

VILLAGE OF MCFARLAND
Public Utilities Committee Minutes

Tuesday, November 20, 2018 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Mary Pat Lytle called the regular meeting of the Public Utilities Committee to order at 6:00 PM in Conference Room A. Members present: Member Chris Fredrick, Member Randall Hansen, Member Eric Kryzenske, Member Marc Nielsen, Member Craig Weiss, Village Trustee Stephanie Brassington, Village Trustee Mary Pat Lytle

Others present: Jim Erickson (Amerigas) and Mark Ellingsberg (Amerigas)

Staff Present: Brian Berquist (Village engineer Town & Country Engineering), Matt Schuenke (Village Administrator) and Allan Coville (Public Works Director)

2. PUBLIC APPEARANCES.

None

3. APPROVAL OF MINUTES.

a. Discussion and action regarding the minutes of the regular meeting held on October 30, 2018.

Motion by Stephanie Brasington, second by Randy Hansen, to accept the minutes of the regular meeting held on October 30, 2018, with corrections. Motion carries 5 - 0 - 2

4. BUSINESS.

a. Discussion and action to make a recommendation to the Village Board regarding AmeriGas sanitary sewer line connection.

Director Coville gave back ground to the Committee regarding Amerigas request to not hook up to the MMSD sanitary sewer line which runs along the east end of their property. Amerigas has been on a holding tank for their sanitary sewer for years. Their holding tank is starting to fail and they approached the Village requesting permission to hook up to the Village's sanitary sewer line. At present, the Village does not have a sewer line which runs adjacent to their property but MMSD has a line which runs along the east end of their property. By Village ordinance, if an adjacent sewer line runs next to a property, that property is required to hook up. After Amerigas investigated what would be necessary to hook up to MMSD's line, they found out the length of the new sewer line would be approximately 700' and cost Amerigas \$62,000 to install versus replacing their holdiong tank which would cost \$10,000. They only have one person in the office and are concerned with the small amount of water running through the pipe, the shallow depth of the pipe, and the minimal pitch of the pipe. Brian Berquist aknowledged their findings. After much discussion, Mary Pat Lytle made a motion to make an exception to the ordinance because of the distance, volume and pitch of the line. Motion was seconded by Stephanie Brassington. Chris Fredrick requested a friendly ammendment to the motion to require Amerigas to re-evaluate connecting to an adjacent sanitary sewer line if they have problems in the future. The committee accepted the friendly ammedment 7-o and voted to accept the modified ammendment 7-0. Mat Schuenke is going to take this request and Utility Committees recommendation to the Village Board for final approval.

b. Review and Possible Recommendation regarding Public Works Directors job description.

Matt Schuenke discussed the Public Works Director's decision to retire in December. Mr. Schuenke explained the Village's desire to have this Committee review the position job description and provide comments. After much discussion, Mary Pat Lytle made a motion seconded by Craig Weiss to accept the Job Description with comments and forward to the Village Board for final approval. Motion passed 7-0.

c. Review and Possible Recommendation regarding Public Works Organizational Chart.

Matt Schuenke explained to the Committee the Village's desire to have this Committee review the proposed Organizational Chart and provide comments. After much discussion, Mary Pat Lytle made a motion seconded by Craig Weiss to accept the Job Description with comments and forward to the Village Board for final approval. Motion passed 7-0.

d. Review and discussion regarding the Utility Tax Certification numbers.

Director Coville reviewed the handout, which was included in the packet, of the previous 11 years of delinquent utility payments which were rolled over to the Utility Home owner / Business owner tax bill. Even though the number of roll overs to taxes has increased slightly, the total dollar amount of roll over has stayed about the same but is significantly less than what it was in 2009, 2010, 2011, 2012 and 2013.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, December 18, 2018 at 6:00 pm.

6. ADJOURNMENT.

Stephanie Brassington made a motion which was seconded by Chris Fredrick, to adjourn at 7:37 pm. Motion passed by unanimous consent.