

**North Hudson Public Works Meeting
Village Hall 400 7th Street North
Tuesday, January 17, 2017 @ 5:30 p.m.**

Call to Order: roll call

Chair Pike called the meeting to order at 5:30 p.m. Answering the call was Trustee Nelson. A quorum was present and the meeting was duly noticed. It was noted that Trustee Ted Head was absent. Also in attendance were Interim Public Works Director Patrick Moos, Village Engineer Kevin Oium, Ryan Jones, Cedar Corporation representative, and Recording Secretary Anne-Marie McDonald.

Minutes approval from December 20, 2016 Public Works Meeting

Motion (Nelson/Pike) to approve the December 20, 2016 Public Works meeting minutes. Motion carried.

Winter Parking Ordinance

Pike provided a recap of last month's discussion about the winter parking ordinance. The item was tabled in December 2016 because Patrick Moos hadn't had enough opportunities for snow removal in the village to determine the effects of a potential new winter parking ordinance. Trustee Ted Head asked in December for a written analysis of the cost savings for the Public Works Department vs. the added costs to the North Hudson Police Department to provide enforcement of the ordinance. Previous estimates based on discussions with other municipalities came to a monthly savings of about \$300 for the Public Works Department. North Hudson Police Chief Mark Richert determined that enforcement of the new ordinance would probably cost at least \$300 per month during snow removal months. Pike doesn't believe that it's worthwhile for Moos to speak with other municipalities again to determine potential costs and cost savings provided by the new ordinance, and for Chief Richert to calculate potential costs for the department to enforce the ordinance. Pike asked Moos how much of a problem parked cars were on the streets during recent snow removal events. During the last snow event, Moos' crew counted about 35 cars parked on the streets of North Hudson. Most owners moved them for snow removal, and a "select few" kept their vehicles parked on the streets for three or four days. When the cars are finally moved, Public Works will go back and plow the snow in the spots where cars had been parked. Moos believes that when the new snow plow truck is used, cars parked on the streets will slow down the snow removal process. Moos would like to postpone this discussion to next month so he can gather more data from the village's snow removal rather than getting anecdotal evidence from other municipalities. Pike reminded Moos that the village already has a 24-hour parking ordinance in place. If the Public Works Department observes vehicles parked in one location for more than 24 hours, the license plate number and location should be forwarded to the Police Department so the vehicle can be ticketed. The proposed ordinance would include an exception for vehicle owners who do not have off-street parking available to them. Pike said that the proposed ordinance must be approved by the Village Board. Moos would like to do some calculations for next month's meeting.

New Holland Skid loader exchange

The village currently owns a New Holland skid loader, which has been in use for a long time. Moos investigated exchanging the current skid loader with a different New Holland model and a Bobcat model. When the New Holland needs repairs, it must be loaded and brought to Value Implement in

Baldwin, and someone must go back and retrieve it when the repairs are completed. If the village is unable to get the New Holland to the repair location, Value Implement will pick up the skid loader at a cost of \$125 each way. Tri-State Bobcat is located in Hudson. They do not charge for pickup and delivery, and they also have a mobile repair vehicle, so the skid loader could be repaired on site in some cases. Moos provided the committee members with comparison information on the two proposed models. The Bobcat is a bigger model. Moos would like to use the village's skid loader more than has been done in the past. He would also like to get some attachments for it, including a snow plow for use in cul-de-sacs and a brush attachment for removal of leaves. Pike asked Moos whether Moos had spoken with Village Treasurer, Gloria Troester, to determine whether the department has the funds, and Moos confirmed that they do. **Motion (Nelson/Pike) to recommend the village exchange the New Holland for a Bobcat Skid Loader with purchase of 96" snow blade from Tri-State Bobcat for total purchase not to exceed \$4,700.00. Motion passed on a roll call vote of 2-0. Nelson-yes, Pike-yes.**

Public Works Building Purchase Options

Pike reported that some progress is being made. The village is waiting for the village attorney to draft a proposal, so this item is tabled until next month.

Catch Basin Project

Oium reported that he received a contract from ESS Brothers for the repair of 66 catch basins in 2017, with an average cost of \$750 per basin and a total cost not to exceed \$50,000. ESS Brothers provided a three-year warranty with their contract. Oium spoke with ESS Brothers about the warranty, and ESS Brothers stated that if they are in the area and basins need repair, they will do the repairs after the warranty period has expired. Pike asked how many total catch basins are located in the village – Oium estimated about 200. Pike asked whether ESS Brothers can also repair manholes; Oium confirmed that they can, and that they did a demo of a few manholes last fall (2016). Pike would like Oium and Moos to work together to create a plan for the catch basins to be repaired each year and generate an estimated cost for budgeting purposes. Moos stated that the Public Works department can do some of the manhole repairs themselves. Pike asked when this year's catch basin repairs will be done. Oium stated that the village is tentatively scheduled for this spring (2017), after the frost is out of the ground, typically in April. **Motion (Nelson/Pike) to approve the repair of 66 catch basins at an average cost of \$750 each by ESS Brothers and Sons. Motion passed on a roll call vote of 2-0. Nelson-yes, Pike-yes.**

Snow Plowing Plan

Moos reviewed the proposed snow removal plan, with roads prioritized into three groups. Pike asked whether the new plow truck will change the plan. Snow removal will go faster but will probably use the same plan. The priority is to clear roads which intersect with state highways. Wednesday snow removal plan will be affected by garbage pickup. Multi-day snow event will result in primary snow removal to allow vehicles to pass on streets and emergency vehicles to get through, with cleanup to follow later. On weekdays, the elementary school will get priority. Moos addressed residents' concerns about snow piled up in a resident's yard. The village uses its street right of way to pile snow as necessary, and Moos understands that no one wants the snow piled in their yard. Snow will be removed by Public Works when time permits and the piled snow is a safety concern. Moos thanked the residents in advance for their cooperation. Pike mentioned that he feels the snow removal job has been good and the new truck

will help. Pike reminded residents that the village will be getting a bigger snow plow truck soon and that will increase the speed at which snow is plowed.

Revision of Confined Space Policy

Moos requested that this item be tabled for next month. Currently, village employees are forbidden to enter confined spaces. Oium stated that this prohibition is common – employees need necessary equipment in order to enter a confined space. Moos would like the village’s employees to be able to enter confined spaces without need for a contractor. Pike suggested that during Moos’ investigation, that he collect costs and other requirements needed for village employees to be able to enter confined spaces.

Fulfillment of Public Works Director Position and Promotion of Patrick Moos

Pike explained that the board has discussed whether to post a job opening or hire from within for the Public Works Director position. Pike said that Moos has done a good job as foreman and acting Public Works Director, and he recommends that Moos be promoted to full-time Public Works Director. Their recommendation will go to the Finance Committee and full Village Board. Pike believes Moos should receive a raise to take on the Public Works Director position full time. **Motion (Nelson/Pike) to recommend that Patrick Moos be promoted to full time Public Works Director. Motion carried.** Pike believes Moos should receive a raise to take on the Public Works Director position Full time. **Motion (Nelson/Pike) to approve Patrick Moos’ hourly rate to \$24. Motion passed on a roll call vote of 2-0. Nelson-yes, Pike-yes.**

Engineer’s Report

Village representatives are meeting with Wisconsin DOT on Tuesday, January 31 at 1:00 pm at North Hudson Village Hall for kickoff of the Highway 35 construction project. Oium suggested Moos, Gloria Troester, Pike and himself attend the meeting. Pike asked Moos to brief Oium on the City of Hudson’s recent sewer and water meeting.

Director’s Report

Moos reported that letters were sent to some residents to run their water to avoid pipes freezing during the cold spell. Residents were given information to calculate how much they should report for reimbursement of the water cost. Moos is getting quotes for new garage door openers at the village garage. Public Works will visit South St. Paul on February 13th to participate in a tour of Waters Hydrant, a hydrant manufacturing facility, followed by a PACER rating class. The February Public Works meeting must be changed to Thursday, February 23rd, 2017 at 5:30 pm due to the Spring Primary Election.

Pike asked residents to assist Public Works by moving their vehicles off the streets during a snow event, which will make the snow removal job simpler and keep our taxes down.

Future Agenda Items

Winter Parking Ordinance; Confined Space Policy

Adjournment

Pike adjourned the meeting at 6:08 p.m.

Respectfully submitted by,

Anne-Marie McDonald
Recording Secretary