

**APPROVED Minutes**  
**Board of Public Works Meeting**  
**Tuesday, April 24, 2018 –7:00 p.m.**  
**Jackson Village Hall**  
**N168W20733 Main Street**

**1. Call to Order and Roll Call.**

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

Members present: Brian Heckendorf, Scott Thielmann, Linda Granec, Gloria Teifke, Tr. Malcolm, and Tr. Lippold.

Members absent: None

Staff present: John Walther and Brian Kober.

Others present: Pres. Schwab, Tr. Kurtz.

**2. Approval of Minutes for March 27, 2018, meeting.**

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

Vote: 7 ayes, 0 nays. Motion carried.

**3. Review of petition creating a truck route for Northwest Business Park.**

Brian W. Kober explained the Village received a petition to create a truck route for the Northwest Business Park from the residents of Green Valley Mobile Home Park. Mr. Phil Laubenheimer spoke on behalf of the Green Valley group to explain the need for a truck route. Discussion continued with the Village Administrator explaining that Wisconsin State Statutes prohibit the creation of the requested truck route. Tr. Lippold stated design changes of a controlled intersection of CTH P and Northwest Passage should happen before the start of construction of CTH P. Scott Thielmann offered to be part of the meeting with Washington County for a controlled intersection at CTH P and Northwest Passage. Mr. Kober stated the Police Chief Dolnick is planning to do another speed study for Industrial Drive, and will have the results for the May Board of Public Works meeting.

Motion by Tr. Olson, second by Tr. Lippold to direct Village staff to contact Washington County Highway Department, conduct speed study, and bring results to the May 2018 Board of Public Works meeting.

Vote: 7 ayes, 0 nays. Motion carried.

**4. Review of Agreement for Reconstruction of Cedar Creek Road.**

Brian W. Kober reviewed the proposed agreement from the Town of Jackson for reconstruction of Cedar Creek Road. The road reconstruction consists of pulverizing the existing asphalt, grading for proper drainage and compaction, install a twenty-five foot wide three inch binder course on Cedar Creek Road from CTH P to the railroad tracks. The proposed cost sharing formula applies two-thirds to be paid by the Town of Jackson and one third (\$36,031.00) to be paid by the Village. The portion of Cedar Creek Road from railroad tracks east to Jackson Drive will be done when Laurel Springs Subdivision Addition No. 1 is constructed. There will be a

cost sharing portion for the Town. The proposed ditching and shouldering for Cedar Creek Road will be completed and paid for by the Town. In exchange, the Village will proceed with ditching and shouldering along Jackson Drive from Creekside Drive to Creek Cedar Road. Discussion continued discussing the need for the pedestrian path adjacent to the roadway, and that it should be five feet wide instead of the proposed three foot width.

Motion by Tr. Olson, second by Linda Granec to recommend approval of the reconstruction of Cedar Creek Road with a five foot pedestrian path along with the roadway.

Vote: 7 ayes, 0 nays. Motion carried.

**5. Review of Preliminary Assessment 2018 Final Paving Miscellaneous Streets.**

Brian W. Kober reviewed with the Board the preliminary assessment for the 2018 Final Paving Miscellaneous Streets Project. The project is divided into four areas: Living Word Lane, Stonewall Drive and Georgetown Drive, Highland Road, and English Oaks Drive. Living Word Lane and Highland Road areas are recommended not to be special assessed. In both areas the north properties are located in the Town of Jackson and the special assessment will not be collected until the property is part of the Village. The second reason is the properties south of Highland Road do not benefit from the paving or have access to the streets being paved. Discussion continued with fairness of special assessments, and being consistent with all properties.

Motion by Tr. Olson, second by Scott Thielmann to recommend approval of the Preliminary Assessment for the 2018 Final Paving Miscellaneous Streets Project by assessing only the HMA Pavement Surface Course and assessing all properties that adjoined all the four separate areas.

Vote: 6 ayes, 0 nays, 1 abstain (Tr. Malcolm). Motion carried.

**6. Review of Bids for Ridgeway Drive Reconstruction Project.**

Brian W. Kober reviewed the two bids received for the Ridgeway Drive Reconstruction Project. Vinton Construction Company is the low bidder with a bid amount of \$1,012,202.40. An informal information meeting was held with the residents prior to the Board of Public Works meeting. Tr. Olson would like to see a breakdown of the bid in the categories of Jackson Sewer Utility, Jackson Water Utility, and Village expenditures.

Motion by Tr. Olson, second by Linda Granec to recommend approval of the bid from Vinton Construction Company for the Ridgeway Drive Reconstruction Project in the amount not to exceed of \$1,012,202.40.

Vote: 7 ayes, 0 nays. Motion carried.

**7. Review of Preliminary Assessment for Ridgeway Drive Reconstruction Project.**

Brian W. Kober reviewed the preliminary assessment for Ridgeway Drive Reconstruction Project. The property owners in the proposed special assessment area will be special assessed for sidewalk and storm sewer lateral.

Motion by Tr. Olson, second by Tr. Lippold to recommend approval of the preliminary assessment for the Ridgeway Drive Reconstruction Project as presented.

Vote: 7 ayes, 0 nays. Motion carried.

**8. Review of quotes for Tower #2 (Blue Tower) Cleaning and Inspection.**

The Jackson Water Utility Water Supervisor Dan Rathke received four quotes for the required DNR five-year inspection and interior cleaning of the blue water tower. The recommendation is to accept the low bid of \$2,200.00 from Water Tower Clean and Coat. Also, Water Tower Clean and Coat quoted a price of \$4,800.00 to clean and apply mildew inhibitor to the exterior of the white water tower.

Motion by Scott Thielmann, second by Tr. Olson to recommend approval of the quote from Water Tower Clean and Coat for both the cleaning and inspection of the blue tower for \$2,200.00, and the cleaning and application of mildew inhibitor to the exterior of the white tower for \$4,800.00.

Vote: 7 ayes, 0 nays. Motion carried.

**9. Pay Request #4 – SCADA System Project – LW Allen**

Brian W. Kober explained pay request #4 contains change order #2 giving a credit of \$28,093.00 to the SCADA System Project. Pay Request #4 will close out the project, and all punch list items have been addressed.

Motion by Tr. Olson, second by Tr. Lippold to recommend approval of Pay Request #4 for the SCADA System Project in the amount of \$50,563.35.

Vote: 7 ayes, 0 nays. Motion carried.

**10. Review of Cobblestone Meadows – Water, Sanitary, Storm Sewer Design.**

Motion by Tr. Olson, second by Brian Heckendorf to recommend approval of the expansion of the Jackson Sewer and Water systems to serve Cobblestone Meadows Development.

Vote: 7 ayes, 0 nays. Motion carried.

**11. Director of Public Works report.**

Brian Kober gave the report.

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

Vote: 7 ayes, 0 nays. Motion carried.

**12. Citizens/Village Staff to Address the Board.**

No one spoke.

**13. Adjourn.**

Motion by Linda Granec, second by Tr. Malcolm to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned at 8:10 p.m.

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