

**Village of Holmen
Public Works Committee
April 7, 2016**

Chairman Bill Ebner called the Public Works Committee meeting to order at 6:30 PM on Thursday, April 7, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Rick Durst, Matt McGrath and Pat McKnight.

Motion by Anderson, second by Jorstad to approve the minutes of the March 3, 2016 meeting – carried unanimously.

Public Comment – Rick Durst expressed his concern regarding how the road for the Ryan Street extension will work. He asked that the future drive to Phase 2 of the project be clarified to have a 24 foot width. He is also concerned with the drainage in the rear yards of the first phase.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well; recent lab reports show extremely low Phosphorus concentrations in the effluent. We sent samples of the sludge to the lab for testing in preparation of spreading in the next few weeks. Staff continues jetting sewer lines this spring.

Water Department

We have begun our valve turning program. Staff replaced the hydrant at the intersection of Viking Avenue and Flora Court that was damaged by a traffic accident. DPW Olson attended the Rural Water Conference in Green Bay last week. Hydrant flushing is scheduled for April 19 - April 22.

Street Department

There is no Sidewalk Report at this time, but will be discussed under the agenda items. A snow event on 3/24 had plows in at 3:00 to clear the snow. Staff was done plowing by 7:30 AM. The Hwy 35 reconstruction project is underway. Staff is repairing lawn areas that were damaged by plows over the winter.

Storm Water Department

Brush chipping was completed yesterday. Street sweeping is approximately 85% complete.

Other

We are looking into hiring a summer staff person to assist with tasks over the summer months.

Action Items

Recommendation to Village Board – Construction Contract for 2016 TIF #2 Utility Extension – We have prepared plans for extension of sanitary sewer and water main, along with a gravel road access. We received bids from six contractors, with the low bid being submitted by McCabe Construction, Inc. This is well under the budgeted amount anticipated for this utility extension. Motion by Jorstad, second by Anderson to recommend approval of the Contract with McCabe Construction, Inc. for the 2016 TIF #2 Utility Extension project in the amount of \$350,350.00. This

project will be funded through the bond that is planned for 2017. The motion carried unanimously.

Recommendation to Village Board – Approval of the engineering plans for the Ryan Street extension – DPW Olson has reviewed the road, sanitary sewer, water main and storm water plans for the Ryan Street extension and feels they meet all the standards required of the Village. Although the new standard for water main would require an 8" main, this project is being fed by 6" mains from all directions. The addition of an 8" main would serve no notable benefit, so the plans are being approved with a 6" water main. Motion by Anderson, second by Jorstad to recommend approval of the engineering plans for the Ryan Street extension, with a condition that a drive opening will be provided to accommodate the future 24 foot wide drive that will serve Phase 2. – carried unanimously.

Recommendation to Village Board – Alternate paving methods around manholes – The City of Onalaska has started using a concrete finish around manholes in certain areas since 2014. The process is done by placing a plate over the manhole and paving over the top of that plate. The contractor will then use a round coring device to cut a smooth ring over the manhole - comparable to a large door-hole saw. The manhole frame is then adjusted to the proper height and concrete is used to fill the void left by the asphalt removal. There is an additional cost for this process that is dependent on how many manholes are done in the project. This cost is estimated to range from \$500 to \$750 per manhole. The City of Onalaska is utilizing this process on some projects planned for this year however it is not a City standard. Motion by Jorstad, second by Anderson to table this item until more history of potential benefits can be gathered – carried unanimously.

Discussion – Sidewalk repair program – DPW Olson presented policies used by other communities regarding sidewalk repairs. After reviewing the different policies, the committee asked DPW Olson to inspect a portion of the Village that will need sidewalk repairs, develop a notice to be used to inform property owners what will need to be done and develop a cost estimate for repairs needed. That information will be brought back to the Committee at the May meeting for further review.

Comment - Jorstad mentioned that DPW Olson had possibly discovered a more cost effective alternative to replacement of the street signs that were approved last month, and asked how this affected the action taken. The recommendation of the committee was to establish a cost for approval of a non-budgeted item and was not specific to a vendor.

Adjourn

Motion by Jorstad, seconded by Anderson to adjourn at 7:50 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works