



Village of Cottage Grove

Department of Public Works Director's Monthly Report to the Utility Commission July 14, 2021

Well 2 maintenance

Plan to update the specs and get bidding documents prepared to pull, inspect and maintain Well #2 later this summer. We can be very flexible with timing, only limits are during flushing in spring & fall.

Modification of pressure zones

I had a brief meeting with our DNR rep to share the plan for modifying the system to bring the higher-pressure water to Pheasant Run. He had a few clarifying questions, and ultimately said we're ok to move forward; no other approvals are necessary.

Staff also worked with MSA and two existing businesses in the Commerce Park to adjust the valves in the field to bring the high-pressure zone to an additional block. This change did not require anything beyond adjustment to the current valving.

Utility Operations Technician position

After seeing very little interest early in the year (one applicant). We recently re-posted the position with a higher hourly wage. As of this writing, I have received two applications. The position is listed as "open until filled."

Facility Study underway

Architects from FGM have continued to develop the facility study. Staff met with their team in late June and saw initial layouts of our Village facilities; Village Hall, the Municipal Services Building and the Public Works Shop and how they fit now and with anticipated space needs as the community continues to grow.

Engineering Firm Update

The Village will be transitioning to a new firm for engineering services. Moving forward Strand Associates will be taking over duties as the Village's engineering services provider. MSA will continue through completion of all ongoing projects. So, for the foreseeable future there will be times when representatives from Strand and MSA may be in attendance at these meetings.

Position Update

The Village Board approved adding the title of Deputy Administrator to my Director of Public Works responsibilities at the June 21st meeting. As a part of this transition the Village will look to add a new management level position to the Public Works Department in 2022 with more specific discussion and details to come during budget meetings.