

Village Of Brooklyn

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Public Works Committee Minutes August 28th 2012

The Public Works Committee meeting was called to order at 6:37 pm. Committee members in attendance were Todd Klahn, Dean Van Den Eng and Steve Lust. Also in attendance were Public Works Director Mark Langer and Village President Nadine Walsten.

Motion: Van Den Eng/Klahn to approve minutes of 07/24/2012. Motion carried unanimously.

Director Langer presented Cross Connection/Education Policy W10 for the committee to review. After discussing, the committee felt that more information was needed regarding cross connection inspections for commercial properties. **Motion:** Van Den Eng/Klahn to postpone discussion. Motion carried unanimously.

The committee reviewed Hydrant Use Policy W20 which was drafted by Utilities Superintendent Spilde. The policy lays out procedures for the Public Works department staff to follow when selling bulk water which will protect the water system from damage and contamination. **Motion:** Van Den Eng/Klahn to recommend to the Board to approve Hydrant Use Policy W20 with corrections to typos. Motion carried unanimously.

The Public Works department was previously directed by the Board to look for a used patrol truck for plowing as the current truck is over 20 years old and is badly rusted. Director Langer presented information regarding a 2003 Freightliner truck that is up for bids. The tires have good tread; however, it does need a new alternator which will cost about \$400 to install. The bids close on August 29th, so the committee debated how Langer should proceed. A used truck that is in good condition would save a substantial amount of money versus buying a new truck. **Motion:** Van Den Eng/Klahn to authorize Director Langer to place bids up to \$25,500. Motion carried unanimously.

As Director Langer explained at the August Board meeting, the Teddy St project has been completed and LRIP funds, Green County application, can now be requested. Because the project was under the estimated cost, the full LRIP amount of \$26,000 can not be allocated. The Village still has the right to use the remaining funds, but it needs to be applied to another street maintenance project. The project needs to be designated this year; however, it does not have to be completed this year. Director Langer spoke about various street projects that the money could be used for including the Village's section of Holt Rd, which is in poor condition. The cost to resurface this section of Holt Rd is approximately \$25,000 of which about \$10,000 of LRIP funds can be applied. The consensus of the committee was to take up this subject at the September Board meeting as part of a larger discussion of Capitol improvement projects during budget deliberations.

At 7:15 pm, Director Langer updated the committee on the status of the Forestry Grant. Maps of the tree survey showing the placement and condition of Village trees were reviewed.

Inventory/Management and Public Outreach meeting is scheduled for September 10, 2012. President Walsten inquired as to how the meeting is being publicized. The committee suggested advertising on the Village's LED entrance sign, placing an ad in the Oregon Observer, posting on the Village's web site and placing posters at local businesses. Director Langer suggested that steps regarding treatments for Emerald Ash Borer be discussed at the September Board meeting. At 7:45 pm, Chapter 49 of the Village Ordinances was reviewed, specifically changes that are being recommended regarding street trees.

Director Langer reported that the Focus on Energy Solar PV grant was submitted on time.

There was no update on the Safe Routes to School grant.

Director Langer reported on a meeting that he had with Strand Associates on Aug 15, 2012 regarding WWTP permit issues. The current WWTP permit has been expired since 2011 and may be reissued in 2013 or 2014. New permits may include effluent temperature limits and Strand Associates detailed how they could help mitigate costs if such limits were included. Strand also detailed how they could assist regarding potential phosphorus limit rules.

There have been a couple of complaints regarding low hanging branches over some streets and sidewalks. The committee discussed what steps to take including sending a letter to residents notifying them that the Public Works department will trim branches that are overhanging public streets and sidewalks if the property owners do not do so by 9/28/12. **Motion:** Klahn/Van Den Eng to approve sending letter to property owners regarding trimming trees overhanging public streets and sidewalks. Motion carried unanimously. The committee discussed changes to Chapter 22 of the Village Ordinances pertaining to tree limbs overhanging public streets and sidewalks. **Motion:** Klahn/Van Den Eng to recommend to the Ordinance committee that section (D4) be changed to "any tree limb which projects over and less than ten (10) feet above the surface of a public sidewalk or fifteen (15) feet above the surface of a public street or other public place. Motion carried unanimously.

Langer gave the Public Works and Utilities reports. Noteworthy items include:

- Teddy Street tire marks have been redone, project is complete
- Market, Second, and North Streets asphalt patches are completed
- Street/Parking lots/Curbs - yellow and white lines have been painted
- Fall dumpster days will be 10-5/6-12 10:00am - 7:00pm & 10-7-12 10:00am - 2:00pm
- The Village is still waiting on a DNR discharge permit
- Hach water analyzer was delivered week of July 30th and is working

The 2012 Public Works, Water Utility and Sewer budgets were reviewed.

The committee reviewed and discussed the 2013 Public Works, Water Utility and Sewer budgets as well as a list of potential Capital improvement projects. Further discussion will take place at the Board level and at next month's Public Works meeting. New projects have been added since last month especially in light of the Business Complex that was approved at the August Board meeting.

Motion: Van Den Eng/Klahn to adjourn at 9:10 pm. Motion carried unanimously.