



•210 Commercial St., • P.O. Box 189 Brooklyn, Wisconsin 53521-0189
(608) 455-1842 • Fax: (608) 455-1501 [E-mail: publicworks@brooklynwi.gov](mailto:publicworks@brooklynwi.gov)

PUBLIC WORKS COMMITTEE MINUTES

8-25-15

Call to order

Chair Klahn called meeting to order at 6:10 p.m.

Present: Chair Todd Klahn and trustee Kyle Smith. Absent - Trustee Russell Cazier.

Also present: DPW Mark A. Langer.

Approve minutes from 6/23/15

Smith moved, second by Klahn to approve minutes of 6/23/15. Motion carried.

Smithfield Park bathroom painting recognition/thank you

The Committee wants to thank the summer recreation participants and leaders for painting the exterior walls of the Smithfield bathrooms.

Discussion and recommendation to Board on Mailbox Policy

The committee reviewed the policy that Langer was asked to draft. After discussion Klahn moved, second Smith and carried to recommend to Village Board to accept the drafted policy with the change of word "hit" to replace the word damaged in section IV and the addition of "Snow damage doesn't qualify". to be added at the end of section IV. (Copy attached).

Discussion and recommendation to board additional surplus items to be sold.

Langer said that there are some electrical components and a couple tanks in the building on the newly purchased Landmark lot and since the previously approved items haven't been given to Wisconsin Surplus yet (haven't had the time to get done), was wondering if these could be added. Smith moved, second Klahn to recommend to Village Board to add these items to the surplus sale list. Motion carried.

Discussion and recommendation to board on the 1993 upper gym furnace replacements

Langer said that in the process of finding/fixing the leak from the Police Department HVAC equipment the contractor was asked to look over the rest of the units in the building. They found both upper furnaces above the stage to be unsafe and they shut them down (heat exchangers). They said that they installed them in 1993. Langer received several different price options from two contractors (Tarkenton and R.A.), and recommends the lowest price of \$6856.00 from R.A. of Evansville. They are 96.7% efficient furnaces and eligible for \$275.00 each in FOE energy rebates. Tarkenton had a 97% for \$8800.00, and a 96% for \$7300.00 with \$150.00 rebates. They also had a 95% and a 92% for less money but no rebates. Some additional work will need to be done making the openings through the ceiling big enough to get them through the ceiling holes, and remove/reinstall ladders.

Klahn moved, second Smith to recommend to Board to replace the two furnaces at the community Building not to exceed \$6600.00. Motion carried. The

committee asked that Clerk Strause find a place to obtain the funds from and bring that information to Board meeting.

Discussion and recommendation to Board on fire hydrant painting

Langer said that being asked every year to cut budgets has made this one of the neglected items, but \$2000.00 was put in the 2015 budget. While at the WRWA Expo last week Langer received a price from Davies services for sandblasting, priming and painting hydrants. Davies has said they will paint 20 at \$105.00 each or 40 at \$ 98.00 each if they can do it while in the area doing Fitchburg's work. They also said that the \$1920.00 could be paid in January, this would mean Board has to commit to having this amount in the 2016 budget. A second quote was received from Great Lakes Protective Coatings of 20 @ \$150.00 or 40 @ \$ 125.00.

Klahn said he liked the idea to get 40 done at a lower cost. Klahn moved, second by Smith to recommend to Village Board to have Davies sandblast, prime and paint 40 fire hydrants at \$98.00 each with \$ 1920.00 being budgeted and paid for in 2016 funds. Motion carried.

Water Tower inspection report

The committee was given a portion of the report for the 4-21-15 inspection, the complete report if anyone would like to see it is available at the water department-see Leif.

Langer said the second page is the list of pictures taken and what they show. The first page has some recommendations. Some noted items are that it should be inspected again in five years (DNR requirement), antennae cables not secured/trash from contractors, and possibility of spot repairs to extend when next major painting would be required. The committee discussed doing the spot repairs and asked that Utilities Superintendent Spilde look into this further, getting prices and information / estimates on if it can extend the time period before the next major painting is due. Also check with the DNR and see if this is a possibility.

Discussion and recommendation to Board on UFG application/resolution

Langer asked if he should apply again for an Urban Forestry Grant (UFG) and if so how much since it is a matching grant and monies would need to be budgeted in 2016. Langer also said the procedure has changed and the resolution has to be done sooner in the process.

After discussion Smith moved to recommend to Village Board to apply for a \$5000.00 matching UFG from the DNR, put \$5000.00 in the 2016 budget, and approve resolution. Second by Klahn and carried.

2016 budget discussion

The committee had copies of Public Works, Cemetery, Water, and Wastewater budgets in the packets and Langer said he is looking for direction on how to proceed? The department has consistently cut budgets the last several years and Langer said he has been told there is supposed to be a zero increase for 2016. Klahn said that he doesn't know where any additional monies can be cut, we have been cutting for several years. Smith said he doesn't want to cut funds but maybe some reallocating could be done. Langer said with the work load and trying to get things done he doesn't want to spend a lot of time getting prices on things if it's there's no money.

The committee reviewed each budget sheet. Klahn asked about the loader maintenance number and said some of that was for the tires so that will be lowered. The committee did discuss that with the age of the loader funds do need to stay in there for repairs. Truck maintenance budget was discussed, Langer said the GMC needs rear tires before winter and the Ford needs all 4 tires before winter, so that money will be gone. Both salt and fuel numbers were discussed and these

are numbers that are hard to get exactly correct. Fuel may go up and more snow/ice in a winter could deplete these funds quickly. The committee didn't see anything else in the street budget that could be cut more.

No discussion on cemetery budget sheet.

The committee moved on to sewer budget sheets. Question on gas and oil was raised. Langer said Clerk Strause is working on adjusting this and the water one because funds have been spent in these accounts. Other accounts discussed were private lab testing, supplies & expense and sludge disposal. Langer said sludge disposal is down from a couple years ago and we may want to wait one more year with the new contract to see how it is going. Disposal is kind of dependent on the weather and if we can't get it to the fields then we would have to send to Madison Met. Langer will go over these three accounts with Spilde.

Water sheets were then looked at and Smith asked about telephone and postage accounts in both utilities. Langer said he would run the question by Clerk Strause.

After review of the budgets the committee agreed that there is not much if any places to cut funds. Langer asked if anyone wanted prices on capital projects. Klahn said he would like to see the ford pickup (1999) get updated. Langer said he would get some numbers on it. Langer said the roof on Well #2 lost a coupled more shingles and would like it re-roofed with steel, so keep that in the radar for one of the next budgets. Street work was discussed and Langer said that he gets requests for S. Kerch St. area and wondered if that's something the committee wants to look at. Klahn said that it will probably have to wait another year. The committee said they would like to get the rest of the streets chip sealed in 2016 including N. Rutland. Smith stated he would like the Village to look into a second exit/entrance into Legion Park from Railroad Street.

Discussion on possibility of borrowing funds for the truck and/or other projects. Consensus was we need to maintain the Villages assets.

Utilities Report

Noted items: Sampling done and safe, working on meter change outs, dead end fire hydrants were flushed, valves were exercised (borrowed WRWA valve turner), phosphorous continuing, and EM binders, training still not complete with all Board members. Klahn asked about the brushes on the screen. Langer said that in pricing conversations with contractors it was noted that although the maintenance schedule says how often they should be replaced (in years), our low hours don't match that schedule. It was suggested to go awhile longer and see if we can get more life out of it. It appears to be working satisfactorily right now.

Public Works Report

Noted items: Employee evaluations completed, applied for non-matching ATC tree grant, Green County patched water main break asphalt and did chip sealing, sold scrap \$36.03, received FOE Community Building lighting check of \$322.30, replaced kitchen faucet Community Building, completed UFG interim report, swept streets, three cremations, helped with fourth of July stuff, and working on picnic tables and bleachers for Labor Day.

Next Meeting

Next meeting will be Tuesday September 22, 2015 at 6:00 p.m.

Adjourn

Smith moved to adjourn at 7:09 pm. Second by Klahn and carried.

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