

APPROVED MINUTES
Board of Public Works Meeting
Thursday, September 29, 2016 – 7:10 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 7:10 p.m.
Members present: Brian Heckendorf, Linda Granec, Tr. Kufahl, and Tr. Jack Lippold.
Members excused: Gloria Teifke, Scott Thielmann
Others Present: Tr. Kruepke, Tr. Kurtz, Pres. Schwab, Tr. Emmrich
Staff present: John Walther, Brian Kober, and Jim Micech.

2. Approval of Minutes for August 30, 2016 meeting.

Motion by Tr. Kufahl, second by Tr. Lippold to approve the minutes of the August 30, 2016, Board of Public Works meeting.
Vote: 5 ayes, 0 nays. Motion carried.

3. Space Needs Analysis Presentation – Cedar Corp.

Brian Kober introduced the item as a continuation of the presentation. The next step is to look at the sites and further analyze the sites. This is a four step process, for a fee of \$44,650 which will come out of the Police & Fire Impact Fees. Tr. Olson commented on the financial plan and if it needs to be revisited.

Motion by Tr. Kufahl, second by Tr. Olson to Recommend Approval of Space Needs Analysis in an amount not to exceed \$44,650.
Vote: 5 ayes, 0 nays. Motion carried.

4. Review of Stonewall Sidewalk Project Plan and Proposal.

Brian commented that he is working with the DOT and is waiting for one more person at the DOT to review. This will be a six foot wide sidewalk with the DOT requirement to restrict bikes on the sidewalk. There will be 135 feet of railing, and there will be 90 feet of curbing. The original bid was dated July of 2015. It has been a year of working with the DOT. This is for safe passage. The grant money is still available. Discussion ensued of possible assessment to the properties.

Motion by Tr. Olson, second by Tr. Kufahl to recommend approval of the Stonewall Sidewalk Project Plan and Proposal in an amount not to exceed \$146,867.
Vote: 5 ayes, 0 nays. Motion carried.

5. 2017 Budget Presentation – Building Inspection Department.

Jim Micech gave the 2017 Budget Presentation for the Building Inspection Department. He reviewed the revenues and expenses for the building inspection department. In addition he discussed a needed tablet and software for the department. He commented that the software has been developed and is waiting. The software will allow inspection reports to be paperless and to be sent wireless. Discussion of purchasing the tablet and software this year ensued.

Motion by Tr. Olson, second by Linda Granec to forward the Building Inspection Budget to the Budget & Finance Committee and Village Board; and, if numbers for the tablet and software are available to adjust those numbers from the 2017 budget and propose to go forward on the capital expenditure this year.

Vote: 5 ayes, 0 nays. Motion carried.

6. 2017 Five year Capital Improvements Program.

Brian Kober presented the 2017 Five Year Capital Improvements Program. He reviewed the past capital improvements and the upcoming capital improvements and items. Upcoming projects included Chateau Drive, from Wilshire to the end.

7. 2017 – Public Works Equipment Program.

Brian Kober presented the Public Works 2017 Equipment Plan.

8. 2017 Budget Presentation – Water & Wastewater Utility & Public Works.

Brian Kober presented the 2017 Water & Wastewater Utility & Public Works 2017 Budget.

9. Director of Public Works Report.

Brian Kober reported that Bill Waech won the State Wide Snow Plow Rodeo. Bill exceeded at the written test, the truck inspection, and the driving course. Brian displayed the plaques.

Motion by Tr. Lippold, second by Linda Granec to place the report on file.

Vote: 5 ayes, 0 nays. Motion carried.

10. Citizens/Village Staff to address the Board.

Pres. Schwab questioned if the permit program will allow applicants to apply for a permit on-line. Jim commented not yet.

It was questioned about the second installation of asphalt in Stonewall. This item may become an assessment to the property.

11. Adjourn.

Motion by Tr. Kufahl, second by Linda Granec to adjourn at 9:00 p.m.

Vote: 5 ayes, 0 nays. Motion carried.

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