

**Village of Holmen
Public Works Committee
September 1, 2016**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, September 1, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Rick Durst and Pat McKnight.

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

Public Comment – Rick Durst – 508 Ryan Street addressed the Committee, expressing his displeasure with how the Ryan Street project has progressed. He does not feel the appropriate signage has been installed and that the Village should strictly enforce this. The curb and gutter has been installed, but has not been backfilled. The area where the temporary asphalt cul-de-sac was removed was backfilled and top-soiled and the rain washed topsoil into the curb line. The developer's contractor hauled material to backfill the curb in the temporary cul-de-sac area and drove over Mr. Durst's graveled driveway while doing so. He stated that the erosion control was not in place before construction started and that the amended agenda for the Planning Commission meeting was not posted outside the front doors of Village Hall. Administrator Heinig assured everyone that the agenda was properly posted on the internet and at locations within the Village.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. We ordered a container of polymer that is used for the sludge thickening process. We are continuing with jetting of sewer mains. Our application for renewal of our WPDES Permit was submitted to the DNR. A Request for Proposals was sent to a number of engineering firms for the design of the new WWTP. It is anticipated we can have a firm lined up for approval at the October Board meeting.

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. Some staff members attended the Rural Water Outdoor Expo on 8/25. We are scheduled to read meters on September 20th.

Street Department

There is no Sidewalk Report at this time. The sealcoat in the Deerwood subdivision is scheduled for Friday, 9/2. The curb and sidewalk replacement on Main Street was completed. We will be placing the initial order for new street signs on 9/2. The Village has been aggressive with Mr. Mc Cathie of late, and has instructed him to have new signage installed as appropriate. DPW Olson added that he will bring additional signs out for the holiday weekend until the new signs/traffic control is installed. The DNR confirmed that all storm water erosion requirements have been correctly installed, and thus we disagree with Mr. Durst on this point. The project will proceed into September and it is anticipated that all improvements to be completed before the end of the month. This was supported by the Planning Commission at their last meeting, where they also agreed to allow Mr. Mc Cathie to start his footings and foundation early so as to help grade the site appropriately, removing the remaining impacts to Mr. Durst's property as quick as possible. The area is a construction zone, which is naturally an inconvenience to area residents, and it will be messy for the next month. The committee asked that residents be patient until the project can be completed. If something goes wrong, and the project is not finished, the Village has a surety amount to draw upon to finish the project before winter, and will not hesitate to do

so, if need be. Administrator Heinig was confident that he believed the PC agenda had been posted, and reiterated that all processes have been followed.

Storm Water Department

Brush chipping continues this week. The storm last month resulted in staff hauling 259 dump truck loads of tree and limbs, along with chipping 18 loads of smaller branches. We are seeing the remaining after effects of the storm as we are chipping this week, and will probably continue to see an increase in material for another couple of months. The Holly Street pump station had a pump that failed and was rebuilt. We plan to re-do that pump station in 2017, but will be using the same pumps once that work is completed.

Other

The second phase of the TIF #2 utility extension is completed and the area has been seeded. The extension resulted in sanitary sewer & water main being constructed to the south side of Old 93.

Action Items

Recommendation to Village Board – Approval of asphalt patching agreement – There are areas in the Village where various repairs have been made over the year. We requested quotes from paving companies for patching these various locations. Many locations are 2" thick patches, but a section of asphalt on Bluffview Court is specified to have a 4" thick patch installed, due to the truck traffic. Motion by Ebner, second by Jorstad, to recommend award of the contract for the asphalt patching program to Mathy Construction, for the estimated amount of \$6,703.68. Member Jorstad asked if the 2" thick patch is sufficient. DPW Olson explained that the standard pavement thickness for residential streets in the Village is a 2" thick layer of asphalt – carried unanimously.

Recommendation to Village Board – Approval of Resolution 19-2016 Acceptance of Improvements for Nicolai Flats South – The subdivision that resulted in the extension of Flat Road, Crow Street and Greeno Road is finally nearing completion. Curb and gutter was finished a couple of weeks ago and the first lift of asphalt was installed today. All utilities have been tested and comply with all Village standards. Motion by Jorstad, second by Ebner, to recommend acceptance of the improvements for Nicolai Flats South, conditioned on the completion of the final lift of asphalt. – carried unanimously.

Comment – Member Jorstad asked how we were sitting as far as the budget is concerned. For 2016, we are sitting where we expected regarding this year's expenditures. The Public Works items discussed at the August meeting have been itemized and included in the request for the 2017 budget, including the additional plow truck and two utility pick-ups. Member Jorstad asked if the $\frac{3}{4}$ ton utility truck was going to be sufficient for our use, or if we should look at a heavier rated vehicle – one of our utility vehicles looks like it is overloaded. The truck member Jorstad was referring to is the 2011 ford pick-up that is used by the water utility. The truck is rated to carry the load, but does not seem to support what is being carried. The rest of our utility fleet is $\frac{3}{4}$ ton rated and has worked well for us. When it is time to replace the 2011 pick-up, we will be looking at moving to a heavier vehicle to allow the water staff to carry more equipment and tools.

Adjourn

Motion by Jorstad, seconded by Ebner to adjourn at 7:30 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works