

## VILLAGE OF MCFARLAND

### Public Works Committee Minutes

Thursday August 13, 2020 – 6:00 P.M.

#### 1. CALL TO ORDER, ROLL CALL

The meeting was called to order by Village Trustee and Committee Chairperson Carolyn Clow at 6:00 p.m. This meeting was held via Zoom.

Members present: Village Trustee Justin Rupert, Chris Fredrick, Marv Meyers, Jerry Adrian

Staff present: Matt Schuenke (Village Administrator), Jim Hessling (Director of Public Works/Utilities), Lee Igl (Public Works Superintendent), Aimee Irwin (Assistant to the Director), Tim Stieve (Town & Country Engineering), Sayer Larson (Parks Superintendent)

#### 2. PUBLIC APPEARANCES

None

#### 3. APPROVAL OF MINUTES

- a. Discussion and action regarding the minutes from the Public Works meeting held on July 14, 2020.
  - a. Motion by Jerry Adrian to approve minutes as presented. Seconded by Justin Rupert. Motion passed 5-0-0.

#### 4. BUSINESS

- a. Discussion and recommendation to the Village Board regarding tree planting proposals for 2020.
  - Jim Hessling provided background regarding the tree planting proposals. Four companies were contacted for a proposal and three were received with only one company submitting all the requested information. Srb's Trees, Inc. was the company that submitted all requested information although they were not the lowest proposal received.
  - Committee members discussed the presented information and proposals. Carolyn Clow clarified if we had identified the specific trees that we will purchase. Jim Hessling responded that we did not identify which trees yet. Jim stated that the average cost information was provided for the trees allowing the village to select type and number of trees at a later date. Chris Fredrick clarified the justification in choosing a proposal that was not the low bidder. Jim Hessling stated that our justification is that only one proposal submitted contained all items requested.

- Motion by Chris Fredrick recommending to the Village Board the award of the 2020 tree planting to Srb's Trees, Inc. Seconded by Justin Rupert. Motion passed 5-0-0
- b. Discussion and recommendation to the Village Board regarding speed study on Bremer Road.
- Jim Hessling provided background regarding a resident request to lower the speed on Bremer Road. The Police Department placed a counter and tracked speed data on Bremer Road. Following the collection of data this information was provided to Lee Gibbs with SRF.
  - Lee Gibbs with SRF completed a site review of the area and reviewed his recommendations which were included in the enclosed memorandum. Lee had requested additional data from Lake Edge Road as comparison as this road is posted at 15 m.p.h. The data compiled between both locations would provide justification for not lowering the speed on Bremer Road. In the memorandum provided by Lee Gibbs, it is recommended to add additional signage related to bicycle traffic, pedestrians and additional speed limit signs on the south side of Bremer Road.
  - Committee members discussed the request and recommendations provided by Lee Gibbs. Chris Fredrick asked if this area is included in the long term plan for pedestrian pathways. Jerry Adrian stated that due to the roadway space available this area likely was not included in future plans. Jerry Adrian did recommend that this area is looked at in the future.
  - Motion by Carolyn Clow accepting the recommendations as provided by SRF in that of not lowering the speed limit and install speed and warning signage. Seconded by Marv Meyers. Motion passed 5-0-0.
- c. Discussion on 60% plan of Hwy MN Phase 4 road project.
- Tim Stieve with Town & Country Engineering presented the 60% plan of Highway MN Phase 4. Matt Schuenke stated that the bid for this project would likely be sent out in 2021 for the work to occur in 2021. Matt suggested that four items should be reviewed and discussed: the intersection of Holscher and Broadhead, whether the work should be done in one or two phases, the possibility of a roundabout at Highway MN and County Highway AB, and the scheduling of a public input session.
  - Lee Gibbs with SRF provided a brief overview of his plans to present data regarding the Holscher and Broadhead intersection. This information will be presented to the committee in September.
  - Committee members discussed the presented design plans. Matt Schuenke clarified if the Holscher and Broadhead intersection has

the ability to square up with this project. Tim Stieve stated that the current plans do include a slight shift for Broadhead (Highway MN). Chris Fredrick asked if the Public Safety building plans is taking in account the Highway MN road project. Matt Schuenke stated this project has been discussed in conjunction with the Public Safety building design plans. Committee members discussed the possible phasing with this project as either all in one phase or two phases.

- No action taken on this item.

d. Discuss and schedule a public input session regarding Hwy MN Phase 4 road project.

- Carolyn Clow provided the recommendation of scheduling a public input meeting for various projects the village is looking at undertaking.
- Matt Schuenke provided that prior to COVID19, public input sessions would occur in person where plans would be provided and attendees could ask questions or provide recommendations. Post COVID19 these input sessions have moved to an online forum and survey.
- The public input online forum is schedule for Monday August 31<sup>st</sup>.
- Matt Schuenke stated that the data from the public input session and data from survey completions will be presented to the committee in September.

e. Presentation of the Public Works Monthly Report from the Director.

- Jim Hessling provided an update on public works activities in the Village for the month of July 2020.

5. SCHEDULE NEXT MEETING DATE

- a. Tuesday September 8, 2020 at 6:00 pm

6. ADJOURNMENT

- a. Motion by Carolyn Clow to adjourn at 7:23 p.m. Seconded by Jerry Adrian. Motion passed 5-0-0.

Respectfully submitted by Aimee Irwin