



Black Earth Public Works & Utilities Committee

Monday, August 16, 2021 1:00 p.m.
1210 Mills St., Black Earth, WI 53515

MINUTES

1. **Call to Order.** Chair Patchin called the meeting to order at 1:02 p.m.
2. **Roll Call of Members of the Public Works Committee and Confirmation of Quorum.** Upon roll call present: Patchin, Hodson. Absent: Coyle, Munson. Also present: ACT Benish, PWD Kahl, ES Dilley, and Engineer Bubolz. Quorum present.
3. **Confirmation of Public Notice and Compliance with Open Meetings Laws.** PROOF OF POSTING: A copy of the notice was delivered on 8/13/2021 to the following: Duly noticed
 - a. by fax to the Star News;
 - b. posted at Black Earth Municipal Building,
 - c. Black Earth Village Web Page,
 - d. by fax for posting to the State Bank of Cross Plains Black Earth branch
 - e. Posted at the Black Earth Post Office.
4. **Public Comment (3 minutes per person).** No one present for Public Comment.
5. **Discussion/Action regarding the July 12, 2021 Meeting Minutes.** Patchin/Hodson motioned to approve minutes as presented. Motion approved.
6. **Discussion/Action on Vanguard activity (ies).** ES Dilley reported the following:
 - a. Cedar Hill project work continues
 - b. Mills Street light replacements underway by the Shack and Lanes
 - c. Solar for the new school addition discussion with a new vendor
 - d. Kurt and his wife had their baby today and he will be off for a bit
7. **Discussion/Action on Electrical substation.** ACT Benish updated all on contract from Forster should be coming in to get started.
8. **Discussion/Action on ARPA funds projects.** ACT Benish updated committee on starting ARPA list. Whiteboard in meeting room; will add from each committee and then can prioritize. COVID tie requirement. Keep on agenda.
9. **Discussion/Action on "Adopt a Planter" initiative.** Patchin addressed the Mills Street planters businesses could be adopting to water and take care of versus our Public Works staff. Public Works currently waters M, W, and Fri about an hour each time. Flowers/plants are donated by Vermont Valley Greenhouse yearly. Place in newsletter to see if we can get businesses to take up a planter for care.
10. **Discussion/Action on Weed nuisances.** Patchin addressed a resident complaint about the Cenex corner lot and weeds around signage/building. ACT Benish discussed process of notifying residents of weed issues and history of Ordinance conflict with Officers/Building inspector that has led to PWD as the Weed Commissioner for the Village. Process needs to be refined. Benish recapped history of conflict in court with cases and Building inspector/attorney issue. Can we bring in building inspector at next meeting to discuss the process for improvements or options? Benish will schedule him in for next meeting.
11. **Discussion/Action on sidewalk replacements/additions-update.** Hodson/Patchin motioned approve the *Mudjacking quote for \$2600 for Handel St./Webb St. and Park Street repairs.* Motion approved. Discussion on where we are at with the Shoe Box sidewalk. Waiting on DOT permitting yet.
12. **Discussion/Action on DNR Sanitary Survey Report.** ACT Benish and PWD Kahl discussed recent survey results from DNR. Discussion on creating a 5 year plan to re do all piping and add faucet at/near well house on Park St. Safety gear discussion to meet Water reservoir recommendations.
13. **Discussion/Action on budget 2022 planning.** ACT Benish discussed the budgeting process beginning and the need to have budget ideas by next meeting at the latest so a draft can be prepared for the Village Board. Budget ideas included: Water line by Well house 1; chemical room addition at well house 1; shop building needs attention to roof, paint, tine and drainage; equipment needs – sewer jetter; street sweeper. Discussion of Vehicle replacement fund in general fund for PW.
14. **Discussion/Action on Public Works Director Report:** Crew helped out Cross Plains after tornado swept through; survey with DNR done; samples submitted; tree trimming work; Community Field Days work

- a. **Equipment:** F350 is in the shop – rack, tie rods, tires needed; new mower has shaky steering and is in shop. Rental will cost Village-discussion renting should not cost Village with a new mower issue.
 - i. Bobcat purchase: PWD Kahl informed committee Bobcat should be traded in. Bobcat is a year old and trade in for a new one would cost \$2500 from Midstate after trade in, Municipal and Midstate Discount. *Patchin/Munson motioned to approve trade in. Motion approved.*
 - ii. Bobcat snow blower purchase: PWD Kahl provided a quote also from Midstate on a snow blower that can work with the new Bobcat just approved. Snow blower quote for \$2962. *Patchin/Munson motioned to approve the purchase of the snow blower. Motion approved.*
- b. **Projects:**
 - i. Parrell Ditch legal update: Legal language has been drafted to correct the Parrell easement. Patchin inquired about the ditches for clarification. This is ready to be moved for signature by Village President.
- c. **Training:** Scott is signed up to start water certification with the DNR.
- d. **Other:**
 - i. Daily Punch list items: Patchin inquired of PWD Kahl if the PW staff had a list of daily items to accomplish. PWD Kahl inquired of why this was being asked. Attention to detail sometimes gets missed with regards to bathroom maintenance, storm sewer drains. Crew can do better with a bit more attention to little details and can set our crew up to be above and beyond.

15. Other items for future agenda discussions. Welcome to Black Earth signs, Hillside Rd. improvements.

16. Set next public works committee meeting date. Monday, September 20, 2021 at 1 p.m.

17. Adjournment. *Patchin/Coyle motioned to adjourn meeting. Meeting adjourned at 2:37 p.m.*

Respectfully Submitted,

Shellie Benish, WCMC
Administrator/Clerk/Treasurer

Note: Munson arrived via Zoom at 1:30 pm.

Coyle arrived in person at 1:37 p.m.

Committee Members: Scott Patchin, James Coyle, Tyler Munson

Alternate: Mitch Hodson



247 Fifth Street | Prairie du Sac, WI 53578 | 608-963-5242

PROPOSAL

DATE

8/2/2021

Shellie Benish
Village of Black Earth
sbenish@blackearthwisconsin.com

DESCRIPTION

Digital printed image on aluminum panel

1 - Black Earth Welcome sign single sided 4" x 12" sign

2 - 8" x 1" Wisconsin Heights and Black Earth Chamber of Commerce

Price: 1200.00

Signs to redesigned similar to existing signs

Sue will work with you on design until it is what you want

Design fee 75/ hour. Approx 500.00 for the 3 panels

Price: 500.00

OSB chipboard should be replaced with treated lumber for structure

Redo structure with treated lumber

Paint existing structure

Fasten aluminum panels to structure

Price: 600.00

TOTAL: 1800.00 per sign plus design fee approx. 500.00

TOTAL for 3 signs \$5,400.00 plus design

50% down to begin job.

Remainder due on completion.

Thanks,
Bernie

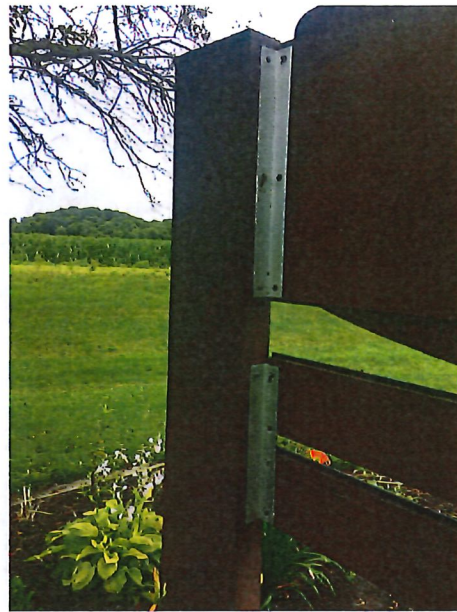


3 locations
dimensions all the same

Main sign 12' x 4'

2 - 1' x 8' lower signs





Back side of signs
3/4" particle board structure with aluminum L bracket
Face of sign mounted to particle board

Public Works

Monthly Budget Comparison
09/17/21

Account Name	Account Code	2020		2021		2021		2022		BUDGET NOTES
		Actual	ACTUAL	ACTUAL TO DATE	ADOPTE BUDGET W/CARRY OVER	PROPOSED BUDGET	Remaining to budget	% of Budget		
PW Wages	100.30.53100.100.000	\$83,264.17	\$83,236.99	\$62,833.24	\$147,747.20	\$155,975.28	\$84,913.96	43%		
PW FICA	100.30.53100.130.000	\$6,120.86	\$6,340.20	\$4,523.18						
PW RETIRE	100.30.53100.131.000	\$4,871.73	\$5,172.38	\$3,663.73						
PW HEALTH	100.30.53100.132.000	\$13,292.95	\$14,581.05	\$10,548.01						
PW LIFE	100.30.53100.133.000	\$360.44	\$404.25	\$225.47						
PW LONG T DIS	100.30.53100.137.000	\$372.85	\$388.46	\$198.24						
PW ENGINEERING	100.30.53100.216.000	\$55,975.64	\$4,032.90	\$0.00						
PW-CELL PHONE	100.30.53100.304.000	\$47.58	\$48.99	\$32.79	\$1,200.00	\$100.00	\$1,167.21	3%		
PW SUPPLIES	100.30.53100.346.000	\$1,765.55	\$1,241.15	\$145.18	\$1,200.00	\$750.00	\$1,054.82	12%		
PW SAFETY/UNIFORM	100.30.53100.354.000	\$9,588.03	\$7,713.32	\$1,274.26	\$12,285.00	\$0.00	\$11,010.74	10%	Carry Over unused	
PW TRAINING	100.30.53100.366.000	\$1,649.20	\$1,709.00	\$455.69	\$2,290.00	\$500.00	\$1,834.31	20%		
PW TRANSPORT/TRAVEL	100.30.53100.368.000	\$325.70	\$0.00	\$0.00	\$350.00	\$0.00	\$350.00		Carry over unused	
PW UTILITIES	100.30.53100.376.000	\$1,602.12	\$1,704.70	\$919.99	\$1,500.00	\$1,500.00	\$580.01	61%		
PW EQUIP PURCHASE	100.30.53200.310.000	\$3,064.14	\$3,904.81	\$21,175.00	\$26,500.00	\$30,000.00	\$5,325.00			
PW GAS/OIL/DIESEL	100.30.53200.320.000	\$8,804.50	\$5,538.07	\$4,597.20	\$10,000.00	\$7,500.00	\$5,402.80	46%		
PW STREET MNTC CONTRACTED	100.30.53311.212.000	\$34,290.00	\$47,178.20	\$2,369.00	\$47,000.00	\$50,000.00	\$44,631.00	5%	Carry over unused/Parrell	
PW STREET MNTC RENTAL EQUIP/PURC	100.30.53311.310.000	\$8,320.23	\$6,204.17	\$4,887.14	\$7,000.00	\$7,000.00	\$2,112.86	70%	Xplains street sweeping	
PW STREET PAINT	100.30.53311.363.000	\$379.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00		Carry over unused	
PW STREET SIGNS	100.30.53311.362.001	\$466.00	\$530.88	\$2,465.00	\$2,465.00	\$1,500.00	\$0.00	100%		
PW SNOW SALT/SAND	100.30.53312.358.000	\$6,051.48	\$2,535.63	\$5,540.13	\$10,065.00	\$6,000.00	\$4,524.87	55%	Rent to Westres(Loewi)	
PW SHOP MNTC SUPPLIES	100.30.53313.342.000	\$4,609.26	\$2,507.83	\$347.40	\$2,500.00	\$0.00	\$2,152.60	14%	Carry over unused	
PW SHOP/EQUIP SOFTWARE EXP	100.30.53313.360.000	\$0.00	\$265.97	\$0.00	\$275.00	\$0.00	\$275.00	0%	Carry over unused	
PW VEH/EQUIP MAINT/EXP	100.30.53313.368.000	\$34,558.17	\$10,408.92	\$10,677.98	\$17,590.00	\$10,000.00	\$6,912.02	61%		
PW SIDEWALK MAINT/CONST.	100.30.53431.212.000	\$7,500.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$20,000.00	0%	Carry over unused	
PW STORM SEW. WAGES	100.30.53441.100.000	\$3,226.07	\$2,782.58	\$1,271.05	\$3,500.00	\$3,500.00	\$2,228.95	36%		
PW STORM SEW FICA	100.30.53441.130.000	\$237.48	\$212.87	\$92.30						
PW STORM SEW RETIRE	100.30.53441.131.000	\$203.45	\$187.87	\$81.41						
PW STORM SEW HEALTH	100.30.53441.132.000	\$1,192.76	\$1,121.64	\$811.37						
TOTALS		\$292,139.36	\$209,952.83	\$139,134.76	\$314,967.20	\$274,325.28	\$195,976.15	44%		