

APPROVED Public Works Meeting
Tuesday, September 26, 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, Gloria Teifke, Scott Thielmann, Tr. Kufahl, and Linda Granec.

Staff present: Chief Dolnick, Jim Micech, Brian Kober, John Walther, and Deanna Boldrey.

2. Approval of Minutes for August 29, 2017, meeting.

Motion by Tr. Lippold, second by Scott Thielmann to approve the minutes of the August 29, 2017, Board of Public Works meeting.

Vote: 7 ayes, 0 nays. Motion carried.

3. Discussion on year-round street parking Georgetown Drive.

Discussion of year-round street parking on Georgetown Drive ensued. This is from past discussions. Previously parking on Georgetown Drive was allowed by ordinance. The on street parking ordinance was removed with the recent recodification. Discussion ensued of the parking area and the snow removal from last year. Discussion ensued of possible future parking permits. Casey Latz was allowed the floor. She commented on the properties that she owns and the parking needed. She also commented on the parking needs for other properties. Discussion ensued of the monitoring and enforcement of parking permits. Chief Dolnick commented that Georgetown Drive is not unique in the Village as they have two spaces per unit. Many families in the Village are in the same boat. The park is available for parking. Georgetown is walking distance to Jackson Park. Not many are utilizing the park for parking. Kurt Meyer was present and spoke in favor of the parking. No motions were made on the item.

4. Update on Chateau Dr. Reconstruction Project.

Brian Kober reported on the project and the punch list. The landscaper has been back. This was a report only. No motions were made on the item. The grant money has been received.

5. Update on Reconstruction Water and Street Department Building.

A tour of the building was provided prior to the meeting. Tr. Kurtz, Tr. Emmrich, and Linda Granec toured the building with Jim Micech, Brian Kober and John Walther.

Cedar Corp Professional Service Proposal – Salt Storage Building.

Brian Kober reported on the salt building. The old salt building has served its purpose and would be difficult to move. Brian would like a design to meet the standards set by the DNR and WisDOT. The design would be submitted to the DNR, and WisDOT for approval. The current salt building is inspected annually by WisDOT and DNR for the General Stormwater Permit. The steel cold storage building on Eagle Drive was recommended not to be used for salt storage because it is metal and the corrosive nature of the salt to metal. The quote from Cedar Corp to design the foundation is \$5,000.

Discussion ensued of using the existing salt building for one year and revisit the item in the Spring. Brian will make contacts for a lower quote.

Review of Ventilation System for Vehicle Area.

Brian reported on the Ventilation System. He referenced the Conditional Approval from the Department of Safety and Professional Services with regard to an exhaust ventilation system. He commented that this is a requirement by the state. He hopes to have the quote back by the next Board of Public Works Meeting or the Budget & Finance and Village Board Meetings.

Discussion using existing garage doors from old street department building.

Brian reported on the garage doors. The plan was to reuse the doors from the old building. Discussion of the doors ensued.

6. 2018 Budget Presentation – Building Inspection Department.

Jim Micech presented the 2018 Building Inspection Budget. There is one full-time inspector with, a commercial electrical inspector as needed.

The Village will be built out very soon. Jim presented information on the lots that are available per subdivision. There are seven lots left in the English Oaks subdivision. Laurel Springs has three lots available in phase one and approximately forty lots available in phase two when it is built. Cranberry Creek phase two has two pads available and Cranberry Creek phase three has one lot left. Stonewall Ridge has a multi-family buildings left to build. In Sherman Meadows, Twin Bridge Estates is underway and is expected to build one twelve family building per year over the next three years. The Crossings, two buildings are expected for next year. Cobblestone has one pad left for a two family. Dallman Village phase two has no updated plans at this time. Dallman Village phase one has one lot left. The single family lots are nearly built out. The incoming developments are vital to the Village's growth. The 2018 Building Inspection Department Budget is very similar to last year's budget. Jim reported that he is filing most forms and reports electronically. There have been issues with the speed of the internet with the filing of the forms and reports. The speed issues are being worked out.

Jim presented 2017 end of year projections and the 2018 budget for the Building Inspection Department.

7. 2018 – Five Year Capital Improvements Program.

Brian Kober presented the 2018 Five Year Capital Improvements Program. Discussion points included the water main under the tracks on Cedar Creek Road (Laurel Springs) and repaving of Cedar Creek Road / Jackson Drive.

8. 2018 Public Works Equipment Program.

Brian Kober presented the 2018 Public Works Equipment Program. Discussion ensued of a needed snowplow truck to replace the 1998 plow truck. Replacement of a zero turn lawn mower was discussed.

9. 2018 Budget Presentation – Public Works, Water & Wastewater Utilities.

Brian Kober presented the 2018 Public Works, Water & Wastewater Utilities. He reported on a 2% budget increase for the Public Works portion and a 1% budget increase for the Utilities portion.

10. Director of Public Works report.

Brian Kober gave the report. Motion by Linda Granec, 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.

John Walther reported on the railroad tracks. He has been in contact with the Senator Stroebel Office and Representative Bob Gannon's Office in regards to the railroad tracks on Hwy 60. This has become a safety hazard as there is a sag in the road. There is a tele conference in the works in regards to the railroad tracks on Hwy 60.

12. Adjourn.

Motion by Linda Granec, second by Tr. Lippold to adjourn at 9:24 p.m.

Vote: 7 ayes, 0 nays. Motion carried.

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