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PUBLIC WORKS COMMITTEE MINUTES

3-25-14

Call to order

Todd Klahn called meeting to order at 6:10 pm.

Present: Chair Todd Klahn, Steve Lust, Levi Cutler.

Also Present: President Nadine Walsten, Director of Public Works Director Mark A. Langer

Approve committee minutes of 2-25-14

Cutler moved, second by Klahn to approve minutes of 2-25-14, carried.

Approve/recommend to Board low bid for Legion Park pavilion roof

The committee reviewed the bid tab sheet, and Langer stated that it was sent to 6 companies and he believes three looked at the project but the Village only received the two quotes. After discussion Klahn moved, second by Lust to recommend to Board to accept Olson exteriors bid of \$7942.09 to do the work on Legions pavilion roof. Motion carried unanimously.

Discuss street chip seal options

Langer said he has the RFP ready to send out but Green County asked him to see if the Village wanted to just have them do it. Green Co. said that they don't make money on the projects they just charge what it costs and it is legal to just hire them if the Village would like to go that route. The committee discussed this along with the Villages purchasing policies, and said they would be more comfortable sending it out for bids per Village policies, and Green Co. can give a bid for the work. Klahn stated that the only other companies he is aware of for this work would be Scott from Lake Delton and Fahrner from Waunakee. Also on the rfp will be the three street repairs for this winter's water main breaks.

Toilet rebate request

Langer reported that there has been a request to see if the Village would start a rebate policy and program to give money to residents who install new water saving toilets to help offset the costs of the new installations'. The committee discussed the feasibility of a program like this and how it could affect WWTP flows, water revenues and the extra manpower costs. The committee agreed that at this time the Village is not equipped to start and run a program like this.

Walsten and Klahn asked about the billing for the extra water (while running order is in effect) and how it was figured out? Langer said the PSC regulates how this should be handled and referred them to Village Hall to answer their questions.

Dumpster Days April 18th thru April 27, 2014

Langer said the dates are posted on Village website, and B.J. Mikkelson is hired. Langer said he received an e-mail Monday morning from Trustee Mccallum that city-wide garage sales were being moved to Dairy Days of June 20-22, 2014. Langer said he replied to her that he would mention this to Public Works committee. The committee had some discussion, including the parade and a wedding in the park that weekend then agreed that Village Dumpster Days dates are not going to be changed. Langer said that there is only so much money budgeted for the two (spring and fall) clean-up dumpsters. Walsten said there will be no special dumpster disposals for any garage sales that may happen in June.

There was some discussion on "residents only" using these and it was agreed to re-iterate to BJ to stay on top of driver's license checking before accepting items for disposal.

Public Works Week May 18-24, 2014

Langer said that Public Works Week is May 18 through May 24, 2014. Walsten said she would put this on a Board agenda.

Arbor Day April 25, 2014

Langer said Public Works was going to try to have another Arbor Day event similar to last year with school children. The committee agreed that this was a good thing, and it was suggested to have them help plant some trees on the berm at the BBC. Langer said he would look into that, maybe also using Smithfield Park.

Tree City USA

Langer asked if the committee would want the presentation of Brooklyn's Tree City USA designation from a DNR person at the next Village Board meeting? President Walsten said she would have the presentation put on the agenda.

Brooklyn Business Complex Update

Langer reported that the signs are up. Land lease RFP's are sent and to be opened on 4-10-14, and one call was received asking to plant oats with the first seeding of hay. The committee agreed this would not be an issue.

Langer said Bill Brockman a resident at 4593 State Highway 92 in the Township of Rutland had questions on storm water issues. After Public Works looked at it they forwarded the concern to Green County Highway Department. Last week Green counties' Dick Marti looked at it and said he needed to get the state there also. Both Marti and State of Wisconsin DOT's John Delaney were out there today and met with Mr. Brockman. Brockman told Delaney he has been getting storm water from the Villages Business Park. Delaney was informed that the BBC hadn't even begun construction until after 2013 spring thaws and rains (started late summer/early fall) so it had no effect last year as he suggests. Both Delaney and Marti thought the issue was the snow being piled up on the west side of Brockman's driveway (creating a berm when froze) and the need for a culvert in Mr. Brockman's driveway (which Brockman stopped from being installed at the time of the 92 storm water construction two years ago). Marti said that Brockman wasn't happy after the meeting and said he was talking to his attorney.

The committee discussed and Walsten said she too talked to Brockman a year ago and this year and suggested he talk to George's if he thought he was getting their water. Klahn said this is not a Village of Brooklyn issue; the natural topography has drained the same direction for years. The committee agreed that this is out of the Villages jurisdiction and if Mr. Brockman brings further concerns to Village personnel they should refer him to Town of Rutland, Green County Highway Department, and/or State of Wisconsin DOT.

Walsten said that Rafael, the local snowplowing/lawn company would like to be on the list if the Village puts out RFP's for tree plantings on the berm.

WWTP/Water/PWs/Scada-Computers

Langer reminded everyone of the upcoming changes coming to our computer programs (loss of support and repairs to software in 2014) and referred to the handout with the estimate to upgrade all Public Works, WWTP, and Water department computers, hardware, backups, IT assistance, software, scada, etc... Lust said that he wants this bid out, stating you can go to Best Buy and get these cheaper. Klahn said the scada and IT work will need to be done by Strand but agreed that if we can get exact equipment specifications than those could be bid out. Cutler and Lust discussed the possibility of a Village server. Walsten said the Police Department is looking at upgrades also. Langer said he would proceed with Strand and get a list of the equipment specifications, and as far as the WWTP side of this project there is \$18,000.00 in the equipment replacement fund and would like permission to proceed with as much of this as possible this year and the Board would need to budget the rest in the 2015 funding. The committee agreed to proceed with getting the project started, with getting prices.

WPDES first phase phosphorous requirement due 3-31-14

Langer said the first phase of the DNR's WPDES phosphorous requirement (OER: operation evaluation report) is complete and will be sent to the DNR by their deadline of 3-31-14. This report is 26 pages and hard copies will be at Public Works and Village Hall for anyone who wants to review it. The committee said they didn't see a need to receive a copy.

a. Next phase for permit requirements:

Langer said that per the DNR WPDES permit and the OER, Strand and Public Works will continue the next phase requirements (due 3-31-15) under as much of the engineering budgets we have in 2014 (like what was approved last year for the recently completed first phase), but the committee and the Board should be aware that there will have to be some additional funds added into the 2015 budget to complete this phase.

Bytec Biosolids Hauling Contract

Langer said this was on the agenda just in case the revised contract was ready for review, but it wasn't. Langer said it should be ready and at next Board meeting as they requested.

DOT Informational meeting for Hwy 14 reconstruction

Langer said he received a letter from DOT on an informational meeting Wednesday 4-2-14 at 425 Water Street (Fire Station), Evansville. The meeting is to discuss the 22.7 miles of hwy 14, from Hwy 92 to Janesville. Walsten was given a copy of the letter.

Utilities Report

Noted items: Generator at Well 2 is set and proceeding with hook ups, CCR planned to complete this week, third broken water main, sewer ordinance will be updated during the upcoming second phase of the WPDES DNR requirements, and required environmental fee and worksheet has been sent to DNR.

Public Works Report

Noted items: Trimming ROW trees, pot-holes, storm drains, one burial, Alliant changing out transformer at Legion Park, and cub scouts will be doing some park cleanups.

Next Meeting-Tuesday 4-22-14**Adjourn**

Lust moved to adjourn at 7:30 pm. Second by Cutler and carried.

Respectfully submitted – Mark A. Langer, Public Works Director – 608-455-1842