

APPROVED Minutes
Board of Public Works Meeting
Tuesday, November 26, 2019 at 7:00 p.m.
Jackson Village Hall
N168 W20733 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, Sarah Malchow, Tr. Malcolm and Gloria Teifke

Village Board Member Present: Tr. Kurtz

Staff Present: Brian Kober and Jilline Dobratz

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

Motion by Dan Leonard, second by Brian Heckendorf to approve the Board of Public Works minutes of October 29, 2019.

Vote: 7 ayes, 0 nays. Motion carried.

3. Limited Water Service Study – Presentation – City Water.

Brian Kober introduced Tom Nennig, P.E., from City Water. Mr. Nennig presented the Limited Water Service Study. A capacity analysis of the water supply and distribution system for the Village of Jackson Water Utility was completed. The approval of future connections to the LWSA must be made on a case-by-case basis. Recommendations to improve the supply capacity, pressure and fire flow of the LWSA were given.

4. Town of Jackson Water Expansion Area – Water Service Request – Robin Olson.

Brian Kober stated this was referred from last month as the water capacity study wasn't finished. The request is for a new single-family home on Sherman Road. Robin Olson explained they have a farm house and they rent out the land. Her husband is very ill, and she can't do the work herself. They would like to build a one-story house, and they have people interested in buying the farm as a hobby farm. She needs to down-size and they have been living on the property since 1986. They support the community and want to stay in Jackson. The Town of Jackson and the Village of Jackson have approved the Certified Survey Map and the land division is finished.

Motion by Brian Heckendorf, second by Tr. Malcolm to approve the Town of Jackson Water Expansion Area – Water Service Request – Robin Olson.

Vote: 5 ayes, 2 nays (Chair Olson and Tr. Lippold). Motion carried.

5. Pay Request #2 – 2019 Chateau Dr & Hickory Ln Reconstruction Project.

Brian Kober gave project updates for Pay Request #2. Hickory Lane is paved, and landscaping is completed. Chateau Drive the binder lift is on, sidewalks and driveways have been poured. It will be paved next Tuesday, and curbs will be back filled.

Motion by Tr. Lippold, second by Chair Olson to recommend Budget & Finance and Village Board approve Pay Request #2 – 2019 Chateau Drive and Hickory Lane Reconstruction Project in the amount not to exceed \$395,269.87.

Dan Leonard commented on the bids and the additional expenses that are being charged. Brian Kober stated the driveways were changed, adding costs to the projects. He clarified the changes and the contractor was asked for add-ons. Some items need to be fixed that will not be paid. Chair Olson inquired on having change orders come before the committee in the future to reduce confusion.

Vote: 7 ayes, 0 nays. Motion carried.

6. Change Orders 2, 3a & 3b – 2019 Jackson Park Alley Project.

Brian Kober reviewed the change order increases. Change Order 2 is to install pulverized base to provide acceptable base for the finished surface. Change Order 3a and 3b, due to the time of year and the weather, is for adding Straw EMAT.

Motion by Brian Heckendorf, second by Chair Olson to recommend Budget & Finance and Village Board approve Change Orders 2, 3a & 3b – 2019 Jackson Park Alley Project in the amount of \$8,050.00

Vote: 6 ayes, 0 nays, 1 abstain (Dan Leonard). Motion carried.

7. Pay Request #2 – 2019 Jackson Park Alley Project.

Brian Kober commented this is for three projects. Sherman Road Drainage has been paved, EMAT has been put down and completed. Jackson Alley Cul-de-sac was paved. Jackson Park West Parking Lot has been pulverized and will be finished next spring.

Motion by Chair Olson, second by Brian Heckendorf to recommend Budget & Finance and Village Board approve Pay Request #2 – 2019 Jackson Park Alley Project in the amount of \$77,913.54.

Vote: 7 ayes, 0 nays. Motion carried.

8. Request #1 – Reimbursement Offsite Improvement Laurel Springs.

Brian Kober explained this was negotiated with part of the Developers Agreement, Laurel Springs Addition No. 1. The improvements are benefiting the Village, not the subdivision. Items for reimbursement are Jackson Drive Reconstruction, Cedar Creek Road Reconstruction, Rail Road Water Main Construction, Engineering, Permits and Fees.

Motion by Tr. Lippold, second by Tr. Malcolm to recommend Budget & Finance and Village Board approve Request #1 – Reimbursement Offsite Improvement Laurel Springs – Bielinski Homes in the amount of \$234,788.75.

Vote: 7 ayes, 0 nays. Motion carried.

9. Review of Quote for Traffic Study of TIF #7 by SRF Consulting Group.

Brian Kober requested a proposal to provide professional services for a traffic impact analyses related to TIF #7. WisDOT identified some traffic concerns and requested a traffic study. This is a TIF #7 expense.

Motion by Brian Heckendorf, second by Dan Leonard to recommend Budget & Finance and Village Board approve Review of Quote for Traffic Study of TIF #7 by SRF Consulting Group not to exceed \$18,800.00.

Vote: 7 ayes, 0 nays. Motion carried.

10. Discussion of Village Informational Signs.

Chair Olson referred the Village Informational Signs to the January Board of Public Works meeting.

11. Director of Public Works Report.

Brian Kober gave the report. He emailed the Washington County Highway Commissioner on what needs to happen next with the Park-n-Ride. Hopefully by January there will be some direction. Local Road Program: Next year the plan is to complete Hunters Road from Jackson Drive to Chateau Drive, Chateau Drive from Hunters Road to Willow Ridge, which approximately a \$41,000.00 grant will be received. The Yard Waste Site: fencing is being completed, electric will be completed on the gate and they are moving block in to set up the yard. Chair Olson asked for a revised draft of the site regulations for the January Board of Public Works meeting. Brian Kober stated it will be brought back in Resolution form. Well #6: the whole column pipe must be replaced, and parts are on backorder. Rosewood Drive: two electric services have been changed on the existing houses. WE Energies will complete the electric conversion on January 11, 2020. Two apartments buildings will be constructed soon.

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

Vote: 7 ayes, 0 nays. Motion carried.

12. Citizens/Village Staff to Address the Board.

Brian Heckendorf commented that along the path by East Side Mart, the retaining wall is pulling away from the path.

13. Adjourn.

Motion by Tr. Lippold, second by Dan Leonard to adjourn.

Vote: 7 ayes, 0 nays. Meeting was adjourned 8:44 p.m.

Respectfully submitted,

Jilline Dobratz, *CMC/WCMC*
Village Clerk