

**Village of Holmen
Public Works Committee
May10, 2018**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:30 PM on Thursday, May 10, 2018. Members present: Johnston, Kulcinski and Anderson. Also present: Administrator Heinig, Director of Public Works Dean Olson, Assistant Public Works Director Pete Mezera, Pat McKnight.

Motion by Johnston, second by Kulcinski to approve the minutes of the March 1, 2018 meeting – carried unanimously.

Public Comment – Pat McKnight Wished Director Olson good luck on his retirement.

Director's Monthly Report

Sanitary Sewer Department

The WWTP has had issues with various pumps and equipment, however the effluent remains good. Sewer jetting is continuing. The crew plans to jet the entire sewer system in three years. Administrator Heinig updated the committee on the status of the flushable wipe class action suit. Sludge hauling has been hampered by poor weather and a lack of available fields.

Water Department

Hydrant flushing was delayed one week due to the April 16 snowstorm. Continued meter change outs are being scheduled.

Street Department

Two heavy snowfalls in the month delayed the progress of street sweeping. The crew has been out patching potholes. Director Olson has a walkthrough inspection with Chippewa Concrete for Holmen Drive scheduled for Wed May 16th.

Storm Water Department

Chipping started late this week due to problems at the WWTP. The crew is leaving larger piles as directed by the committee. Director Olson updated the committee on the status of the FEMA grants for Halfway Creek and the Deerwood detention basins. The repaired detention basin in Deerwood Park Estates is working well.

Other

Director Olson thanked the present and previous committee members for their support during his tenure.

Action Items

- #5 Recommendation to Village Board – Award of 2018 Miscellaneous Sidewalk Replacement Contract – Staff received bids for the 2018 Miscellaneous Sidewalk Replacement project, with the low bid being provided by Fowler & Hammer of La Crosse. Motion to recommend award of the contract to Fowler & Hammer in the amount of \$25,997.25 by Kulcinski, second by Johnston- Motion carried unanimously.

- #6 Recommendation to Village Board – Award of Sunset Drive Utilities Contract – Staff received bids for the Sunset Drive Utilities project, with the low bid being provided by McHugh Excavating & Plumbing. Motion to recommend award of the contract to McHugh Excavating & Plumbing in the amount of \$243,786.00 by Kulcinski second by Johnston - Motion carried unanimously.
- #7 Recommendation to Village Board – Approve Agreement for Turf Maintenance – Detention Basins – Staff received a quote for weed control around our detention basins. Motion by Johnston, second by Kulcinski to approve the agreement with Tuff Maintenance in the amount of \$4,000.00 - Motion carried unanimously.
- #7 Recommendation to Village Board – Approval of Construction Plans – First Addition to Seven Bridges – This item was tabled at Committee.
- #8 Recommendation to Village Board – Approval of Cell Phone Reimbursement for Public Works Staff – Management recommends an annual stipend reimbursement be given to all Full-time, Permanent Public Works Employees up to a maximum of \$300/year, for the use of personal cell phones during work and on call hours. Motion by Kulcinski, second by Johnston to approve the reimbursement. Motion carried unanimously.
- #9 Recommendation to Village Board – Purchase of Confined Space Rescue System – Staff received a quote for the purchase of a Confined Space rescue system to be used if staff enters manholes or other confined space areas. Motion by Kulcinski, second by Johnston, to approve the purchase of the Confined Space Rescue system from Safe-Fast, Inc., in the amount of \$2,592.82. Motion carried unanimously.

Adjourn

Motion by Anderson, seconded by Johnston, to adjourn at 6:10 PM - Motion carried unanimously.

Pete Mezera
Asst. Director of Public Works