

**Village of Holmen  
Public Works Committee  
February 1, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, February 1, 2018. Members present: Johnston and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson, Rhonda Hesselberg and Pat McKnight. Member Kulcinski was absent.

Motion by Johnston, second by Anderson to approve the minutes of the January 4, 2018 meeting – carried unanimously.

**Public Comment** – None

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. We have someone interested in the trees that have grown up around the treatment plant. Some of these trees will need to be removed for the new construction and there are others that need to be removed to prevent damage to buildings and fences. We are seeing an increase in the amount of septage being hauled into the plant. We realize revenue from this and the added nutrients help the plant run better. The Seven Bridges Lift Station had the initial start-up on January 15<sup>th</sup>, but there were problems that need to be rectified in the control cabinet.

**Water Department**

DPW Olson will be participating in a Nitrate Taskforce discussion to present the Village perspective on the discovery of elevated concentration in private wells. The fire at 615 McHugh on 1/12 used a large amount of water. The water distribution system was able to maintain ample supply of water to help battle the fire. We continue to monitor water temperatures and frost depths.

**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 1/15 & 1/23 required crews to come in and address the slippery conditions. This winter season has not been as costly as last year. The last of the street signs have been ordered and are being installed.

**Storm Water Department**

Public Works staff will begin chipping next week. We continue to work with FEMA to process claims for both the September, 2016 and July, 2017 flood events. The Deerwood detention basin is showing signs that the efforts to improve the infiltration capability were successful.

**Other**

The Village Boundary legal description was updated to reflect recent annexations and forwarded to the Department of Administration.

## Action Items

- #5 Recommendation to Village Board – Approval of Contract – Reservoir #2 roof – The existing rubber membrane roof on Reservoir #2 is deteriorating and in need of replacement. We received a quote from Water Tower Clean & Coat for removal and disposal of the existing membrane, preparation work on the concrete surface and application of a 100 mill thick liquid EPDM rubber to the concrete cap. Motion by Johnston, second by Anderson, to recommend approval of the contract to the Village Board in the amount of \$24,800.00– carried unanimously.
- #6 Recommendation to Village Board – Purchase of Additional Stop Signs – The new stop lights on Holmen Drive function properly, but do not have stop signs available in the event of a power outage. Staff has requested quotes from vendors, the lowest quote being provided by BSI in the amount of \$68.31 per sign (including the needed hardware). Motion by Johnston, second by Anderson to recommend approval of the purchase of 31 signs in the amount of \$2,117.61 – carried unanimously.
- #7 Recommendation to Village Board – Contract amendment for WWTP Design– The plans for the new wastewater treatment plant were approved in December, and have been forwarded to the DNR for approval. Since then, information on a different process for phosphorus removal has come to light. This process has been in use for a while, but recent technological advancements have shown this process to be more effective and less costly for maintenance and chemical addition. The different process will require a complete redesign of the tertiary treatment building. Motion by Johnston, second by Anderson to recommend approval of the contract amendment in the amount of \$45,000.00 – carried unanimously.
- #8 Recommendation to Village Board – Change Order – Holmen Drive – There are a few outstanding extra work change orders for the Holmen Drive project. Change Order #15 is for the relay of the sanitary sewer along Holmen Drive from the bridge to the intersection of Empire Street. The grades on the plan were not correct, resulting in the pipe ending up too high to make the connection to the existing main. The contractor reinstalled the sewer at a flatter grade to get the pipe down to an elevation that would work. Change Order #19 reflects additional time and materials for storm sewer conflicts encountered during construction. Motion by Johnston, second by Anderson to recommend approval of Change Order #15 in the amount of \$11,777.00 and Change Order #19 in the amount of \$5,867.21 – carried unanimously.

## Adjourn

Motion by Johnson, seconded by Anderson to adjourn at 5:35 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works