

**Village of Holmen  
Public Works Committee  
October 6, 2011**

Committee Chairman Forde called the Public Works Committee meeting to order at 6:30 PM on Thursday October 6, 2011. Present were committee members Forde and Dunham. Committee member Olson was excused. Also present was Director of Public Works Spanel.

Motion by Forde, seconded by Dunham to approve the minutes of the September 1, 2011 meeting. Carried unanimously.

**Public Comment**

None

**Director's Monthly Report**

**Sanitary Sewer Department**

Spanel reported that the WWTP continues to meet all of its effluent limits. Spanel explained that remaining of the sludge drying bed walls were raised using concrete block. Spanel reported that he met with Dick Berg to discuss the proposed utility extension project from Hwy 35 to Bluffview Ct. Spanel noted that there was a preconstruction conference with Brickl Bros. for the sludge bed roof project. The project is tentatively scheduled to begin the first week of November. Spanel reported that the WWOA Conference was held in La Crosse and tours were given at the Holmen WWTP. Spanel informed the Committee that the preliminary permit has been received for review.

**Water Department**

Spanel reported that hydrant flushing will begin on October 11 and that notification was published in the September 30 and October 7 issues of the Holmen Courier. Spanel explained that BZA continues to work on commercial and residential cross-connection inspections.

**Street Department**

Spanel reported that SRTS project approval has not yet been received by WIDOT. TADI continues to work on the TIF traffic impact study with results due in November. Spanel explained that he is working on PASER street condition ratings which are due in December. Klaetsch Paving started street patches on October 3. Spanel reported no sidewalk repair, obstruction, or install notices were issued.

**Storm Sewer Department**

Spanel reported that fall street sweeping has started.

**Miscellaneous**

Spanel reported that radios will begin being upgraded to narrowband in November. Spanel explained that Al Steck resigned as of September 30.

**Action Items**

Gil Hantzsch of MSA Professional Services presented an update of the work on the WWTP Facilities Plan. He described the facility plan process and the steps needed for completion. Each process will be evaluated, alternatives will be identified, a cost-effective analysis performed, an implementation plan created, and finally a public hearing.

The Committee briefly discussed the proposed budget. Dunham requested that a full version of the entire budget be presented with numbers compared to the 2011 budget. Dunham also requested that the sidewalk project be a separate line in the budget and not included with the street reconstruction project. The budget will be further discussed at the November meeting.

Motion by Dunham, seconded by Forde to table action to replace the Ponderosa Lift Station check valves. Carried unanimously.

The Committee discussed a proposal from MSA for a drainage study and analysis at Deerwood Park. Dunham spoke positively about the work MSA has been doing for the Village, but felt a RFP for engineering services for the study should be created. Motion by Dunham seconded by Forde to table action on a drainage study proposal at Deerwood Park. Carried unanimously.

The Committee discussed purchasing polymer. Motion by Forde, seconded by Dunham to recommend to the Village Board purchase of polymer for sludge thickening at the WWTP from Hydrite Chemical at a cost of \$4,697.14. Carried unanimously.

The Committee discussed repairs to the Well #6 soft start controls. Spanel explained that this is an insurance claim due to a contractor knocking down power lines and that the insurance process has been started. Motion by Dunham, seconded by Forde to recommend to the Village Board approval of repairs to the Well #6 soft start by Kish Electric at a cost of \$6,829.46. Carried unanimously.

The Committee discussed repairs to the WWTP aeration blower motor and starter. Spanel again explained that this is an insurance claim caused by the same power outage caused by knocked down lines and that the insurance process has been started. Motion by Dunham, seconded by Forde to recommend to the Village Board approval of repairs to the WWTP aeration blower motor and starter by Kish Electric at a cost of \$4,194.30. Carried unanimously.

The Committee discussed the Director of Public Works interview schedule. Spanel to contact Scott Heinig to invite him to sit-in on the interviews.

### **Adjourn**

Motion by Dunham, seconded by Forde to adjourn at 8:20 PM. Carried unanimously.

Ben Spanel  
Director of Public Works

VILLAGE OF HOLMEN  
PUBLIC WORKS COMMITTEE  
10/6/2011

NAME

ADDRESS

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1. Chrys Shupe
2. Douglas W Shupe
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