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**Village of Holmen
Public Works Committee
November 6, 2025**

Trustee Anderson called the Public Works Committee meeting to order at 5:30 PM on Thursday, November 6, 2025. Members present: Anderson, Elam and Wyss. Administrator Heinig, DPW/Engineer Dahl, and Assistant DPW/Engineer Mikshowsky were also present.

Motion by Wyss, second by Anderson, to approve the minutes of the September 4, 2025 meeting – motion passed 3-0.

Public Comment – None

Director's Monthly Report

SEWER

- Finishing up the sewer jetting for the year.
- Had portions of the work videoed for records and roots checks. Went back to saw roots from sections found to be in poor condition.
- Cleaned out the Main Street sanitary main and televised for the upcoming 2027 reconstruction project.
- Village crew worked on the seasonal lift station wet well cleanouts. Happel assisted with the deep wet wells and necessary confined space entries to complete the work.
- Doug continues to work with the screw compressor as he is trying to schedule the needed maintenance and repair.
- Doug is still working with Winona Mechanical to get the bypass valves and equipment for the work in the RAZ/WAZ building and needed installation.
- Assistant operator Chad Burroughs has passed his last required DNR certification tests. Will get full operator credentials with more experience or training.

WATER

- Crew has been doing meter change outs and final reads.
- Clay Valve at Well 7 was replaced 9/10-12 by Municipal Well new VFD system is functioning well.
- Flushing continuing on the Liberty Addition. We operate a system valve to isolating the north Village area to protect from surging.
- Gas service to Well 7 was cut by Liberty Addition construction mid-summer and is now restored, (no back-up generator operation without gas).
- Continue to receive to service calls for lateral breaks in Green Meadows Estates.
- Village wide flushing was completed the week of October 13-17. Unidirectional flushing completed in the Zones 1 and 4. (Zone 1 is the south end of the Village and Zone 4 is the north end).
- DNR produced the anticipated testing regimen for 2026.

STREETS

- Mowing of medians and ROWs has ended for the year.
- Cut back overhanging trees in 5 locations reported by the school.
- Street sweeping continues throughout the Village. Anticipating the needed cleanups for leaves.
- Street patching and pothole fills completed prior to winter season.
- Picked up the new snow plow from Universal Truck Equipment on 9/25/25.
- Sent 2 newer plows in for warranty and recall work all returned and service ready.

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STORM

- Completed mowing of storm ponds. Cut and treated some of the trees and brush in November.
- Storm mains along Main Street were flushed and televised for the upcoming 2027 reconstruction project.
- Storm main from Dana Lane through Whispering Pines Park was televised to investigate reported storm sewer backups. No blockages found, 12" diameter pipe through the park is likely undersized.
- Reported street flooding on Granum Street the result of a full storm pond. Also found a grate for a grill covering the outflowing pipe inside the storm inlet which then plugged with grass and leaves.
- Village compost site is still very active. Reminder that the hours move ahead 1 hour at the end of daylight savings time. Season ends 11/22/25.
- Attendant Gary Waldhart is not going to return for the 2026 season.

ENGINEERING

- SEH submitted 90% review plans for the North Lift Station.
- Met with SEH to tweak the Main Street Reconstruction planning, layouts, schedules, etc. Notices for a public informational meeting on November 20th are in the mail.
- Monitoring Herb & Iris Addition is nearing completion.
- Liberty Addition 1st Addition improvements are nearly complete. The sewer lateral depths in the Liberty Addition have been identified. Working out solution with Integrity Grading
- Street patching completed at utility hole at Oakwood and Marlin Street in August, finally got reimbursement from Brightspeed.
- Public Works shop construction is progressing well. The building is waiting for Xcel to hook up electric services so that the last loose ends can be completed.
- Met today with the Alex Avalos, our regional water supply engineer, for the sanitary survey.

OTHER

- Completed the DNR lead and copper service line inventory for the Village at the end of August:
 - Notices of unknown service lateral materials were mailed on 9/26 to 415 residents to satisfy state requirements.
 - Received EPA notice of Tier 2 and Tier 3 violations. Notices to all Village accounts were mailed on 10/15.
- Engineer Mikshowsky elected to serve as the chair of the County Municipal Street Improvement Committee (CMSIC). MSILT funding of \$51,422.11 awarded for 2027 Village Street reconstruction projects.

Action Items

#5 Recommendation to the Village Board for approval of Hale Drive Lift Station Backup Generator. DPW/Engineer Dahl presented the current status of the lift station at Hale Drive. He went on to describe the importance of having a backup generator for use during power outages. Dahl recommended the board approve this item. Motion to approve by Elam, second by Wyss. Motion Passed 3-0.

#6 Recommendation for approval of Huber Technology Screw Press Inspection. DPW/Engineer Dahl presented information on the Huber Technology screw press at the waste water treatment plant. Currently, the screw press isn't working as efficiently as it is intended to. The press is a proprietary piece of equipment that should be inspected by qualified technician, in order to determine what

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components are out of tolerance and may need replacement. Dahl recommended the board approve this item. Motion to approve by Wyss, second by Elam. Motion Passed 3-0.

#7 Recommendation to the Village Board for conditional approval of Herb & Iris Addition Improvements and Plat. DPW/Engineer Dahl described the Herb & Iris addition. He discussed the location to be accepted in the first stage, work that has been done, and work that is to be completed soon. Dahl recommended the board to conditionally approve this item, with the contingency of punch list completion and acceptance by village staff. Motion to approve by Elam, second by Wyss. Motion Passed 3-0.

#8 Recommendation to the Village Board for conditional approval of First Addition to Liberty Addition Improvements and Plat. DPW/Engineer Dahl described the First Addition to Liberty Addition Improvements and the current status of the project. Dahl recommended the board to conditionally approve this item, with the contingency of punch list completion and accepted by village staff. Motion to approve by Wyss, second by Elam to approve the plat contingent upon punch list completion, village staff approval, and a letter of credit & warranted conditions. Motion Passed 3-0.

#9 Discussion of Right-of-Way Use. Administrator Heinig took this time to discuss with the board Right-of-Way use within the village boundary. The discussion was in reference to the use of public boulevard and how property owners are utilizing that space. Village ordinances were discussed and how to act on these ordinances.

Discussion

General items.

Adjourn

Motion by Anderson, second by Wyss to adjourn at 6:47 PM – motion passed 3-0.

Chris Dahl
Director of Public Works/Engineer