

VILLAGE OF JACKSON
BOARD OF PUBLIC WORKS MEETING
Tuesday, August 26, 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, Jeff Mitchell, and Josh Sandleback

Members Excused: None

Members Absent: None

Staff Present: Public Works Director Jack Straehler and Clerk Jackie Schuh

2. Approval of Minutes for the Board of Public Works Meeting of July 29, 2025

The motion to approve Minutes for the Board of Public Works Meeting of July 29, 2025, was made by J. Mitchell and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

3. Pay Request #2 - 2025 Hickory Lane Reconstruction Project - Vinton Construction in the amount of \$353,033.25

The motion to Recommend the Budget and Finance Committee and Village Board approve Pay Request #2 for the Hickory Lane Reconstruction Project to Vinton Construction in the amount of \$353,033.25 was made by J. Mitchell and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

4. Pay Request #4 – 2025 Ridgeway Drive and Chestnut Court Reconstruction Project - Advanced Construction in the amount of \$374,957.76

The motion to Recommend the Budget and Finance Committee and Village Board approve Pay Request #4 for the Ridgeway Drive and Chestnut Court Reconstruction Project to Advanced Construction in the amount of \$374,957.76 was made by Tr. Engelhardt and seconded by R. Ganshow.

Vote: 7 ayes, 0 nays. Motion carried.

5. Proposal to Implement Annual Fee for Brush and Yard Waste Site Access - 2026

Director Straehler explained a \$20.00 fee per Brush and Yard Waste Site Access Card could generate revenue to offset expenses of operation. Board discussion included the advantages and disadvantages of a fee-based model, curbside brush pick-up guidelines, the frequency of curbside pick-ups, and how curbside versus drop-off affects the community. Tr. Kruepke stated having no fee encourages residents to deliver the brush themselves, thereby

eliminating the cost associated with curbside brush pick-up.

The motion to not charge Village of Jackson residents a fee for Brush and Yard Waste Site Access Cards was made by Tr. Kruepke and seconded by Pres. Heckendorf.

Vote: 7 ayes, 0 nays. Motion carried.

6. Proposal to Increase Street Opening Permit Fee - 2026

The motion to recommend Staff increase the Street Opening Permit Fee to \$250.00 on the 2026 Fee Schedule was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

7. Proposed Operational Changes to Brush and Bag Collection – 2026

Tr. Engelhardt motioned, seconded by R. Ganshow, to recommend the Village Board approve the following operational changes to the 2026 Brush and Bag Collection program:

Village Brush and Yard Waste Access Site

1. The brush and yard waste site will once again accept both residential brush and bagged yard waste with no pile size or quantity restriction at NO CHARGE.

Curbside Brush and Bag Collection

1. Bag Collection: Weekly on Monday from May through November, ending at the first major snowfall of the season.
2. Brush Collection: Limited to two curbside pickups per year, one in April and one in November.
3. Concluding any major storm, the Village will conduct a collection of any damaged tree limbs and brush placed out at the curb.

Vote: 6 ayes, 1 nay. Josh Sandleback voted nay. Motion carried.

8. Review - 2025 Draft Stormwater Pond Compliance Report and Recommendations

The motion to recommend the Village Board approve the 2025 Draft Stormwater Pond Compliance Report and Recommendations and file with the Wisconsin Department of Natural Resources was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Director Straehler explained that Appendix A was omitted because it is 533 pages in length, with each section broken down by each pond. He assured the Board that each pond owner would be mailed the appropriate section for their pond.

Vote: 7 ayes, 0 nays. Motion carried.

9. Resolution #25-25 - Final Resolution Authorizing Levy of Special Assessments - 2025 Ridgeway Drive and Chestnut Court Reconstruction Project

The motion to recommend the Budget and Finance Committee and Village Board approve Resolution #25-25 for the 2025 Ridgeway Drive and Chestnut Court Final Assessment in the amount of \$97,047.86 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Director Straehler identified the changes to the amount of final assessment and how it impacts residents and the Village.

Vote: 7 ayes, 0 nays. Motion carried.

10. Resolution #25-26 - Final Resolution Authorizing Levy of Special Assessments - 2025 Hickory Lane Reconstruction Project

The motion to recommend the Budget and Finance Committee and Village Board approve Resolution #25-26 for the 2025 Hickory Lane Reconstruction Project Final Assessment in the amount of \$39,150.00 was made by Pres. Heckendorf and seconded by J. Mitchell.

Vote: 7 ayes, 0 nays. Motion carried.

11. Director of Public Works Report

Director Straehler provided a brief summary of the report for the Board.

The motion to place the August 2025 Director of Public Works Report on file was made by Tr. Engelhardt and seconded by S. Egner.

Vote: 7 ayes, 0 nays. Motion carried.

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

Larry Hatke of N169W19876 Georgetown Dr. spoke regarding agenda items #5 and #7. Mr. Hatke commended the Board for their thorough discussions and stated he believes residents would be willing to pay \$20.00 to access the Yard Waste Site over having 4x4x4 piles of brush collected curbside. He suggested the use of photo identification instead of printed cards.

13. Adjourn

The motion to adjourn the meeting was made by J. Mitchell and seconded by S. Egner.

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 7:09 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson