

VILLAGE OF JACKSON
BOARD OF PUBLIC WORKS MEETING
Tuesday, June 24, 2025 at 6:00 PM
Minutes

1. Call to Order and Roll Call

The meeting was called to order at 6:00 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Engelhardt, Tr. Kruepke, Stephanie Egner, Ryan Ganshow, and Josh Sandleback

Members Excused: None

Members Absent: Jeff Mitchell

Staff Present: Administrator Jen Heidtke, Public Works Director Jack Straehler, and Clerk Jackie Schuh

2. Approval of Minutes of the Board of Public Works Meeting of May 27, 2025

The motion to approve Minutes of the Board of Public Works Meeting of May 27, 2025, was made by Josh Sandleback and seconded by Ryan Ganshow.

Vote: 6 ayes, 0 nays. Motion carried.

3. Change Order #1 - Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction for an increase in the amount of \$83,797.32

The motion to recommend the Budget and Finance Committee and Village Board approve Change Order #1 for the Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction for an increase in the amount of \$83,797.32 was made by Tr. Engelhardt and seconded by Josh Sandleback.

Director Straehler explained the change order includes past and current work, the reconstruction of a storm sewer catch-basin omitted from the original contract, and changes to the size and connection points of storm sewer sump pump discharge laterals.

Vote: 6 ayes, 0 nays. Motion carried.

4. Pay Request #2 - Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$219,429.58

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #2 for the Ridgeway Drive and Chestnut Court Reconstruction Project for Advanced Construction in the amount of \$219,429.58 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

5. Pay Request #16 - Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project - J.H. Hassinger in the amount of \$99,540.52

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #16 for the 2024 Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project to J.H. Hassinger in the amount of \$99,540.52 was made by Josh Sandleback and seconded by Ryan Ganshow.

Vote: 6 ayes, 0 nays. Motion carried.

6. Clean Water Fund Loan Request #13 - 2024 Wastewater Treatment Plant Project in the amount of \$125,364.57

The motion to recommend the Budget and Finance Committee and Village Board approve Reimbursement Request #13 for the 2024 Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project from the Clean Water Fund Loan in the amount of \$125,364.57 was made by Pres. Heckendorf and seconded by Josh Sandleback.

Director Straehler indicated the request includes charges from Town and Country Engineering, including two missed in 2024.

Vote: 6 ayes, 0 nays. Motion carried.

7. Wastewater Treatment Plant Disk Filter Maintenance - Veolia Water Technologies in the amount of \$113,071.38

The motion to recommend the Budget and Finance Committee and Village Board approve the Wastewater Treatment Plant Disk Filter Maintenance Proposal for Veolia Water Technologies in an amount not to exceed \$113,071.38 was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Director Straehler explained the one bid they received from Veolia includes a warranty for parts, and that annual or bi-annual inspections of the disc filters are recommended. Director Straehler believes inspections may not have been completed in the past. He proposed maintenance be performed now, with inspections in two, five, and seven years, to prevent malfunctions. Further maintenance needs can be determined at that point.

Vote: 6 ayes, 0 nays. Motion carried.

8. Review of Bids - Glen Brooke Drive and Jackson Drive Path Project

The motion to recommend the Budget and Finance Committee and Village Board award the reconstruction of the Glen Brooke Drive Path to Poblocki Paving in the amount of \$88,505.00 and preventative maintenance work for the Jackson Drive Path to Johnson and Sons Paving in the amount of \$7,300.00, was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Extensive discussion followed regarding paths versus sidewalks, asphalt versus concrete, best practices for maintenance, and pedestrian safety.

Vote: 6 ayes, 0 nays. Motion carried.

Pres. Heckendorf also instructed staff to obtain quotes for the maintenance of the remaining Village-owned paths for review at the August 26, 2025, Board of Public Works meeting.

9. Presentation of Conceptual Design and Cost Estimate - 2026 Capital Improvement Plan for Roads - Eagle Drive

Director Straehler informed the Board that land acquisition costs were not included in any of the quotes he provided. Extensive discussion followed regarding the types of materials used to construct paths and sidewalks, whether to place paths and sidewalks on one or both sides of streets, needed configurations to install paths or sidewalks in specific areas of the Village, repair and/or replacement schedules for specific streets and sidewalks, and how the Financial Management Plan affects this schedule. Administrator Heidtke informed the Board that bid quantities in 2025 were trending down in the bidding environment, which has resulted in savings in the Village's favor.

Pres. Heckendorf stated it was the consensus of the Board to instruct staff to proceed with Option 3: Urban Reconstruction with curb and gutter, sidewalk, and storm water improvements, with modifications as to where the sidewalk runs and an engineer's estimate for application of concrete.

10. 2025-2026 Contract Amendment #2 - Gremmer & Associates in the amount of \$301,825.00

The motion to recommend the Budget and Finance Committee and Village Board approve the 2025-2026 Contract Amendment #2 with Gremmer & Associates for engineering services for a total amount of \$301,825.00 was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

11. 2025 Conventional Rate Case Study Update

Administrator Heidtke advised the Board Ehler's preliminary calculations indicate a need for a 20-25% increase in water rates for 2026. Administrator Heidtke informed the Board Ehler's will have a full presentation at the July 8, 2025, Village Board meeting.

12. Director of Public Works Report

Member Ryan Ganshow noted the water usage was still at a higher level than in previous years. Director Straehler stated he attributes some of the water usage to a leak discovered at Crestview Drive and rapid growth.

The motion to put the Director of Public Works Report on file was made by Tr. Engelhardt and seconded by Ryan Ganshow.

Vote: 6 ayes, 0 nays. Motion carried.

13. Citizens/Village Staff to address the Board of Public Works

None.

14. Adjourn

The motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 6:50 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson