

**Village of Holmen
Public Works Committee
October 6, 2016**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, September 1, 2016. Members present: Ebner and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Karen & Chad McCathie, Jeremy Tomesh, Randy Sanford, Jerry Doriott, Gary Hanson, Rick Durst and Pat McKnight. Member Jorstad was excused.

Motion by Ebner, second by Anderson to approve the minutes of the September 1, 2016 meeting – carried unanimously.

Public Comment

Rick Durst – 508 Ryan Street addressed the Committee regarding the installation of the gas main. They dug through the area behind the back of curb and did not segregate the sandy soil from the topsoil and then backfilled with the comingled material. He would also like to have the pile of asphalt and the stumps removed.

Chad McCathie – W5548 Olson Road indicated the material that was brought in near the gas main installation was topsoil and there was little sand encountered when the gas main was installed. He has had a contractor haul out some of the material, but stopped to concentrate on getting the first building started. They will resume hauling the stumps and the asphalt as early as next week.

Motion by Ebner, second by Anderson to move the Public Works Director monthly report to the end of the meeting – carried unanimously.

Action Items

Recommendation to Village Board – Acceptance of Improvements – Ryan Street extension –

The development is nearing completion with utilities installed and tested, as well as curb & gutter and asphalt pavement being completed. With construction activities commencing, we will re-visit the asphalt pavement in the spring/early summer of 2017 to determine if there may be a need to apply a surface treatment on the asphalt. Mr. McCathie has committed to removing the piles of material in the near future. Motion by Ebner, second by Anderson to recommend approval of Resolution 22-2016 to the Village Board – carried unanimously.

Recommendation to Village Board – Approval of WWTP Design Contract –

The Village requested proposals from qualified firms for the design of the new wastewater treatment facility. The proposals were submitted in two segments – the first showing the firm's technical expertise and the second being a cost proposal. All firms were ranked by the review committee based on their technical abilities. The cost proposals were then opened and scored. After evaluating the totals, the review committee decided to forego the interview process and invited S.E.H. to attend the Public Works Committee meeting to present their proposal and answer any questions the Committee may have. The members of the design team made their presentation that included a detailed breakdown of how the design would incorporate the new treatment facility components into the existing treatment plant site without disrupting our existing process. Motion by Ebner, second by Anderson, to recommend S.E.H. as the design consultant for the new WWTP, based on the information provided in their proposal – carried unanimously.

Recommendation to Village Board – Approval of Typical Cross Section and Access Control Plan – Holmen Drive – Staff has been working with our consultant, Knight Engineering on the plans for Holmen Drive. We have held two Public Involvement Meetings (PIM) where we received input from owners and various agencies related to the design and how it affects their property. We have taken the information provided at these meetings and incorporated those concerns into the plan before you this evening. Administrator Heinig presented the plan to the Committee, discussing each page in detail so the Committee had an understanding of the many aspects used in the design. Motion by Ebner, second by Anderson to recommend approval of the Typical Cross Section and Access Control Plan to the Village Board – carried unanimously.

Recommendation to Village Board – Change Order #2 – TIF #2 Utility Extension – When construction started on the TIF #2 Utility Extension, we encountered more topsoil than anticipated. The Contractor used a haul truck to move material from one location to the areas where additional structural material was needed to establish the base for the roadway. DPW Olson also adjusted road grades slightly to help minimize the additional work needed. McCabe Construction is requesting an additional \$8,107.50 for time and equipment used to relocate the material. Motion by Ebner, second by Anderson to recommend approval of Change Order #2 to the Village Board – carried unanimously.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. We are continuing with jetting of sewer mains – we have covered approximately 50% of the mains in the Village this year. Our application for renewal of our WPDES Permit was submitted to the DNR, but additional information regarding our Dissipative Cooling study was requested.

Water Department

We continue our valve turning program, along with meter change-outs. We continue to work on the items listed in the DNR report from the Sanitary Survey this spring. Meter reading for the third quarter was completed and bills have been sent to customers. We are planning to flush hydrants and mains beginning October 18th. We experienced a water leak on 2nd Ave. E. yesterday. This was a leak in the water service that leads to 508 2nd Ave. E., but was between the main and the curb stop – Village responsibility. Today, we learned of another leak in a water service at 1510 Holly St., but this is between the curb stop valve and the home and is the owner's responsibility. They have made arrangements to have it repaired on Friday morning.

Street Department

There is no Sidewalk Report at this time. The asphalt patching has been completed, but we will be adding the patch on 2nd Ave. E. to have that done yet this year. We received the first order of street signs and will begin installation next week.

Storm Water Department

Brush chipping continues this week. The heavy rains we experienced gave us an opportunity to observe the detention basins and evaluate their capacities. The Holly pump station was able to keep up with the flows during the rain event.

Other

The TIF #2 utility extension is completed and the Stormwater Permit through the DNR was finalized. Blackwelder Place – Sanitary sewer should be completed on Friday with water main construction starting next week. The Evergreen Subdivision has had the archaeology review completed and will start construction soon.

Adjourn

Motion by Ebner, seconded by Anderson to adjourn at 8:10 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works