

**Village of Holmen
Public Works Committee
December 6th, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, December 6th, 2018. Members present: Anderson, and Kulcinski. Also present: Administrator Heinig, Public Works Director Mezera and Pat McKnight.

Motion by Kulcinski, second by Anderson to approve the minutes of the November 1st, 2018 meeting – motion carried 2-0.

Public Comment – None

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to function adequately.

Water Department

Meter change-outs continue but we are scaling back on the number of appointments for the rest of the year. The department has begun monitoring the water temperatures in the mains to help determine when or if let run notices need to be mailed out. The crew is also surveying commercial/industrial sites for fire protection and meter bypass.

Street Department

The first snow events of the year have occurred and due to the wet heavy nature of the recent snowfall, there were many complaints of damaged mailboxes. The crew has also been trimming trees throughout the Village to accommodate larger vehicles such as road maintenance vehicles, school buses and fire trucks.

Storm Water Department

Chipping has been completed this week.

Other

Part-time employee Devin Johnson has been promoted to full time to fill the vacancy in the department.

Engineer Dahl is in the process of getting quotes for the roundabout at Gaarder Road and Main Street; he reports that they should be ready for the next board cycle. He is also reviewing engineering drawings for the proposed subdivision, Bluffview Heights.

SEH is reviewing shop drawings for the new WWTP.

Action Items

#5 Recommendation to Village Board –Approval of bid by Dave Rybold Excavating and Plumbing for the demolition of the old library building. – Staff recommends accepting Dave Rybold's bid of \$38,500.00 to demolish the old library and restore the site to a gravel parking lot. Motion by Kulcinski, second by Anderson - motion passed 2-0.

Special Item

None

Adjourn

Motion by Kulcinski, seconded by Anderson, to adjourn at 5:06 PM – motion passed 2-0.

Pete Mezera
Director of Public Works