

VILLAGE OF MCFARLAND
Public Utilities Committee Minutes

Tuesday, December 21, 2021 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Ed Wreh called the regular meeting of the Public Utilities Committee to order at 6:04 PM in the Municipal Center Community Room. This meeting was held via Zoom webinar.

Members present: Chris Fredrick, Marc Nielsen, Edward Wreh, Eric Kryzenske

Members not present: Pauline Boness, Carrie Nelson

Staff Present: Streets and Utilities Superintendent Lee Igl, Assistant to the Public Works Director Aimee Irwin, Town and Country Engineering staff Brian Berquist and Tim Stieve.

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Public Utilities Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to aimee.irwin@mcfarland.wi.us to be included as part of the meeting.*

None.

3. APPROVAL OF MINUTES.

- a. *Discussion and action regarding the minutes from the Public Utilities meeting held on October 19, 2021.*

Motion by Village Trustee Edward Wreh, seconded by Eric Kryzenske, to approve the minutes from the Public Utilities meeting held on October 19, 2021 with one correction. Motion carries 4 - 0 - 0.

- b. *Discussion and action regarding the minutes from the joint meeting of Public Works and Public Utilities Committees held on November 9, 2021.*

Motion by Village Trustee Edward Wreh, seconded by Member Eric Kryzenske, to approve the minutes from the joint meeting of Public Works and Public Utilities Committees held on November 9, 2021. Motion carries 4 - 0 - 0.

4. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding the 2022 Terminal Drive Street and Utility Improvements project and authorize for bid.*

Brian Berquist reviewed the 2022 CIP project map. Tim Stieve reviewed the provided

plan for Terminal Drive. Included with the project plan is a small amount of sanitary sewer replacement, while the bulk of the utility work will be focused on storm water along the entire project corridor.

- Chris Fredrick asked if a turning template was included for the intersection at Siggelkow for semi-truck traffic. Tim Stieve responded that the template was utilized for the plan. Lee Igl stated that semi-truck traffic occurs currently even though the vehicles should not be utilizing it.
- Ed Wreh what would be financial impacts on an additional sidewalk from the Terminal Drive intersection and along the north side of Siggelkow Road. Tim Stieve responded that discussions are ongoing with the property owner but a large expense is not anticipated. Berquist also said that a 10% contingency is included with project budgets. Therefore, any additional cost could utilize the contingency if necessary.
- Chris Fredrick asked if there would be any water utility work. Tim Stieve stated that no water utility work is planned for this project. However, there may be minor hydrant relocations or adjustments.
- Eric Kryzenske asked why this project was separated from the other utility projects. Tim Stieve responded that staff felt the work planned was a bit different than other projects and anticipated a different variety of contractors for this project.

Motion by Village Trustee Edward Wreh, seconded by Chris Fredrick, to recommend approval to the Village Board regarding the 2022 Terminal Drive Street and Utility Improvements project and authorize for bid. Motion carries 4 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the 2022 Street and Utility Improvements project and authorize for bid.

Tim Stieve presented and reviewed the plans for the 2022 Street and Utility Improvements project. Stieve stated that the proposed work for Bremer Road is due to multiple water main breaks in a 200 foot length of roadway from the intersection with Lake Edge Road. The project scope would include 200 feet of water main replacement connecting to the water main at Lake Edge Road. Stieve also added that a recent water main break to the east of the project corridor which occurred last week, could be added to the project scope if desired by the Committee. Lee Igl stated that the recent water main break was due to a large rock found on top of the pipe, which is the same reason the other water main breaks have occurred within the current project scope.

- Marc Nielsen asked how the committee would recommend the additional eastern area. Berquist recommended including the recommendation of the committee within the final motion.
- Ed Wreh asked what the cost estimate would be if additional water main replacement was added. Stieve responded that doubling the current estimate would be a good basis.
- Ed Wreh asked how Bremer Road was selected. Stieve responded that the area was contemplated for emergency work previously due to water main breaks.

However, the remaining project locations are based on the Long Range CIP plan.

Tim Stieve reviewed the project plans for Card Avenue & Bellevue Court. Stieve stated that the water main in this area is older, which is partially driving this project. The project will have the challenge of being a tight corridor on Card Avenue. With the project scope for Card Avenue, a temporary water main service will be required for residents while replacing the water main and all services within the area. For Bellevue Court, there may not be a temporary water main service required while completing the more traditional water main replacement.

Tim Stieve reviewed the project plans for Hidden Farm Road, stating that the project is mostly a street reconstruction but a new curb and gutter is proposed. Stieve presented an updated cross section based on the recommendation of the Public Works Committee from their December meeting. Following the Hidden Farm Road plan, Stieve reviewed the plan for Storck Road. The project includes no utility work, but work will include street reconstruction from the intersection of Siggelkow Road to Interstate 39/90.

- Ed Wreh asked what the supplemental bid item entails that was included within the packet. Aimee Irwin and Brian Berquist responded that this item will be to obtain pricing for possible mill and overlay projects if identified in the future and as funds are available within the 2022 budget.

Motion by Village Trustee Edward Wreh, seconded by Chris Fredrick, to recommend approval to the Village Board regarding the 2022 Street and Utility Improvements project and authorize for bid including the additional 180 feet on Larson Beach Road in connection to the Bremer Road project scope. Motion carries 4 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding 2022 Storm Sewer Improvements project and authorize for bid.

Tim Stieve presented and reviewed the 2022 Storm Sewer Improvements project. The Osborn Storm Water Pond portion of the project will involve removing the current structure, keeping the endwalls but completing minor repairs and cleaning up larger rocks that would not be required for proper flow. The project may require some tree removal, but it is recommended to keep as much as possible. The Terminal Drive Storm Water Outfall will involve correcting the undermined area and trying to correct the flow of the area. This portion of the project will have the challenge of accessing the area and will require coordination with the railroad for access.

- Ed Wreh asked about our experience of coordination with the railroad. Stieve stated that it shouldn't be too difficult and they have had good luck with obtaining the necessary permits in the past.

Motion by Village Trustee Edward Wreh, second by Chris Fredrick, to recommend approval to the Village Board regarding the 2022 Storm Sewer Improvements project and authorize for bid. Motion carries 4 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposal (RFP) for meter replacement installation services.

Aimee Irwin reviewed the enclosed Request for Proposal for meter replacement installation services. Irwin stated that the RFP was drafted after similar RFPs. The RFP would obtain one contractor for the three-year period to complete the project with 50W endpoints in year one or 2022, 60W endpoints in year two and 100W endpoints in year three. The scope of services would include the contractor completing cross connection inspections at residential properties and sharing all data gathered in terms of meters, services at locations and cross connection inspection results.

- Chris Fredrick asked about the outreach efforts to notify that this RFP is available. Irwin stated that staff have obtained a few companies that they will directly contact regarding the RFP and the RFP will be advertised on several platforms.
- Ed Wreh asked if the proposals received would return to the committee for review. Irwin stated that staff would conduct the initial review and present their recommendation to the committee.

Motion by Village Trustee Edward Wreh, seconded by Eric Kryzenske, to recommend approval to the Village Board regarding the issuance of a Request for Proposal (RFP) for meter replacement installation services. Motion carries 4 - 0 - 0.

e. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for Forcemain locating services.

Lee Igl reviewed the enclosed Request for Proposal (RFP) for Forcemain locating services. An RFP was previously conducted earlier in 2021. However, the budget for the services was up to \$25,000. The proposal received from the previous RFP was \$90,000 and therefore a proposal was not selected. The enclosed RFP has additional funds for the project in 2022, up to \$100,000, and has excluded the locating of the forcemain at McDaniel as was found recently.

- Ed Wreh asked if the proposals are anticipated to be around \$90,000. Igl and Brian Berquist both anticipate that proposals will be similar to the previous proposal at \$90,000.
- Wreh asked if we have the internal expertise to locate the forcemains within the department. Igl responded that the department does not have the expertise nor the people power to locate the forcemains.
- Wreh clarified if the \$100,000 is included within the 2022 budget. Igl responded that \$100,000 is included within the budget.

Motion by Village Trustee Edward Wreh, seconded by Chris Fredrick, to recommend approval to the Village Board regarding the issuance of a Request for Proposals (RFP) for Forcemain locating services. Motion carries 4 - 0 - 0.

f. Discussion and action to make a recommendation to the Village Board regarding a proposal to conduct maintenance at Well #1.

Aimee Irwin reviewed the enclosed proposal from CTW for maintenance at Well #1.

The maintenance work would be similar to the work conducted at Well #4 and currently being completed at Well #3. According to DNR records, Well #1 last had maintenance conducted in 1992. The maintenance would also be required to be completed prior to the tuck pointing that is set to begin April 1, 2022.

- Ed Wreh asked if 1992 was a long time for maintenance to be conducted. Irwin responded that, yes, it is a longer length of time. Marc Nielsen also commented that the maintenance of the wells was included within the last completed DNR inspection report. Berquist stated that there are no DNR requirements for when maintenance should occur.
- Ed Wreh asked if additional processes have been updated to improve our maintenance schedules. Irwin responded that in response to the DNR inspection report from 2019, the department has completed maintenance at the other two wells and continues to conduct other maintenance identified within the report. Committee members discussed the fact that items identified within the report have resulted in the asset management planning and the Long Range CIP.

Motion by Village Trustee Edward Wreh, seconded by Chris Fredrick, to recommend approval to the Village Board regarding a proposal to conduct maintenance at Well #1. Motion carries 4 - 0 - 0.

g. Presentation of the Public Works Director's monthly report.

The Public Works Director's monthly report was presented and members were asked if there were questions regarding the report.

- Ed Wreh asked if the maintenance being conducted on Well #3 was delayed. Lee Igl responded that we do not have a completion date yet but maintenance continues with recent blasting being conducted today. Igl added that we are waiting for the arrival of new parts but there is uncertainty about when those arrive due to supply chain issues.
- Chris Fredrick asked if any discussions had occurred related to Well #5. Berquist responded that the Well #5 site has been identified and approved by the DNR. Berquist also stated that for the construction of Well #5 a construction authorization would be required from the PSC to protect the rate payers. The need for Well #5 is based on parameters set by the DNR and PSC referenced as the firm well capacity. Berquist stated that a more formal review of the capacity will be conducted in the near future.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, January 18, 2021 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, seconded by Chris Fredrick, to adjourn at 7:19 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the

public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Aimee Irwin
Assistant to the Public Works Director