

**Village of Holmen  
Public Works Committee  
February 4, 2016**

Chairman Bill Ebner called the Public Works Committee meeting to order at 6:30 PM on Thursday, February 4, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson and Pat McKnight.

Motion by Jorstad, second by Anderson to approve the minutes of the January 7, 2016 meeting – carried unanimously.

**Public Comment** - None

**Director's Monthly Report**

**Sanitary Sewer Department**

The WWTP continues to operate well. DPW Olson attended a one day seminar at the DNR office in La Crosse to gather information regarding the development of the Capacity, Management, Operation & Maintenance (CMOM) manual. This is a program required by the DNR and must be completed by August 1, 2016.

**Water Department**

We are monitoring frost depths. Two manholes were opened today and the depth appears to be approximately 1 foot in the streets. Given the relatively mild temperatures, we are keeping track of the frost to determine when to stop letting services run. We have begun this year's group of meter change-outs.

**Street Department**

We had snow events on 1/9, 1/26 and 2/2 that required staff to plow. DPW Olson prepared and submitted an application for the Transportation Alternatives Program (TAP) for construction of the trail associated with the Sand Lake Road reconstruction.

**Storm Water Department**

Brush chipping was done this week. We will be monitoring storm inlets to make sure melting snow has a place to go.

**Other**

Development projects update: Nothing being worked on at this time.

**Action Items**

Recommendation to Village Board – Purchase of new plow truck - Quotes were received from dealers for a new single axle plow truck. Motion by Anderson, second by Jorstad to recommend purchase of the Freightliner Model 108 SD, with the 250 Horsepower option, from River States Truck and Trailer at a cost of \$134,299.00 – carried unanimously.

Recommendation to Village Board – Purchase of brush attachment for Bobcat – The 2016 budget included the purchase of a brush attachment for our Bobcat to help with street and storm sewer maintenance. Motion by Jorstad, second by Anderson to recommend the purchase of the brush attachment from Bobcat of the Coulee Region at a cost of \$3,985.00 – carried unanimously.

Recommendation to Village Board – Cross Connection inspection services contract – Each year the Village is required to inspect 10% of the homes for compliance with the Cross Connection Control ordinance. Motion by Jorstad, second by Anderson to recommend approval of the contract with HydroCorp for inspection services for 2016 in the amount of \$27,492.00 – carried unanimously.

Recommendation to Village Board – Contract for amendment to the WWPT Facility Plan – MSA Professional Services has provided a proposal for the amendment to our Facility Plan to revise the recommended wastewater treatment options. The proposal indicates the target date for completion of the amendment process is April 29, 2016. Motion by Anderson, second by Jorstad to recommend the recommend approval of the contract at a cost of \$13,750.00 – carried unanimously.

### **Comment**

Member Jorstad asked about the status of the street sign modifications. Staff will update the cost information and incorporate committee suggestions and bring an update to the next Public Works Committee meeting.

### **Adjourn**

Motion by Jorstad, seconded by Anderson to adjourn at 7:25 PM - Motion carried unanimously.

Dean K. Olson  
Director of Public Works