VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, May 23, 2022 - 6:00 PM

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

   Eric Kryzenske called the regular meeting of the Public Works & Utilities Committee to order at 6:00 PM in the Municipal Center Community Room. This meeting was held via Zoom.

   Members present: Pauline Boness, Marc Nielsen, Eric Kryzenske, Chris Fredrick, Jerry Adrian

   Members not present: Chris St. Clair, Carolyn Clow, Marv Meyers

   Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hesling, Streets and Utilities Superintendent Lee Igl, Assistant to the Public Works Director Aimee Irwin, Town and Country Engineering staff Tim Stieve

2. **PUBLIC APPEARANCES.**

   a. *This is an opportunity for members of the public to address the Public Works & Utilities Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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 public.works@mcfarland.wi.us to be included as part of the meeting.*

   None

3. **BUSINESS.**

   a. *Presentation and discussion regarding the 2021 Audit and Financial Statements to review rate and budgetary impacts for McFarland Utilities*

   Jodi Dobson, with Baker Tilly, provided a brief overview of the 2021 Audit results. Details provided by Dobson included that the water utility saw an improved rate of return, the sewer utility remained consistent, and the stormwater utility continued to see increases in expenses. Dobson stated that with the increasing expenses for the stormwater utility, it may be time to review rates.

   - Kryzenske asked if Dobson would recommend a rate evaluation for the sewer utility. Dobson stated that rates could be reviewed knowing about recent borrowing but with a good amount of cash on hand it may not be required. Schuenke added that at the June meeting, staff and the committee will begin a discussion related to the sewer rates in relation to Madison Metropolitan Sewerage District (MMSD) rates structure and the sewer reserves the utility would like to have.

- Nielsen asked if other sewer utilities in the area have an MMSD pass through charge and when they evaluate this. Dobson stated that several utilities have a charge similar to what Nielsen referenced and they evaluate their rates once a year based on the projected rates.
- Fredrick asked how revenues were trending with known annexations and development. Dobson stated that revenues have remained fairly consistent with slight increases.

No action is required for this item by the new code ordinance for the committee.

b. *Discussion and action to make a recommendation to the Village Board regarding 2022 Crackseal and Chipseal proposal for street maintenance.*

Hessling provided background related to the 2022 Crackseal and Chipseal street maintenance. Included within the packet is a proposal from Fahrner Asphalt Sealers for the 2022 proposed work.

Motion by Chris Fredrick, seconded by Pauline Boness, to recommend approval to the Village Board regarding the 2022 Crackseal and Chipseal proposal received from Fahrner Asphalt Sealers in the amount of $100,883.00. Motion carries 5 - 0 - 0.

c. *Discussion regarding funding allocation to the utilities fund associated with street projects.*

Motion by Marc Nielsen, seconded by Chris Fredrick, to postpone this business item to a future meeting of the committee. Motion carries 5 - 0 - 0.

d. *Update regarding 2022 village projects and anticipated projects for 2023.*

Hessling reviewed the data provided in the packet related to the 2022 village projects and anticipated projects for 2023.

- Fredrick recommended coordination with WisDOT related to the anticipated 2023 Triangle Street village project.
- Boness asked if a Public Information Meeting (PIM) would be held for the anticipated Paulson Road project. Hessling responded that a PIM is planned to occur.
- Boness asked if any development had occurred related to a stormwater pond cleanout plan. Hessling stated no current plan is in place. Igl stated that this item was discussed with Town & Country at a recent staff meeting. Tim Stieve of Town & Country Engineering stated that data has been gathered for these areas and currently the data is being reviewed.
- Fredrick asked if our stormwater ponds had records regarding their specifications for sediment elevation and other data. Stieve responded that most ponds have records that we are able to utilize and this continues to be reviewed.

e. *Update and discussion on Terminal Drive Reconstruction Project and Public Information Meeting.*

Hessling reviewed the data within the packet related to the Terminal Drive Reconstruction Project and the upcoming Public Information Meeting (PIM). Hessling stated that the PIM will be held via Zoom webinar on June 1, 2022, beginning at 6:00

p.m.

f. *Update regarding Exchange Street project*

Tim Stieve of Town and Country Engineering provided background related to the upcoming Exchange Street project. Stieve stated that 60% of the plans are almost complete and the project is set to bid in late 2023 on WisDOT.

- Kryzenske asked if any decisions or updates have been completed for the two driveway concerns on the north and south ends of the project corridor. Stieve responded that staff and engineering have continued to evaluate various options. Once options have been finalized, they will be brought back to residents and the committee for review.
- Kryzenske asked if any right of way adjustments would be required on the south end for the retaining wall proposed. Stieve stated that no right of way adjustments would need to occur.
- Fredrick asked if any additional funding had been evaluated with the recent legislation changes. Stieve responded that additional funding options are being evaluated by staff.

g. *Update regarding Lift Station #2 design*

Hessling provided an update regarding the Lift Station #2 design.

- Fredrick asked if the design would include current needs and future expansion needs. Hessling stated both current and future needs are being included.

h. *Discussion and action to make a recommendation to the Village Board regarding the annual CMAR submittal for 2021*

Hessling provided an overview of the 2021 Compliance Maintenance Annual Report (CMAR) as required by the DNR. The utility has received the highest grade of an "A" in both the financial and collection system sections for 2021.

Motion by Jerry Adrian, seconded by Chris Fredrick, to recommend approval to the Village Board regarding the annual CMAR submittal for 2021. Motion carries 5 - 0 - 0.

4. SCHEDULE NEXT MEETING DATE.

a. *Monday, June 27, 2022 at 6:00 p.m.*

5. ADJOURNMENT.

Motion by Chris Fredrick, seconded by Jerry Adrian, to adjourn at 6:46 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