

VILLAGE OF MCFARLAND  
**Public Works Committee Minutes**

*Tuesday, February 8, 2022 - 6:00 PM*

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

Village Trustee Chris St. Clair called the regular meeting of the Public Works Committee to order at 6:00 PM in the Community Room of the Municipal Center. This meeting was held via Zoom webinar.

Members present: Chris Fredrick, Marv Meyers, Jerry Adrian, Chris St. Clair

Members not present: Justin Rupert

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

**2. PUBLIC APPEARANCES.**

- a. *This is an opportunity for members of the public to address the Village Board. 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 Works meeting held on December 14, 2021.*

Motion by Village Trustee Chris St. Clair, seconded by Marv Meyers, to approve the minutes from the Public Works meeting held on December 14, 2021. Motion carries 3 - 0 - 1, with Chris Fredrick abstaining.

**4. BUSINESS.**

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

Tim Stieve of Town and Country Engineering provided background related to the

proposal for design services for Paulson Road. The project would involve a rural conversion of the roadway, water main replacement for a portion of Paulson, connection of the two Paulson roadways, a sidewalk on one side of the roadway, and public information meetings in 2022 to inform the neighborhood. Tim stated the two Paulson roadways currently exceed the village ordinance for cul-de-sac length. Jim Hessling explained that connecting the two Paulson roadways would allow for easier access by emergency services along with less maintenance related to snow removal.

- Chris St. Clair commented that design services are budgeted at \$100,000 in the 2022 budget. However, the proposal estimates engineering services to be \$144,000. St. Clair asked if there were additional funds available for the additional costs. Hessling stated that additional funds are available.
- Jerry Adrian asked if a study would be conducted at the Paulson and Ridge junction related to increased traffic. Stieve explained that it is planned to review this area during the designing stage but a formal study could be done if requested. Stieve also stated that traffic calming measures are planned along the roadway.
- Chris St. Clair asked if an evaluation had been completed with emergency services moving to the new Public Safety building. Hessling responded that he would not anticipate a change in emergency service response time with their upcoming move. St. Clair asked if other roadways would be affected by utilizing additional funds for design services. Hessling stated that Paulson was included within the Capital Improvement plan previously approved and additional funds are available. Lee Igl stated that a water main replacement is necessary. Therefore, completing additional roadway improvements at the same time would be very beneficial.

Motion by Village Trustee Chris St. Clair, seconded by Chris Fredrick, to recommend approval to the Village Board regarding design services by Town and Country Engineering for Paulson Road. Motion carries 4 - 0 - 0.

*b. Discussion and action to make a recommendation to the Village Board regarding the award of contract for the 2022 Sidewalk Replacement project.*

Chris St. Clair provided that the 2022 Sidewalk Replacement was recommended for approval and issued for bid by the Public Works Committee and Village Board in November of 2021. Lee Igl stated that staff are seeking committee direction on how they wish to proceed given the bid results. Igl stated there are various options including: creating an optional supplemental bid for the 2022 Streets and Utilities Projects, handling the sidewalk repair as general maintenance, where we would seek a contractor to provide a price or the project could be rebid.

- Chris Fredrick asked if information had been gathered as to why contractors did not bid on the project. Igl responded that contractors stated that the work was spread out, the project covers a large area, and the expectation for closure involved a quick turn-around. Stieve also added that some contractors, while they complete this work as part of other projects, have not made this a sole project.

- Chris St. Clair asked how this work was bid previously. Igl stated the process previously was to seek proposals from identified contractors who specialize in this type of work and complete a maintenance contract.

Motion by Village Trustee Chris St. Clair, seconded by Chris Fredrick, to recommend to the Village Board denying the sole bidder due to not being qualified regarding the 2022 Sidewalk Replacement project and to recommend including the 2022 Sidewalk Replacement project as an optional supplemental bid for the 2022 Streets and Utilities Projects. Motion carries 4 - 0 - 0.

*c. Presentation of the Public Works Director's monthly report*

Jim Hessling provided the Public Works monthly report for the month of January. There were no questions from the committee.

**5. SCHEDULE NEXT MEETING DATE.**

*a. Tuesday, March 8, 2022 at 6:00 p.m. with Public Utilities Committee*

**6. ADJOURNMENT.**

Motion by Marv Meyers, seconded by Jerry Adrian, to adjourn at 6:48 p.m.

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