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**Village of Holmen
Public Works Committee
May 5, 2022**

Chairman Rich Anderson called the Public Works Committee meeting to order at 5:30 PM on Thursday, May 5, 2022. Members present: Anderson, Elam and Stanek (Stanek was excused to leave early due to a conflict involving other Village business). Also present; Administrator Heinig, Engineer Dahl, President Barlow and Public Works Director Mezera.

Motion by Anderson, second by Stanek, to approve the minutes of the April 7, 2022 meeting – motion passed 3-0.

Public Comment – None

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to function adequately. The final punch list has not yet been completed.

The crew has been out jetting and sawing sewer mains.

North Star lift station pump repaired and reinstalled.

Water Department

Crew continues meter changeouts.

Contractor has been changing bolts on water valves as part of 2022 street reconstruction project.

Street Department

Sidewalk report (per code Ch. 159-8) Nothing to report.

Street reconstruction project underway in Cedar Meadows East.

Garage sale signs are being removed from the ROW.

Storm Water Department

Brush chipping finished for the month.

Final report filed with WEM for Deerwood Park Estates storm pond repair.

Other

Covid 19 report: The Public Works staff has no new cases of Covid 19.

Action Items

#5 Recommendation to the Village Board to approve change order to 2022 Sidewalk Replacement Project. Engineer Dahl presented information to the committee about the bid he received for the project. Motion to award contract to Fowler and Hammer for \$64,860.03 by Stanek, second by Elam – motion passed 2-0.

#8 Recommendation to the Village Board to approve a permit for TDS Telecom to install fiber optic cable in the ROW with in Village limits. Director Mezera informed the committee that TDS Telecom would be installing the cable along Circle Drive. Administrator Heinig shared that this

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would be just the first such request and that the Village would be getting more in the near future. He stressed that we need to develop a set of standards for issuing these permits that protects our residents. Permit fees, restoration of ROW, maintenance commitments and a plan to immediately repair any infrastructure damage caused by the contractor's actions need to be filed with Village staff before permits can be issued. Motion to approve permit with the following stipulations: 1) Cost for street opening permit per lot; 2) fee of \$1.00 per linear foot for Engineering oversight; 3) security in the form of a bond or letter of credit in relation to the value of the infrastructure potentially impacted by Elam, seconded by Anderson – motion passed 2-0.

#9 Recommendation to the Village Board to accept the improvements for Second Addition to Seven Bridges Addition. Engineer Dahl told the committee that the improvements are substantially complete and suggested the committee accept them pending administrative review. Motion by Elam, seconded by Anderson – motion passed 2-0.

#10 Recommendation to the Village Board to accept surcharges for the new plow truck. Director Mezera met with representatives from DeBauche Truck and Universal Truck to discuss the status of the truck that is on order. Due to supply chain difficulties the delivery date is delayed until March 2023. Surcharges will apply due to material cost increases. Motion to accept approximately \$14,000.00 in surcharges by Elam, seconded by Anderson – motion passed 2-0.

Discussion Items

#6 Signal Maintenance Program. Engineer Dahl presented information to the committee regarding an agreement with Tapco to provide routine maintenance for our traffic signal lights. Due to the complexity of the control systems and the safety importance of the lights staff recommends investigating the agreement. The committee instructed staff to gather more information and bring the item back for further consideration.

#7 Village Construction Materials Standards. Due to the shortage of construction materials, specifically ductile iron pipe, staff has received requests by contractors to allow other products. Staff and committee members agree to maintain the standards as they are now.

Special Item

None

Adjourn

Motion by Anderson, second by Elam, to adjourn at 6:43 PM – motion passed 2-0.

Pete Mezera
Director of Public Works