consumer Confidence Report.

Brian Kober stated the annual report is for all the samples that were taken in 2018.

The Water Utility maintains 50 miles of water main, has 3,384 customers and pumped 241 million gallons of water. We have a good water source for the community. The

report will go to Village Board for approval, advertised once in the West Bend Daily News and then sent to the DNR for approval.

Motion by Brian Heckendorf, second by Tr. Malcolm recommends Village Board approve the 2018 Jackson Water Utility Consumer Confidence Report.

Vote: 5 ayes, 0 nays. Motion carried.

6. Review of Quotes for replacement of Make-up Air Units at WWTF.

Brian Kober received three quotes from HAVC contractors to replace three roof top Make-up Air units on various buildings at the WWTF. The low bid of \$70,912.00 was by Goschey Mechanical and that is what staff recommends for replacement of the units. Some of the units are 20 years old and are failing.

Motion by Brian Heckendorf, second by Scott Thielmann to recommend approval to Budget & Finance and Village Board to accept the quote from Goschey Mechanical for replacement of Make-up Air Units at WWTF in an amount not to exceed \$70,912.00.

Vote: 5 ayes, 0 nays. Motion carried.

7. Review of Quotes on creating a yard waste and drop-off site.

Brian Kober received an asphalt quote in the amount of \$48,291.00 which includes a limestone base and a driveway quote in the amount of \$8,500.00. An additional quote from Munson Fence includes installing 200' of chain link fence, 6' high, 36" deep concrete for frost protection, includes a 25' sliding gate and has eye sensors on both sides. Optional are the key fobs and a 100 pack of cards for residents. The total for labor and materials of the fence is \$21,395.00. Chair Olson would like to see one additional fencing quote. Brian Kober will have an additional asphalt quote next month as well.

Motion by Chair Olson, second by Brian Heckendorf to refer Review of Quotes on creating a yard waste and drop-off site to the next meeting.

Vote: 5 ayes, 0 nays. Motion carried.

8. Review of Quotes for Service Body for new Water Utility Service Truck.

Brian Kober stated it is in the budget to replace one of the Utility Service Trucks, replacement is ever 10 years. The truck can be ordered in April and it will be ready in the fall. The service body is purchased from another vendor. Three quotes were received; Casper Truck Equipment, Jackson Truck Body and Monroe Truck Equipment. Jackson Truck Body's quote of \$16,580.00 is within 15% of the lowest quote to purchase local. Staff recommends purchasing the service body from Jackson Truck Body. The truck is white powder coated and the price includes the aluminum Tommy gate. The old truck will be sold on Wisconsin Surplus.

Motion by Brian Heckendorf, second by Tr. Malcolm to recommend Budget & Finance and Village Board to approve the quote for the Service Body for new Water Utility Service Truck from Jackson Truck Body in an amount not to exceed \$16,580.00.

Vote: 5 ayes, 0 nays. Motion carried.

9. Discussion of Village Informational Signs.

Brian Kober explained the pictures of the signs were not available yet but he will have it at the next meeting. The signs will be on Main Street/Highway 60, total of 8 signs. Lange Enterprises makes all the Village signs. Brian Kober will get an additional quote.

Motion by Chair Olson, second by Tr. Malcolm to refer Village Informational Signs to next month's meeting.

Vote: 5 ayes, 0 nays. Motion carried.

10. Director of Public Works report.

Brian Kober gave the report. A lot has been sold in Cobblestone Meadows and a building will be going in. It hasn't been warm enough to spray the concrete on the new salt building. The School District is using the old street department for storage. Maplewood Farms, meeting with the owner of the property and developer next week. Jackson Drive grating and curbing will be done in the first phase. John Walther stated he received a letter from the Town of Jackson wanting to know the timeframe for the development. He will remind the Town of Jackson of the joint meeting that was held that determined they will cover the eastern half of Jackson Drive and a portion of Cedar Creek Road. The road needs to be completed to the railroad tracks, all Town of Jackson property.

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

Vote: 5 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Board.

None

12. Adjourn.

Motion by Scott Thielmann, second by Chair Olson to adjourn.

Vote: 5 ayes, 0 nays. Meeting was adjourned 7:37 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk