

PUBLIC WORKS COMMITTEE AGENDA

VILLAGE OF SOMERSET

110 Spring Street, Somerset WI

[Brandon Krohn, Caleb Garn, Jessica Plourde]

Wednesday, July 9, 2025

5:30 p.m.

(Notice - A quorum of the Village Board may be present)

Meeting to be held via Zoom Meeting

<https://zoom.us/> or by telephone 1-312-626-6799

Meeting ID 858 0964 8984

Password 481850

- 1. Public Works Committee Meeting Called to order**
- 2. June 11, 2025 Public Works Minutes**
- 3. Public Comment on Agenda Items (2 minutes/person; 14 minutes/topic)**
- 4. Project Updates**
 - a. General Update on Active Projects**
- 5. Unfinished Business**
 - a. Discussion/Possible Recommendation – Village Park Discussion – July 16th at 6pm**
- 6. New Business**
 - a. Discussion/Possible Recommendation – Hud/Parnell 4 way Stop and Alex Court Parking**
 - b. Discussion/Possible Recommendation – New Pot to be Installed in Commemoration of the Old Bridge**
 - c. Discussion/Possible Recommendation – Deeding of Parcel 181-1024-90-200 to Neighboring Property Owners**
 - d. Discussion – Parking and Refuse Issues Observed at Larry Forrest**
- 7. Public Works Department Report**
 - a. Water**
 - b. Sewer**
 - c. Parks**
 - d. Streets**
 - e. Storm Water**
 - f. 2025 Budget Reports**
- 8. Public Works, Water, Sewer and Parks Bills**
- 9. Future Agenda Items**
- 10. Public Works Committee Meeting Adjourned**

PUBLIC WORKS COMMITTEE
VILLAGE OF SOMERSET
June 11, 2025

Brandon Krohn called the meeting to order at 5:30 p.m.

Present at the Village Hall: Brandon Krohn, Caleb Garn, Jessica Plourde and Bob Gunther

Present via Zoom: Chris Dubak

Minutes

Committee reviewed the April 9, 2025 Public Works minutes. *Motion by Garn, second by Plourde to approve the April 9, 2025 Public Works meeting minutes and motion carried.*

Public Comment

- No Public Comment.

Project Updates

General Updates on Active Projects: A project update memo was provided.

- Main Street Bridge Inspection ~ More complicated and expensive because it's a fracture critical structure.
- TID #5 Lift Station & Utility Extension ~ Should be operational in mid-August.
- Pine Vale First Addition ~ Curb was poured yesterday.
- Winesap Prairie ~ Gunther met with Albrightson today, they are doing excellent work cleaning up. Gunther also met with Pete from Preferred.

Unfinished Business

Parks Update:

- Disc Golf has eight (8) new tee pads.
- Goats have had access to 7 acres so far.
- Village Park ~ Stewardship Grants are very popular. Garn would like to initiate a public meeting in the park. The Champions and Chamber are looking to start a fund for a pavilion. Garn would also like to see the west side of the river north of the bridge cleared.
- Gunther suggested having a fundraising campaign ~ golf outing etc.
- Garn asked if we should have a conversation with Ehlers about bonding for it?
- Advisory Committee ~ Ball fields & all parks.

New Business

CMAR Report: A report was provided.

- Gunther explained it's an annual "report card" for the Wastewater Treatment Facility.
- Jim does an exceptional job completing. Has had straight "A's" on everything for several years.
- Garn and Krohn thank Jim for his hard work.

Identity Theft Prevention Review: A handout was provided.

- Document from the state to review annually. No changes this year.

Project Scope for 2025 Mill, Overlay, and Micro-surfacing Project: Handouts were provided.

- Pulled LaGrandeur out because the road is in good shape. Lemire was also pulled out.
- Main and a portion of Hud would be sent out for bid for micro-surfacing.
- Parnell, Germain, Schachtner, Raymond and Evergreen would be sent out for bid to be milled.
- Red Pine Drive could be next year.

Village of Somerset, WI**CLIENT LIAISON:**

Charles D. Schwartz, P.E.

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DATE: JULY 2, 2025

2025 MAIN STREET BRIDGE INSPECTION

The Main Street Bridge over the Apple River is required to be regularly inspected. As a "fracture critical" bridge (in which the failure of one structural member could bring about the collapse of the entire bridge), there are additional inspection requirements, including the use of a snooper truck to access the underside of the bridge. The inspection will occur later this summer.

REQUESTED ACTION:

Update only, no action needed.

2025 MILL & OVERLAY AND MICRO-SURFACING PROJECTS

MSA prepared the specs and exhibits for the Mill & Overlay and Micro-surface projects.

- The two project bid openings are scheduled for July 10, 2025.

REQUESTED ACTION:

Update Public Works only. The Board to consider approval at their July 15, 2025 meeting.

TID #5 LIFT STATION & UTILITY EXTENSION

Haas Sons, Inc. installed the lift station structures and some of the structure interior piping. Haas Sons, Inc. installing sanitary and water main adjacent to/through the STH 64 casing pipes. Sanitary and water main piping scheduled to be complete by mid-July.

REQUESTED ACTION:

Update only, no action needed.



Village of Somerset
Box 356
110 Spring Street
Somerset WI 54025
715-247-3395 / Fax 715-247-5790



Sewer Utility:

We continue to have issues with the Arnold Street lift station. The pump mechanic is expected to be here at the end of the week to assess what the issues are with the pumps or if it is a VFD issue. We do have a functioning back-up pump that is providing adequate lift but we do not want to rely on it for an extended period of time.

Water Utility:

Our lead service line inventory is in compliance after we got our data to merge correctly with the DNR database.

Streets:

Mill and overlay and micro-surfacing bids will be opened this Thursday. We will review the bids and will advance the approval to the village board once we review the bids and determine the pricing comes in as expected.

I continue to struggle getting a response from Xcel Energy on the restoration that needs to be completed by them where sidewalk was removed during the pole replacement. I emailed the contact person again, two weeks ago, and have yet to get any response. I feel a letter from the village board may be the best next step to let them know this is unacceptable.

The decorative rock at the entrance of the industrial park was hit and broken by a motorist about a month ago. I have been in contact with Rivard Stone to have a replacement made. Our insurance has been notified and we will bill the motorist to cover the expenses.

MSA and I have been discussing issues with the cul du sac on Alex Court. The issue residents are having is with the narrow road design and cars parked on the road that make it difficult for cars to get around and nearly impossible for emergency vehicles to pass without driving off the road or completely impassable. MSA is working on some possible solutions and will have some information for the committee to discuss and decide what option will be the best to move forward with. I would expect that information to come to the committee at the August committee meeting.

Parks:

Work has started on the pickleball court at Larry Forrest Park. Completion should take a few weeks, depending on forecasted rain.

We received a complaint regarding a recent baseball tournament by a resident that lives near Larry Forrest Park. The complaint stated that there was not enough parking especially on the night there was a concert that prohibited street parking, that trash was overflowing the receptacles, and that alcohol was being consumed which was made evident due to a large amount of beer cans found at the park after the tournament. Staff has contacted the baseball association and let them know that they will

Parks Budget

ACCT

Unposted Included

Account Number		2025 July	2025 Actual 07/31/2025	2025 Budget	Budget Status	% of Budget
100-00-55200-110-000	Parks Salary	0.00	1,560.75	3,389.39	1,828.64	46.05
100-00-55200-120-000	Parks Wages	0.00	30,468.66	64,000.00	33,531.34	47.61
100-00-55200-150-000	Parks Employee Benefits	0.00	10,502.67	26,500.00	15,997.33	39.63
100-00-55200-290-000	Parks Contractual Services	0.00	0.00	0.00	0.00	0.00
100-00-55200-350-000	Parks Operating Expense	0.00	8,261.95	16,200.00	7,938.05	51.00
100-00-55200-371-000	Park Maintenance	0.00	6,130.78	9,100.00	2,969.22	67.37
100-00-55200-372-000	Athletic Fields Maint/Expense	0.00	1,480.00	6,000.00	4,520.00	24.67
100-00-55200-511-000	Parks Insurance Expense	0.00	1,761.00	2,100.00	339.00	83.86
100-00-55200-512-000	Parks Worker's Compensation	0.00	0.00	81.00	81.00	0.00
100-00-55200-514-000	Pks Unemployment Compensation	0.00	0.00	0.00	0.00	0.00
100-00-55200-810-000	Parks Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-55200-820-000	PARKS OUTLAY/IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
100-00-55310-390-000	Celebrations/Decorations Exp	0.00	957.43	5,000.00	4,042.57	19.15
New Parks		0.00	61,123.24	132,370.39	71,247.15	46.18
Total Expenses		0.00	61,123.24	132,370.39	71,247.15	46.18
Net Totals		0.00	-61,123.24	-132,370.39	-71,247.15	46.18

Budget Comparison - Detail
Public Works Budget
Unposted Included

Account Number		2025 July	2025 Actual 07/31/2025	2025 Budget	Budget Status	% of Budget
100-00-53240-110-000	Machinery & Equipment Salary	0.00	0.00	0.00	0.00	0.00
100-00-53240-120-000	Machinery & Equipment Wages	0.00	2,626.56	5,400.00	2,773.44	48.64
100-00-53240-150-000	Machinery & Equip Emp Benefits	0.00	896.34	2,000.00	1,103.66	44.82
100-00-53240-240-000	Machinery & Equip Maint/Repair	0.00	15,358.65	15,500.00	141.35	99.09
100-00-53240-350-000	Machinery & Equipment Oper Exp	0.00	5,010.59	16,700.00	11,689.41	30.00
100-00-53240-390-000	Machinery & Equip Other Exp	0.00	28.98	500.00	471.02	5.80
100-00-53240-810-000	Machinery & Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53270-110-000	Garages & Sheds Salary	0.00	0.00	0.00	0.00	0.00
100-00-53270-120-000	Garages & Sheds Wages	0.00	3,492.97	7,200.00	3,707.03	48.51
100-00-53270-150-000	Garages & Sheds Emp Benefits	0.00	1,119.00	3,000.00	1,881.00	37.30
100-00-53270-350-000	Garages & Sheds Operating Exp	0.00	6,875.55	10,050.00	3,174.45	68.41
100-00-53270-390-000	Garages & Sheds Other Expenses	0.00	822.99	1,500.00	677.01	54.87
100-00-53270-810-000	Garages & Sheds Equip Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53310-110-000	Street Maintenance Salary	0.00	735.30	1,597.83	862.53	46.02
100-00-53310-120-000	Street Maintenance Wages	0.00	59,025.46	95,000.00	35,974.54	62.13
100-00-53310-150-000	Street Maint Employee Benefits	0.00	27,241.54	48,000.00	20,758.46	56.75
100-00-53310-240-000	Street Maintenance & Repairs	0.00	234.02	5,600.00	5,365.98	4.18
100-00-53310-290-000	St Maint Contractual Services	0.00	2,076.65	30,000.00	27,923.35	6.92
100-00-53310-350-000	Street Maint Operating Expense	0.00	634.45	2,500.00	1,865.55	25.38
100-00-53310-390-000	Street Maint-Other Expenses	0.00	1,061.56	400.00	-661.56	265.39
100-00-53310-820-000	Street Maint Outlay/Improve	0.00	0.00	0.00	0.00	0.00
100-00-53320-110-000	Street Cleaning Salary	0.00	0.00	0.00	0.00	0.00
100-00-53320-120-000	Street Cleaning Wages	0.00	1,344.80	7,250.00	5,905.20	18.55
100-00-53320-150-000	Street Cleaning Emp Benefits	0.00	776.12	3,000.00	2,223.88	25.87
100-00-53330-110-000	Snow & Ice Removal Salary	0.00	0.00	0.00	0.00	0.00
100-00-53330-120-000	Snow & Ice Removal Wages	0.00	10,142.31	35,000.00	24,857.69	28.98
100-00-53330-150-000	Snow/Ice Removal Emp Benefits	0.00	3,984.90	13,000.00	9,015.10	30.65
100-00-53330-240-000	Snow/Ice Removal Maint/Repairs	0.00	0.00	250.00	250.00	0.00
100-00-53330-370-000	Salt & Sand	0.00	10,996.33	22,500.00	11,503.67	48.87
100-00-53330-390-000	Snow/Ice Removal Other Exp	0.00	0.00	250.00	250.00	0.00
100-00-53420-220-000	Street Lighting Utility Svc	0.00	19,007.26	38,000.00	18,992.74	50.02
100-00-53420-820-000	Street Lighting Outlay/Improve	0.00	0.00	0.00	0.00	0.00
100-00-53430-110-000	Sidewalks Salary	0.00	0.00	0.00	0.00	0.00
100-00-53430-120-000	Sidewalks Wages	0.00	0.00	600.00	600.00	0.00
100-00-53430-150-000	Sidewalks Emp Benefits	0.00	0.00	150.00	150.00	0.00
100-00-53430-240-000	Sidewalks Maint/Repairs	0.00	0.00	4,000.00	4,000.00	0.00
100-00-53430-390-000	Sidewalks Other Expenses	0.00	0.00	0.00	0.00	0.00
100-00-53430-820-000	Sidewalks Outlay/Improv	0.00	0.00	0.00	0.00	0.00
100-00-53440-110-000	Storm Sewer Salary	0.00	0.00	0.00	0.00	0.00
100-00-53440-120-000	Storm Sewer Wages	0.00	199.74	2,200.00	2,000.26	9.08
100-00-53440-150-000	Storm Sewer Employee Benefits	0.00	74.83	1,000.00	925.17	7.48
100-00-53440-240-000	Storm Sewer Maint & Repairs	0.00	77.25	4,000.00	3,922.75	1.93
100-00-53440-820-000	Storm Sewer Outlay/Improvemnt	0.00	0.00	0.00	0.00	0.00
100-00-53620-120-000	Refuse Collection Wages	0.00	928.22	3,500.00	2,571.78	26.52
100-00-53620-150-000	Refuse Collection Emp Benefits	0.00	388.05	1,900.00	1,511.95	20.42
100-00-53620-390-000	Refuse Collection Other Exp	0.00	0.00	0.00	0.00	0.00
100-00-53630-290-000	Solid Waste Disposal Contract	0.00	85,271.00	162,000.00	76,729.00	52.64
100-00-53635-120-000	Recycling Wages	0.00	0.00	2,500.00	2,500.00	0.00
100-00-53635-150-000	Recycling Employee Benefits	0.00	0.00	1,200.00	1,200.00	0.00
100-00-53635-290-000	Recycling Contractual Services	0.00	23,560.00	48,000.00	24,440.00	49.08
100-00-53635-810-000	Recycling Equipment Outlay	0.00	0.00	0.00	0.00	0.00
100-00-53640-120-000	Weed Control Wages	0.00	68.52	1,800.00	1,731.48	3.81

7/08/2025

9:16 AM

Reprint Check Register - Quick Report - ALL

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ACCT

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 6/19/2025

From Account: 100-00-53240-110-000

Thru: 7/16/2025

Thru Account: 100-00-53930-514-000

Check Nbr	Check Date	Payee	Amount
63407	6/27/2025	B & J HARDWARE LLC MAY PURCHASES	226.82
63409	6/27/2025	MIDWEST NATURAL GAS INC. MAY NATURAL GAS SERVICES	18.22
EFT 060225-2	6/02/2025	BP BUSINESS SOLUTIONS Manual Check GASOLINE CHARGES	266.06
EFT 060425-1	6/04/2025	XCEL ENERGY Manual Check ELECTRIC EXPENSE	119.71
EFT 060525-1	6/05/2025	XCEL ENERGY Manual Check ELECTRIC EXPENSE	102.08
EFT 060925-1	6/09/2025	XCEL ENERGY Manual Check ELECTRIC EXPENSE	64.24
EFT 061825-1	6/18/2025	XCEL ENERGY Manual Check ELECTRIC EXPENSE	4,348.76
EFT 062725-4	6/27/2025	BP BUSINESS SOLUTIONS Manual Check GASOLINE CHARGES	154.76
Grand Total			5,300.65

7/08/2025

9:17 AM

Reprint Check Register - Quick Report - ALL

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ACCT

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 6/19/2025

From Account: 100-00-55200-110-000

Thru: 7/16/2025

Thru Account: 100-00-55310-390-000

Check Nbr	Check Date	Payee	Amount
63407	6/27/2025	B & J HARDWARE LLC MAY PURCHASES	557.35
63409	6/27/2025	MIDWEST NATURAL GAS INC. MAY NATURAL GAS SERVICES	18.23
EFT 061825-1	6/18/2025	XCEL ENERGY	223.41
	Manual Check	ELECTRIC EXPENSE	
EFT 062725-4	6/27/2025	BP BUSINESS SOLUTIONS	67.56
	Manual Check	GASOLINE CHARGES	
		Grand Total	866.55

7/08/2025

9:17 AM

Reprint Check Register - Quick Report - ALL

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ACCT

GENERAL CHECKING - FIRST NATL

Accounting Checks

Posted From: 6/19/2025

From Account: 610-00-11100-000-131

Thru: 7/16/2025

Thru Account: 620-00-58290-000-428

Check Nbr	Check Date	Payee	Amount
63407	6/27/2025	B & J HARDWARE LLC MAY PURCHASES	160.99
63409	6/27/2025	MIDWEST NATURAL GAS INC. MAY NATURAL GAS SERVICES	230.34
EFT 060625-1	6/06/2025	XCEL ENERGY	1,363.16
	Manual Check	ELECTRIC EXPENSE	
EFT 061825-1	6/18/2025	XCEL ENERGY	5,033.32
	Manual Check	ELECTRIC EXPENSE	
		Grand Total	6,787.81