

VILLAGE OF MCFARLAND
Public Works & Utilities Committee Minutes

Monday, June 27, 2022 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Village Trustee St. Claire called the regular meeting of the Public Works & Utilities Committee to order at 6:08 PM in the Community Room of the Municipal Center. This meeting was held via Zoom webinar.

Members present: Chris St. Clair, Carolyn Clow, Pauline Boness arrived at 6:14 p.m., Marc Nielsen, Chris Fredrick, Jerry Adrian

Members not present: Marv Meyers, Eric Kryzenske

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, and Town and Country staff Tim Stieve and Brian Berquist

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. APPROVAL OF MINUTES.

- a. *Discussion and action regarding the minutes from the Public Works & Utilities meeting held on May 23, 2022.*
Motion by Village Trustee Chris St. Clair, seconded by Village President Carolyn Clow, to approve the minutes from the Public Works & Utilities meeting held on May 23, 2022. Motion carries 3 - 0 - 2 (St. Clair and Clow abstained).

4. BUSINESS.

- a. *Presentation by Madison Metropolitan Sewerage District (MMSD).*
Michael Mucha provided an overview of Madison Metropolitan Sewerage District. Mucha reviewed the cost drivers for MMSD over the upcoming years including aging infrastructure, regulatory compliance, growth and climate. Due to these cost drivers, MMSD will see major increases in capital expenses over the next six years. The increases at MMSD will result in an estimated 9% increase in service charges for

customers.

- Marc Nielsen asked if the capacity upgrades would be the result of adding customers and if, by adding customers, that would also add revenue. Mucha responded that the capacity upgrades are for additional customers through their connection charges. Nielsen asked if the 9% service charge increase is what McFarland should expect to see. Mucha stated yes, that is what McFarland should expect to see.
- Village President Clow asked what initiatives are being undertaken to assist low income customers. Mucha responded that little could be done. However, MMSD tries to keep their expenditures low.
- Chris Fredrick asked if McFarland had not received an increase due to sending less volume. Mucha responded that volume is a part of it and McFarland's Inflow and Infiltration work is making a difference.

b. Update and discussion regarding sanitary sewer rates.

Brian Berquist provided background related to sanitary sewer rates. Provided to the committee there was a true-up of previously calculated data and a 10 year look ahead. The provided chart assumes that rates will remain the same for 2022 and a possible increase in 2023.

- Village President Clow asked why the committee was reviewing assumptions. Berquist responded that reviewing the assumptions is underway with the goal of returning the sewer utility to a positive financial position. At this time, the sewer expenses exceed the revenues received. Berquist added that upcoming projects such as the lift station upgrade and future east side interceptor growth would result in additional increases in expenses for the sewer utility.
- Fredrick asked what the percentage increase would be for the average customer. Berquist responded that an approximate 18% increase could be seen in 2023 if rates are increased.
- Boness asked how the gallons added per year were calculated. Berquist stated that the additional gallons are from adding estimated new customers based on equivalent meters. Boness asked how conservation efforts on the water side were incorporated into the 10 year plan presented. Berquist responded that the presented plan is showing conservatively low new customers being added to the system in response to conservation efforts.
- Village President Clow asked if a year is added each year to have a 10-year plan. Berquist explained that the plan is based on the most recent audited year, which is 2021. Once another year is audited, that would be the start and a new year to the projections would be added.

c. Presentation and discussion regarding the draft 2023-2027 Capital Improvement Plan (CIP).

Village Administrator Schuenke provided an overview of the draft Capital Improvement Plan (CIP) for Public Works which stems from the 10-year plan created and maintained by Town and Country Engineering. Berquist reviewed the provided 10-year plan which begins with 2023 projects and goes through 2031.

- Nielsen asked if any assumptions had been updated from recent discussions regarding water utility allocations. Berquist responded that the 50% assumption has not been updated but could be based on the direction of the committee.
- Boness asked if funds previously collected would help pay for the Broadhead project within 2024. Berquist clarified the area of the Broadhead project and stated that this project may shift depending on development plans.
- Fredrick suggested delaying projects that encompass the US Highway 51 corridor project until that project has been completed. Berquist responded that some projects are included in order to move water main out of the way.
- Adrian asked if the loop from South Court would interfere with the US Highway 51 project. Berquist stated there would be some overlaps but not a big impact.
- Village President Clow asked if the projected costs within the 10-year plan include anticipated cost increases. Berquist stated that the costs are at present worth value, however inflation is factored in once the project moves to the design phase.

d. Discussion and action to make a recommendation to the Village Board regarding a proposal for sidewalk maintenance.

Lee Igl provided an overview of the project history related to sidewalks. Most recently, the sidewalk project was included in the Terminal Drive Reconstruction (Contract A) as an optional supplemental bid. The Public Works and Public Utilities Committees rejected the optional supplemental bid at their March 8, 2022 meeting and directed staff to reach out to contractors for proposals. Enclosed within the packet is a proposal received from Fahrner Asphalt which would include approximately 48 sidewalk squares being replaced.

- Trustee St. Clair asked if the previous year's dollars had been utilized for another project. Igl responded that the funds were not used in 2021. Trustee St. Clair asked how many total squares had been identified for replacement throughout the Village. Igl stated 700 locations have been identified for replacement. Schuenke stated that, if recommended, there are additional funds available through pedestrian ways that could be utilized for additional sidewalk replacement.
- Fredrick suggested bidding the sidewalk project earlier than the road reconstruction projects in hopes of finding contractors.

Motion by Village President Carolyn Clow, seconded by Village Trustee Chris St. Clair, to recommend approval to the Village Board regarding a proposal from Fahrner Asphalt for sidewalk maintenance up to \$25,000. Motion carries 6 - 0 - 0.

e. Discussion and action regarding funding allocation to the utilities fund associated with street projects.

Hessling provided an overview of the funding allocation discussion that occurred with the former Public Utilities Committee. Committee member, Marc Nielsen, provided a brief synopsis of his suggestion for the committee to review the 50% allocation to the water utility. Nielsen recommends that the street costs percentage allocated to the water utility should be decreased and based on a calculated methodology.

- Village Trustee St. Clair asked if 50% of the street costs related to road reconstruction are allocated to the water utility. Berquist responded that the 10-year plan utilized a 50% allocation assumption for planning purposes. The actual amount that would be allocated to the water utility is trued-up based on actual project costs.

Tim Stieve reviewed an example of the 2022 Street and Utility Improvements-Contract B project and how costs are allocated to the specific utilities.

Motion by Village Trustee St. Clair, seconded by Boness, to postpone action regarding funding allocation to the utilities fund associated with street projects and to have staff further review allocations to better align with costs. Motion carries 6 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, July 25, 2022 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Village President Carolyn Clow, seconded by Adrian, to adjourn at 8:32 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