

**PUBLIC WORKS COMMITTEE
OCTOBER 25, 2010**

Chairman, Scott Kramer called the meeting to order at 7:00 P.M.

Trustee members present: David Schroeder, Stephen Appell, Sally Hollembeak, James Coppernoll, Gary Maitland

Also present: President Jim Claeysen, Joe Caveny, Nancy Belt, Denny McMullen, Engineer, and Chris Cooper

James Coppernoll moved to adopt the agenda adding:

- Discussion on oak tree
- Temporary position

James Coppernoll seconded. Motion carried by voice vote.

Scott Kramer moved to approve the minutes of September 27, 2010. David Schroeder seconded. Motion carried by voice vote.

ENGINEER'S REPORT

Denny McMullen presented the committee with the bid tabulations for the Baumann Park Bank Stabilization Project and recommended awarding this project to the lowest bidder Stenstrom Excavation and Blacktop Group in the amount of \$88,704.26. President Claeysen noted that this project is funded through the Capital Improvements Park fund. Sally Hollembeak moved to send to the village board accepting CES, Inc. recommendation to award the Baumann Park Bank Stabilization Project to Stenstrom Excavation and Blacktop Group in the amount of \$88,704.26. David Schroeder seconded. Motion carried by voice vote.

Denny McMullen informed the committee that CES, Inc. received the Winnebago County Highway permit for the Charles Street water main project and he is expecting the EPA permit within the next two weeks.

BOYS/GIRL SCOUT WATER MAIN AGREEMENT

Joe Caveny presented the committee with a letter from Ruth Little, building committee for the plans to construct a boy/girl scout joint service center and administration building. Ms. Little is asking the village to defer extending the water line along Vandiver Road until such time as the adjacent property is developed. She stated in her letter, "by deferring the water line extension would also help UFY costs so that their current resources could be used for the building itself." It was agreed to refer this matter to the next scheduled public works committee meeting until Joe Caveny can provide the committee with the water line extension and costs.

T6 BROADBAND

Joe Caveny stated he received a letter from Dan Koehler, sales representative from T6 Broadband requesting to lease space on the water tower located in Butler Park. Mr. Koehler said that the village would have to enter into a five year agreement that includes installing a base cabinet attached to the tower with a 110 v to operate. Mr. Koehler stated that T6 lease includes a payment of \$500.00 a month the village. It was the consensus of the committee to have Attorney Jim Stevens review the agreement and discuss this further at the November 8, 2010 public works meeting.

WATER BILL REDUCTION REQUEST

Joe Caveny presented the committee with a letter from Mr. Presson who resides at 631 Par Place requesting a water bill reduction \$335.00. He said this could have been caused by leaving the water running outside or a problem with his water heater. Scott Kramer moved that the committee approve a 20% discount on Mr. Presson \$335.00 water bill, the payments must be made within three water billing cycles which equal \$67.00 total reductions. Sally Hollembeak seconded. Motion carried by voice vote.

OSHA 10 HOURS CERTIFICATIONS CLASS

Sally Hollembeak moved to send to the village board approving for public works employees a three day OSHA 10 hour training at a cost of \$2,100.00 with the expenses paid from the General and Water contingency funds. James Coppernoll seconded. Motion carried by voice vote.

PART-TIME WINTER HELP

Joe Caveny requested to hire public works part-time winter help. It was the consensus to refer this to the finance committee meeting.

HOLIDAY DECORATIONS

Sally Hollembeak moved to send to the village board approving the 2010 Holiday Lighting proposal from Doig Decorations, Inc. in the amount of \$3,500.00. Stephen Appell seconded. Motion carried by voice vote. Stephen Appell questioned if anyone followed-up with sponsors for the tree lights in the downtown area. No one had any input.

MFT RESOLUTION – ROAD SALT

Joe Caveny informed the public works committee that CES, Inc. will be submitting the MFT Maintenance Resolution for 2011 calendar year road rock. Sally Hollembeak moved to send to the village board the adoption of the MFT Maintenance Resolution for 2011 calendar year road rock. David Schroeder seconded. Motion carried by voice vote.

LIQUID SALT PRODUCTS

Sally Hollembeak moved to send to the village board authorizing Joe Caveny to purchase liquid salt from Central Salt – Envirotech Central in an amount not to exceed \$11,000.00. Stephen Appell seconded. Motion carried by voice vote.

OAK TREE REMOVAL

Scott Kramer inquired when the public works department would be removing the fallen oak tree on the west side of the municipal building. It was recommended to remove the tree before Thanksgiving.

PRESIDENT'S REPORT

David Schroeder said Coyle-Varland have informed him that they will not receive Blue Cross Blue Shields renewal numbers until after November 1st, 2010. David said he cancelled the

personnel committee meeting for October 26, 2010 but will reschedule a meeting as soon as the numbers are received.

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TEMPORARY ADMINISTRATIVE

President Claeysen informed the committee and those present that Angela Hale's last day is October 29, 2010, and David Nord has approved her attendance at the Chicago Trade Show October 27, - 29, 2010. Jim Claeysen said that David Nord is requesting to hire back Kay Eagleson starting November 1, 2010 at \$12.00 an hour 12:00 noon to 5:00 pm. Sally Hollembeak moved to send to the village board authorizing David Nord to hire Kay Eagleson at \$12.00 an hour 12:00 noon - 5:00 pm. Monday thru Friday. David Schroeder seconded.

Gary Maitland questioned if the board should be hiring extra staff for the village hall when the police and public works departments hiring has be placed hold to hire part-time help until after the November 2, 2010 general election. Gary Maitland said that all part-time hiring has been referred to the next schedule finance committee meeting.

Scott Kramer called the question: Motion failed to hire a temporary administrative position.

HALLOWEEN PARADE

Scott Kramer announced that the Halloween Parade will be Saturday, October 30th at 4:00 pm. and Trick or Treating will be from 5:30 pm. to 7:30 pm. on Sunday, October 31st, 2010.

Scott Kramer moved to go into executive session at 7:54 pm. for the purpose of:

- 2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against and employee of the public body or against legal counsel for the public body to determine its validity.

Sally Hollembeak seconded. Motion carried by voice vote.

Scott Kramer called the meeting back to order at 8:06 pm. Village Clerk, Nancy L. Belt called the roll: Scott Kramer, Stephen Appell, Sally Hollembeak, David Schroeder, James Coppernoll

Scott Kramer moved to adjourn at 8:06 pm. Sally Hollembeak seconded. Motion carried by voice vote.

Respectfully submitted: Village Clerk, Nancy L. Belt
Public Works minutes approved by Chairman, Scott Kramer October 29, 2010

