

**Village of Holmen
Public Works Committee
September 1, 2011**

Committee Chairman Forde called the Public Works Committee meeting to order at 6:40 PM on Thursday September 1, 2011. Present were committee members Forde and Dunham. Committee member Olson was excused. Also present was Director of Public Works Spanel.

Motion by Forde, seconded by Dunham to approve the minutes of the August 4, 2011 meeting. Carried unanimously.

Public Comment

None

Director's Monthly Report

Sanitary Sewer Department

Spanel reported that the WWTP continues to meet all of its effluent limits. Spanel explained that one of the gas meters needs to be replaced at a cost of \$845. Spanel also explained that a new BOD probe was purchased for the WWTP lab. Spanel reported that a power outage caused by a contractor knocking down powerlines caused one of the WWTP aeration blowers and starter to burn out. Replacement is estimated at \$4,000 and that the insurance claim process has been started. Spanel reported that the Ponderosa lift station had one check valve fail and the other needs to be replaced. Additional information will be presented at the October meeting.

Water Department

Spanel reported that he contacted the security company for Riverfest and Oktoberfest and they confirmed that they do not use the same frequency on their radios as the SCADA. Kish electric replaced the starter relays at Well 5. Spanel reported that the same power outage that affected the WWTP caused the soft-start at Well 6 to burnout and that the insurance claim process has also been started. The Department has started turning valves and will flush hydrants in October. Residential and commercial cross connection inspections continue. The Committee discussed a donation to Wisconsin Rural Water Association for their new training and storage facility. Spanel explained that WRWA continues to be a leader in training and support and is an important organization. Motion by Dunham seconded by Forde to donate \$1,000 to the WRWA Building Fund. Carried unanimously. Spanel noted that a 24" x24" engraved paver with Holmen's name and logo will be installed at the building site.

Street Department

Spanel reported that he notified the property owners of Lee Estates and Pine Ridge of their deadline for the installation of sidewalks. Spanel explained that the SRTS project administration certification was approved and now currently waiting for project authorization from WIDOT. Spanel reported that sealing coating was completed on August 5. Spanel explained that TADI continues to work on the TIF #2 traffic analysis and that the final report is due in November. Spanel reported no sidewalk repair, obstruction, or install notices were issued.

Storm Sewer Department

Spanel reported that he met with the Parks Department and MSA to discuss flooding issued in Deerwood Park.

Miscellaneous

Spanel reported that radios will be upgraded to narrowband in the coming months.

Action Items

The Committee discussed awarding a contract for lift station cleaning. Spanel reported that he sent out four requests for quotes; however two did not respond and one company explained they were too busy. Motion by Dunham, seconded by Forde to recommend to the Village Board approval of a contract with Flow Rite Pipe & Sewer Services of Galesville, WI for lift station cleaning in the amount of \$6,850.00. Carried unanimously.

The Committee discussed an inspection of the Hale Drive lift station. Spanel explained that it is part of the upgrade project and that the inspection will identify what equipment and controls can be rebuilt and what needs to be replaced. Motion by Dunham, seconded by Forde to contract with LW Allen for an inspection of the Hale Drive lift station at a cost not to exceed \$1,500.00. Carried unanimously.

The Committee discussed Resolution 17.11 – Village of Holmen Complete Streets Policy. Spanel informed the Committee that the policy is modeled after WIDOT Trans 75 which describes when bike and pedestrian ways are required as part of projects. Motion by Forde, seconded by Dunham to recommend to the Village Board approval of Resolution 17.11 – Village of Holmen Complete Streets Policy. Carried unanimously.

The Committee discussed awarding a contract for street patching. Spanel presented two quotes. Motion by Dunham, seconded by Forde to recommend to the Village Board awarding the street patching contract to Klaetsch Paving of La Crosse, WI in the amount of \$13,544.97. Carried unanimously.

The Committee discussed replacing curb & gutter on Blackwelder Place. Spanel explained that approximately 50-ft needs to be replaced from when utilities were installed along Hwy 35. Motion by Forde, seconded by Dunham to accept the proposal from Steiger Construction of La Crosse, WI to replace curb & gutter on Blackwelder Place at a cost of \$37.65/LF. Carried unanimously.

Other Items

The Committee discussed small projects around the Village to be completed to make the community more pedestrian and bike friendly. Dunham requested that Committee Chairman Forde contact Steve Flottmeyer of WIDOT to do a small presentation to the Public Works Committee about the Hwy 35 south corridor reconstruction project.

Adjourn

Motion by Dunham, seconded by Forde to adjourn at 8:30 PM. Carried unanimously.

Ben Spanel
Director of Public Works