

Village of Brooklyn

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PUBLIC WORKS COMMITTEE MINUTES August 24, 2010

Meeting called to order at 6:00 p.m. Members present were Mark Bruner, Steve Lust, and Todd Klahn. Also present were Public Works Director Bob Anderson and Village President Nadine Walsten.

Motion: Klahn/Lust to postpone approval of minutes from July 27, 2010. Motion carried.

Discussion was held concerning the backup generators for the Community Building and the lift stations/wells. Complete Engine Service converted the Onan generator to run on gasoline from natural gas. The cost for the conversion was \$1600. Bob will obtain pricing for a tandem axle trailer and gas tank to enable the generator to be moved from site to site as needed. The 3 phase cable from the army generator can be used with this generator to supply power. Public works will pour a concrete pad at the Community Building to allow installation of the army generator, which will be used as backup power in the building. Motion: Klahn/Lust to recommend to board approval of the \$1600 conversion bill, as well as to purchase a trailer and gas tank for the Onan generator and to pour the pad at the Community Building. The cost of the Onan generator and trailer will be split between the water and sewer utilities. Motion carried.

Bob gave an update on the warranty list on the WWTP. Contractor will be onsite before August 27 to fix the furnace and perform an airflow test. The exterior light is still not working. The contractor reported they purchased 3 new fixtures, and 2 of the 3 did not work when tested at their shop. Alternatives are being considered.

Bob gave an update on the wiring at Smithfield Park. An underground wire had broken, resulting in a loss of power to the bathrooms. Buttchen Electric had submitted an estimate of \$1000, and was awarded the job. Unforeseen problems resulted in them invoicing the Village for \$2375. The contractor neglected to notify the Village, or seek prior approval before proceeding with the additional work. While the Committee agreed that the work performed was necessary, objections were raised about the lack of notification. Bob will talk to Ron Buttchen and explain that invoices for any unauthorized work performed in the future will not be paid. Motion: Klahn/Lust to recommend to the Board that the invoice for \$2375 be paid. Motion carried.

Discussion was held concerning N. Kerch and Hotel Streets. The asphalt was laid today. As of now the project is 99% complete. Bowman St. will require some contouring to enhance flow of storm water.

Bob gave an update on N. Rutland. Construction is scheduled to begin on 9/7/2010, and last approximately 2 weeks. They will be starting in Oregon and working south. One lane will remain open to traffic, but likely will result in traffic delays. Alternate routes are recommended.

Discussion was held concerning the storm water pump. Todd brought information about a used pump that was available in Rockford for \$9200. There was no information available about the

condition of the pump, number of hours used, etc. Municipal Sales and Supply sent information about a self priming 6" pump to Bob, which costs \$13,000 new. Bob will contact both suppliers and bring back the information to the next Committee meeting.

The 2007 BAN was discussed. Repairing the ball diamond at Legion Park will cost \$1500-2000. Bob has obtained 2 estimates on tuckpointing the Community Building. Showers was \$21,000, B&B was \$6500. Due to the disparity in the prices, as well as the cost of the project, Bob will generate a RFP for this project, and present it to the next Committee meeting. Bob received a price from Hallinan Painting for the lower level of the Community Building for \$950. He will obtain 2 more prices. Resurfacing the basketball court at Smithfield Park will cost approximately \$2000. These items will be discussed further at the Board meeting.

The 2011 budget was discussed. Bob will submit our worksheet to Finance, to be discussed at Board level.

Green County matching funds were discussed. The Village has no road construction projected for 2011. Funds can only be used for reconstruction, not for sealcoating. Funds can be carried over from year to year though. Bob will submit an application to Green County Highway Department, for matching funds to be used towards construction/repair in 2012.

The WRWA will be holding their water expo in Plover August 26. As a board member, Bob's registration fee is paid. In order for Leif to attend, the cost to the Village will be \$40 + reasonable expenses. Motion: Lust/Klahn to allow Leif to attend and pay expenses. Motion carried.

The 5 year plan was discussed. Added to the previous list was to resurface Teddy Street. Todd left at 7:00 p.m.

The Community Building key policy was discussed. At present, no trustees have keys to the building. A recent Ordinance Committee meeting was held on the front steps of the building, since no keyholders were present. The system that was installed contains a "BM" key, which allows access to the building and certain closets inside the building. This key does not allow access to the Clerk's Office or the Police Department. Mark suggested 2 plans to distribute keys trustees. The first corresponds to the Emergency Action Plan discussed at the August Board meeting. The chain of command adopted is:

1. Village President
2. Chair of Finance Committee
3. Chair of Public Works Committee
4. Chair of Safety Committee

Mark recommended that those three committee chairs be issued keys to the building. Another proposal was that ALL committee chairs be issued keys to the building. Nadine raised the objection that departing trustees may not return the keys, and the cost to rekey the building is approximately \$300. Mark recommended the trustee sign an agreement when the key is issued which makes the trustee liable for the cost of changing the locks if the key is not returned promptly upon the trustee leaving office. This issue will be referred to the Board meeting in September.

Motion: Lust/Bruner to adjourn at 7:24. Motion carried.