

**Village of Holmen
Public Works Committee
July 7, 2011**

Committee Chairman Forde called the Public Works Committee meeting to order at 6:30 PM on Thursday July 7, 2011. Present were committee members Dunham and Olson. Also present was Director of Public Works Spanel.

Motion by Forde, seconded by Dunham to approve the minutes of the June 6 and June 9 meetings. Carried unanimously.

Public Comment

None

Director's Monthly Report

Sanitary Sewer Department

Spanel reported that the WWTP continues to meet all of its effluent limits. Spanel informed the committee that he received the structural analysis report from Earth Engineering for the Hale Dr. lift station. He explained the report described that the structure is in good condition for its age, but needs some sand blasting, painting, and new cathodic protection to ensure its structural integrity. Spanel reported that Dahl Automotive replaced a valve spring on the 2005 F250 Superduty sewer truck at a cost of \$750. Spanel explained that Flow Rite cleaned the rags and grease out of the Remington Hills lift station.

Water Department

Spanel reported that repairs were made to the 2010 F250 Superduty water truck which was covered by warranty. Spanel reported that in June daily water pumpage went over 1-MGD sixteen times and over 2-MGD three times. Spanel explained that the wellhouse meters were tested which is an annual requirement by the DNR. Spanel reported that BZA continues to work on residential cross-connection inspections. Spanel explained that there are still six homes remaining from the 2010 inspections that need to make repairs and have a re-inspection. A final notice was sent and if a re-inspection is not completed by July 22 the home's water service will be disconnected.

Street Department

Spanel explained that the 2011 Street Reconstruction project was completed on June 30. Spanel reported that he met with Waldenberger Poured Walls and that they have scheduled to install the remaining sidewalk on Empire Street from Union to Pioneer at the end of July. Spanel explained that he had a request to move the truck route sign on Empire Street. The Committee agreed that it would be acceptable to move the sign to the west of County Materials driveway on Empire St. Spanel updated the committee on the status of the Safe Routes to School sidewalk project. Spanel reported no sidewalk repair, obstruction, or install notices were issued.

Action Items

The Committee discussed purchasing a new wide format printer/copier/scanner. Spanel presented six quotes from four different companies. Spanel recommended the HP T2300PS from Laser Product Technologies. Laser Product Technologies is a local company and is an authorized HP dealer and repair agent. Motion by Olson, seconded by Dunham to recommend to the Village Board purchasing a HP T2300PS multifunction large format plotter from Laser Product Technologies of Holmen, WI at a cost of \$9,450.00. Carried unanimously.

The Committee discussed purchasing land for a future Public Works shop expansion. Spanel informed the committee that interim Administrator Duane Gau and President Proctor have spoken with County Materials and they are open to discussions on the purchase of property to the west of the existing Public Works shop. Motion by Olson, seconded by Dunham to recommend to the Village Board authorization for negotiations for the purchase of land for the Public Works shop future expansion based on the 2010 facilities master plan. Carried unanimously.

The Committee discussed completing the WWTP facilities plan. Spanel explained that a DNR approved facilities plan is needed before any expansion is done at the WWTP. Spanel explained that he and former DPW Haines completed a plan approximately 3-years ago, submitted it to the DNR, and it was rejected as incomplete. Spanel reported that the WWTP is discharging excellent effluent, but it is at a point where expansion needs to be planned for, especially as development begins to happen in TIF #2. Spanel presented an offer from MSA to update and complete the report that was initially submitted. The Committee discussed ideas of seeking additional quotes. Spanel explained that MSA has previous experience working with the WWTP and assisted with improving the biological phosphorus removal. Motion by Olson, seconded by Dunham to recommend to the Village Board contracting with MSA Professional Services at a cost of \$15,000.00 to update, complete, and submit to the DNR Holmen's WWTP Facilities Plan. Carried unanimously.

The Committee discussed replacement of a WWTP mixer gear box. Spanel explained that the mixers are in the phosphorus removal tanks and they prevent the solids from settling out of the flow. The gear boxes operate 24-hours a day, 7-days a week. This is an original gear box that was installed in 1999. Rebuilding the gear box would cost \$7,000.00. Motion by Dunham, seconded by Olson to recommend to the Village Board purchasing a new mixer gear box from Advanced Electric of La Crosse, WI at a cost of \$10,500.00. Carried unanimously.

Motion by Dunham, seconded by Forde to remove from the table TIF #2 utility extension #2 design contract. Carried unanimously. The Committee discussed a utility extension that would bring water and sewer to Bluffview Court. The estimated design cost, construction cost, utility route, and timing were all discussed. The Committee felt that it would be advantageous to have utility plans ready to prevent holding up any proposed construction. Motion by Olson, seconded by Dunham to negotiate a design contract with Dick Berg of Berg Enterprises for the design of the TIF #2 utility extension #2 project. Carried unanimously.

Motion by Olson, seconded by Dunham to table Resolution 14.11 – Accept W. Ponderosa Drive Improvements. Carried unanimously.

The Committee discussed flooding on Long Coulee Road that occurred on June 19. Spanel explained that agriculture land from outside of the Village limits severely washed out and eroded and covered Long Coulee Road and surrounding streets and yards with mud and corn stalks. Because the property is outside Village limits the Village has no enforcement authority. Spanel reported that similar events happened twice in 2010. Spanel informed the Committee that interim Administrator Duane Gau, President Proctor, and he would be in contact and trying to work with the La Crosse County Land Conservation Department and the Town of Holland to try and develop a solution to prevent this from happening again.

Other Items

Dunham presented a draft resolution for Complete Streets that was developed specifically for Holmen and asked the Committee to review and comment.

Motion by Dunham, seconded by Olson to adjourn at 9:15 PM. Carried unanimously.

Ben Spanel
Director of Public Works