

VILLAGE OF MCFARLAND

Public Utilities Committee Minutes

Tuesday December 8, 2020 – 6:00 P.M.

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by Village Trustee and Chairperson Eric Kryzenske at 6:00 p.m.

Members present: Village Trustee Carolyn Clow, Chris Fredrick, Marc Nielsen, Mary Pat Lytle, Pauline Boness, Chris Reynolds

Staff present: Matt Schuenke (Village Administrator), Aimee Irwin (Assistant to the Director), Lee Igl (Streets & Utilities Superintendent), Andrew Bremer (Community & Economic Development Director)

2. PUBLIC APPEARANCES

None.

3. APPROVAL OF MINUTES

a. Discussion and action regarding the minutes from the Public Utilities Committee held on November 17, 2020.

- Motion by Carolyn Clow to approve the minutes as presented. Seconded by Chris Fredrick. Motion passed 7-0-0

4. BUSINESS

a. Discussion and action to make a recommendation to the Village Board regarding the award of contract for the 2021 Eastside Sanitary Sewer Interceptor project.

- Brian Berquist reviewed the analysis of bids along with recommendation for award of contract for the Eastside Sanitary Sewer Interceptor project. The low bid received was below the estimate bid while all other bids were higher. BKS Excavating, Inc. has their own de-watering equipment which lowered their total bid. Town & Country Engineering has worked with BKS Excavating, Inc. in other communities. Berquist recommends the inclusion of a 10% contingency. The railroad costs presented are for work the railroad will complete then invoice the Village.
- Mary Pat Lytle asked if any penalty would be charged to the company for not achieving project deadlines. Berquist stated that the liquidated damages amount is \$1000.00 per day after June 1, 2021.
- Chris Reynolds asked for clarification regarding the revenue amounts presented within the packet memo. Matt Schuenke stated these are the approved levels included within the budget for this project. Reynolds also asked if BKS Excavating's bid was lower due to the company being non-union. Berquist stated this could have some impact on the total bid amount.

- Carolyn Clow asked why the liquidated damages amount is low. Berquist responded that the amount is a fairly effective amount. Chris Fredrick stated that the amount is reasonable in comparison to the DOT's amount. Fredrick also stated that the amount has to be representative of actual damaging costs for the additional days following the deadline.
 - Motion by Chris Fredrick to recommend to the Village Board the award of contract to BKS Excavating, Inc. in the amount of \$549,053 including the base bid and supplemental bid and approving the total project costs of \$786,278 which includes a 10% contingency. Seconded by Pauline Boness. Motion passed 7-0-0.
- b. Discussion and action to make a recommendation to the Village Board regarding a contribution to a wetland mitigation bank authorized by the Wisconsin Department of Natural Resources for the Eastside Interceptor Sanitary Sewer project..
- Brian Berquist provided background regarding the wetlands that are impacted by the Eastside Interceptor project. If a project impacts or damages more than 10,000 square feet of wetland it is required for the project to provide some type of mitigation. Berquist stated that the hearing for the project is scheduled soon for the public. After the hearing is complete, the DNR will be approving the project. These credits are included within the total project costs presented in the previous business item.
 - Eric Kryzenske mentioned that the website included within the packet listed other items that the Village could perform. Berquist responded that he would not recommend the Village to be involved with the wetland mitigation process as it includes ongoing maintenance and the overall cost would be more than the option presented.
 - Mary Pat Lytle asked what happens when the Village purchases credits. Berquist responded that the credits are used for acquiring areas elsewhere within the basin to return them to wetland.
 - Chris Reynolds asked how the credit amount is determined by the DNR. Berquist stated that the DNR determines the amount and it can be adjusted based on the market. Chris Fredrick provided an example of a current wetland mitigation area north of McFarland.
 - Motion by Eric Kryzenske to recommend to the Village Board to acquire the mitigation credits from Willow Creek in an amount of \$16,625 and Bass Creek in an amount of \$9,100. Seconded by Pauline Boness. Motion passed 7-0-0.
- c. Discussion regarding special assessment methodology regarding the 2021 Eastside Sanitary Sewer Interceptor project.
- Brian Berquist reviewed the updated potential cost sharing arrangement for the Eastside Sanitary Sewer Interceptor project. This was originally presented to committee at the meeting held on September 15, 2020.

Information has been updated to reflect more accurate cost data. The Village Attorney recommends an equivalent dwelling unit cost recoupment process instead of the methodology being based on acreage. Berquist stated that all property owners would be notified that if they hook up to the Village system, they would be annexed and then assessed the determined amount.

- Marc Nielsen asked why the Vennevoll portion was moved from subsection E & F. Berquist responded that Vennevoll was removed due to being the most likely to develop next.
 - Chris Reynolds asked if this methodology is used in other communities. Berquist stated that this methodology is one of many vehicles used in other communities however this would be new to the Village. Mary Pat Lytle asked if property owners would be notified once the methodology is approved but not assessed any costs. Berquist stated that the costs are deferred until the property is connected to the sewer and annexed.
 - Pauline Boness asked if the amount would be adjusted based on inflation. Berquist responded that this is not currently included however it could be adjusted to include this.
 - Pauline Boness asked how the wetlands on the Sperle property were taken into account in the methodology provided. Berquist responded that the approximate sewer service area for this property could be decreased to account for the wetlands. Boness also asked if the Village would absorb the costs if the number of dwelling units actually constructed are less than predicted. Berquist responded yes the Village would absorb those costs.
 - Chris Fredrick asked if the 512 dwelling units is an achievable amount. Berquist responded that subsection E & F will likely be developed more than the 10% as presented which would aid in achieving the 512 units.
 - Committee members discussed if inflation could be added to the methodology along with assumption 4 which measures this development within 25 years. Carolyn Clow mentioned that if this methodology is utilized additional special assessments may occur for other projects in the future.
 - No action was taken on this item.
- d. Discussion and action to make a recommendation to the Village Board regarding Ordinance #2020-24: an ordinance creating Section 47-246 of the McFarland Municipal Code establishing an alternative special assessment process for storm or sewer interceptor construction.
- Matt Schuenke reviewed the proposed Ordinance #2020-24 for establishing an alternative special assessment process for sanitary or storm sewers. The ordinance would allow for special assessments and the costs would be established for each project that utilizes this methodology.
 - Pauline Boness asked if a special assessment district would need to be established. Schuenke responded that a district would not be required.

- Chris Fredrick asked why water was not included in the ordinance. Schuenke stated that the PSC would need to approve this and the rate tariff would require this addition after a study had been completed.
 - Carolyn Clow asked how this would impact future projects and assessments. Schuenke stated that this an alternative method not the traditional method utilized historically however this has been built into the code under Division 2, Sec. 53-395 Special assessments and charges. Carolyn Clow mentioned that by including this ordinance change we are changing the policy as the Village has not special assessed before. Schuenke responded that the Village has had the ability to special assess but historically this route has not been selected.
 - Motion by Eric Kryzenske to recommend to the Village Board to adopt Ordinance #2020-24 as presented for the creation of an alternative process for special assessments of interceptor construction. Seconded by Mary Pat Lytle. Motion passed 6-1-0 with Carolyn Clow opposed.
- e. Discussion and action to make a recommendation to the Village Board to consider a proposal to conduct maintenance at Well #3.
- Lee Igl provided background regarding a proposal for maintenance work to be performed at Well #3.
 - Mary Pat Lytle asked when this work would be performed by CTW. Lee Igl responded that this would be completed in early 2021.
 - Chris Fredrick asked if CTW was the company that completed the work on Well #4 in 2020 and if the expense has been included within the budget. Lee Igl stated CTW performed work at Well #4 and the expense is included within the 2021 budget.
 - Eric Kryzenske asked why this was not sent out for bid. Lee Igl responded that bids were not necessary due to the work being ongoing maintenance.
 - Chris Fredrick asked if this estimate is similar to the proposal for Well #4. Lee Igl stated that the proposal is similar but we are not sure of any additional costs until the work is incurred.
 - Carolyn Clow asked why the maintenance has become off cycle. Lee Igl was unsure of the exact reason but overall the department is attempting to get maintenance back on a cycle moving forward.
 - Motion by Chris Fredrick to recommend to the Village Board award to CTW of the proposal for Well #3 maintenance. Seconded by Mary Pat Lytle. Motion passed 7-0-0.
- f. Presentation of the Public Works Monthly Report from the Director.
- Lee Igl reviewed the provided monthly report for activities during the month of November.

5. SCHEDULE NEXT MEETING DATE

- a. Tuesday January 19, 2021 at 6:00 p.m.

6. ADJOURNMENT

- a. Motion to adjourn by Pauline Boness at 7:46 p.m. Seconded by Chris Fredrick.
Motion passed 7-0-0.

Respectfully submitted by Aimee Irwin