

VILLAGE OF MCFARLAND

**Public Works & Utilities Committee Minutes**

*Monday, February 23, 2026 - 6:00 PM*

**1. CALL TO ORDER, ROLL CALL.**

Village President Brassington called the regular meeting of the Public Works & Utilities Committee to order at 6:00 PM in the Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

Members present: Stephanie Brassington, Lowell J. Prill, Pauline Boness, Zach Freeman

Members not present: Eric Kindschi, CJ Behm

Staff Present: Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin, Village Administrator Matt Schuenke

**2. PUBLIC APPEARANCES.**

*a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to [public.works@mcfarland.wi.us](mailto:public.works@mcfarland.wi.us) to be included with the agenda materials.*

None.

**3. APPROVAL OF MINUTES.**

*a. Motion to approve the minutes of the January 26, 2026, Public Works & Utilities Committee meeting.*

Motion by President Brassington, seconded by Trustee Prill, to approve the minutes of the January 26, 2026, Public Works & Utilities Committee meeting. Motion carries 4 - 0 - 0 by acclamation.

**4. BUSINESS.**

*a. Discussion and action to make a recommendation to the Village Board regarding the award of contract for the 2026 Street & Utility Improvements project.*

Igl provided an overview of the project areas included in the 2026 Street & Utility Improvements project along with bid results and contract award recommendation.

- Boness asked if the estimate provided by Maddrell Excavating for the supplemental bid was verified. Stieve explained that discussion did occur with Maddrell Excavating, and they were comfortable with what was provided.
- Freeman asked how the supplemental bid was broken down and how the cost would be incurred. Stieve stated that the supplemental bid is unit based and only

the units used would be charged.

- Freeman asked for clarification regarding the pre-qualifications provided by contractors for this project. Stieve explained that pre-qualifications are required five days before bidding. However, two contractors supplied their pre-qualifications within the five-day window.

Motion by President Brassington, seconded by Boness, to recommend to the Village Board the award of contract to Maddrell Excavating, LLC of Broadhead, WI for the base bid of \$2,295,085.94, including the alternate bid of \$190,970.58, and supplemental bid of \$142,067.75 for a contract total of \$2,628,124.27 and a total project cost with engineering and contingency of \$3,027,906. Motion carries 4 - 0 - 0 by acclamation.

b. Discussion and action to make a recommendation to the Village Board regarding the MS4 Annual Report for 2025

Tim Stieve of Town & Country Engineering provided an overview of the MS4 permit, which is regulated by the Department of Natural Resources (DNR). Stieve explained that the MS4 annual report is required as part of the five-year permit and provides information regarding the annual completed work and data for the storm sewer system.

- President Brassington asked if no response from the DNR was good. Stieve responded that no response was good.
- Trustee Prill asked how often an audit is done by the DNR for systems with a permit. Stieve estimated that every five to ten years an audit would be completed.

Stieve explained that permit renewals will be occurring soon, which may lead to new regulations that will need to be followed.

- Boness asked if the new regulations would have a window for compliance. Stieve responded that, yes, typically a system has a period of time in which they are required to comply with new regulations.
- Boness asked if inspecting the stormwater basins is part of the permit. Stieve stated that annual inspections are part of the permit and that private basins require an inspection once during every permit term.
- Freeman asked how the work completed at stormwater basins in 2025 benefits MS4. Stieve explained that there is not a direct benefit but helps keep the basins maintained as to stay compliant with the MS4 permit.

Motion by President Brassington, seconded by Freeman, to recommend approval to the Village Board regarding the MS4 Annual Report for 2025 as presented. Motion carries 4 - 0 - 0 by acclamation.

c. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposal (RFP) for storm sewer cleaning and televising services.

Igl provided an overview of the services the village plans to obtain through issuance of a

Request for Proposal (RFP) for the storm sewer system. Igl explained that it has been practice to clean and televise one-third of the storm sewer system annually.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board for the issuance of a Request for Proposal (RFP) for storm sewer cleaning and televising services. Motion carries 4 - 0 - 0 by acclamation.

**5. SCHEDULE NEXT MEETING DATE.**

*a. Monday, March 23, 2026 at 6:00 p.m.*

**6. ADJOURNMENT.**

Motion by President Brassington, seconded by Trustee Prill, to adjourn at 6:26 PM.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,  
Aimee Irwin  
Assistant to the Public Works Director