

**Village of Holmen  
Public Works Committee  
March 3, 2016**

Chairman Bill Ebner called the Public Works Committee meeting to order at 6:30 PM on Thursday, March 3, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Marilyn Caulum and Pat McKnight.

Motion by Anderson, second by Jorstad to approve the minutes of the February 4, 2016 meeting – carried unanimously.

**Public Comment** – Marilyn Caulum explained to the committee that they had experienced sewer back-ups at their residence on Sunset Drive in years past. She approached DPW Olson to request reimbursement for plumbing costs associated with running a snake down the lateral. Since the bills were from 2012 and 2014, Olson told her that he could not reimburse costs from that long ago. She presented the information to the Public Works Committee for further consideration.

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. DPW Olson submitted the Sludge Spreading report to the DNR. Ed Rohmeyer lives adjacent to the WWTP and spoke at the boundary agreement public hearing, expressing his concerns with the sludge spreading process. DPW Olson clarified to the committee that the contractor we use for spreading sludge received approval to spread on the fields on the west side of CTH XX. Before this, the sludge was spread by Gary Hagel on his land along CTH D, east of the Village. DPW Olson also informed the committee that the debris on the road was mud dragged by from the field, by the tractor on the way back to the WWTP. DPW Olson will monitor this again when we spread this spring to make sure there is no sludge left on the road or trail. Staff has begun jetting sewer lines this spring.

**Water Department**

We are not seeing much for frost depths in the streets and will be ending the "Let Run" period for this winter season. The Cross Connection Inspection report was filed with the DNR before the March 1<sup>st</sup> deadline. Well #5 has been experiencing problems shutting down properly. Kish Electric assisted Mark Witte to troubleshoot the problem and return the well to active status.

**Street Department**

We had snow events on 2/29 that required staff come in early to plow. The PIM for the Hwy 35 project was held at the City of Onalaska on 3/2 – the preconstruction meeting for the project is scheduled for 3/4.

**Storm Water Department**

Brush chipping next week. Street sweeping scheduled to resume next week.

**Other**

Plans have been prepared for the TIF #2 Utility Extension, with construction anticipated this summer.

## Action Items

Recommendation to Village Board – Purchase of Trash Pump – We received a quote from Farrell Equipment for a Trash Pump, with a 20' suction hose and 400' of discharge hose and a cart. This was an item that was budgeted for purchase in 2016 to replace our existing pump that is nearing the end of its useful life. Motion by Jorstad, second by Anderson to recommend purchase of the KHT-80S Trash pump with hoses and wheel cart at a cost not to exceed \$2,100.00 – carried unanimously.

Recommendation to Village Board – Purchase of Pipe Plugs and Jetter Hose – The 2016 budget included the purchase of two larger diameter plugs to be used in our sewer mains. One plug is for pipes from 8" to 12" in diameter and the other is for 12' to 18" diameter pipes. We also budgeted for a 400 foot section of hose for the JetVac truck to replace the section of hose that has begun showing wear from use. Motion by Jorstad, second by Anderson to recommend the purchase of the pipe plugs and the 400' section of jetter hose from Flow-Rite at a cost of \$2,750.00 – carried unanimously.

Recommendation to Village Board – Approval of Ordinance #1-2016 – Amending Chapter 90 – Land Division – Appendix "A" Street Design Standards – Appendix "A" spells out the design considerations for sewer, water, storm pipe sizes and materials, as well as minimum pavement requirements on different classes of roads. Previously, the minimum water pipe size was designated to be 6" Ductile Iron pipe. This revised document changes that minimum to 8" diameter pipe. The minimum pavement thickness has been 2 inches, but the amendment calls for a minimum of 3.5 inches for Collector and Arterial streets. A Public Hearing is scheduled to be held at the March 10<sup>th</sup> Village Board meeting. Motion by Jorstad, second by Anderson to recommend approval of Ordinance #1-2016, pending the outcome of the Public Hearing – carried unanimously.

Recommendation to Village Board – Approval of the new Street Sign Design – DPW Olson has developed a new street sign design. Street signs are limited to the colors of white, blue, green and brown. The current street sign used in the Village is a white sign with black lettering. The new design incorporated the village logo and the street name in white on a brown background. Motion by Jorstad, second by Anderson to recommend approval of the new street sign design to the Village Board. Member Jorstad thinks a blue sign would stand out better and would be more visible. The brown color is not used by any surrounding communities and provides a more earth-tone presentation. After discussion, the committee decided to proceed with the recommendation of the brown sign design – carried unanimously.

Recommendation to Village Board – Replacement of all Street Signs in the Village – DPW Olson contacted suppliers and received quotes for various sizes of signs. There are approximately 555 signs in the Village that will need to be replaced at an estimated cost of \$20,170.00. Motion by Jorstad, second by Anderson to recommend replacement of the street signs throughout the Village at an estimated cost of \$20,170.00. This action will require a General Fund amendment. – carried unanimously.

**Comment** - None

## Adjourn

Motion by Jorstad, seconded by Anderson to adjourn at 7:35 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works