

VILLAGE OF JACKSON
BOARD OF PUBLIC WORKS MEETING
Tuesday, July 29, 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, and Josh Sandleback

Members Excused: Jeff Mitchell

Members Absent: Ryan Ganshow

Staff Present: Administrator Jen Heidtke, Public Works Director Jack Straehler, and Deputy Clerk Pam Wolf

2. Approval of Minutes of the Board of Public Works Meeting of June 24, 2025

The motion to approve the Minutes of the Board of Public Works Meeting of June 24, 2025, was made by Tr. Engelhardt and seconded by Stephanie Egner.

Vote: 5 ayes, 0 nays. Motion carried.

3. Change Order #2 - 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction for an increase in the amount of \$13,450.00

The motion to approve Change Order #2 for an increase in the amount of \$13,450.00 to Advanced Construction was made by Tr. Engelhardt and seconded by Stephanie Egner.

Tr. Engelhardt raised discussion regarding utilities either not being marked or being incorrectly marked. Director Straehler emphasized that this is a known and ongoing concern, and every effort is being made to minimize such occurrences in the future.

Administrator Heidtke asked that the motion be amended to include recommendations to the Budget and Finance Committee as well as the Village Board for approval.

Tr. Engelhardt amended the motion to include the recommendation for approval to both the Budget and Finance and the Village Board. Stephanie Egner seconded the amended motion.

Vote: 5 ayes, 0 nays. Motion carried.

4. Change Order #1 - 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive - Stark Pavement Corporation for an increase in the amount of \$14,340.00

The motion to recommend the Budget and Finance Committee and Village Board approve Change Order #1 in the amount of \$14,340.00 to Stark Pavement Corporation was made by Tr. Engelhardt and seconded by Josh Sandleback.

Pres. Heckendorf inquired about the sidewalk replacement.
Director Straehler confirmed the replacement work ensures compliance with Americans with Disabilities Act standards and to address curb and gutter repairs that were previously identified.

Vote: 5 ayes, 0 nays. Motion carried.

5. Pay Request #3 - 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$447,187.01

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #3 for Advance Construction in the amount of \$447,187.01 was made by Tr. Engelhardt and seconded by Pres. Heckendorf.

Vote: 5 ayes, 0 nays. Motion carried.

6. Pay Request #1 - 2025 Hickory Lane Reconstruction Project - Vinton Construction in the amount of \$356,256.41

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #1 for Vinton Construction in the amount of \$356,256.41 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

7. Pay Request #17 - 2024 Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project - J.H. Hassinger in the amount of \$86,277.10

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #17 for J.H. Hassinger in the amount of \$86,277.10 was made by Tr. Engelhardt and seconded by Josh Sandleback.

Vote: 5 ayes, 0 nays. Motion carried.

8. Reimbursement Request #14 - 2024 Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project - Clean Water Fund Loan in the amount of \$110,837.84

The motion to recommend the Budget and Finance Committee and Village Board approve Reimbursement Request #14 for the 2024 Wastewater Treatment Plant Project from the Clean Water Fund Loan in the amount of \$110,837.84 was made by Tr. Engelhardt and seconded by Stephanie Egner.

Vote: 5 ayes, 0 nays. Motion carried.

9. No Parking Request - Hickory Lane - Across from Jackson Community Center

The motion to recommend the Village Board direct staff to draft an ordinance amendment revising Chapter 42 Article 4 Section 42-82 to incorporate the extended no-parking zone on Hickory Lane in front of the community center due to the new crosswalk location was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 5 ayes, 0 nays. Motion carried.

10. Review of Bids – Maintenance for Various Village-Owned Paths

Director Straehler informed the group unforeseen cost increases associated with the Glen Brooke Drive path project will delay funding availability for path maintenance work. The work will likely be carried over to the 2026 or 2027 budget cycle, depending on available funding.

No action was taken.

11. Director of Public Works Report

The motion to put Director of Public Works report on file was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

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

None.

13. Adjourn

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

Vote: 5 ayes, 0 nays. Motion carried. The meeting adjourned at 6:19 PM.

Respectfully Submitted,

Pam Wolf
Deputy Clerk
Village of Jackson