

VILLAGE OF MCFARLAND  
**Public Works & Utilities Committee Minutes**

*Monday, September 26, 2022 - 6:00 PM*

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

Village President, Carolyn Clow, called the regular meeting of the Public Works & Utilities Committee to order at 6:00 PM in the Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

Members present: Carolyn Clow, Pauline Boness, Marc Nielsen, Eric Kryzenske, Chris Fredrick, Jerry Adrian, Hilary Brandt

Members not present: Marv Meyers

Staff Present: Village Administrator Matt Schuenke, Streets and Utilities Superintendent Lee Igl, Assistant to the Public Works Director Aimee Irwin, and Town and Country 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](mailto: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 August 22, 2022.*  
Motion by Village President Clow, seconded by Trustee Brandt, to approve the minutes from the Public Works & Utilities meeting held on August 22, 2022. Motion carries 7 - 0 - 0.

**4. BUSINESS.**

- a. *Public Information Meeting regarding Exchange Street project.*  
A Public Information meeting was held regarding the 2024 Exchange Street project. Town & Country Engineer staff member, Tim Stieve, provided an overview of the project and 60% design plans.

- Boness asked when Exchange Street was last worked on and what will be new

once the project is complete. Stieve stated that a water main project occurred in the early 2010s but he was unsure of when a comprehensive project occurred. Stieve responded that the new items associated with this project include a wider street, terraces will be narrower, a sidewalk, and striping.

- Fredrick asked what underground work would occur with the project. Stieve responded that water main replacement would occur, possible sanitary sewer replacement or lining, and storm sewer system improvements along the corridor.
- Nielsen clarified that there is no charge to property owners for the improvements being made. Stieve responded that no special assessments will occur for property owners.
- President Clow asked for a review of the driveway and sidewalk plans near the school entrances. Stieve reviewed the current plans for each location.
- Nielsen asked about the driveway turn lanes at Indian Mound Middle School. Stieve stated that the shown driveway turn lanes are what are in existence now from the school.
- Fredrick asked for the tree removals associated with the project along with the streetlighting plan. Stieve stated that tree removals are marked with a red dot on the plans presented with approximately thirty (30) trees being removed. Stieve responded that the streetlighting plan is under development by the utility in the area.
- Trustee Brandt asked if the trees being removed were planted by the village or property owners. Stieve stated that this information is not available for each identified tree.
- Fredrick asked about private utility relocates that would occur. Stieve responded that utility companies will have the option to relocate their lines before or during the project.
- Boness asked if the aboveground private utility lines would remain. Stieve stated that the private utility lines may or may not remain above ground.

Public Comments were provided by the following along with their comments. Questions were answered and comments were noted by staff, committee members, and Town & Country Engineers.

- Stephanie Bolle at 6116 Exchange Street, asked about the need for a sidewalk on the northwest side of the street, how far digging would occur into property owners' lots, and if a bump out is shown across from Sure Avenue.
- Jeremy Froehlich at 6326 Exchange Street, asked if a retaining wall would be required at the non-driveway entrance to school property, expressed his concern about cutting off property driveways along with the new sidewalk, asked about curb stop locations, and how mailboxes would be handled during and after the project.
- Janet Egner at 6104 Exchange Street, commented that there is low pedestrian traffic and that a new sidewalk is not necessary.
- Bill Burse at 6412 Exchange Street, expressed his concern about the trees being removed, possible damage that will occur to trees remaining, and that by increasing the concrete, this would decrease the filtration of water into our lakes.

Burse asked if any heat reduction methods were planned, what species of trees would be planted within the terrace, and what happens if a tree declines after the project due to the construction.

- Barry Kujak at 6424 Exchange Street, expressed his concern about the sidewalk proximity to homes.
- LeeAnn Crye at 6428 Exchange Street, expressed that the new sidewalk is not necessary.
- Joel Crye at 6428 Exchange Street, asked questions related to his property and sidewalk location. Crye expressed his concern that a new sidewalk was not necessary.
- Ken Brost at 6304 Exchange Street, asked if snow could be left in the parking lane so as to avoid pushing it onto the sidewalk.

*b. Update regarding Lift Station #2 project and design.*

This item was discussed out of order after 4c & 4d. Tim Stieve provided a review of the Lift Station #2 project and design.

- President Clow asked about the timeline for this project. Stieve explained that final design would conclude soon with construction in 2023.
- Fredrick asked if adjacent property owners had been contacted regarding the project. Stieve stated that contact had not occurred by Town & Country staff. Igl also added that generator testing occurs monthly and that ongoing noise from the site should be minimal.
- Fredrick and President Clow recommended public engagement of this project.
- Boness asked if it had been considered to move the building further away from the private property line. Stieve explained the need for proximity to the wetwell along with the requirement to be 75 to 100 feet from the wetland delineation.
- President Clow asked for additional information related to other locations for equipment storage.

*c. Discussion and action to make a recommendation to the Village Board regarding award of contract for Brush and Yard Waste Services.*

Aimee Irwin provided a review of the proposals received related to Brush and Yard Waste Services. Proposals were received from Barnes Inc. and Seasonal Solutions.

- Trustee Brandt asked about the price difference for the holiday tree drop off between the two proposals. Irwin responded that staff did not clarify with the two contractors about this difference.
- Nielsen asked if Seasonal Solutions has experience with a drop-off site. Irwin stated that staff clarified with Seasonal Solutions and that they worked 20 years for a municipality's drop-off site.
- Boness recommended finding out what municipality Seasonal Solutions maintained a drop-off site for.
- Some committee members expressed concern about engaging in a three-year term contract with Seasonal Solutions.
- Fredrick asked if contract language would include a clause about termination if

services are not performed to expectations.

Motion by Fredrick, seconded by Trustee Brandt, to recommend to the Village Board the award of a contract for Brush and Yard Waste Services to Seasonal Solutions. Motion by President Clow to amend the motion to recommend to the Village Board the award of a contract to Seasonal Solutions for a one-year term with two optional one-year extensions. Seconded by Nielsen. Amendment to the motion carries 7-0. Amended motion carries 7-0.

d. Update regarding the 2022 Sanitary Survey report performed by the Wisconsin Department of Natural Resources (DNR)

Lee Igl reviewed the recent Sanitary Survey report that was done by the Wisconsin DNR. Igl also reviewed the response letter to the DNR as prepared by Public Works Director, Jim Hessling.

- Kryzenske asked if SCADA could shut off the wells from pumping. Igl responded that SCADA could not do this at this time.
- Fredrick asked about the capacity discrepancy between the data reported in the PSC Annual Report compared to the DNR data. Fredrick expressed his recommendation of evaluating if another well is required sooner than later. Stieve explained that a water needs assessment is being completed by Town & Country but has not been finalized yet.
- Fredrick asked if the lead and copper services were being tracked. Stieve responded that staff and Town & Country's believe there are no lead service lines within the system. As part of the meter change-out program, service line data is being gathered as well. This data is not currently in GIS but able to be gathered from another source.

e. Discussion regarding PFAS testing performed by the Wisconsin DNR.

Aimee Irwin provided that the utility voluntarily chose to test for PFAS at the well sites prior to the required date of May 2023. Of the three well sites, two of the three wells did not have PFAS detected. The third well, Well #1, did have low levels of detects found. Enclosed within the packet is the email from the DNR regarding interpretation of the sample results, the requirement to share these results with the public during the next Consumer Confidence Report in early 2023, and that no action is required.

- Kryzenske recommended making a distinction between fluoride and "fluoro". Irwin responded that this distinction can be made on the webpage.
- Nielsen recommended including information related to plastic water bottles containing PFAS.
- Fredrick asked for clarification if there is an economical way to remove or lower the levels. Irwin responded that there is not an economical way to lower or remove PFAS.

## 5. SCHEDULE NEXT MEETING DATE.

a. Monday, October 24, 2022 at 6:00 p.m.

**6. ADJOURNMENT.**

Motion by Fredrick, seconded by Boness, to adjourn at 8:12 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