

# Village of Brooklyn

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## PUBLIC WORKS COMMITTEE MINUTES August 25, 2009

Meeting was called to order at 6:14 p.m. Present were Mark Bruner, Helen McCord, and Todd Klahn. Also present was Public Works Director Bob Anderson.

Motion: Klahn/McCord to approve minutes from July 28<sup>th</sup> meeting. Motion carried. Minutes from July 9<sup>th</sup> meeting had been approved at the meeting of July 28<sup>th</sup>.

Bob gave an update on the WWTP. Change order #2 was presented, with a net value of (\$26,316). This savings will be used to offset the cost of unplanned expenses, such as the fence and electrical issues. The open house for the plant will be held on Sept. 27, 2009, from 2-4 p.m.

Several sample brochures were presented. After discussion, the committee decided to have Strand print one similar to the one used in Bayfield.

Discussion was held about the invitation for the open house. Invitations will be sent to Brett Davis, Jon Erpenbach, Tammy Baldwin, and Russ Feingold, as well as Strand and C.D. Smith. Notices will be printed in the newsletter and will also be displayed in businesses in the Village. The invitation will read, "Come celebrate the grand opening of the biggest public works project in the history of the Village of Brooklyn".

Discussion was held concerning the "Safe Routes to School" grant application for 2010. Josh is working on this and will report back to the committee. There is no information on the state website yet about this.

Bob reported that grease has begun accumulating on the top of the oxidation ditch and in the lift stations. Bob and Josh will create a brochure for distribution to local businesses explaining the problem and listing options and requirements. Distribution to residents will also be considered as needed.

Bob reported that the original bid included safety nets under the access doors to the underground pits at the plant. These nets are not required, due to the fact that the access panels are locked to prevent unauthorized access. These nets were deleted, which resulted in a savings to the Village of \$3200. We are still waiting for the pump for the biosolids tank, which is on back order from Germany.

Discussion was held concerning the energy grant. Bob has sent the questionnaire to Alliant to start the process for the energy audit.

Bob and Josh inspected the cemetery. There are approximately 80 plots available. Expanding the cemetery to the south 150 feet will create approximately 150 new sites. Public Works will plan to start clearing trees as time permits, with a target completion date of 2011.

Mark suggested that the Committee meet next week to discuss the budget. Meeting was set up for Sept. 3<sup>rd</sup> at 6:00 p.m.

Bob informed the committee that the following training classes would be attended by PW staff:

8/27/09-Curt to attend Rural Water Expo at a cost of \$50.00

10/10/09-Bob to attend Finance and Accounting seminar in Chicago at a cost of \$119.00

12/14/09-Bob to attend a Microsoft Excel workshop at a cost of \$79

Motion: Klahn/Bruner to adjourn at 7:25 p.m. Motion carried.