

**Village of Holmen
Public Works Committee
June 1, 2017**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, June 1, 2017. Members present: Johnston, Olson and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Kevin Fry and Pat McKnight.

Motion by Johnston, second by Olson to approve the minutes of the May 4, 2017 meeting – carried unanimously.

Public Comment - None

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. Sludge spreading was completed this morning. Members of the design team were at the plant on May 25th to review electrical and HVAC options. We will be wrapping up the data gathering portion of the Flushable Wipes suite early next week. We are also scheduled to perform a test of our system to see how the product reacts while flowing through a 3000 foot length of pipe.

Water Department

The Consumer Confidence Report (CCR) was printed and mailed to water customers this year, along with the flier we must send to users every three years, informing them on the aspects of our Cross Connection program. We are continuing to change meters that have been in service for 20 years. We had another water leak on 2nd avenue yesterday. The service line was replaced, including a new curb stop. We are scheduled to read meters starting on June 15th.

Street Department

Sidewalk inspections have been completed and we hope to have bid documents out to contractors for award at the July meetings. There are also a number of trees in the community that are failing, primarily ash trees. We will be taking a look and notifying owners to remove trees that have died. Holmen Drive construction continues. We painted crosswalks on May 25th, but the pavement was cold and cool temperatures and fog limited the amount we could do in one morning. We will be scheduling another morning to finish the crosswalks.

Storm Water Department

We will be chipping next week. Staff has been out cleaning debris from around inlets after the recent rain events.

Other

The Evergreen Addition is progressing with the contractor starting to grade the roads in preparation for the gravel base.

West Legion Street construction is anticipated to commence next week. We hope to see the Hale Lift Station replacement construction start in the next few weeks. The forcemain connection to the manhole in Holmen Drive was completed earlier to avoid conflict.

Action Items

Recommendation to Village Board – Acceptance of Improvements – Cole Addition #3 – Construction has been completed, with the exception of the street light installation. The developer has provided a letter confirming the project was constructed in accordance with Village standards, and staff is satisfied all requirements have been made. Motion by Johnston, second by Anderson to recommend approval of Resolution #5-2017 – carried unanimously, member Olson abstained.

Recommendation to Village Board – Approval of Contract for Pinecrest Avenue Utility Extension – Staff has prepared construction documents and received bids for utility extensions to serve the two lots created along Sand Lake Road, south of Alpine Lane. We received three bids, with the lowest bid being provided by Chad Viner, in the amount of \$30,307.14. Motion by Olson, second by Johnston, to recommend approval of the contract award to C. Viner Excavating in the amount of \$30,307.14 – carried unanimously.

Recommendation to Village Board – Approval of Change Order – Holmen Drive – We have received two change orders for the Holmen Drive project, thus far. When the median section was being removed, the contractor found concrete under the asphalt that was an additional item, not expected. The added cost of \$8,232.50 is the anticipated amount for the entire project, not just the first stage. The second change order is for the additional concrete thickness for the approach to the bridge over Halfway Creek. This approach must be thicker to properly fit onto the sill built into the bridge, and this Change Order accounts for the additional thickness. Motion by Olson, second by Johnston to recommend approval of both Change Orders for a total increase of \$11,092.50 – carried unanimously.

Recommendation to Village Board – Approval of the CMAR Report – Each year, we are required to submit a Compliance Maintenance Annual Report on our wastewater treatment facility. The document must be reviewed the Village Board and approved by resolution before the we can make our final submittal. The document presented has a great deal of information, but the summary page at the end of the report shows a perfect score for 2016. Motion by Johnston, second by Olson to recommend approval Resolution #6-2017 – carried unanimously.

Recommendation to Village Board – Approval of Change order – Sunset Drive design – The Village has received funding for the reconstruction of Sunset Drive, through the STP-u program. During the resign, the roadway will be widened near the Middle School parking lot entrance to provide better turning options. The additional width will require acquisition of right of way from the School District, by means of creating a Plat as part of the construction plans. This was not included in the original scope of services and would be an extra to the original design contract Motion by Johnston, second by Olson to recommend approval of the change order to Cedar Corporation in the amount of \$3,500.00 – carried unanimously.

Recommendation to Village Board – Approval of asbestos abatement agreement – The properties at 1112 Main St. S and 105 Gaarder Road W. were inspected for asbestos, with the house at 1112 Main St. S. the only one having asbestos issues. The proposal includes a base price for the asbestos that will need to be removed, in the amount of \$2,680.00. There is also an alternate in the amount of \$2,100.00 for removal of the vinyl tile on the basement floor to allow for the concrete to be recycled. Staff plans to prepare plans for demolition of the two structures and can require that portion of concrete be disposed of at a landfill rather than proceed with the abatement. Motion by Johnston, second by Olson to recommend approval of the asbestos abatement agreement with Immediate Response Abatement, Inc. in the amount of \$2,680.00 – carried unanimously.

Adjourn

Motion by Johnston, seconded by Olson to adjourn at 7:10 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works