

**APPROVED MINUTES**  
**Board of Public Works Meeting**  
**Tuesday, June 27, 2017 –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: Brian Heckendorf, Tr. Lippold, Linda Granec, Scott Thielmann, and Tr. Kufahl.

Excused: Gloria Teifke.

Trustees Present: Tr. Emmrich and Tr. Kurtz

Staff present: Brian Kober, John Walther, and Deanna Boldrey.

**2. Approval of Minutes for May 30, 2017, meeting.**

Motion by Scott Thielmann, second by Tr. Kufahl to approve the minutes of the May 30, 2017, Board of Public Works meeting.

Vote: 6 ayes, 0 nays. Motion carried.

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

Brian Kober commented that there are several Village citizens at the meeting to make comments and suggested to allow individuals speak and hear their concerns.

Chairman Tr. Olson allowed citizens to speak and limited their time to three minutes.

Jennifer Bateman from Stonewall Dr. commented on the possible special assessment in their condo development. She commented that previously a resident was told the road would be completed after construction is completed. She commented that now the possible special assessment is showing up on title searches where previously it was not. They are trying to determine which properties will be in the special assessment area. Jennifer questioned the timing of why is this coming up now when there will be construction continuing?

Stephanie Egner of Willow Ridge Dr. commented that she has similar questions to Jennifer Bateman and questioned where the second lift of asphalt will be and who will be assessed?

Jack Boerger of Cedar Run Dr. commented on the boulevard on Cedar Run Drive and Hickory. He commented on the boulevard that is covered with wood chips, wild day lilies, and large weeds. This is causing a site problem. He requested for the Village to put the area back into grass and the Condo association would care for it and cut the grass.

Pictures were uploaded to the laptops.

Mike Hansen of Chateau Dr. commented on the seeding on Chateau Dr. Part of his property needs reseeded.

Ron Stuebs of Stonewall Dr. commented on the title search. He commented that many of the

condo owners are not happy about the assessment. He commented that a letter should be sent to the affected property owners rather than the posted agendas. He was told to look for the postings at the Village Hall, the Post Office and Community Center as well as on-line.

Deborah Foster of Stonewall Dr. commented that she had asked about the road in 2011 or 2012 when she moved in and was told the road would be completed after the construction was completed.

Ron Stuebs added that there will be four more buildings on Stonewall Heights.

Glen Kaebisch from Cedar Run Dr. commented on the tall weeds on Cedar Run Dr.

Mike Sandeal from Chateau Dr. in regards to the driveway approaches / entrances do not line up with the driveways; they are not centered. He brought pictures.

### **3. Review of Storm Water Drainage Stonehedge Drive.**

Brian Kober reviewed the project with TP Concrete, and the comment was that this is a major project. Everyone's storm lateral in the project area should be hooked up. The Village would have to go out to bid since the proposed cost is over \$25,000. Brian recommended doing the project with another road project next year as most contractors have their projects for the year already.

Discussion of going out to bid now ensued and see where the bids come in at depending on the market and availability.

Motion by Tr. Olson, second by Linda Granec to bid the project out prior to the July Public Works meeting, and bring results back to meeting for discussion.

Vote: 6 ayes, 0 nays. Motion carried.

### **4. Review of Change Order #2 Chateau Dr. Reconstruction Project.**

Brian Kober reported on the item. A punch list of the project has been created. The landscaping is part of the punch list. The landscaper will "keep an eye on it". Brian is working with the contractor on the driveway approaches and landscaping. Some of the property owners had requested a wider driveway approach. Brian Kober recommended the change order of \$1,572. Brian commented that the grant paperwork will be completed on schedule.

Motion by Tr. Kufahl, second by Linda Granec to recommend approval the change order in the amount of \$1,572.

Vote: 6 ayes, 0 nays. Motion carried.

### **5. Review of Pay Request #3 Chateau Dr. Reconstruction Project.**

Brian Kober will communicate with contractor on the punch list items.

Motion by Tr. Olson, second by Linda Grance refer pay request #3 to next meeting, and until the outstanding items are resolved.

Vote: 6 ayes, 0 nays. Motion carried.

**6. Discussion on Special Assessment for final lift of asphalt.**

Brian reported on the item. There has not been a special assessment issued. The discussion is how to complete the final lift of asphalt. Brian reported that he is working with BMO Harris Corporate in regards to the English Oaks final lift of asphalt and now communicating with email since phone messages were not working. Brian gave history to the item as English Oaks and Stonewall has been on the Director's Report for some time. The item was just ajenized last meeting. This is now on the title search as it is on the agendas and a possible / contemplated assessment at this point. Brian Kober commented that the approval of the remaining buildings will need to come before the Village for the rest of the development. There is not a developer's agreement for the remaining parcels. Plus, there are no approved plans or timeline for the remaining construction of buildings. Brian reviewed the possible special assessment area and potential building sites. The road will continue to deteriorate without the final lift.

Motion by Tr. Olson, second by Scott Thielmann for Brian Kober to reach out to the developers for the future plans and to look at the costs of the project and what applies to Living Word and the Truck Stop. Brian is following up with the BMO Harris Bank for the English Oaks project. Vote: 6 ayes, 0 nays. Motion carried.

**7. Resolution 17-14 – Adopting 2016 Compliance Maintenance Annual Report for Jackson Sewer Utility.**

Brian reviewed the report. Brian pointed out the flow and the phosphorus rates. There were no violations in the report. The overall rating is an "A".

Motion by Tr. Olson, second by Tr. Kufahl to recommend approval of Resolution 17-14 Adopting the 2016 Compliance Maintenance Annual Report for the Jackson Sewer Utility. Vote: 6 ayes, 0 nays. Motion carried.

**8. Director of Public Works report.**

Brian Kober gave the report. Brian talked to the Washington County Highway Commissioner on ownership of old park and ride lot. Brian has reached out to the DOT in regards to the Railroad tracks and Hwy 60. The DOT has said all projects are not being completed due to lack of funding.

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

Vote: 6 ayes, 0 nays. Motion carried.

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

Brian Emmrich commented for future projects to have sod instead of grass seed and then give credit for the water used for watering. He questioned if there was a bond for the Stonewall project? John Walther reported that there was letter of credit but it has expired.

Unknown individual questioned the assessment process. He commented that a lot of other people use the Stonewall Roads. Tr. Olson commented that normally the developers are responsible.

Debbie Kurtz questioned if it is a letter of credit or bonds?

An unknown resident commented that he believed that the assessment would be retro.

An unknown resident commented if this is a breach of contract or considered part of the easement.

The weeds on the Cedar Run Boulevard were discussed. Brian will draft an agreement with the condo association for the Village Board Meeting.

Brian Emmrich commented to use stone instead of mulch on the Cedar Run Boulevard.

Brian Kober showed a damaged stop box valve from a water main leak.

**10. Adjourn.**

Motion by Linda Granec, second by Brian Heckendorf to adjourn at 8:33 p.m.

Vote: 6 ayes, 0 nays. Motion carried.

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