

Village of Hales Corners

5635 S. New Berlin Road

Hales Corners, WI 53130

Phone: (414) 529 -6161

Fax: (414) 529 -6179

www.halescorners.org



James R. Ryan Municipal Building

PUBLIC WORKS COMMISSION

Meeting Notice/Agenda

December 18, 2025 (Thursday) – 5:30 p.m.

Hales Corners Village Hall (5635 S. New Berlin Road)

Notice is hereby given that the Public Works Commission will meet at the above date, time, and place.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision-making responsibility. This would constitute a meeting of the Board per State ex rel. Badke v. Greendale Village Board even though the Board will not take formal action at this meeting.

AGENDA

1.0 ROLL CALL

M. Postotnik: ☐ Present ☐ Excused ☐ Absent; A. Fritz: ☐ Present ☐ Excused ☐ Absent;
R. Merkel: ☐ Present ☐ Excused ☐ Absent; T. Spottek: ☐ Present ☐ Excused ☐ Absent;
M. MacGillis: ☐ Present ☐ Excused ☐ Absent; M. Eternicka: ☐ Present ☐ Excused ☐ Absent;

Staff: S. Houte, DPW Project Manager

Public:

2.0 GENERAL BUSINESS

- Approval of Minutes – November 13, 2025
- Public Comment

3.0 ADMINISTRATION REPORT

3.1 DPW Task Updates

3.2 DPW Manager Updates

4.0 PROJECTS:

- 4.1** 2024 Road Program – Update
- 4.2** Village Library Project - Update
- 4.3** Hales Happiness Water Main – Update
- 4.4** Village Library Parking Lot Project - Update
- 4.5** Lory Lane Lift Station – Update

5.0 NEXT SCHEDULED MEETING – January 15, 2026 @ 5:30pm

6.0 ADJOURNMENT



Steven Houte, Public Works Project Manager
December 15, 2025

Note: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through appropriate aids and services by contacting the Clerk's Office, 414-529-6161.

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MINUTES

➤ *Meeting called to Order by MacGillis at 5:30 PM*

1.0 ROLL CALL

M. Postotnik: ☐ Present ☒ Excused ☐ Absent; A. Fritz: ☐ Present ☐ Excused ☒ Absent;
R. Merkel: ☒ Present ☐ Excused ☐ Absent; T. Spottek: ☒ Present ☐ Excused ☐ Absent;
M. MacGillis: ☒ Present ☐ Excused ☐ Absent; M. Eternicka: ☐ Present ☐ Excused ☒ Absent;

Staff: S. Houte, DPW Project Manager

Public:

➤ *None*

2.0 GENERAL BUSINESS

- Approval of Minutes – September 18, 2025
 - *Merkel motioned to approve the minutes and Spottek seconded it. No discussion and passed 3-0.*
- Public Comment
 - *None*

3.0 ADMINISTRATION REPORT

3.1 DPW Task Updates

3.2 DPW Manager Updates

- *Houte provided a handout of the outline of the updates. (Enclosed with the Minutes)*
- *Houte presented the items on the outline and descriptions of work performed. Question and answer regarding the crack filling material. Questions on how sewer cleaning is performed and answered. No discussions, determinations, or decisions made.*

4.0 PROJECTS:

4.1 2024 Road Program – Update

- *Working on project close out items for Final Payment.*

4.2 Village Library Project – Update

- *Reported waiting on some materials. Additional window and door replacement. Address Punch List Items.*

4.3 Hales Happiness Water Main – Update

- *Reported additional drain tile was installed and informed residents on S 116th Street would be able to connect to. All residents are connected to the new water system and brief schedule description.*

4.4 Hales Happiness – Well Abandonment

- *Reported that the Village Board Approved Award.*

4.5 Lory Lane Lift Station – Update

- *Reported that the Contractor is working on Punch List.*

4.6 STH 24 Resurfacing (County Line to 110th St) Pavement Marking Agreement

- *Presented an application for pavement marking on Janesville Rd at S 122nd St and at S. 110th. This was provided by the DOT as a maintenance Agreement for the crossings.*
- *The Public Works Commission recommendation to the Village Board is not enter into this maintenance Agreement. Motion made by Merkel and spottek seconded it. No discussion and the motion passed 3-0.*

5.0 NEXT SCHEDULED MEETING – December 18, 2025 @ 5:30pm

6.0 ADJOURNMENT

- *Motion made by Spottek and Merkel seconded it. Motion passed 3-0*



Steven Houte, Public Works Project Manager
November 6, 2025

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DEPARTMENT OF PUBLIC WORKS – COMMISSION **– STAFF UPDATES/REPORT**

Nov. 6, 2025

DPW - OPERATIONS

- Install 3 driveway culverts
- Install Village Monument Signs
- Crack Filling (Mastic) Wk of Oct. 6th.
- Fabricating Calcium Chloride Tank Storage/Supply System
- Mechanic took a two (2) course in Madison for Diesel Repair

DPW – MANAGER UPDATES/REPORT

- Wis-DNR Final Draft Storm Water Permit
 - Permit Fact Sheet
- One sump pump connection to storm sewer on S 116th St
 - Remove discharge from directly discharging onto public roads
 - Connected to available storm sewer
- Provided Admin with Vg Hall Chimney Repair (Approx. \$14,000)
- Manager-Continuing Education
 - "Salt Wise" Brine seminar with demonstration
 - Goals: to implement the use of Brine for de-icing.
 - Staff education
- Coordination with DPW Staff
 - Resident inquires
 - Road Patching
 - Basement sewer Backups
 - Drainage Complaints
- Right of Way Permitting
 - Resident driveway replacements
 - Inspection
 - Review
 - Coordination
 - Utility relocate or replacements
- DOT Coordination
 - W Forest Home Resurfacing project
- DNR 2026 Recycling Grant Application
- Village Hall

- HVAC issue
 - AHU 1 (administrative) AC condenser fan failure/repair (Wk of Sept. 29th)
 - AHU 3 (lower level) AC condenser tripping/fault (Wk of Sept. 29th)
- Meadows Room Restoration
 - Repair walls from flooding damage
 - Installation of new carpet
- Project site visits & monitoring
 - Lory Lane Lift Station
 - Fire Station Parking Lot
 - Hales Happiness
 - Library Exterior Imp.
- Library Parking Lot Reconstruct
 - In Design for Bid
- 2026 Road Project
 - Ridge Road
 - Survey and concept design
- DPW/Eng/Vg Hall Budget Presentation and Q/A on Oct. 9th
- Sanitary Sewer Cleaning
 - Lift Station Bi-Annual Cleanings are being scheduled
 - Annual Sewer Mains completed in August (Approx. 18,500 LF)
 - 2025 Scheduled 5year Plan is scheduled (Approx. 40,500 LF)
- Present Budget Proposal to Village Board on Oct 9th.
- Daily correspondence and phone calls