

**Village of Holmen
Public Works Committee
June 7, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, June 7, 2018. Members present: Johnston, and Anderson. Also present: Administrator Heinig, Director of Public Works Mezera, Pat McKnight.

Motion by Johnston, second by Anderson to approve the minutes of the May 10, 2018 meeting – carried unanimously.

Public Comment – None

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to function adequately. Sewer jetting is continuing. The crew plans to jet the entire sewer system in three years. Sludge hauling has been hampered by poor weather and a lack of available fields.

Water Department

Meter change-outs continue and the new water main on Sunset Dr. has been installed.

Street Department

The sidewalk project continues. The Public Works crew is continuing to patch pot holes. Mathy has completed the paving on Holmen Dr.

Storm Water Department

Chipping started this week. The crew is leaving larger piles as directed by the committee. Mowing operations are in full swing with storm ponds and roadside areas being cut. Street sweeping is nearly done. The detention basins were sprayed for broadleaf weeds.

Other

The committee was updated about the status of the Village Engineer who will be starting next Monday, 6-11-18.

Action Items

- #5 Recommendation to Village Board – Award of Contract for Sewer Televising: Staff received bids for the 2018 Sewer Televising contract. _Flow Rite Pipe and Sewer Service submitted the low bid. Motion by Johnston to recommend award of the contract to Flow Rite Pipe and Sewer Service for \$2500.00, second by Anderson. Motion passed 2-0.
- #6 Recommendation to Village Board – Award of Contract for Intersection Control Evaluation– Staff received a proposal from MSA Professional Services for an Intersection Control Evaluation of S. Main Street at Gaarder and S. Main Street at State. MSA proposed to do the study for \$14,350. Director Olson had obtained funding from LAPC for the study in the amount of \$11,600, leaving the Village share at \$2750. Motion by Johnston, second by Anderson to recommend approval of MSA's proposal. Motion passed 2-0

- #7 Recommendation to Village Board – Approve Compliance Maintenance Annual Report – Each year we are required to submit a Compliance Maintenance Report to the DNR. The report must be reviewed by the Village Board and approved by resolution before we can make our final submittal. The document contains a lot of information that is summarized on the final page. Our grade for 2017 was 4.0. motion by Johnston, second by Anderson to recommend approval resolution #1-2018. Motion passed 2-0
- #8 Recommendation to Village Board – Change Order – Holmen Drive – Additional charges for field fitting two storm inlets, replacing broken adjustment rings on a driveway casting, removing a guardrail and installing a yard drain all in addition to the original contract. Motion by Johnston, second by Anderson to approve change order for Holmen Drive in the amount of \$2,843.20. Motion passed 2-0
- #9 Recommendation to Village Board – Purchase of Budgeted item 72" Zero Turn Mower – Staff recommends accepting only bid from Tractor Central for a 72" Zero Turn Mower. Motion by Johnston, second by Anderson to approve purchase for \$9,500. Motion passed 2-0
- #10 Recommendation to Village Board – Purchase of budgeted item 60" Zero Turn Mower with Mulch on Demand option – Staff recommends accepting only bid from Tractor Central for a 60" Zero Turn Mower. Motion by Johnston, second by Anderson to approve purchase for \$10,050. Motion passed 2-0
- #11 Recommendation to Village Board – Approval of Construction Plans – First Addition to Seven Bridges – This item remained tabled at Committee.

Adjourn

Motion by Johnston, seconded by Anderson, to adjourn at 5:15 PM - Motion carried unanimously.

Pete Mezera
Director of Public Works