

VILLAGE OF MCFARLAND  
**Public Utilities Committee Minutes**

*Tuesday, January 18, 2022 - 6:00 PM*

**1. CALL TO ORDER, ROLL CALL.**

Matt Schuenke 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.

Motion by Pauline Boness, seconded by Chris Fredrick to nominate Marc Nielsen to chair the Public Utilities Committee meeting. Motion passed 4-0-0.

Members present: Chris Fredrick, Marc Nielsen, Pauline Boness, Eric Kryzenske, Carrie Nelson arrived at 6:08 pm

Members not present: Edward Wreh

Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hessling, 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](mailto: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 December 21, 2021.*

Motion by Chris Fredrick, seconded by Marc Nielsen, to approve the minutes from the Public Utilities meeting held on December 21, 2021. Motion carries 3 - 0 - 1, with Pauline Boness abstaining.

**4. BUSINESS.**

- a. *Discussion and action to make a recommendation to the Village Board regarding design services for Paulson Road as a 2023 project.*

Matt Schuenke provided background that Paulson Road is planned for reconstruction in

2023 from Siggelkow Road to Larson Beach Road. Brian Berquist explained that the roadway is currently a rural cross section with the scope of work including reconstruction of the street, sidewalk on one side due to topography concerns, creating connections between the current dead ends, and hosting public information meetings regarding the project.

- Eric Kryzenske asked if the south Paulson Road received roadway improvements when Preston Place construction occurred. Berquist responded that some resurfacing occurred but full reconstruction of this area may not be necessary.
- Pauline Boness asked what percentage of expenses would be attributed to the connection portion of the project. Berquist responded that a minimal percentage, for example 5%, would be for the connection portion. The connection would require the gates to be removed and adding small amounts of roadway to either side of the existing street. Schuenke stated that the staff recommendation is to make this roadway a thru street.
- Marc Nielsen asked if speed bumps could be added to help traffic flow on the roadway. Berquist responded that traffic calming measures would be evaluated during the design process and may include narrowing or median island options.
- Chris Fredrick recommended the intersection with Siggelkow Road be evaluated with the proposed improvements to Paulson Road. Fredrick also recommended evaluating all modes of traffic with the Assisted Living facility adjacent to this road. Schuenke stated that the intersection would likely be evaluated when WisDOT completes their roundabout at Highway 51. Fredrick recommended that EMS provide their recommendation and data related to their use of this area.

Motion by Marc Nielsen, seconded by Pauline Boness, to recommend approval to the Village Board regarding design services for Paulson Road as a 2023 project. Motion carries 5 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding a proposal by Town & Country Engineering to conduct a Water System Needs Assessment Study.

- Pauline Boness asked if any projects within the 1997 Assessment referenced within the packet were not completed. Berquist responded that the majority of the projects have been completed, but not all.
- Chris Fredrick asked for a brief overview of what the study entails. Berquist responded that part of the study is to evaluate system vulnerabilities but also looking forward, for example, the next 20 years, to when the Village will need more capacity. The study also updates construction costs.
- Eric Kryzenske asked for clarification that the study would encompass the entire village. Berquist responded that the study would be system wide.

Motion by Marc Nielsen, seconded by Eric Kryzenske, to recommend approval to the Village Board regarding a proposal by Town & Country Engineering to conduct a Water System Needs Assessment Study. Motion carries 5 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding a proposal by Town & Country Engineering for design services for Lift Station #2 rehabilitation.

Berquist provided background regarding Lift Station #2. Given its age, condition and likely lack of capacity for future growth, the station is due for evaluation and possible improvements.

- Pauline Boness asked what the likelihood of using the existing wetwell. Berquist believes it's likely, but it may require lining due to the concrete conditions and it depends if a larger pump is necessary. Boness asked if a larger pump is necessary, would it be required to abandon the wetwell or could we add on to the existing one. Berquist responded that the wetwell would be abandoned if a larger space is required.

Motion by Marc Nielsen, seconded by Chris Fredrick, to recommend approval to the Village Board regarding a proposal by Town & Country Engineering for design services for Lift Station #2 rehabilitation. Motion carries 5 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding the issuance of a Request for Proposals (RFP) for storm sewer cleaning and televising services.

Hessling provided background regarding a Request for Proposal for storm sewer cleaning and televising services. The goal would be to evaluate deficiencies and plan for future capital needs.

- Chris Fredrick asked if any language should be added to the RFP related to the affluent to avoid it reaching the outfalls and waterways. Hessling responded that the contractor would be utilizing potable water and vacuuming at the same time, which should avoid affluent reaching waterways. Fredrick asked what the frequency of these inspections would be. Hessling stated the intention was to complete one-third of the village in a year. Therefore, each storm sewer will be evaluated every three years.
- Carrie Nelson asked if it is uncommon to conduct storm sewer cleaning and televising. Fredrick stated that it is uncommon to televise storm sewers, but a great way to find out about the conditions of the system. Berquist agreed with Fredrick that this practice is not as common in smaller municipalities, but the practice is increasing in popularity. Igl stated that this practice will allow the village to get in front of issues rather than handle emergency situations that arise.

Motion by Marc Nielsen, seconded by Village Trustee Carrie Nelson, to recommend approval to the Village Board regarding the issuance of a Request for Proposals (RFP) for storm sewer cleaning and televising services. Motion carries 5 - 0 - 0.

e. Discussion regarding funding allocation to the utilities funds associated with street projects.

Motion by Chris Fredrick, seconded by Marc Nielsen, to postpone the business item of discussion regarding funding allocation to the utilities funds associated with street

projects. Motion carries 5 - 0 - 0.

**5. SCHEDULE NEXT MEETING DATE.**

a. Tuesday, February 15, 2022 at 6:00 p.m.

**6. ADJOURNMENT.**

Motion by Pauline Boness, seconded by Chris Fredrick, to adjourn at 6:42 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