

VILLAGE OF JACKSON
BOARD OF PUBLIC WORKS MEETING
Tuesday, February 24, 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, Stephanie Egner, and Jeff Mitchell

Members Excused: Josh Sandleback

Members Absent: Ryan Ganshow

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 January 27, 2026

The motion to approve Minutes for the Board of Public Works Meeting of January 27, 2026 as presented was made by J. Mitchell and seconded by Tr. Engelhardt.

Vote: 5 ayes, 0 nays. Motion carried.

3. Review of Bids - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

Director Straehler reported that each bid for the 2026 Street Improvement Projects included asphalt and concrete alternatives for comparison and noted that Vinton Construction submitted the lowest bid in all scenarios. Discussion followed regarding sidewalk placement, the possibility of burying utilities, and truck routing during construction.

The motion to recommend the Budget and Finance Committee and Village Board award the construction of the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive to Vinton Construction to include the base bid and alternative two in the amount of \$2,717,324.31 was made by Tr. Engelhardt and seconded by J. Mitchell.

Vote: 5 ayes, 0 nays. Motion carried.

4. Review Construction Engineering Services Agreement - Cedar Corporation - 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

Director Straehler explained that the Construction Inspection and Administration Services Agreement with Cedar Corporation is on a time-and-materials basis and includes staking, inspections, quantity documentation, contractor requests, and change orders. Discussion followed regarding the pricing model, potential for additional bids, cost estimation, and experiences of prior projects.

The motion to recommend the Budget and Finance Committee and Village Board approve the construction inspection and administrative services agreement with Cedar Corporation for the 2026 Street Improvement Projects of Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive in an amount not to exceed \$350,000, was made by Pres. Heckendorf and seconded by J. Mitchell.

Vote: 4 ayes, 1 nay. Pres. Heckendorf voted nay. Motion carried.

5. Review Professional Services Proposal - HydroCorp - 2026/2027 Cross-Connection Inspections

Director Straehler explained the HydroCorp professional services proposal supports the 2026–2027 village-wide commercial and industrial cross-connection inspections, which prevent backflow and protect the water supply. He noted the program is ongoing and that a similar program is in place for residential properties. Discussion followed regarding program scope, costs, and applicability to both commercial and residential properties.

The motion to recommend the Budget and Finance Committee and Village Board approve the professional services proposal from HydroCorp for the 2026/2027 village-wide commercial and industrial cross-connection inspections in the amount of \$31,574.49, was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

6. Director of Public Works Report

Director Straehler provided an overview of his report highlighting the status of various projects in the Village. Tr. Kruepke expressed concern over business and residential access during construction and also requested a quote be obtained for a sidewalk on the west side of Eagle Drive. Director Straehler advised of rules regarding street access during construction and of his intention to seek a rough estimate from the consulting firm regarding sidewalks and the feasibility of them within the scope of the project.

The motion to place the monthly Director of Public Works Report on file was made by Tr. Engelhardt and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

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

None.

8. Adjourn

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

Vote: 5 ayes, 0 nays. Motion carried. The meeting adjourned at 6:42 PM.

Respectfully Submitted,

Jacqueline Schuh
Village Clerk
Village of Jackson