

**Village of Holmen
Public Works Committee
April 7, 2011**

Committee Chairman Olson called the Public Works Committee meeting to order at 6:40 PM on Thursday April 7, 2011. Present was committee member Dunham, DPW Haines, and Asst. DPW Spanel. Committee member Anderson was absent.

Guests attending: Jeremiah Boardman, Caleb Boardman, Heather Boardman

Motion by Dunham, seconded by Olson to approve the minutes of the March 10, 2011 special meeting. Carried unanimously.

Public Comment

None

Director's Monthly Report

Sanitary Sewer Department

Haines reported that the WWTP continues to meet all of its effluent limits.

Water Department

Haines informed the Committee that fluoride was delivered on March 25 and the equipment start-up was on April 5. Haines is proposing to begin adding fluoride on April 18. BZA will do residential cross-connection inspections the week on April 18. Hydrant flushing will begin on April 26.

Street Department

Haines reported that he is working on putting together the SRTS grant project and that it is a slow process. Haines informed the Committee of snow events in March and April and that no overtime was used. Haines explained that new retread tires were installed on the Tymco street sweeper. Haines reported that no sidewalk repair, obstruction, or install notices were issued.

Action Items

The Committee discussed bulk mailing of notices for fluoride being added to the drinking water. Haines explained that the Holmen Fire Department is allowing the Village to use their bulk mailing permit. Haines noted that the money for mailing would come out of the fluoride construction project budget. Motion by Dunham, seconded by Olson to mail fluoride notices at a cost of \$1,100.00. Carried unanimously.

The Committee discussed repairing a Halfway Creek stream bank washout near 131 Mill Street. Haines explained that the area washing out is owned by the Village. The DNR has approved a permit for the work. Haines reported that Strupp will deliver riprap at a cost of \$19.50/ton and Rybold will place the rock at \$145/hr. Motion by Olson, seconded by Dunham to recommend to the Village Board approval of repairs to the Halfway Creek stream bank at a cost of \$19.50/ton for riprap and \$145/hr for placement and not to exceed a total of \$5,000.00. Carried unanimously.

The Committee discussed testing to the Hale Drive lift station. Haines informed the Committee that the lift station is approximately 40-years old and needs to be upgraded or possibly replaced. Haines explained that the first step is to test the structural integrity of the existing steel structure. Motion by Dunham, seconded by Olson to contract with Earth Engineering Services of McFarland, WI to test the Hale Drive lift station structure at a cost of \$1,200.00. Carried unanimously.

The Committee discussed installing ceiling fans at the Public Works shop. Haines reported that he requested three quotes, but only received two. Motion by Dunham, seconded by Olson to accept the quote of \$1,650.00 from Kish Electric for the installation of ceiling fans. Carried unanimously.

The Committee discussed repairing damage to a shop garage door. Motion by Dunham, seconded by Olson to approve repairs to a shop garage door by Overhead Door at a cost of \$1,088.00. Carried unanimously.

The Committee discussed installing sidewalk on Empire Street. Motion by Dunham, seconded by Olson to recommend to the Village Board installing sidewalk on Empire Street from Union Street to Pioneer Drive by Waldenberger Concrete at a cost not to exceed \$7,000.00. Carried unanimously.

Motion by Olson, seconded by Dunham to table repairs to the 2000 Sterling Dump Truck. Carried unanimously.

Motion by Dunham, seconded by Olson to remove from the table adopting a truck route ordinance. Carried unanimously. Haines explained that the proposed ordinance was reviewed by the Law Enforcement Committee and that they have recommended it to the Village Board for approval. Motion by Olson, seconded by Dunham to support the Truck Route Ordinance as recommended by the Law Enforcement Committee. Carried unanimously.

The Committee reviewed the existing budget.

The Committee reviewed the proposed Water Utility budget.
The Committee reviewed the proposed Sanitary Sewer Utility budget.
The Committee reviewed the proposed Storm Water Utility budget.
The Committee reviewed the proposed T.I.D. #2 budget.

Haines noted that all of the budgets will be reviewed by the Finance Committee before going to the Village Board.

Motion by Dunham, seconded by Olson to adjourn at 8:05 PM. Carried unanimously.

Ben Spanel
Asst. Director of Public Works