

**Village of Holmen
Public Works Committee
June 2, 2016**

Chairman Rich Anderson called the Public Works Committee meeting to order at 6:30 PM on Thursday, June 2, 2016. Members present: Ebner, Jorstad and Anderson. Also present: Village Administrator Heinig, Director of Public Works Dean Olson, Kevin Fry, Steve Schauer and Pat McKnight.

Motion by Jorstad, second by Ebner to approve the minutes of the May 5, 2016 meeting –carried unanimously.

Public Comment – None.

The Committee changed the order of the agenda.

Action Items

Recommendation to Village Board – Acceptance of Improvements – Cole Addition #2 – DPW Olson explained that the utilities have been installed and tested in accordance with all village standards. Paving of the roadway has not been completed, but is scheduled for June 8th. The street lighting has not yet been completed because the light poles are backordered and not available yet. Kevin Fry, from Elmwood Partners addressed the Committee regarding the street lights, assuring the Committee that the street lights will be a metal type, similar to the light poles used in Remington Hills. These poles will be used for Addition Two and all future phases. The wood poles in Addition One will also be replaced with the metal poles when they are available. Motion by Ebner, second by Jorstad to recommend acceptance of the improvements, conditioned upon the paving being completed and the use of the metal poles for the street lighting. – carried unanimously.

Committee Action – Approval of Dairyland Power laydown and storage site/access – Dairyland Power has leased a portion of the Mathy property within TIF #2 to use as a staging and storage site for improvements that will be made to the 161 kV electrical transmission line. The site is located north of Hwy 35 and would be accessible by means of the gravel drive being constructed as part of our 2016 TIF #2 Utility Extension project. The project is scheduled to commence in September and be completed by May 1, 2017. Dairyland will maintain the gravel access drive during this period, and will restore the drive to original condition upon completion of the project. Motion by Ebner, second by Jorstad to grant Dairyland Power access to the laydown site, conditioned upon the access drive being restored upon completion. – carried unanimously.

Director's Monthly Report

Sanitary Sewer Department

The WWTP continues to operate well. We experienced a sewer back-up in First Avenue East on May 12th, due to roots in the sewer main. Staff responded to clear the line, but a few homes were affected and had to be cleaned. The Facility Plan amendment is in the final stages and will be presented for the July meeting. The WPDES permit that allows us to operate our wastewater treatment plant is due for renewal by the end of June.

Water Department

We continue our valve turning program. Meter change-outs are ramping up for the year. Staff replaced two hydrants that were not functioning properly.

Street Department

There is no Sidewalk Report at this time. Street sweeping has been completed, but we are working to touch up areas that have trees along the roadway. Holmen Drive and Main Street are now Village streets.

Storm Water Department

Brush chipping will begin next week.

Other

The street reconstruction project will begin as soon as June 20th, if the contract proceeds as planned. TIF #2 utility extension – Phase 2 is expected to start in July. The initial phase of the TIF #2 utility extension project is nearing completion.

Action Items

Recommendation to Village Board – Approval of the contract for the 2016 Street Reconstruction Project – We opened bids for this year’s reconstruction project and the totals are presented. We typically only receive one bid for this type of work, so the engineer’s estimate is also provided. The bid from Mathy Construction is approximately \$30,000 under the engineer’s estimate and under the amount budgeted for this year. Motion by Jorstad, second by Ebner, to recommend award of the contract for the 2016 Street Reconstruction project to Mathy Construction in the amount of \$289,110.80. – carried unanimously.

Recommendation to Village Board – Approval of the contract for the 2016 TIF #2 Utility Extension – Phase 2 Project – We opened bids for the extension of utilities in TIF #2, beyond the limits of the current project, extending to Old 93. We received 5 bids for the work, with the low bid being provided by McCabe Construction. Motion by Ebner, second by Jorstad, to recommend award of the contract for the 2016 TIF #2 Utility Extension – Phase 2 project to McCabe Construction in the amount of \$221,609.00. – carried unanimously.

Recommendation to Village Board – Approval of repairs to the Tymco street sweeper – Staff has dismantled our Tymco street sweeper to see why it is no longer functioning efficiently. This is a vacuum type mechanism, and the sand it has been picking up over the years has sand-blasted many of the parts to a point where they no longer function. We contacted the manufacturer of the sweeper and also the company we usually order our broom and brush materials from to provide quotes for the necessary repairs. Zarnoth Brush provided the most cost effective alternative for the repairs. These repairs will be paid for by splitting the cost between Street equipment repairs and storm sewer equipment repairs. Motion by Jorstad, second by Ebner, to recommend approval for the repairs to the Tymco sweeper for a cost not to exceed \$4,000.00. – carried unanimously.

Committee Action – Approval of Sidewalk Repair program – Motion by Jorstad, second by Ebner to table this item until the July meeting. – carried unanimously.

Comment – None

Adjourn

Motion by Ebner, seconded by Jorstad to adjourn at 7:30 PM - Motion carried unanimously.

Dean K. Olson
Director of Public Works