

**Village of Holmen  
Public Works Committee  
December 13, 2012**

Committee Chairman Dunham called the Public Works Committee meeting to order at 6:00 PM on Thursday December 13, 2012. Members present: Dunham, Forde and Olson. Also present: Administrator Scott Heinig and Director of Public Works, Dean Olson.

Motion by Forde, seconded by Dunham to approve the minutes of the November 1, 2012 meeting - carried unanimously.

**Public Comment**

No public comments.

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP has been operating well in the last month. Director Olson pointed out a number of testing results for effluent phosphorous that are well below the limits in our permit. Doug Johnson also gave a local Boy Scout Troup an informational and educational tour of the facility on November 14th. MSA continues to work on the Facility Plan for the Treatment Plant. A copy of the document will be provided for committee review shortly after Christmas and MSA will be here to discuss the findings at the January meeting. Flow-Rite worked with the crew on December 3<sup>rd</sup> and 4<sup>th</sup> to perform the annual cleaning of the lift stations. With the warm weather conditions, Gary Hagel was able to haul additional sludge on November 22<sup>nd</sup> & 23<sup>rd</sup>. Mary Lamprich continues her recuperation at home. She will be undergoing tests the end of January and will hopefully be able to return on a limited schedule after those tests.

**Water Department**

We submitted ITA's to the DNR for the Hwy 35 water main extension and for future construction of well 8. These submittals are done so we can be eligible for SDWLP funding through the DNR. Chair Dunham asked if a similar program would be available for the sanitary sewer improvements we will be looking at. MSA has prepared the documents and provided copies for the Village President's signature. Once signed, they will be submitted to the DNR. The reader for our Trace meters was repaired. We hope to be able to replace that type of meter within the next 5 years before repairs are needed again.

**Street Department**

Street sweeping is completed for the season; the sweeper has been winterized and put away until Spring. The snow event on Sunday required 5 employees come in to clear roads between 11:00 and 5:00. There are no sidewalk issues to report.

**Storm Water Department**

Chipping in November took only 2 days with fewer piles to get picked up. The grapple attachment for the Bobcat has helped speed up this process.

## Miscellaneous

The Public Works crew was able to get Christmas decorations on the poles along Main Street. The sewer crane truck has arrived and is having the crane assembly installed. We hope to get it in the next couple of weeks. Soil borings were completed on the Municipal Center area in November. A total of 15 borings were done to determine if there might be contamination or other items yet to be addressed. Only one boring indicated minor debris that would be addressed during excavation of a building, if encountered. The remaining borings indicated only sand. We conducted interviews earlier this week and have contacted one of the applicants for the laborer position being vacated by Stan Schwier at the end of this year.

## Action Items

Recommend to Village Board – Stan Schwier Retirement Resolution - Motion by Olson, seconded by Forde to recommend to the Village Board approval of the resolution, recognizing Mr. Schwier's many years of service to the Village – carried unanimously.

Recommend to Village Board – Revised Cross Connection/Private Well ordinance - Director Olson discussed the need for the update to the ordinance. Recent changes to the State Code numbering system require we update our ordinance to reflect the correct code numbers that are cited through the document. This approval would be a recommendation to the Board following the public hearing scheduled for the January 10, 2013 Board meeting. Motion by Olson, seconded by Forde to recommend approval of revised ordinance to the Village Board after conducting the public hearing – carried unanimously.

Recommend to Village Board – Contract with Berg Enterprises for Hwy 35 Water Main project - Director Olson had requested Dick Berg provide a proposal for the topographic work to allow for the design of the water main extension planned for 2013. This would allow the Village to prepare accurate plans for bidding and construction. Motion by Forde, seconded by Olson to recommend to the Village Board approval of the contract – carried unanimously.

Recommend to Village Board – Modifications to the Vision Triangle ordinance - Director Olson provided the existing and proposed ordinance text for committee review. This revision has been developed so it will be more understandable by the general public and provide additional visibility at intersections. The Committee recommended adding the intersection of streets and alleys to the text, along with repositioning of the last sentence. This approval would be a recommendation to the Board following the public hearing scheduled for the January 10, 2013 Board meeting. Motion by Olson, seconded by Forde to recommend approval of revised ordinance to the Village Board after conducting the public hearing – carried unanimously.

## Adjourn

Motion by Olson, seconded by Forde to adjourn at 6:40 PM - carried unanimously.

Dean K. Olson  
Director of Public Works