

**Village of Holmen
Public Works Committee
August 4, 2011**

Committee Chairman Forde called the Public Works Committee meeting to order at 6:30 PM on Thursday August 4, 2011. Present were committee members Dunham and Olson. Also present was Director of Public Works Spanel.

Motion by Olson, seconded by Dunham to approve the minutes of the July 7, 2011 meeting. 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. A new air conditioner was purchased for the lab at a cost of \$650 from Wettstein's Appliance. Spanel reported that he met with MSA and toured the WWTP as part of the facilities plan they are working on. Spanel explained that he would bring quotes for lift station cleaning to the September meeting.

Water Department

Spanel reported that over the July 4 holiday there were communication problems at the wells and reservoirs. Spanel suggested that it may have been caused by radios being used at Riverfest in La Crosse. Spanel explained that the radio frequency will be monitored during Oktoberfest this fall. Daily pumpage in July averaged over 1-million gallons per day. Spanel reported that all of the remaining cross connection re-inspections from 2010 have been completed.

Street Department

Spanel reported that yellow curbs have been painted and the department will begin painting cross-walks. Waldenberger Poured Walls continues to work on the Empire St sidewalk and it should be complete in the coming weeks. Scott Construction began seal coating streets on August 4. Spanel reported that the "No Trucks" sign on Empire St was moved to the west side of County Materials driveway. The Committee discussed installing sidewalks in Pine Ridge and Lee Estates subdivisions. Per the Developer's Agreement sidewalks need to be installed on all properties within 5-years of acceptance from the Village. Spanel provided maps of existing sidewalks. The Committee agreed that all missing sidewalks in Pine Ridge should be installed by November 13, 2012 and all missing sidewalks on Russell Dr. N. and Russell Dr. S. in Lee Estates should be installed by 9/14/2012. Spanel to draft a letter to inform the property owners. Spanel reported no sidewalk repair, obstruction, or install notices were issued.

Storm Sewer Department

Spanel reported that the new catch basin between the properties on Angel Court was installed. Spanel explained that the Village needs to adopt new FEMA floodplain maps and regulations by January 2012. Additional information to be presented at a future meeting.

Miscellaneous

The Committee discussed the interview schedule for the Asst. Director of Public Works position.

Action Items

The Committee discussed awarding the TIF #2 utility extension project #2 design contract. Spanel presented a quote from Dick Berg of Berg Enterprises for the project to extend utilities to Bluffview Court. Spanel explained that Mr. Berg did the engineering of the first utility extension project. **Motion by Olson, seconded by Dunham to recommend to the Village Board contracting with Berg Enterprises of Holmen, WI for the design of the TIF #2 utility extension project #2 at a cost of \$4,200.00. Carried unanimously.**

Motion by Olson, seconded by Dunham to remove from the table Resolution 14.11 – Accept W. Ponderosa Drive improvements. Carried unanimously. Spanel explained that all of the items on the inspection list have been addressed. Spanel noted that the light at the north end of the development has not been installed, but is in progress. **Motion by Olson, seconded by Dunham to recommend to the Village Board approval of Resolution 14.11 – Accept W. Ponderosa Drive improvements. Carried unanimously.**

Motion by Dunham, seconded by Olson to table awarding the Hale Drive lift station upgrade project contract. Carried unanimously.

The Committee discussed replacing the Reservoir #4 transducer and circuit board. Spanel explained that the transducer and circuit board communicate with the reservoirs and wells to turn the pumps on and off. Spanel reported that the circuit board may have been hit by lightning. **Motion by Dunham, seconded by Olson to recommend to the Village Board replacing the Reservoir #4 transducer and circuit board at a cost of \$2,500 from Kish Electric. Carried unanimously.**

Other Items

Spanel reported no new information concerning the Safe Routes to School sidewalk project. He explained that he is waiting for approval of the agreement with WIDOT. The Committee discussed a proposed Complete Streets resolution that Dunham presented at the July meeting. Dunham asked that the resolution be added to the September agenda. Dunham asked that if there are funds remaining from the street project budget that some of the sidewalk projects proposed by the SRTS committee be completed. Dunham requested that street sweeping be done more often.

Adjourn

Motion by Olson, seconded by Dunham to adjourn at 8:00 PM. Carried unanimously.

Ben Spanel
Director of Public Works