

**Village of Holmen  
Public Works Committee  
January 4, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, January 4, 2018. Members present: Johnston, Kulcinski and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson and Pat McKnight.

Motion by Johnston, second by Kulcinski to approve the minutes of the December 7, 2017 meeting – carried unanimously.

**Public Comment** – None

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. Plans for the new WWTP are being forwarded to the DNR for approval. Cold weather caused mechanical issues at the Treatment Plant on 12/25 & 26 but staff was able to make repairs and return the plant to normal operations. The new WPDES permit has been issued – effective 12/1/2017 – 9/30/2022.

**Water Department**

Meter reading has been completed for the 4<sup>th</sup> quarter. As usual, some of the older style meters were not able to be read remotely, so staff made appointments to have these meters replaced. Private Well permits are being processed. Letters were sent to residents and businesses that have a history of freezing water services to notify them to let their water run until the weather warms.

**Street Department**

There are no sidewalk issues to report, but staff is making plans to initiate the 2018 portion of the miscellaneous sidewalk replacement program as soon as possible in the spring. Snow on 12/10 & 12/11 required crews to come in and address the slippery conditions. Village staff met with the Town of Onalaska and Town of Holland to review snow plowing routes to make the process equitable and efficient for all parties.

**Storm Water Department**

Public Works staff will begin chipping next week. We typically delay the January chipping schedule by one week to give residents more time to get Christmas trees down and out to the curb. We continue to work with FEMA to process claims for both the September, 2016 and July, 2017 flood events.

**Other**

The Seven Bridges subdivision has been paved, the curb has been backfilled and topsoiled and the detention basin has been excavated. There were conditions of the acceptance of improvements that the committee approved in December, and staff wanted to update the Committee to let everyone know these conditions have been met.

### **Action Items**

- #5 Recommendation to Village Board – Approval of Change Order – Seven Bridges Lift Station – The lift station was designed for 240 volt service, but Riverland Energy can only provide 208 volt service. Pumps run on 208 volts, but our generators run at 240 volts. A transformer was added to the control cabinet that would reduce the generator voltage down to the 208 volts the pumps run on. Motion by Kulcinski, second by Johnston, to recommend approval of the change order to the Village Board – carried unanimously.
- #6 Recommendation to Village Board – Purchase of 2018 Utility Truck – A new utility pick-up was included in the 2018 budget. Staff has contacted Ewald Automotive Group to get a quote for a new utility pick-up with utility box. Motion by Kulcinski, second by Johnston to recommend approval of a 2018 Ford Utility truck in the amount of \$34,100 – carried unanimously.

### **Adjourn**

Motion by Kulcinski, seconded by Johnston to adjourn at 5:20 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works