

**Village of Holmen
Public Works Committee
May 6, 2010**

Committee Chairman Olson called the Public Works Committee meeting to order at 6:30 PM on Thursday May 6, 2010 at the Holmen Village Hall. All members were present. Also present were DPW Haines, Asst. DPW Spanel, and Administrator Willett.

Motion by Anderson, seconded by Olson to approve the minutes of the April 1, 2010 meeting. Carried unanimously.

Director's Monthly Report

Sanitary Sewer Department

Haines informed the Committee that the WWTP improvement project is near completion and that substantial completion was on March 31. Haines reported that the polymer pump for sludge thickening is in need of being repaired or replaced. Haines will present additional information at a future meeting. Haines informed the Committee that Gary Hagel has completed hauling cake sludge for the spring season.

Water Department

Haines informed the Committee that the Village was contacted by the PSC concerning incorrect charges for second water meters. Haines explained that several businesses have separate ¾-inch water meters for irrigations systems. The PSC explained that fire protection and service charges cannot be charged for the second meter if it is ¾-inch. Instead a rental fee should be charged and the fee would only apply to ¾-inch meters that are second meters. Haines recommended a fee of \$29.30 so that existing charges would be covered and there would be no loss of income. The Committee recommended that a \$20.00 quarterly rental fee should be charged. Haines informed the Committee that the annual Consumer Confidence Report has been submitted to the DNR. Haines reported that spring hydrant flushing took place April 27 – 28. Haines informed the Committee that the fluoride design study report from Davy Engineering is due May 14.

Street Department

Haines informed the Committee that spring street sweeping is complete. Haines also informed the Committee that seal coating is expected to begin after school is out for the summer. Haines reported that the street project is near completion. Haines reported that he issued two sidewalk install orders and one sidewalk repair order.

Storm Sewer Department

Haines informed the Committee that the Village attorney recommended that the storm pond off of Timberwood Lane should be fenced because the water level can reach a maximum depth of 18-inches. Haines informed the Committee that fencing would cost approximately \$9,000. Another option would be to fill-in the pond and eliminate it. The Committee discussed options, liability, available funds, and the aesthetics of ponds. Additional information will be presented at a future meeting.

Miscellaneous

Haines informed the Committee about property owners requesting to run utilities down Blackwelder Place in TIF #2. Haines explained that they would like to have a 5-party developer's agreement. The Committee discussed what should be required as part of

the agreement including sidewalk, street lights, curb and gutter, and oversizing utilities. Haines will draft an agreement and present it at a future meeting for review.

Action Items

The Committee discussed repairs to the North Star Lift Station pump. Haines explained that the second pump needed to be rebuilt. Motion by Anderson, seconded by Dunham to approve repairs to the North Star Lift Station pump by Lackore Electric at a cost of \$1,162. Carried unanimously.

Motion by Anderson, seconded by Dunham to remove from the table purchase of a new street sweeper. Carried unanimously. Haines informed the Committee that he obtained a price from Bruce Municipal Equipment for a new Elgin Pelican street sweeper in the amount of \$153,641.00 with two year financing at 0% interest. Delivery would be approximately 6 – 8 weeks. Motion by Anderson, seconded by Dunham to recommend to the Village Board purchasing a new Elgin Pelican street sweeper from Bruce Municipal Equipment of Menomonie Falls, WI in the amount of \$153,641.00 and at the financing terms presented. Carried unanimously.

The Committee discussed revisions to the TIF #2 Land Use Plan.

Dunham had questions concerning scheduling of street sweeping.

Olson discussed new ways to get information to residents through the website and the idea of creating Facebook and Twitter accounts for the Village.

Motion by Dunham, seconded by Anderson to adjourn at 8:10 PM. Carried unanimously.

Ben Spanel
Asst. Director of Public Works