

VILLAGE OF JACKSON
BOARD OF PUBLIC WORKS MEETING
Tuesday, March 31, 2026 at 6:00 PM
Minutes

1. Call to Order and Roll Call

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

Members Present: President Brian Heckendorf, Trustee Tim Engelhardt, Trustee John Kruepke, Stephanie Egner, Ryan Ganshow, and Josh Sandleback arrived at 6:13PM

Members Excused: Jeff Mitchell

Members Absent: None

Staff Present: Administrator Jen Heidtke, Public Works Director Jack Straehler, and Interim Clerk Pamela Wolf

2. Approval of Minutes of the Board of Public Works Meeting of February 24, 2026

The motion to approve Minutes for the Board of Public Works Meeting of February 24, 2026, was made by Tr. Engelhardt and seconded by S. Egner.

Vote: 5 ayes, 0 nays. Motion carried.

3. Pay Request #2 - Final - 2025 Oaks of Jackson Surface Coarse - Spruce Street and Ridgeway Drive - Stark Pavement Corporation in the amount of \$5,329.19

The motion to Recommend the Budget and Finance Committee and Village Board approve Pay Request #2 for the 2025 Oaks of Jackson Surface Coarse project on Spruce Street and Ridgeway Drive to Stark Pavement Corporation in the amount of \$5,329.19 was made by Tr. Engelhardt and seconded by R. Ganshow.

Vote: 5 ayes, 0 nays. Motion carried.

4. Review Design and Engineering Services Proposal - KL Engineering - 2026 Streetlight Improvement Project - Ridgeway Drive, Chestnut Court, and Hickory Lane

The motion to recommend the Budget and Finance and Village Board approve the Engineering Services Proposal from KL Engineering in an amount not to exceed \$39,186.00 was made by Tr. Kruepke and seconded by Tr. Engelhardt.

Vote: 5 ayes, 0 nays. Motion carried.

5. Review of 2025 Jackson Water Utility - Consumer Confidence Report (CCR)

The motion to recommend the Village Board approve the 2025 Consumer Confidence Report and authorize staff to publish the report on the Village website and in the local newspaper as required by the Wisconsin Department of Natural Resources was made by Tr. Engelhardt and seconded by R. Ganshow.

Director Straehler responded to the members that all items were within range, no follow-up or corrections will be needed.

Vote: 5 ayes, 0 nays. Motion carried.

6. Review of Bids - 2026 Wastewater Treatment Plant Aeration Basin Upgrades

The motion to recommend the Budget and Finance and Village Board reject bids and have included with the 2027 service building upgrades project was made by R.Ganshow and seconded by Tr. Engelhardt.

Members asked whether rebidding the project might result in more favorable pricing. Director Straehler responded that combining this project with additional work could attract more bidders and help reduce overall costs.

Vote: 5 ayes, 0 nays. Motion carried.

7. Review of Bids - 2026 Street Improvements - Eagle Drive North Segment

The motion to recommend the Budget and Finance Committee and Village Board approve the bid from Stark Pavement Corporation in the amount of \$54,527.30 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

8. Resolution #26-12 Preliminary Resolution Declaring Intent to Exercise Special Assessment Police Powers, Under Section 66.0703 of Wisconsin Statutes - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive

The motion to recommend the Budget and Finance Committee and Village Board approve Resolution #26-12 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Director Straehler advised preliminary assessment letters will be mailed to the benefiting property owners following the April 14 Village Board meeting.

Vote: 5 ayes, 0 nays. Motion carried.

9. Resolution #26-13 Accepting Sanitary Sewer and Water for The Oaks of Jackson

The motion to recommend the Village Board approve Resolution # 26-13 was made by Tr. Engelhardt and seconded by S. Egner.

Vote: 5 ayes, 0 nays. Motion carried.

10. Resolution #26-14 Accepting Sanitary Sewer and Water for The Cedar Creek Townhomes

The motion to recommend the Village Board approve Resolution # 26-14 was made by R. Ganshow and seconded by Tr. Engelhardt.

Vote: 5 ayes, 0 nays. Motion carried.

11. Ordinance #26-01 - Amending Chapter 42, Section 86 of the Village Code – Limited Parking in Certain Areas

The motion to recommend the Village Board approve Ordinance # 26-01 was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 5 ayes, 0 nays. Motion carried.

12. Director of Public Works Report

Director Straehler updated members on the Midwest Fiber Project, with lots of positive feedback from residents, mostly calls inquiring as to when the service will be available, few regarding repairs of lawns. Cameras for the parks were reviewed by the Village's Contractor. Vinton Construction is expected to start road construction early spring, and water tower painting project will commence in May or June.

The motion to put the March 2026 Director of Public Works Report on file was made by Tr. Engelhardt and seconded by S. Egner.

Vote: 6 ayes, 0 nays. Motion carried.

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

Director Straehler thanked Tr. Kruepke for his years of service on the Village Board and other committees and commissions.

Administrator Heidtke congratulated Director Straehler on his one-year anniversary with the Village.

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 6:17 PM.

Respectfully Submitted,

Pamela Wolf
Interim Clerk
Village of Jackson