

APPROVED Minutes
Board of Public Works Meeting
Tuesday, July 30, 2019 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street

1. Call to Order and Roll Call.

Chair Tr. Olson called the meeting to order at 7:09 p.m.

Members present: Chair Tr. Olson, Brian Heckendorf, Dan Leonard, Tr. Lippold, Sarah Malchow, Tr. Malcolm, and Gloria Teifke

Members excused: None

Board Member Present: Tr. Kurtz

Staff present: Brian Kober, and John Walther.

2. Approval of the Board of Public Works Minutes of June 25, 2019.

Motion by Brian Heckendorf, second by Gloria Teifke to approve the Board of Public Works minutes of June 25, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

3. Review of Proposal for Public Facilities Needs Assessment and Impact Fee Study – City Water and Trilogy Consulting, LLC.

Brian Kober reviewed the proposal for a Public Facilities Needs Assessment and Impact Fee Study from Trilogy Consulting, LLC. City Water will be offering minor assistance with identifying the projects and costs for the water impact fee. The Village's current study was completed in 2010. State statute requires impact fees be collected in seven years and used in ten years. A new study needs to be completed for the next ten years.

Motion by Brian Heckendorf, second by Tr. Olson recommend Budget & Finance and Village Board approve the proposal for Public Facilities Needs Assessment and Impact Fee Study from Trilogy Consulting, LLC in the amount of \$15,840.00.

Vote: 7 ayes, 0 nays. Motion carried.

4. Review of bids for 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project.

Brian Kober explained there was one bidder for the project and the bid was higher than the Engineer's Estimate. The construction industry has changed and trying to get contractors to bid on projects has become an issue. The projects should be completed and holding off does not guarantee a lower price in the future. Chair Tr. Olson and along with Tr, Lippold spoke on a special assessment for the benefiting properties in the Jackson Alley Project. Mr. Kober recommended having a resolution ready for review at the next meeting.

Motion by Brian Heckendorf, second by Tr. Lippold recommend Budget & Finance and Village Board accept the bid from Payne & Dolan in the amount of \$255,747.00 for the 2019 Improvements Sherman Rd Drainage and Jackson Park Alley Reconstruction Project.

Vote: 7 ayes, 0 nays. Motion carried.

- 5. Review of bids for 2019 Chateau Dr & Hickory Lane Reconstruction Project.**
Brian Kober commented again the Village only had one bidder for the project. The same bidder from the other project. An Informal Informational Meeting was held prior to the Board of Public Works meeting with the residents in both proposed construction areas. The bid is over the Engineer's Estimate, although, the previous years the bids have all over the Engineer's Estimate.
Motion by Chair Tr. Olson, second by Tr. Lippold to recommend Budget & Finance and Village Board accept the bid from Payne & Dolan in the amount of \$873,842.00 for the 2019 Chateau Dr and Hickory Lane Reconstruction Project.
Vote: 7 ayes, 0 nays. Motion carried.
- 6. Resolution 19-20 Preliminary Assessment for Chateau Dr and Hickory Lane Reconstruction Project.**
Brian Kober explained the two items that are being special assessed for the project are sidewalk and storm sewer lateral.
Motion by Brian Heckendorf, second by Chair Tr. Olson to recommend Budget & Finance and Village Board approve Resolution 19-20 Preliminary Assessment for Chateau Dr and Hickory Lane Reconstruction Project.
Vote: 7 ayes, 0 nays. Motion carried.
- 7. Limited Water Service Study.**
Brian Kober explained that City Water and Jackson Water Utility are collecting data to finalize the report for possible review at the next Board of Public Works meeting.
Motion by Chair Tr. Olson, second by Tr. Lippold to refer discussion of Limited Water Service Study to the next meeting.
Vote: 7 ayes, 0 nays. Motion carried.
- 8. Review of US Cellular Antenna Reconfiguration – White Water Tower.**
Brian Kober reviewed the new proposal from US Cellular. Now the proposal is to reinforce the existing antenna structure and add thirteen pieces of equipment to the tower. The lease agreement would change with an increase of \$250 per month or \$3,000 per year. The current lease agreement is approved until August 2022.
Motion by Chair Tr. Olson, second by Tr. Lippold to recommend Budget & Finance and Village Board accept the proposed amended lease agreement from US Cellular Antenna Reconfiguration Project for the white-water tower.
Vote: 7 ayes, 0 nays. Motion carried.
- 9. Discussion of Village Informational Signs.**
Brian Kober still needs to apply for a permit from the WisDOT to install the signs in the State Highway 60 right of way.
Motion by Chair Tr. Olson, second by Tr. Lippold to refer discussion of Village Informational signs to the next meeting for staff to pursue the signs with the WisDOT.
Vote: 7 ayes, 0 nays. Motion carried.
- 10. Director of Public Works Report.**

Brian Kober gave the report. Discussion continues with Washington County Highway Department and WisDOT on ownership of the old park-n-ride lot in the southeast corner of CTH P and STH 60. Both groups think they own the right of way. More discussion needs to happen to figure it out.

On Saturday, September 7, 2019 from 1 to 5 PM at the former Ruben Schmahl Farm the Jackson Sewer Utility, Washington County, and Cedar Creek Farmers Group are hosting the Cedar Creek Community Connection Event. The event is an in the field, hands-on, agricultural and urban event educating families that live in the Village, out in the country, or on the farm. Food and entertainment available during the event.

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

Vote: 7 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Board.

Bidding of projects was discussed.

12. Adjourn.

Motion by Tr. Lippold, second by Brian Heckendorf to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 8:13 p.m.

Respectfully submitted,

Brian W. Kober, P.E.
Director of Public Works/Village Engineer