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## **PUBLIC WORKS COMMITTEE MINUTES**      2-26-15

### **Call to order**

Todd Klahn called meeting to order about 6:04 pm.

Present: Chair Todd Klahn & John McNaughton. Absent Zach Leavy.

Also present: President Walsten, Trustee Hawkey, and DPW Mark A. Langer

### **Approve minutes from 1/22/15**

This was tabled since McNaughton wasn't at that meeting and Leavy is not at this one.

### **Approval/recommendation to Village Board Well #2 motor maintenance**

Utilities' director Spilde sent out RFPs for the \$8500.00 budgeted work at well #2, and they were opened yesterday. Only one was received before the deadline, Water Well Solutions (WWS) for \$8950.00. After the opening LW Allen said they sent one but it was higher than WWS. Klahn moved to accept WWS's quote after asking them if they would lower it to the budgeted amount, second by McNaughton and carried.

*(WWS has agreed to the \$8500.00 per telephone call with Spilde on 2-27-15.)*

### **Re-designate Public Works as Tree board**

Langer asked committee to designate Public Works Committee as the Villages Official Tree board. This is needed for things associated with Urban Forestry like grants, tree city, etc... Klahn moved, second by McNaughton to recommend to Village Board that this committee be designated Village Tree Board. Motion carried.

### **Discuss/recommend to Village Board Emergency Chlorination Policy**

Spilde wrote this policy and would like it approved by Village Board. Although it is something that rarely would be needed, there should be a recorded procedure. Langer said there might still be a few adjustments to it before Board meeting. McNaughton moved to recommend approval of this policy to Village Board in general, with any changes before Board meeting highlighted in red. Second by Klahn and carried.

### **Discuss/recommend to Village Board Sanitary Sewer Overflow policy**

This also was written by Spilde, is a State requirement and needs to be approved by Village board. It also may have a couple changes before Board meeting. McNaughton moved to recommend approval of this policy to Village Board in general, with any changes before Board meeting highlighted in red. Second by Klahn and carried.

### **Discussion on Sewer Connection Fee (from Finance Committee)**

Langer said that the Finance minutes said this item was to come back to PWs committee for a recommendation but wasn't sure what they wanted.

McNaughton said there was some questions on the sheet that Carol provided showing other municipalities' lower than what's proposed. McNaughton said the Finance Committee would like to see what meter based fees looked like through 8 inch size, and get some clarification on the prices Carol put together in comparison to what is proposed by Strand Engineering. After discussion this committee thought there might be some confusion between what the current sewer utility rates compared to the proposed Sewer surcharge rates, and Sewer connection fees. Klahn suggested that Langer get with Carol and try to have this clarified for next Board meeting.

### **Community Building - Lighting**

While getting prices for the 4 fixtures in the old Clerks office Langer asked the contractors to price Focus on Energy (FOE) rebate eligible fixtures for most of the rest of the fixtures that weren't done several years ago including 9 exterior ones. The plan would be to have Village personnel install but there is the possibility that an electrician would be needed if issues were found after removing old ones. Discussion followed and the committee would like to have this on next Board agenda with Clerk Strause looking into if there were funds that could cover some or all of this project.

**Public Works Staff Time Off**

Langer will be using some time off the week of 3/16/15. He will be available by phone beginning in the evening of 3/16/15 through the morning of 3/20/15. He is planning to be at work the 20<sup>th</sup> unless something changes. Also the next week is the WRWA convention and he was looking to see if he could still get to it but it didn't look promising.

**Utilities Report**

Noted items: Monthly samples taken and safe, PCS report information to Clerk, Scada software here, midge flies larva being treated for a month now with no conclusions yet, staff attending various continuing education classes, WWTP getting some issues with cold weather alarms, working on CMOM - DNR requirement (due in 2016), West main Alliant electric issue - had to use new generator for first time, work with Nadine and Brit on EM information flyer, and Clerk applied for storm water pump grant.

**Public Works Report**

Noted items: Dane county CIP info returned, Dumpster Days are set 4/17/15 through 4/26/15, repaired Community Building storage room door and doing some painting, one burial, contacted Oregon Correctional to continue seasonal help program, Arbor Day membership has been paid and Langer attended Urban Forestry Scruffs meeting.

The Villages contracted street sweeping contractor has passed away and Public Works will be looking into options for getting someone on board for this service.

**Next Meeting-Thursday 3-26-15**

**Adjourn** McNaughton moved to adjourn at 6:38 pm. Second by Klahn and carried.

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