

VILLAGE OF JACKSON

BOARD OF PUBLIC WORKS MEETING

Tuesday, June 30, 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 Schlenz, Stephanie Egner, Ryan Ganshow, Jeff Mitchell, and Josh Sandleback

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Heidtke and Public Works Director Jack Straehler

2. Citizens/Village Staff to address the Board of Public Works (Please sign-in with the Clerk prior to speaking. Please note this is a business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

Jen Boettcher of 2305 Brookside Drive spoke regarding Agenda item #8 and voiced support of the Jackson Drive resurfacing in 2027.

3. Approval of Minutes of the Board of Public Works Meeting of May 26, 2026

The motion to approve Minutes for the Board of Public Works Meeting of May 26, 2026, was made by Tr. Engelhardt and seconded by Tr. Schlenz.

Vote: 7 ayes, 0 nays. Motion carried.

4. 2026 Special Assessment Update #2 – Pinehurst Subdivision Developers Agreement Amendment #1

Director Straehler provided an update to the Board.

The motion to recommend Budget and Finance and Village Board proceed without reduction of the assessment was made by Pres. Heckendorf and seconded by J. Mitchell.

The motion was withdrawn.

The motion to recommend honoring the previously deposited \$4,200.00 by applying an equal \$700.00 credit toward the sidewalk assessment for each of the six affected properties within the Pinehurst Subdivision was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

It was clarified, all other special assessments related to the 2026 road project will remain unchanged.

Editor's Note: the six properties approved for the amended special assessments include the

following addresses/Parcels:

W198N16581 Linden Drive Parcel V3_0196075

W198N16578 Linden Drive Parcel V3_0196034

W197N16591 Aspen Drive Parcel V3_0196033

W197N16588 Aspen Drive Parcel V3_0196018

W196N16591 Hawthorn Drive Parcel V3_0196019

W196N16590 Hawthorn Drive Parcel V3_0196010

5. Pay Request #1 – 2026 Street Improvement Projects - Eagle Drive, Hawthorn Drive, Aspen Drive, and Linden Drive - Vinton Construction in the amount of \$112,803.94

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #1 for Vinton Construction in the amount of \$112,803.94, was made by Tr. Engelhardt and seconded by J. Mitchell.

Discussion regarding the project continued.

Vote: 6 ayes, 1 nay, R. Ganshow opposed. Motion carried.

6. Pay Request #1 – 2026 Wastewater Treatment Plant Fill Removal Project – BMCI Construction in the amount of \$118,802.25

The motion to recommend the Budget and Finance Committee and Village Board approve Pay Request #1 for BMCI Construction in the amount of \$118,802.25, was made by Pres. Heckendorf and seconded by R. Ganshow.

Vote: 7 ayes, 0 nays. Motion carried.

7. Reimbursement Request #16 - 2024 Wastewater Treatment Plant Tertiary Filters and UV Disinfection Project - Clean Water Fund Loan in the amount of \$39,575.63

The motion to recommend the Budget and Finance Committee and Village Board approve the Clean Water Fund Loan Reimbursement Request #16 in the amount of \$39,575.63 was made by Tr. Schlenz and seconded by J. Sandleback.

Vote: 7 ayes, 0 nays. Motion carried.

8. Review Updated 15-Year Capital Road Improvements Schedule (2027-2042)

The motion to recommend the proposed 15-year Capital Road Improvements schedule to be incorporated with the Financial Management Plan and Capital Projects plan in 2027 was made by Tr. Engelhardt and seconded by J. Mitchell.

Vote: 7 ayes, 0 nays. Motion carried

9. Review Updated 15-Year Capital Path Improvements Schedule (2027-2042)

The motion to recommend the proposed 15-year Capital Path Improvements schedule be incorporated with the Financial Management Plan and Capital Projects plan in 2027 was made by Tr. Engelhardt and seconded by R. Ganshow.

Vote: 7 ayes, 0 nays. Motion carried.

10. Review Updated 15-Year Capital Vehicles and Equipment Schedule (2027-2042)

The motion to recommend the proposed 15-year Capital Vehicle and Equipment Improvements schedule be incorporated with the Financial Management Plan and Capital Projects plan in 2027 was made by J. Sandleback and seconded by J. Mitchell.

Vote: 7 ayes, 0 nays. Motion carried.

11. Director of Public Works Report

Residential Fiber, Dog Park, Maple Fields Subdivision, 2026 road projects, blue water tower and 2026 Streetlighting projects were reviewed by Director Straehler.

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

Vote: 7 ayes, 0 nays. Motion carried.

12. Adjourn

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

Vote: 7 ayes, 0 nays. Motion carried. The meeting adjourned at 6:49 PM.

Respectfully Submitted,

Pamela Wolf
Interim Clerk
Village of Jackson