

**Village of Holmen
Public Works Committee
July 2, 2013**

Chairman Neal Forde called the Public Works Committee meeting to order at 6:30 PM on Tuesday July 2, 2013. Members present: Forde, Ebner and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson, Jennifer Woyicki, Ed O'Brien and Nora Marcek.

Motion by Anderson, seconded by Forde, to approve the minutes of the June 6, 2013 meeting - carried unanimously.

Public Comment

Jennifer Woyicki spoke to the Committee regarding an outdoor festival she is planning. The original date was scheduled for July 27th, but they are now looking at a different date. Ed O'Brien of O'Brien & Associates was also present to explain his firm had been hired to act as security for the event.

Director's Monthly Report

Sanitary Sewer Department

The WWTP has been operating well. Sludge disposal was completed on June 18th. We met with WisDOT, City of Onalaska and MSA regarding the possible alignment issues for the forcemain project. The crew started our regular schedule of sewer jetting and root cutting on June 17th.

Water Department

Fluoridation of the water system has resumed. We finished reading water meters on June 18th and have processed second quarter bills. Metered water usage was down significantly this year as compared to last. We will begin our Valve operating program in the next two weeks. Haas & Sons came to repair the water leak at the intersection of Staphorst Lane & STH 35. We could see where the main had been leaking, but was not leaking now. Fittings were checked and re-seated to assure no future problems will occur. The main was activated and flushed.

Street Department

The street sweeper is currently being repaired. The cooling mechanism, in conjunction with sweeping the sand has worn out the radiator. The manufacturer has supplied the parts and our people will install the new radiator and shield that was designed to prevent this from happening. We will be working to get the street patching completed in the next two weeks. There were no sidewalk issues to report.

Storm Water Department

We are chipping this week. With the recent storms, there is a large amount of material to be picked up and we hope to be able to finish this week. We have found a number of inlets that were leaking and will need to be sealed. We also repaired a storm manhole on Amy Drive that had begun to leak, allowing sand to leave the road bed and creating a pot hole.

Other

Diggers locates are getting back to normal. The summer student help has taken on the task of locating utilities and is doing a good job. We continue upgrading our mapping program, converting to Autocadd.

Action Items

Recommend to Village Board – Contract award for HWY 35 Utility Extension – DPW Olson provided a breakdown of the bids received for the project. Based on the information submitted, the low bid was submitted by McHugh Excavation & Plumbing. Motion by Anderson, seconded by Forde to recommend the Board award the contract for the HWY 35 Utility Extension project to McHugh Excavating & Plumbing in the amount of \$160, 213.20 – carried unanimously.

Discussion – Placing a Stop Sign at the intersection of Roberts St. W. & 1st Ave. W. – DPW Olson explained he had received calls requesting we look at installing a stop sign at the intersection. Since it is a “T” type intersection, it makes sense to have a stop sign to clarify traffic movements. Motion by Anderson, seconded by Ebner to proceed with the installation of the stop sign – carried unanimously.

Discussion – Street closing for Smokey’s Celebration – DPW Olson provided a map of the area and reviewed potential traffic issues related to the closing of Mill Street for this event. Since a large crowd is expected, residents adjacent to the bar would need to be notified. It was also suggested that “No Parking” signs be placed on Mill Street, west of the closure to assure residents easy access to their homes during the event. Since the event date is being reconsidered, this will be brought back for further discussion when the final date is established.

Other

There were no other items brought before the Committee.

Adjourn

Motion by Anderson, seconded by Ebner to adjourn at 7:25 PM - carried unanimously.

Dean K. Olson
Director of Public Works