

**VILLAGE OF JACKSON**  
**BOARD OF PUBLIC WORKS MEETING**  
**Tuesday, January 27, 2026 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, Jeff Mitchell, and Josh Sandleback; Ryan Ganshow arrived at 6:01PM

Members Excused: Stephanie Egner

Members Absent: None

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

2. Approval of Minutes for the Board of Public Works Meeting of November 25, 2025

The motion to approve Minutes for the Board of Public Works Meeting of November 25, 2025 was made by J. Mitchell and seconded by T. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

3. Change Order #2 - Final - 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive - Stark Pavement Corporation for an increase in the amount of \$24,493.60

The motion to recommend the Budget and Finance Committee and Village Board approve Final Change Order #2 for the 2025 Oaks of Jackson Surface Course for Spruce Street and Ridgeway Drive to Stark Pavement Corporation for an increase in the amount of \$24,493.60 was made by Tr. Engelhardt and seconded by J. Mitchell.

Vote: 6 ayes, 0 nays. Motion carried.

4. Pay Request #1 - 2025 Oaks of Jackson Surface Course - Spruce Street and Ridgeway Drive - Stark Pavement Corporation in the amount of \$207,838.41

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #1 for the 2025 Oaks of Jackson Surface Course for Spruce Street and Ridgeway Drive to Stark Pavement Corporation in the amount of \$207,838.41 was made by R. Ganshow and seconded by J. Sandleback.

Vote: 6 ayes, 0 nays. Motion carried.

5. Resolution #26-01 Accepting Funds from the Washington County Roadway Shared Services Grant Program

The motion to recommend the Budget and Finance Committee and Village Board approve Resolution #26-01 Accepting Funds from the Washington County Roadway Shared Services

Grant Program was made by Pres. Heckendorf and seconded by J. Mitchell.

Vote: 6 ayes, 0 nays. Motion carried.

6. Review 15-Year Capital Roads Improvements (2026-2041)

Director Straehler described the Pavement Surface Evaluation and Rating (PASER) scale, indicating a 1 as failing and 10 as representing excellent condition. Per Director Straehler, because the Village of Jackson does not have any 1 or 2 ratings, the new improvement schedule prioritizes roads rated 3 or 4 as the first projects beginning in 2026. Discussion followed regarding the coordination of efforts with the Town of Jackson, re-evaluation of specific streets the Board felt had been assigned higher PASER scores than warranted, and the need to evaluate the Village's capacity to fund repairs.

The motion to recommend the proposed 15-year Capital Road Improvements schedule be incorporated with the Financial Management Plan and Capital Projects plan in 2026 was made by J. Sandleback and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

7. Review of 2022 Stormwater Pond Compliance Report and Invoicing — Request for Refund of Special Assessments

Director Straehler informed the committee of a previously executed agreement for pond inspections, including the established inspection timeline and anticipated reporting schedule. He noted a discrepancy between the dates reports were due and when they were actually received. Director Straehler further reported inaccuracies in both inspection reports and accompanying photographs, as well as pond owner dissatisfaction related to invoices issued for work completed nearly three years earlier. He stated that new contracts will be secured in fall 2026, with all ponds to be inspected in 2027 in compliance with Department of Natural Resources requirements.

The motion to recommend the Budget and Finance Committee and Village Board approve the refund of inspection assessments to pond owners who have already paid and forego collection of any remaining unpaid fees related to the 2022 inspection cycle was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 5 ayes, 0 nays. Tr. Kruepke abstained. Motion carried.

8. Review of Bids - Wastewater Treatment Plant Fill Removal Project

The motion to recommend the Budget and Finance Committee and Village Board award the contract for the Wastewater Treatment Plant Fill Removal Project to BMCI Construction in the amount of \$125,055.00 was made by Tr. Engelhardt and seconded by J. Mitchell.

Vote: 6 ayes, 0 nays. Motion carried.

9. Review of Bids – Purchase of Brush Chipper

The motion to recommend the Budget and Finance Committee and Village Board approve the purchase of one new brush chipper in the amount of \$88,273.00 from Vermeer Wisconsin

was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Director Straehler explained the quote is valid through February and that as long as a signature is obtained prior to expiration, the quoted price is locked in. He also stated the chipper currently in operation will be sold at auction for approximately \$20,000.00-\$25,000.00 to offset the capital equipment line item in the budget.

Pres. Heckendorf offered that an order for the same type of equipment placed in conjunction with neighboring municipalities could net better pricing, similar to a bulk order.

Vote: 6 ayes, 0 nays. Motion carried.

10. Director of Public Works Report

Director Straehler provided an overview of projects throughout the Village of Jackson.

The motion to place the December 2025 Director of Public Works Report on file was made by Tr. Engelhardt and seconded by J. Mitchell.

Vote: 6 ayes, 0 nays. Motion carried.

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

None.

12. Adjourn

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

Vote: 6 ayes, 0 nays. Motion carried. The meeting adjourned at 6:40PM.

Respectfully Submitted,

Jacqueline Schuh  
Village Clerk  
Village of Jackson