

6-6-19

**Village of Holmen  
Public Works Committee  
June 6th, 2019**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:00 PM on Thursday, June 6th, 2019. Members present: Anderson, Cain and Wyss. Also present: Administrator Heinig, Public Works Director Mezera, President Barlow, Engineer Dahl and Pat McKnight.

Motion by Cain second by Wyss to approve the minutes of the May 2nd meeting – motion carried 3-0.

**Public Comment** – None

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to function adequately. Construction work on the new plant is ongoing. The crew is jetting sewer mains.

**Water Department**

The crew has been changing out meters and cooperated with Glenn Falkowski of the DNR for a Sanitary Survey of the Holmen Waterworks.

**Street Department**

The crew has been filling potholes, sweeping Maple seeds off the streets and mowing.

**Storm Water Department**

The brush chipping for the month is ongoing.

**Other**

Still looking for a suitable candidate for a compost site attendant.

The cab and chassis for the new dump truck has been delivered to Universal Truck to have the box and snow plow installed.

The new Case wheel loader arrived this week.

**Action Items**

- #5 Recommendation to Village Board –Approval of Resolution #5-2019 Compliance Maintenance Annual Report contingent upon it's successful completion by Director Mezera. –DNR assistance was needed to finish the CMAR Motion by Cain, second by Wyss to approve the CMAR at the board level contingent upon its successful completion. - motion passed 3-0.
- #6 Recommendation to Village Board to accept Amendment 1 Gaarder Road Roundabout Design. – Staff recommends accepting Amendment 1 for \$29,800.00 to the Gaarder Road Roundabout design contract between The Village and Short Elliott Hendrickson. The amendment covers the design of utilities and landscaping not included in the original agreement. Motion by Wyss, second by Cain – motion passed 3-0.
- #7 Recommendation to Village Board to approve Engineering plans for the first addition to Seven Bridges Addition contingent upon the developer providing a letter indicating proof of easement for Stormwater and temporary turn arounds. – Engineer Dahl has reviewed the

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drawings and found them satisfactory. Staff recommends approval with contingency. Motion by Cain, second by Wyss– motion passed 3-0.

#8 Recommendation to Village Board for the approval engineering plans for Field of Dreams II. – Engineer Dahl has reviewed the drawings and found them satisfactory. Staff recommends approval. Motion by Wyss, second by Cain – motion passed 3-0.

#9 Item withdrawn from agenda due to insufficient plans, submittals -- Pertzsch Farm

#10 Recommendation to Village Board resolution to accept improvements to Bluffview Business Park with conditions (as attached). – Engineer Dahl has reviewed the improvements and recommends to accept contingent upon the completion of the items he has listed for the developer. Motion by Cain, second by Wyss – motion passed 3-0.

### **Special Item**

None

### **Adjourn**

Motion by Wyss, seconded by Cain, to adjourn at 5:22 PM – motion passed 3-0.

Pete Mezera  
Director of Public Works

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**Bluffview Business Park Acceptance Contingencies:**

Complete base aggregate placement.

Complete asphalt paving.

Clean gravel out of inlets.

Install inlet protections.

Install silt logs at curb head cuts for X walks.

Complete site grading.

Establish vegetation.

Place/adjust manhole castings and concrete.

Adjust water valves to 5/8" low of finished pavement elevations.

Place riprap outfall in storm pond.

Place parcel monuments.

Complete utility installations.

Install street lighting.

Provide final As-builts, drawings, plats etc.