

**APPROVED Minutes**  
**Board of Public Works Meeting**  
**Tuesday, February 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, Dan Leonard, Tr. Lippold, Tr. Malcolm, Gloria Teifke, and Scott Thielmann.

Also present: Tr. Kurtz.

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

**2. Approval of the Board of Public Works Minutes of January 29, 2019.**

Motion by Tr. Malcolm, second by Scott Thielmann to approve the Board of Public Works minutes of January 29, 2019.

Vote: 6 ayes, 0 nays. Motion carried.

Member Gloria Teifke arrived at 7:03 p.m. after Item #2.

**3. STH 60 Path – Coffeerville to Eagle Drive - Update.**

Brian Kober introduced Jeremy Hinds from Key Engineering Group Ltd. Mr. Hinds presented an update on the Coffeerville Connection Trail. The trail is about 2,200 feet long extending from Coffeerville, east along the south side of State Highway 60, to Eagle Drive. The trail is 10 feet wide and will consist of 4 inches of asphalt on top of 9 inches of base aggregate. The 2019 Grant submittal deadline is May 1st. Grant award notification will be late September or early October. Next month a resolution will be on the agenda to submit for the WDNR Stewardship and Recreational Trail grant. Mr. Kober stated they will work with Cedar Corporation to incorporate the Public Safety Building Project with the path project. Kelly Valentino, Park and Recreation Director, will be giving a presentation on Thursday, February 28, 2019 at Plan Commission on the new Pedestrian Plan for Washington County. John Walther commented that they have prioritized areas around Jackson. This an update only so no motion is necessary.

**4. Review of Quotes for Well #6 Inspection.**

Brian Kober stated this is an 8-year inspection process. Three bids were received with the lowest bid from Water Well Solutions for \$9,550.00. Water Well Solutions listed the work in 5 steps. The recommendation is to use Water Well Solutions again as they inspected Well #3 last year. Gloria Teifke asked when this would be done. Mr. Kober commented in May or June this year. This is just for the inspection and there will be additional costs after depending on what is found.

Motion by Tr. Lippold, second by Brian Heckendorf to recommend Budget & Finance and Village Board approval of Water Well Solutions to inspect Well #6 in an amount not to exceed \$9,550.00.

Vote: 7 ayes, 0 nays. Motion carried.

**5. Laurel Springs Subdivision Addition 1 – Phasing Proposal.**

Brian Kober explained the development has been revised and will be developed in two phases. The plan is to have a 10-foot path starting at Creekside Dr then north to Cedar Creek Road along Jackson Drive; then a 5-foot paved shoulder along the road all the way to the opening of the subdivision on Cedar Creek Road. Jackson Drive and Cedar Creek Road improvements will be done during Phase II (the first phase) of the development.

Motion by Chair Olson, second by Tr. Lippold recommends Village Board approve Laurel Springs Subdivision Addition 1 – Phasing Proposal.

Vote: 7 ayes, 0 nays. Motion carried.

**6. Discussion on Creating a Yard Waste and Drop-Off Site.**

Brian Kober showed a map of the potential site for yard waste and drop-off at the west side of the building. Chair Olson asked if there would be different segments for bags, brush, and an area for wood chips. Mr. Kober stated the wood chip pile would be when they first come in the yard and people could take it for free. The drop-off site is an alternative for residents, supplementing Street Operations. Brian Kober commented he is waiting for quotes to come back regarding yard swipe cards. The camera is already at the building. More information will be provided next month.

**7. Discussion of Village Informational Signs.**

Brian Kober gave an update on the location of the signs and the wording on the eight signs. He is waiting for a quote from Lange Enterprises and will bring this back next month for approval. The Village needs permission from the DOT and Washington County for sign placement. Usually on State Highways the County puts up all signs. Tr. Lippold questioned the sign with 9 items on it as it could be too many items.

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

Brian Kober gave the report. Spring clean up day is Saturday, April 27<sup>th</sup> from 9:00 a.m. to 12:00 p.m. They will figure out a future date for a DPW Open House. Spring Chipping and Bag Pick-up will start April 29<sup>th</sup> and then each Monday until May 28<sup>th</sup>. Fall season will start October 7<sup>th</sup> until November 25<sup>th</sup>. The salt supply is being monitored.

Motion by Chair Olson, second by Tr. Lippold to place the Director of Public Works report on file and to approve the Spring clean-up and chipping/bag pick up dates.

Vote: 7 ayes, 0 nays. Motion carried.

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

None

**10. Adjourn.**

Motion by Scott Thielmann by, second by Dan Leonard to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 7:54 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*  
Village Clerk/Treasurer