

VILLAGE OF MCFARLAND

Public Utilities Committee Minutes

Tuesday January 19, 2021 – 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, Mary Pat Lytle, Pauline Boness, Chris Reynolds. Absent: Marc Nielsen

Staff present: Jim Hessling (Public Works Director), Aimee Irwin (Assistant to the Director), Lee Igl (Streets & Utilities Superintendent), Brian Berquist (Town & Country Engineering)

2. PUBLIC APPEARANCES

None.

3. APPROVAL OF MINUTES

a. Discussion and action regarding the minutes from the Public Utilities Committee held on December 8, 2020.

- Motion by Eric Kryzenske to approve the minutes as presented. Seconded by Mary Pat Lytle. Motion passed 6-0-0

4. BUSINESS

a. Discussion and action to make a recommendation to the Village Board regarding the assessment report for the Eastside Sanitary Sewer Interceptor project.

- Brian Berquist reviewed the updated assessment report for the project. This was originally presented to committee at the September 15, 2020 meeting. Further updates were reviewed and discussed by the committee on December 8, 2020. Recent changes since December's meeting involve the reduction of projected developable land owned by the Sperle family and updating the number of homes within the Rosewood Fields plat.
- Committee member discussed the presented assessment report including when a parcel would be required to pay the special assessment fee per dwelling. Brian Berquist stated that if and when a parcel connects to the sewer they would be required to pay if the development occurs within 25 years.
- Chris Reynolds asked if the Village could receive more than the project costs. Berquist stated that this would not be likely occur due to the cut off period of 25 years and the village would need to issue rebates if they did receive funds beyond the project costs.

- Pauline Boness asked how inflation was included in the provided assessment. Berquist stated that currently inflation is not included but the committee could establish this.
 - Carolyn Clow asked how the assessment would be recorded once accepted. Berquist stated that resolution would be created, the final report prepared and then the special assessment would be recorded against the affected parcels.
 - Committee members discussed the possible inflation rates that could be established along with the 25 year period for the assessment report
 - Pauline Boness asked if the incremental oversizing costs could be included with the assessable project costs. Berquist stated that the assessable project costs would increase by approximately \$50,000. Carolyn Clow recommended clarification with the Village Attorney occurs regarding these additional costs.
 - Chris Fredrick asked if a commercial development would be assessed these fees. Berquist stated that the fee would be assessed for any development within the identified area with a slight conversion based on the water meter size of the development.
 - Motion by Pauline Boness recommending to the Village Board the approval of the special assessment report for the Eastside Sanitary Sewer Interceptor Project with staff conferring with the Village Attorney in regards to charging oversized costs and the report to include a rate of inflation of no less than 2% and no more than 3.5%. Seconded by Carolyn Clow.
 - Motion by Chris Fredrick to amend original motion to adjust inflation to be the village borrowing rate plus 2%. Seconded by Mary Pat Lytle. The amendment to the motion was withdrew by Chris Fredrick.
 - Motion by Chris Fredrick to amend original motion to adjust inflation to be the village borrowing rate plus 1%. Seconded by Carolyn Clow. Amendment passed 6-0.
 - Original motion with approved amendment passed 6-0.
- b. Presentation and discussion regarding asset management.
- Jim Hessling presented information gathered related to asset management. Data gathered included what currently is in use, types of software out on the market, and what other surrounding communities utilize.
 - Committee members discussed the information provided. Mary Pat Lytle asked if the GIS software was only used for locating. Hessling responded that GIS can also include additional data such as years or last time equipment was replaced or tested. Chris Fredrick asked if the additional data is already included within GIS. Berquist stated that this type of information is dependent on date of records. Chris Reynolds asked if GIS interfaces with census or other demographic data. Berquist stated this

could be done but not currently utilized. Carolyn Clow stated that the underground utilities and breaks are not documented in order to support what needs to be worked on in the future.

- No action was taken on this item.

c. Discussion to schedule public information meetings regarding the Exchange Street Project.

- Eric Kryzenske provided background to utilize the upcoming regularly scheduled Public Utilities meeting on February 16, 2021 for a Public Information Meeting regarding Exchange Street followed by a joint meeting with Public Works.
- Committee members agreed with this direction.
- No action was taken on this item.

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

- Due to time, the monthly report was not reviewed during the meeting.

5. SCHEDULE NEXT MEETING DATE

- a. Tuesday February 16, 2021 at 6:00 p.m.

6. ADJOURNMENT

- a. Motion to adjourn by Pauline Boness at 7:00 p.m. Seconded by Eric Kryzenske. Motion passed 6-0-0.

Respectfully submitted by Aimee Irwin