

**Village of Holmen
Public Works Committee
July 7, 2016**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, July 7, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Asst. Director of Public Works Mezera, Pat Morrow and Rob Uphoff of MSA, Jim Rosenberg of SEH and Pat McKnight.

Motion by Ebner, second by Jorstad to approve the minutes of the June 2, 2016 meeting – carried unanimously.

Public Comment – None.

The Committee changed the order of the agenda.

Action Items

Recommendation to Village Board – Approve Wastewater Facility Plan Amendment – Pat Morrow of MSA gave a presentation to the Committee explaining the amended facility plan. Motion by Jorstad, second by Ebner to recommend approval of the amended plan for an oxidation ditch plant with filter cloth media; contingent upon the outcome of the public hearing – carried unanimously.

Recommendation to Village Board – Approve Change Order #1 - TIF #2 Utility Extension – Motion by Ebner, second by Jorstad to approve a change order for modifications to a manhole in TIF #2 not to exceed \$2,315.00 – carried unanimously.

Recommendation to Village Board – Approve Resolution #7 - 2016 - CMAR review - Motion by Ebner, second by Jorstad to accept resolution approving annual CMAR – carried unanimously.

Recommendation to Village Board – Approve Stormwater Credit - County Materials – 611 Empire St. Asst. Dir. Mezera explained that County Materials has submitted an application for stormwater credit. Calculations by their engineer and review by Village staff indicate a 40% credit is justified. Motion by Jorstad, second by Ebner to approve stormwater credit for County Materials, 611 Empire St. – carried unanimously.

Action – Sidewalk Repair Program – Motion by Jorstad, second by Ebner to remove the sidewalk repair program from the table. Motion carried unanimously. The Committee discussed the program and settled on a ¾ inch standard for action. Asst. Dir. Mezera also presented a map which divided the Village into seven sidewalk districts. One district would be inspected per year and repairs would be completed as needed. Motion by Jorstad, second by Ebner to direct the Director of Public Works and staff to proceed with the sidewalk repair program and direct costs back to property owners – carried unanimously.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. A polymer pump failed and a replacement ordered for \$815.00. Staff is continuing to jet Village sewers. WPDES permit renewal is on hold pending schedule revision, and a new submittal date for the end of July is expected.

Water Department

We continue our valve turning program. Meter change-outs are continuing. The Trace meter reader was repaired. Staff replaced a hydrant behind Sand Lake Elementary School that was not functioning properly.

Street Department

There is no Sidewalk Report at this time. Street sweeping has resumed. We are concentrating on areas that have mature trees along the roadway. Repair parts for the vacuum sweeper have arrived and repairs are being completed.

Stormwater Department

Brush chipping will be completed on Friday, July 8th. Recent storms that dropped heavy rains in a short period of time have caused some street flooding. Staff is assessing the situation and looking for alternatives. The stormwater pump station on Holley Street failed during the Thursday, July 7th storm. The station is being reviewed and is to be updated next year.

Other

Street construction is drawing to a close with an expected conclusion date of 7/9/16. TIF #2 utility extension is nearing completion with a new gravel drive in; seeding and mulching yet to be completed. Phase 2 is to begin 7/13/16.

Adjourn

Motion by Ebner, seconded by Jorstad to adjourn at 7:45 PM - motion carried unanimously.

Pete Mezera
Asst. Director of Public Works