

**PUBLIC WORKS
COMMITTEE**

Tuesday, October 9, 2018

6:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the July 10, 2018 meeting.
4. BUSINESS.
 - a. Discussion and possible recommendation to Village Board to accept the Public Works Capital Budget items for 2019.
 - b. Discussion and recommendation on a request to consider safety upgrades to Siggelkow Road near Brandt Park.
 - c. Discussion and possible action to start a recycling campaign for the Village
 - d. Discussion and possible action to educate the public on leaf raking and winter salt usage.
 - e. Discussion and possible action regarding the placement of trash and recycling containers for weekly pick up.
 - f. Discussion and possible recommendation regarding Risen Savior Lutheran Church request to leave driveway access to Holscher Road.
 - g. Department Head project update.
5. SCHEDULE NEXT MEETING DATE.
 - a. Next Meeting is scheduled for November 13, 2018, at 6:00 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, October 9, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and possible recommendation to Village Board to accept the Public Works Capital Budget items for 2019.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. PW Capital 2019

Capital Improvement Program

Village of McFarland

Prior Plan Approval/Inclusion Year:

2016 2017 2018 2019 2020 2021 2022

Program Year: 2019

Funding by Project

Projects	Dept	General Fund 100	Comm/Tech Fund 200	Parks Fund 210	Solid Waste Fund 300	TID #3 Fund 400	TID #4 Fund 401	TID #5 Fund 402	Tax Levy	Grants	Intergov	Borrow	Reserve	Total	Utility - 600 Water	Sewer	Stormwater Fund 650	Library Fund 900	Total
Aqua Dams	EM								1,500					1,500					1,500
County MN - Phase 4	DPW											125,000		125,000					125,000
Farwell Under Plan	DPW											25,000		25,000					25,000
Leased Equipment	DPW								12,250					12,250			4,250		16,500
Mower	DPW											70,000		70,000			20,000		90,000
Patrol Truck	DPW											40,250		40,250			40,250		161,000
Pickup Truck	DPW											8,750		8,750			8,750		35,000
Refuse Containers	DPW																		10,000
Sidewalk Replace	DPW				10,000							10,000		10,000					10,000
Sinking Fund	DPW												1,000	1,000			1,000		4,000
Small Capital	DPW																2,500		2,500
Street Const	DPW											295,500		295,500					955,000
Street Lighting	DPW																		150,000
Street Maint	DPW											300,000		300,000					300,000
Street Resurfacing	DPW											150,000		150,000					150,000
Street Sweeper	DPW																20,000		20,000
Street Tree Planting	DPW	25,000																	25,000



PUBLIC SAFETY COMMITTEE SUMMARY SHEET

MEETING DATE: Tuesday, October 9, 2018

SECTION: Business

DEPARTMENT: Administration

CONTACT: Craig Sherven, Chief

AGENDA ITEM: Discussion and recommendation on a request to consider safety upgrades to Siggelkow Road near Brandt Park.

PREVIOUS ACTION:

N/A

ISSUE SUMMARY:

Attached is a email and Traffic Safety Concern report from Roxanne Hoks requesting safety upgrades to Siggelkow Road in the Brandt Park area.

FINANCIAL/BUDGET IMPACT:

To be assessed based on desire to make safety upgrades.

VILLAGE PLAN REFERENCE:

N/A

ORDINANCE REFERENCE:

N/A

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

N/A

ATTACHMENTS:

1. Email submitted by Ms Hoks
2. Traffic_Safety_Concern_Report_Form2_Hoks_7-30-18 (Crosswalk on Siggelkow)

Email submitted by Ms. Hoks on 07-30-18:

Dear Chief Sherven, Public Safety Committee, & Village Board,

Thank you for considering the installation of a crosswalk and/or other pedestrian safety features near Brandt Park (4601 Siggelkow Rd.). I have attached a Traffic Safety Concern - Review Request Form, and I am providing additional information regarding the request here.

Little Spartans Child Development Center recently moved all of their children (ages 8 weeks to 11 years old) to their building at 4604 Siggelkow Rd. They are very fortunate to have 2 beautiful parks within walking distance (Brandt Park & McDaniel Park). Because the sidewalk in front of their building ends before reaching an intersection they must cross Siggelkow Rd. midblock to access both of the parks. Little Spartans' staff assists groups of young children with crossing Siggelkow Rd. multiple times each day. At this time, there are no signs or crosswalks in the area to indicate to drivers to watch for pedestrians. Additionally, Little Spartans is a 4K site for the McFarland School District, as such a "school crossing" sign or other school-related safety features may be appropriate.

Foot traffic across Siggelkow Rd. near Brandt Park has likely increased in other ways as well. Much of the parking for Brandt Park is now on the north side of Siggelkow Rd., and there are new apartments above Little Spartans. These other users of Brandt Park would also benefit from the added safety of a crosswalk.

I understand that a midblock crosswalk may not be ideal; however, I think that a crosswalk for this location (near Brandt Park / Little Spartans) warrants consideration, especially given the increased number of young pedestrians in the area.

I appreciate your time and consideration.

Sincerely,

Roxanne Hoks
608-575-8918

On Thu, Jul 26, 2018 at 4:09 PM, Craig Sherven <Craig.Sherven@mcfarland.wi.us> wrote:

Hi, Roxanne. The first step in moving the forward to the Public Safety Committee for discussion would be the completion of a Traffic Safety Concern Report. The form can be found on our website or at the below link. Once completed, I will forward it to the Committee Chair for review.

https://www.mcfarland.wi.us/index.asp?SEC=D6F41AE7-019C-4F92-86D3-042D091C1AD0&DE=44CDB44C-06EB-443E-8CEF-2D25145B734C&Type=B_BASIC

The McFarland Village Government is committed to providing safe and efficient travel on its roadways. While we continuously review current traffic patterns and traffic violation trends to determine needed enforcement, signage or other enhancements, we also rely upon the eyes and ears of our residents and value their input.

This form is intended as a means to provide the Police Department with information related to need for additional signage, enforcement or other issues occurring in your neighborhood or elsewhere in the Village.

Simply fill out the form (will expand as you type), save and submit it to Chief Sherven at craig.sherven@mcfarland.wi.us, who will review it and determine the best course of action. Note that the Police Department does not have sole decision making authority in many cases, and your request may require approval from the Public Safety Committee and/or Village Board. With regard to requests for signage (especially stop signs) or street construction, there are many more issues at hand that may be obvious and may take longer than you may think to process.

Village of McFarland TRAFFIC SAFETY CONCERN - REVIEW REQUEST FORM		
REQUESTER CONTACT INFORMATION		
Name:		Phone:
Current address:		
City:	Email:	Best Contact Time:
INFORMATION ABOUT REQUEST		
Location of Problem:		
Briefly Describe Problem:		
Action You Are Requesting:		
OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE		
RECEIPT BY POLICE DEPARTMENT		
Received By:		Date:
Actions Taken:		
Police Department Recommendation:		
Recommendation Forwarded To:		Date:
COMMITTEE / BOARD ACTION		☐ NOT APPLICABLE
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
Discussed By:	Date:	Action Taken:
FINAL RESOLUTION		
Final Action Taken:		
Completed By:		Date:
REQUESTER NOTIFICATION		
Notified By:	Date:	Via:

Additional Notes:



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, October 9, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and possible action to start a recycling campaign for the Village

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Pellitteri



Residential

COLLECTION INFORMATION

RECYCLING *Information – All recyclables should be placed in your recycling cart*

EXPANDED *Paper* RECYCLING

- Cardboard (empty)
- Catalogs, magazines & phone books
- Cereal & cracker boxes (empty)
- Computer & office paper
- Envelopes & junk mail
- Holiday gift wrapping paper (no foils)
- Newspapers
- Paper egg cartons
- Paper grocery bags
- Paper milk and juice cartons or boxes
- Pizza boxes (no food or grease)
- Shredded paper (place in clear or transparent plastic bag and tie shut; a full bag should be the size of a basketball)

EXPANDED *Plastic* RECYCLING

- All plastic bottles (no motor oils or gasoline)
- Plastic containers / cups #1–7, including #1 deli
- Plastic bags (grocery, newspaper, dry cleaning, etc. – no black or brown bags) – place clean, dry bags into a clear or transparent bag and tie shut; a full bag should be the size of a basketball

RECYCLABLE *Metal & Glass*

- Aerosol cans (empty)
- Aluminum cans & aluminum pie plates
- Glass bottles & jars (clear, blue, brown or green translucent glass)
- Metal pots & pans
- Small metal appliances (toasters, blenders, etc.) – nothing larger than a basketball
- Small metal plumbing fixtures, faucets, valves
- Tin & steel cans

NON-RECYCLABLE *Items:*

- Brake rotors / drums
- Construction waste
- Deli containers – except #1 plastic
- Electronics
- Frozen food or microwave dinner plates
- Glassware & ceramics
- Metal items heavier than 10 pounds
- Mirrors & windows
- Motor oil & gasoline containers
- Plastic film, wrap & Styrofoam
- Recyclable containers containing liquids or food
- Misc.: Carpet, clothing, diapers, fishing line, food, hoses, ropes & shoes

RECYCLING *Tips*

- Containers containing food or liquids, construction waste or electronics CANNOT be placed in the recycling cart.
- Should you choose to bag recyclables you place into the cart, please use clear or transparent bags and leave open – do not tie or seal. Clear bags can be purchased at most grocery and hardware stores.
- Do not flatten or crush plastic or metal items. Do not place smaller items inside larger containers. All items should be loose and empty. Remove all food waste, plastic, Styrofoam & packing peanuts.
- Flatten cardboard boxes and cereal boxes to make room in the recycling cart.
- Your recycling cart will not be picked up if it contains trash, yard waste or prohibited items.
- Check out www.pellitteri.com for more information and a 7 minute video showing what happens to your recyclables. Call (608) 257-4285 if you have any remaining questions.



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Tuesday, October 9, 2018

SECTION: Business

DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and possible action to educate the public on leaf raking and winter salt usage.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

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DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Discussion and possible action regarding the placement of trash and recycling containers for weekly pick up.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



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CONTACT:

AGENDA ITEM: Discussion and possible recommendation regarding Risen Savior Lutheran Church request to leave driveway access to Holscher Road.

PREVIOUS ACTION:

ISSUE SUMMARY:

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VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

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DEPARTMENT: Public Works

CONTACT:

AGENDA ITEM: Department Head project update.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None