

**Village of Holmen
Public Works Committee
April 5, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, April 5, 2018. Members present: Johnston, Kulcinski and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson, Assistant Public Works Director Pete Mezera, Pat McKnight and representing Girl Scout Troop 2934, Leaders Kris Shay and Sarah Miles, Scouts Jayeanna Palm, Wrem Miles and Bryn Shay.

Motion by Johnston, second by Kulcinski to approve the minutes of the March 1, 2018 meeting – carried unanimously.

Public Comment – None

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. SEH, the engineering firm contracted to design the new treatment plant, is finishing up the final design for the tertiary treatment process. Sewer jetting has begun and will continue weather permitting. The crew plans to jet the entire sewer system in three years.

Water Department

DPW Olson gave an update on the WRWA Conference, where Village Utility Clerk/Deputy Treasurer, Anna Quamme was presented the Administrative Professional of the Year Award. Fire hydrant flushing is scheduled to begin April 17, 2018. Trustee Johnston opined that the notice could be put on the Village Facebook page.

Street Department

The inspections for the 2018 portion of the miscellaneous sidewalk replacement program have begun. Due to the low quantity of repairs needed in the area slated for 2018, Director Olson has decided to include the 2019 section as well. Snow on 3/6 and 4/3 required crews to come in to plow and address the slippery conditions.

Storm Water Department

Public Works staff is chipping this week. We continue to work with FEMA to process claims for both the September, 2016 and July, 2017 flood events. The Deerwood detention basin is now working properly and plans are being made to finalize the renovation. Bids were requested for hydroseeding the banks. Final grading and restoration will be done by Public Works Staff in the spring.

Other

Administrator Heinig updated the members about the search for a new DPW. Due to the low number of applicants for the position, a new approach is being taken. The position will be split into two with a DPW responsible for operations and an engineer responsible for design and development. The May Public Works Committee meeting has been scheduled for May 10th at 5:30 PM at the request of Director Olson.

Action Items

- #5 Approved – Pedestrian Aid Crossing Flags at Roberts and S Main St – Representatives from Girl Scout Troop 2934 proposed placing hand held orange flags at the intersection to aid with

pedestrian visibility when crossing the street. Cost incurred and maintenance of the flags to be covered by the troop. Motion to approve by Johnston, second by Kulcinski – Motion carried unanimously.

- #6 Recommendation to Village Board – Purchase of New Chipper – Purchase of budgeted item, a new chipper from Vermeer Wisconsin of West Salem to replace the one currently in service. Motion by Kulcinski, second by Johnston, to recommend purchase of Vermeer BC1800XL chipper for \$73,074.00 less trade in \$24,000.00 for a total of \$49,074.00. Motion carried unanimously.
- #7 Recommendation to Village Board – Purchase New Bobcat – Purchase of budgeted item, a new Bobcat T650 T4 compact track loader w/ brush hog mower from Bobcat of the Coulee Region. Motion by Johnston, second by Kulcinski, to recommend purchase for \$83,797.00 less trade in \$30,364.00 less municipal discount \$23,675.00 for a total of \$23,675.00. Motion carried unanimously.
- #8 Recommendation to Village Board – Change Order –2017 Street Reconstruction – Change order for additional items, replace valve box, correct soft spot on Junes Ln., Install additional storm sewer inlets on Amy Dr., equipment and labor. Motion by Johnston, second by Kulcinski, for a change order of \$8559.83. Motion carried unanimously.
- #9 Recommendation to Village Board – Change Order – Holmen Drive – Extension of Holmen Drive contract with Chippewa Concrete Services Inc. to allow for asphalt milling and repaving. Motion by Johnston, second by Kulcinski, to approve contract extension until August 20th, 2018. Motion carried unanimously.
- #10 Approval of Hydro-seeding Deerwood detention basin - Motion by Johnston, second by Kulcinski to accept low bid of \$935.00 from Gabrielson Landscaping for the hydro-seeding of the Deerwood Park Estates stormwater detention basin. Motion carried unanimously.

Adjourn

Motion by Kulcinski, seconded by Johnston, to adjourn at 5:45 PM - Motion carried unanimously.

Pete Mezera
Asst. Director of Public Works