

**Village of Holmen
Public Works Committee
November 2, 2017**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, November 2, 2017. Members present: Johnston, Kulcinski and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson and Pat McKnight.

Motion by Johnston, second by Kulcinski to approve the minutes of the October 5, 2017 meeting – carried unanimously.

Public Comment – None.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. Design of the new WWTP is complete and DPW Olson gave the Committee an overview of the new design. S.E.H. will be present at the December meeting to do a formal presentation to the Committee. Staff is finishing jetting lines and cleaning lift stations, and will be winterizing the jet/vac truck. We anticipate spreading sludge within the next few weeks. The Flushable Wipes litigation is in the final stages. Depositions for DPW Olson, Operator Johnson and Public Works Chair Anderson have been scheduled for November 15th & 16th.

Water Department

Meter replacements continue – primarily working on meters that failed to read during the last reading cycle. We had a water main break yesterday morning. Staff was on-site at 7:30 AM and repairs were completed by 11:00.

Street Department

This phase of the Sidewalk replacement project has been completed and we are awaiting the final bill from the contractor. DPW Olson informed the committee of two areas where parking will be restricted – the west side of Main St. S. across from the Mayo Clinic and on the east side of Ryan St. in the new Ryan Street Condo development. DPW Olson also plans to order "NO OUTLET" signs that will be placed on the street signs for cul-de sac areas. DPW Olson has completed the pavement rating process, required by WisDOT every other year. He has also updated the street mileage certification that registers all new streets added during the year, as well as the improvements made during our construction projects.

Storm Water Department

We were chipping next week. Staff continues street sweeping to try and keep up with the leaves falling from the trees. We continue to keep the detention pond in the Deerwood Subdivision pumped down and plan to remove sediment in the next few weeks.

Action Items

Recommendation to Village Board – Acceptance of Improvements – Seven Bridges Subdivision
– The project is proceeding, and nearing completion. Curb and gutter has been installed and the road is shaped for paving, but the paving has not been completed. A portion of the detention area has been excavated, but that has not been fully completed as yet. Motion by Kulcinski, second by Johnston to recommend approval of Resolution 10-2017, contingent upon the completion of paving of the streets, excavation of the detention area, installation of street lights and installation of gas, electric and telephone utilities – carried unanimously.

Recommendation to Village Board – Approval of a contract for TIA/ICE – STH 35 – Staff has received a proposal for a Traffic Impact Analysis (TIA) and Intersection Control Evaluation (ICE) in the area along STH 35 near the McGilvray Park subdivision. This analysis is required by the Dept. of Transportation to allow access points both to the proposed subdivision and also for the TIF #2 area on the north side of the highway. Motion by Johnston, second by Kulcinski, to recommend approval of the contract with Traffic Analysis and Design, Inc. in the amount of \$21,581 – carried unanimously.

Recommendation to Village Board – Approval of Change Order – Holmen Drive – The Holmen Drive project has encountered an additional item that has been presented. The bid documents did not include a cost for striping removal. New turn lanes at some intersections made it necessary to remove lines to clarify traffic movements on the new road. Motion by Kulcinski, second by Johnston, to recommend approval of Change Order #10 in the amount of \$2,838.00 – carried unanimously. Given the lateness of the year, planting of trees is not advisable. The existing contract has a completion date of November 30, 2017. Chippewa Concrete Services is requesting an extension of 151 days, changing the completion date to April 30, 2018 to allow time in the spring to finish the landscaping. Motion by Johnston, second by Kulcinski, to recommend approval of Change Order #11 – carried unanimously.

Adjourn

Motion by Johnston, seconded by Kulcinski to adjourn at 5:50 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works