

VILLAGE OF FRIENDSHIP

PUBLIC WORKS COMMITTEE MEETING – Wednesday, January 8th, 2025– Page 1

The Public Works Committee meeting was called to order at 5:00 p.m. in the Public Works Building. In attendance were President Tony Sindelar, Chairman Jason Pierce and committee member Bob Berry; also in attendance was Public Works Director Brent Frank, and Jerry Sonnenberg. Melvin Waller was absent.

The agenda for the meeting was:

- 1} Roll Call
- 2} Approve meeting minutes from November 27th, 2024
- 3} Citizen input
- 4} Equipment status
- 5} Water meter status
- 6} Discussion on duties in the absence of the Public Works Director
- 7} Water testing schedule
- 8} Adjournment

A majority of the Village Board may be present but no Board action is contemplated.

Approval of November 27th, 2024, Minutes

Motion by Berry, second by Pierce to approve the November 27th Public Works Minutes, motion carried.

Citizen Input

Frank stated that the Village received a complaint form, but there's nothing really for the Village to do. The person wanted to complain about someone's house. That they don't feel it is healthy for the occupants. The Committee agreed that this would be a Health and Human Services issue.

Equipment Status

Frank stated that the baby dump truck is dead. The rear end is out on that.

Sindelar stated that Frank was having issues with the small dump truck. Frank was having issues with it locking up in the rear. He took it to Fenner's who also had trouble with it. They did more inspections and found that one set of bearings failed, and the hub is working its way off. He can fix it, but it's ruffly going to be about \$3000 just for that. He also was looking the truck over and up on the front end of the truck where the front cross members weldments are to the frame is rusted out and cracking. It is on the driver's side. In his past experience with that model of truck, and with the spots that is rusted and cracked, it will crack and break the gearbox off, and you will have no steering. Fenner's recommended not to dump any money into that truck. And to look for something else. He can fix the rearend but doesn't recommend putting a plow or anything on the front. And he won't guarantee anything. Sindelar has done a little looking for used trucks, some are kind of hit and miss, and something new expected to have a bill \$70,000 & \$90,000 range 6 to 9 months out.

Berry asked how much the truck gets used?

Frank stated that he uses that truck all the time. He uses it for picking up brush piles, running getting the patch for the roads. So, we really do need a little dump truck. Frank knows at one time we had talked about when we replace it that we would get one that was a little bit bigger with a plow and then use it for plowing.

Sindelar stated that in the equipment replacement fund has a good amount of money sitting in there just for replacement of other equipment. If it comes down to where we need to get something now, then keep looking at what needs to do a capital expense.

The red plow truck is in the shop to have the control module fixed. Frank had them do an oil change on it while it was there, and in the process of that they came across a whole bunch of different issues with it. Frank shared a list of repairs that need to be done on the plow truck for road safety that are urgent, and a list that are not urgent. The Committee discussed the list, and how much money they wanted to spend and put into the truck. The Committee decided that they would get the truck back and do an in-house evaluation and schedule an appointment at a later date. That way they can get a better idea and explanation of why they recommended it.

The Case loader is good. Replacement cutting edge blades have been put on the push blade. It makes it a lot nicer for using. They don't have to worry about putting the wings down too far.

The pin needs to be fixed or replaced on the yellow dump truck. The blade keeps falling off when they are out plowing. Frank stated the last time it happened to him he was coming around the corner at North Street on to Quincy Street right by the intersection and the blade came off and was going down the side. He had to move the truck in front of it, so if anyone came by, they wouldn't run into it. He had to walk back, get the Case loader to pick it up hauled it back to the shop and then used the scraper on

the bottom of the truck and the wing to do the rest of the Village. Luckily, he had most of it done already.

Pierce asked if any of the other equipment needs to be replaced?

Frank stated that the sewer jetter has been on the list for a while.

Berry stated that it was rebuilt about 10 years ago from the ground up. We got that from the City of Adams, and they had it for a lot of years. So, it's definitely something we should be thinking about.

Frank stated that they have a new hose for it but have not installed it yet. The sewer jetter works. The tank itself leaks a little bit.

Berry stated that with the jetter it would come out of the sewer fund.

Water Meter Status

Frank stated that for active meters he is down to 8 that still need to be replaced. One of them had an appointment about a week ago, but the appointment fell through. There is still a meter at 600 Main Street that needs to be replaced. He was there with the owner one day and he went underneath 3 of the units trying to find the one meter and they never did come across it. Frank has red tagged houses trying to get them to make an appointment, but he hasn't heard from any of them. He has all of the information on the computer so the next person coming in will be able to pick up where he left off.

Discussion On Duties In The Absence Of The Public Works Director

Frank stated that there is a job description in the employee handbook. There are all kinds of reports that are due to the DNR. Twice a week he does a chlorine residual in the shop. Every month he must report those to the DNR. Once a year he must report all the gallons that we've hydrant flushed. There's the yearly PCS report. The report on the cross-connection inspections that were done for the year. The consumer confidence report is due in June. Cross-connection summary is due March 1st yearly. Every 3 years you have to do lead and copper testing. A report he did this week categorized all the service lines that are in the Village, both on the municipalities side and then the homeowners themselves have connecting to their house.

Pierce asked what Frank thought the biggest struggle for the new person coming in would be?

Frank stated the DNR. There's always something that needs to be filled out and turned in. Getting your water license, knowing what the sampling and testing requirements are. The Village has a new DNR representative, and Frank doesn't know that much about her because it's the 3rd one we've had since he has started. He knows her name is Jessica out of Black River Falls.

Berry stated that the person coming in is really going to need to know the DNR requirements. He said the DNR will work with you, but if you make a mistake when it comes to water, they will come down on you hard. They will need to also do flushing of hydrants, and exercise valves.

Frank stated that he has all kinds of things on his computer. Nuisance letters, forms to fill out, he has different accounts with the meter numbers and has them all categorized with commercial, residential, and public authority. Frank has Dimond Maps on his computer, and you can get an app for the phone also. Every 3 years the DNR representative comes and does a sanitary survey. They go over all of your paperwork and look at where the Village is. His reports are kept in his filing cabinet, and the computer. After looking at the job description for the Public Works Director the committee decided that it needs to be updated.

Pierce asked Frank what Ron's strengths and weaknesses are?

Frank stated that Ron can't do any of the DNR stuff. He doesn't have the certification for doing water samples. He does plowing and leg work duties.

Water Testing Schedule

It's all on the DNR sites. Two monthly samples get sent into the DNR. He uses the department of hygiene labs in Madison. Then he takes chlorine residual twice a week in the shop.

Adjournment

Motion by Berry, second Pierce to adjourn the meeting, motion carried.