

**Village of Holmen  
Public Works Committee  
August 4, 2016**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, August 4, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson and Pat McKnight.

Motion by Jorstad, second by Ebner to approve the minutes of the July 7, 2016 meeting –carried unanimously.

**Public Comment** – None.

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. We are continuing with jetting of sewer mains.

**Water Department**

We continue our valve turning program. Meter change-outs are ramping up for the year.

**Street Department**

There is no Sidewalk Report at this time. We are preparing for our annual clean-up process in advance of Kornfest.

**Storm Water Department**

Brush chipping was completed this morning. Given the storm we just experienced, the committee discussed the clean-up operations. Public Works will continue to chip debris from the storm that is placed at the curb until the clean-up is completed.

**Action Items**

Recommendation to Village Board – Approval curb replacement agreement – The curb & gutter along Main Street is broken in many locations, and it is not practical to try a spot replacement. We requested quotes from contractors for replacement of 125 feet of curb on the west side of Main Street, across from Village Hall, to address the worst section. This work will also include removal of a driveway opening that is not used and replacement of sidewalk in that area. Motion by Jorstad, second by Ebner, to recommend award of the contract for the curb replacement project to Meyer Concrete Concepts for an amount not to exceed \$3,520.00. – carried unanimously.

Recommendation to Village Board – Approval of the 2016 sealcoat program agreement – We requested quotes from contractors for the 2016 sealcoat program. Two of the three contractors had full scheduled and were not able to provide a quote fir this year's project. The quote from Scott Construction included an alternate FA-2 material that is a smaller granite chip than we have used in the past. The smaller aggregate will provide a smoother driving surface on these streets. The proposal also included a cost for sweeping the excess material after the application in the amount of \$0.10/SY. Motion by Jorstad, second by Ebner, to recommend award of the contract for the 2016 sealcoat project to Scott Construction, utilizing the FA-2 chip and also

taking advantage of their post application sweeping option, for a cost not to exceed \$36,660.00. – carried unanimously.

Recommendation to Village Board – Approval of construction plans – Evergreen subdivision – Staff has worked with the developer’s engineer to finalize the set of construction plans presented. These plans address all sanitary sewer, water, storm water and roadway concerns and it is staff’s recommendation for approval. Motion by Ebner, second by Jorstad, to recommend approval of the construction plans for the Evergreen Addition. Ebner asked if this new development will also be affected by the new Post Office requirement for cluster mail boxes. Based on the information we have received, this development would also be required to establish a cluster mail delivery, similar to what has been done for the Cole Addition. The motion carried unanimously.

Committee Action – Request for variance of grass cutting – Bethany Lutheran Homes – Bethany Lutheran Homes owns a parcel immediately south of the Evergreen Addition. Prior to this year, the area had been used for agricultural purposes. With the development of the new subdivision, crops were not raised and the property has grown over with weeds. The Village Code requires land owners to keep property adequately mowed and Bethany Lutheran Homes is requesting a variance from that requirement. Motion by Ebner, second by Jorstad to deny this request and direct staff to notify the owner to properly maintain their property – carried unanimously.

Committee Action – Possible modification to the Compost Site schedule – We have received calls regarding use of the Compost Site, so staff has documented how many people use the facility and the times people visit it. Based on the data gathered, it appears there is a consistency over the 15 minute time intervals, showing staff the hours are sufficient at this time. The Committee agreed with staff assessment that the site is operating efficiently, but asked we continue collecting data into the fall to see how things work when people come to dispose of leaves.

Committee Action – Possible Ash tree removal modifications – Many Ash trees in the Village are showing indications of Ash Borer infestation. The City of La Crosse and the City of Onalaska have programs for removal of Ash trees, and residents have asked if the Village is planning a similar program. Public Works must give permission to remove the trees, but it is the homeowner’s responsibility for maintenance or removal of boulevard trees. After discussing the issue, the Committee felt we should continue operations as defined in the Village Code, and the homeowner should hire that work done. If they cannot find a contractor to do the work, Village staff can remove the tree, but the homeowner will be billed for that work.

Discussion – 2017 Budget items – Director Olson presented information regarding the expected street reconstruction projects for the next few years, as well as a list of items he anticipates will be requested for the Public Works 2017 budget. Staff discussed the needs of the different items and how they will be financed. The Committee felt the items requested fall in line with their expectations and felt staff should proceed with finalizing the budget request.

**Comment** – None

**Adjourn**

Motion by Ebner, seconded by Jorstad to adjourn at 8:40 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works