

**APPROVED Minutes
Board of Public Works Meeting
Tuesday, June 25, 2019 at 7:00 p.m.
Jackson Village Hall
N168 W20733 Main Street**

1. Call to Order and Roll Call.

Trustee Malcolm called the meeting to order at 7:00 p.m.

Members present: Brian Heckendorf, Tr. Lippold, Sarah Malchow, Tr. Malcolm, and Gloria Teifke

Members excused: Chair Olson and Dan Leonard

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

2. Approval of the Board of Public Works Minutes of May 28, 2019.

Motion by Tr. Lippold, second by Sarah Malchow to approve the Board of Public Works minutes of May 28, 2019.

Vote: 5 ayes, 0 nays. Motion carried.

3. Resolution #19-16 Adopting 2018 CMAR Jackson Sewer Utility.

Brian Kober reviewed the annual report. The plant received a grade point average of 3.92 out of 4 which is an A rating.

Motion by Brian Heckendorf, second by Tr. Lippold recommend Village Board approve Resolution #19-16 Adopting the 2018 Compliance Maintenance Annual Report for the Jackson Sewer Utility.

Vote: 5 ayes, 0 nays. Motion carried.

4. Review of REU Calculation for St. Joseph Hospital Ambulatory Surgery Center Addition.

Brian Kober explained St. Joseph's Community Hospital is building onto the hospital with an Ambulatory Surgery Center. The Jackson Sewer and Water Utilities have reviewed proposed increased flows for the hospital addition. They estimated an increase of five Residential Equivalent Units (REUs) which equals to 300 gallons per day. The current water usage average is at about 100 REUs, and the Hospital has purchased a total of 108 REUs during a previous addition. The current water usage is under the purchased REU total so no extra REUs are needed to be purchased at this time. The Jackson Utilities will continue to monitor the water usage if future purchases are necessary. The hospital is not asking for an increase of water pressure for the addition.

Motion by Tr. Malcolm, second by Sarah Malchow recommend Village Board accept the review of REU Calculation for St. Joseph Hospital Ambulatory Surgery Center Addition.

Vote: 5 ayes, 0 nays. Motion carried.

5. Review of US Cellular Antenna Reconfiguration – White Water Tower.

Brian Kober commented the intent from US Cellular is to move six radio units from their shelter to the top of the tower near their antennas. They would also like to remove six lines of coax and replace them with one hybrid line and a small Raycap Junction box. US Cellular will be proposing a new lease agreement.

Motion by Tr. Lippold, second by Brian Heckendorf to refer review of US Cellular Antenna Reconfiguration – White Water Tower to the next Board meeting.

Vote: 5 ayes, 0 nays. Motion carried.

6. Discussion on Jackson Park Alley Reconstruction Project

Brian Kober meet with the property owners last Wednesday. The project will be put out for bid on July 11, 2019 and July 18, 2019 for discussion at next month's meeting.

7. Review of Quotes on Creating a Yard Waste and Drop-Off Site.

Brian Kober received three quotes from fencing companies. The low bid is Century Fence Company who subs out the whole project. Fence Erectors, Inc. is a single company that installs and troubleshoots their project. Future maintenance and card purchase will be less expensive with Fence Erectors, Inc. Brian Heckendorf clarified the yard waste and drop-off site area. Brian Kober explained the current yard waste pick up schedule. The drop-off site will be for residents who want to bring bags and brush to the yard themselves. This will save the Streets Department from picking up bags. Discussion on the possibility of charging for yard cards. These are capital expenses. Motion by Tr. Lippold, second by Gloria Teifke to recommend to Budget & Finance and Village Board to accept the quote from Fence Erectors, Inc. for the fence/gate at the Yard Waste Drop-off Site in an amount not to exceed \$24,484.00.

Vote: 5 ayes, 0 nays. Motion carried.

Motion by Brian Heckendorf, second by Tr. Lippold to recommend to Budget & Finance and Village Board to accept the quote from Johnson & Sons Paving Co. in an amount not to exceed \$56,580.00.

Vote: 5 ayes, 0 nays. Motion carried.

8. Discussion of Village Informational Signs.

Brian Kober reviewed the two sign quotes. Next the Village will need to apply for a permit from the WisDOT to install the signs in the State Highway 60 right of way. The WisDOT might not allow eight items on a sign.

Motion by Tr. Lippold, second by Tr. Malcolm to refer discussion of Village Informational signs to the next meeting for staff to pursue the signs with the WisDOT.

Vote: 5 ayes, 0 nays. Motion carried.

9. Director of Public Works Report.

Brian Kober gave the report. Laurel Springs started on June 24th. Maplewood Farms development is proceeding with a pre-construction meeting on June 26th. The Hickory Park Playground project has had great reviews and is very popular. Little Tikes is going to use the playground in their national catalog. The Splash Play is very busy.

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

Vote: 5 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to Address the Board.

None

11. Adjourn.

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

Vote: 5 ayes, 0 nays. Meeting was adjourned 7:37 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk