

**Village of Holmen
Public Works Committee
December 7, 2017**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, December 7, 2017. Members present: Kulcinski and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson, Rick Durst, Isaac Pooler, Jerry Doriott, Greg Krueger, Jay Clark and Pat McKnight.

Motion by Kulcinski, second by Anderson to approve the minutes of the November 2, 2017 meeting – carried unanimously.

Public Comment – Rick Durst expressed concerns regarding the no parking signs that were placed along Ryan Street, feeling the no parking area should have extended south farther. The relocation of the street light has not been done yet and he feels this should have been completed by now. People are placing their garbage containers and recycling bins in the street, causing more difficulty for motorists on the narrow street. The manhole adjustments that were done prior to paving Amy Drive were set too low and need to be addressed. The paving on Holmen Drive is rough.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. Design of the new WWTP is complete and S.E.H. will be presenting the plans to the Committee this evening. Fall sludge spreading has been completed. The Flushable Wipes litigation is in the final stages.

Water Department

Meter replacements continue but are scaling back. We will begin reading meters on December 14th.

Street Department

There are no sidewalk issues to report. There are areas of Holmen Drive that are rough and staff is meeting with the County to determine the best method to rectify the situation. On Wednesday, Public Works and Park & Rec staff teamed up to remove ash trees along Remington Park.

Storm Water Department

We finished chipping this week. The warm weather recently has allowed us to continue street sweeping, but the equipment has not been winterized and stored for the winter. The initial excavation of the detention basin at Deerwood Estates has been completed, but we continue to evaluate the soil at the base to determine if we need to possibly excavate more.

Other

There is a segment of Village property, contiguous to the Johnson property that was recently annexed, that could be used to complete a development plan for that property. Mr. Johnson has expressed an interest in purchasing the property from the Village, so staff is requesting a consensus from the Committee on whether we should proceed with this effort. The Committee felt this was worth pursuing, and directed staff to further investigate.

The Committee modified the agenda, addressing item 6 and 10 first.

Action Items

- #5 Recommendation to Village Board – Approval of WWTP construction plans – The design on the new wastewater treatment plant has been completed. Jerry Doriott from S.E. H. made a presentation to the Committee explaining how the process will work, elaborating on how future expansion of the plant was considered as part of the design. The project would be constructed over a two year schedule to allow components to be built within the footprint of the existing treatment plant, without disrupting the treatment process. Motion by Kulcinski, second by Anderson, to recommend approval of the WWTP construction plant to the Village Board – carried unanimously.
- #6 Recommendation to Village Board – Approval of Viking Field improvements – The School District is considering replacement of the chain link fence along Main Street and Sunset Drive, adjacent to Viking Field. Jay Clark presented information to the Committee showing the area where the existing fence would be replaced with a black vinyl coated chain link fence that would better match the existing metal fence near the corner. In addition, the School District wishes to widen the sidewalk in the area so that it would extend under the new fence location, providing a more maintenance free situation. The project is scheduled to be completed by April 5, 2018. The District has received donations for replacement of the fence and is asking the Village to also participate with a donation of \$5,000 to the project. Motion by Kulcinski, second by Anderson to recommend approval of the improvements and also contribute \$5,000 to the project from the street maintenance fund – carried unanimously.
- #7 Recommendation to Village Board – Approval of chemical suppliers fro 2018 – Staff has requested quotes from suppliers for chemicals used in our water distribution system. The Village adds chlorine as a disinfectant, as required by the DNR. We also add fluoride at each of the wells as an added dental benefit. Two quotes were received, with Hawkins Chemical providing the lower quote for both items - \$0.38/lb. for fluoride and \$61.00/150 pound cylinder for chlorine. Motion by Anderson, second by Kulcinski, to recommend approval of the 2018 chemical supplier to Hawkins Chemical to the Village Board – carried unanimously.
- #8 Recommendation to Village Board – Approval of Change Order – Legion Street – During the reconstruction of Legion Street, staff observed deteriorating curb and sidewalk along the east side of Main Street at the Legion Street intersection. Staff worked with the contractor to remove the deteriorated items and install new components to fully improve the intersection. The Change Order presented documents the additional items installed as part of this modification. Motion by Kulcinski, second by Anderson, to recommend approval of the Change Order from Gerke Excavating in the amount of \$5,495.40 – carried unanimously.
- #9 Recommendation to Village Board – Approval of Change Order – Holmen Drive – The extension of the sanitary sewer in the Main Street S. extension was deeper than originally planned. The deeper sewer provides adequate depth for future development areas to the south, but was more labor intensive for the contractor to install. Motion by Anderson, second by Kulcinski, to recommend approval of Change Order #16 in the amount of \$17,760.00 – carried unanimously.

#10 Recommendation to Village Board – Approval of school fiber optic line in ROW – The School District is planning to extend a fiber optic line, similar to what was done this past summer. That project consisted of installation of a line from the High School to the Middle School. The new plan extends that line from the Middle School, along the westerly side of Main Street to Morris Street and then to Evergreen Elementary. The plan also continues the extension along the west side of Main Street to Roberts street, then along Roberts Street to Viking Elementary. This alignment provides an opportunity for the Village to tap into the line for a connection to Village Hall, as well as a future extension to the Library. These connections would link the school district to the Library as well as have a direct link between the school and the police department. The project will be done in a way that would create little or no negative impact to businesses or residents along the proposed route. Motion by Kulcinski, second by Anderson, to recommend approval of the use of the right of way for installation of the fiber optic line, as presented, to the Village Board – carried unanimously.

Adjourn

Motion by Kulcinski, seconded by Anderson to adjourn at 6:00 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works