VILLAGE OF MCFARLAND

Public Works & Utilities Committee

NOTICE OF PUBLIC MEETING

Monday, November 28, 2022 **6:00 PM** **McFarland Municipal Center**
Community Room

AGENDA

You are invited to this meeting through a Zoom webinar. The public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:
https://us02web.zoom.us/j/87321231583
Or by Telephone: +1 (312) 626-6799
Webinar ID: 873 2123 1583
Press *9 to raise/lower hand. Press *6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.

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.

3. APPROVAL OF MINUTES.
   a. Discussion and action regarding the minutes from the October 24, 2022 Public Works & Utilities meeting.

4. BUSINESS.
   a. Discussion and action to make a recommendation to the Village Board regarding a lease for an Alliant structure on the Burma tower.

   b. Discussion and action to make a recommendation to the Village Board for Paulson Road design approval and authorize the project for bid.

   c. Update regarding Lift Station #2 project and design.

   d. Update and discussion regarding Exchange Street

   e. Discussion and action to make a recommendation to the Village Board regarding a proposal from Town & Country Engineering for design and construction engineering for the 2023 Burma Tower repainting.

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

5. SCHEDULE NEXT MEETING DATE.
   a. Monday, December 21, 2022 at 6:00 p.m.

6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, October 24, 2022 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Brandt 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 also held via Zoom webinar.

Members present: Hilary Brandt, Pauline Boness, Marv Meyers, Marc Nielsen, Eric Kryzenske, Chris Fredrick, Jerry Adrian, Carolyn Clow (arrived at 6:05 p.m.)

Members not present:

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 September 26, 2022 Public Works & Utilities meeting.*

Motion by Trustee Brandt, seconded by Kryzenske, to approve the minutes from the September 26, 2022 Public Works & Utilities meeting. Motion carries 7 - 0 - 0.

4. BUSINESS.

a. *Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Utilities Fund (600).*

Aimee Irwin presented and provided an overview of the 2023 Budget for the Utilities Fund. Included within the Utilities Fund is the consideration of a new utility focused position which would be a specialized role and unique from the public works crewperson role.

- Kryzenske asked if the overtime referenced in the budget was a factor in the consideration of the new utility focused position. Irwin responded that overtime was not a factor for this position. Kryzenske asked what factor is driving the new position. Hessling stated that some factors driving the new position include comments contained within the annual DNR report, keeping up with utility tasks such as valve turning, and being able to maintain our system at a high level.
- Nielsen asked about the proposed rate case for the water utility. Irwin stated the rate case would be a conventional rate case to evaluate moving the public fire protection charge to customers along with reviewing some additional intricacies for the future. Nielsen commented that moving the public fire protection charge to the customers exasperates his concerns about inequitable charges being placed on the utility customer. Schuenke mentioned that the decision to enter into a conventional rate case would not be decided this evening and that, given the projects within the 10-year plan, we need to consider rates to be evaluated on a more frequent and ongoing basis.
- Committee members discussed the allocation of street costs to the utilities.

Motion by Trustee Brandt, to recommend approval to the Village Board regarding the draft 2023 Budget for the Utilities Fund (600). Motion fails due to no second.

A motion by Nielsen, seconded by Trustee Brandt, to recommend to the Village Board to eliminate the assignment of any and all paving and curb and gutter costs related to street reconstructions to the water and sewer utilities in 2023. These costs include paving materials, paving sub-base, and reinforcing metals. Doing so will work towards more economically equitable utility rates for all village residents. The motion was withdrawn by Nielsen and the second was withdrawn by Trustee Brandt.

Motion by Trustee Brandt, seconded by Boness, to recommend approval to the Village Board regarding the draft 2023 Budget for the Utilities Fund (600).

b. *Discussion and action to make a recommendation to the Village Board regarding the draft 2023 Budget for the Stormwater Utility Fund (605).*

Aimee Irwin presented and provided an overview of the 2023 Budget for the Stormwater utility fund.

Motion by Trustee Brandt, seconded by Fredrick, to recommend approval to the Village Board regarding the draft 2023 Budget for the Stormwater Utility Fund (605). Motion carries 8 - 0 - 0.

c. *Updates on construction and planning for street construction projects.*

Town and Country Engineering staff, Tim Stieve and Brian Berquist, provided an update regarding the 2022 construction projects along with upcoming construction projects in 2023 and Exchange Street in 2024. Stieve noted that the next public information meeting for Paulson Road is scheduled for November 2, 2022 at 6 p.m. in the training room of the Municipal Center.

- Boness asked if the Storck Road construction involved a connection to the

interstate. Hessling stated that a connection was there prior to construction.

- Adrian asked for clarification related to streets that had previously been identified for construction in 2023. Stieve and Berquist presented the updated long-term utility improvement plan which identified those roadways being moved to 2024. The updated plan was presented to the committee in July 2022.
- President Clow asked when another public information meeting would occur related to the Exchange Street project. Stieve stated that the tentative plan would be in the fall of 2023. Berquist added that another meeting could be held earlier in 2023 if desired.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, November 28, 2022 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Meyers, to adjourn at 6:54 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

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Matt Schuenke, Village Administrator**

AGENDA ITEM: **Discussion and action to make a recommendation to the Village Board regarding a lease for an Alliant structure on the Burma tower.**

PREVIOUS ACTION:
None.

ISSUE SUMMARY:
Enclosed is a proposed lease with Alliant Energy that would allow the utility to place antenna equipment on the Burma Road water tower. Alliant contacted the Village this Fall about placing a monopole antenna within the right of way along Burma Road to support technology advancements in their meter reading process. Staff was concerned about the initial proposed placement within the right of way adjacent a street and suggested the water tower as an alternative. Alliant confirmed that this would be acceptable and we have worked to put a draft lease together to allow for its installation on this improvement. This is similar to other leases with have with cellular companies but without a charge given their shift from the public right of way. Their needs are also not as significant from a collocation standpoint and the enclosed lease is recommended for approval.

FINANCIAL/BUDGET IMPACT:
There is no cost to the Village to locate their equipment on the tower and additionally does not provide additional revenue.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Recommended Action:

> *Motion, second to recommend approval to the Village Board regarding a lease for an Alliant structure on the Burma tower subject to final lease approval by the Village Attorney.*

ATTACHMENTS:

1. McFarland - Tower Lease agreement Alliant 11212022 mgs

TOWER LEASE AGREEMENT

THIS TOWER LEASE AGREEMENT (this "Agreement" or “Lease”) is entered into this ____day of _____ 2022 between Village Of McFarland ("Landlord") and Wisconsin Power and Light Company, a Wisconsin Corporation hereinafter referred to as ("Tenant"). For good and valuable consideration, the parties agree as follows:

1. **SITE**. Subject to the following terms and conditions, Landlord leases to Tenant the right to use certain space upon the tower ("the Tower") and to certain space on the ground ("the Premises"). A description of the Premises and the Tower (including the location and orientation of Tenant's space on the Tower and on the Premises), as well as the specific description of the equipment constituting Tenant’s facilities (the “Facilities”) is as set forth in “Exhibit A”, which is attached hereto and incorporated herein by this reference.

2. **TENANT’S USE**. Landlord hereby grants to Tenant the right to use certain space upon the Tower and on the Premises, at locations approved by Landlord and subject to the terms and conditions set forth herein, for the following purpose: for the transmission and reception of FCC approved frequencies for radio communication signals used strictly by Tenant in conjunction with its utility services, and for the construction and maintenance of related facilities, antennas or temporary shelters to house equipment. Landlord agrees to cooperate with Tenant in obtaining, at Tenant's expense, all licenses and permits for Tenant's use of the Premises and Tower (the "Government Approvals") and Landlord agrees to allow Tenant to perform any engineering procedures on and over the site necessary to determine that the site will be acceptable to Tenant's engineering specifications, system design and obtaining Government Approvals. Tenant shall comply with all FAA, FCC and other laws and regulations applicable to Tenant’s use and operation of its Facilities, including all required notices and approvals, and Tenant shall provide evidence of such approvals or compliance when requested by Landlord.

   a. Access

   Tenant, Tenant’s employees, agents, subcontractors, lenders and invitees shall have access to the Premises and Tower upon reasonable notice to Landlord twenty-four (24) hours a day, seven (7) days a week at no charge. In an emergency occurring during non-business hours, Tenant may access the Premises and Tower without prior notice, but Tenant shall attempt to notify Landlord in advance of accessing the Premises and Tower, and in all cases shall notify Landlord by the next business day after accessing the site. Landlord grants to Tenant, and its agents, employees, contractors, guests and invitees, a non-exclusive right and easement for pedestrian and vehicular ingress and egress described in this Agreement for purposes of Tenant maintaining its Facilities. In all cases, Tenant shall notify Landlord of the identify of persons Tenant intends to permit access to the Premises or Tower.

   Landlord shall maintain all access roadways from the nearest public roadway to the Premises in a manner sufficient to allow pedestrian and vehicular access at all times under normal weather conditions. Landlord shall be responsible for maintaining and repairing such roadways, at its sole expense, except as such roadways are damaged by Tenant or its agents, employees and contractors, in which case Tenant is solely responsible for the cost of these repairs.

   b. Waiver of Landlord’s Lien

Landlord waives any lien rights it may have concerning the Tenant's equipment and Facilities that are deemed Tenant's personal property and are not fixtures, and Tenant has the right to remove the same at any time without Landlord's consent, but Tenant shall provide reasonable advance notice to Landlord prior to accessing the Premises or Tower.

c. Changes to Facilities.

Tenant may upgrade, change, maintain, and replace its Facilities, upon reasonable notice to Landlord, but any increase in the size or number of the Equipment listed on "Exhibit A" must be approved by Landlord, and any such modifications by Tenant may not interfere with any other existing tenant's use of the Tower and Premises.

3. **TERM**. This Agreement shall be for a term of five (5) years ("Initial Term") commencing on _____/2022 the "Commencement" Date, and may be renewed for three (3) additional five (5) year terms (each a "Renewal Term"). Said Renewal Term shall automatically renew unless either party notifies the other by giving written notice of cancellation at least one hundred twenty (120) days prior to the end of the then current term. Notwithstanding the foregoing, this Agreement may be terminated without any liability to Tenant for rentals under this Lease if Tenant is unable to obtain the required Governmental Approvals and FCC approvals to operate on leased Premises and Tower. Upon Commencement Tenant agrees to pay Landlord the rental fee as stated in Section 4 of this Agreement. This Agreement may be terminated by Tenant at any time, for any reason, upon one hundred twenty (120) days written notice. All prepaid tower rental fees will be returned to Tenant on a prorated basis. Tenant shall not be responsible for any monthly rental payments beyond the date of said termination.

a. Warranty of Title and Quiet Enjoyment

Landlord warrants that: (i) Landlord owns or has good leasehold interests to the Premises and Tower and has rights of access thereto; (ii) Landlord has full right to make and perform this Agreement pursuant to the terms hereof, and (iii) Landlord covenants and agrees with Tenant that Tenant may peacefully and quietly enjoy the Tower and antenna Facilities provided that Tenant is not in default hereunder after notice and expiration of all cure periods. Landlord agrees to indemnify and hold harmless Tenant from any and all claims on Tenant's interest under this Agreement.

b. Liability and Indemnity

Landlord shall indemnify and hold Tenant harmless from all claims (including attorneys' fees, costs and expenses of defending against such claims) arising or alleged to arise from the negligent acts or omissions of Landlord or Landlord's agents, employees, licensees, invitees, contractors or other tenants occurring in or about the Premises or Tower. Tenant shall indemnify and hold Landlord harmless from all claims (including attorneys' fees, costs and expenses of defending against such claims) arising or alleged to arise from the negligent acts or omissions of Tenant or Tenant's agents, employees, licensees, invitees, contractors or other tenants occurring in or about the Premises or Tower. In no event shall the liability of Landlord or Tenant under this Agreement include damages for lost profits, consequential or punitive damages. The duties and liabilities described in this Section 3(b) shall survive termination of the Agreement.

Tenant shall not be held responsible for any pre-existing environmental conditions such as previously contaminated soil or groundwater or any other contamination caused by the

Landlord, other tenants or former owners of the leased Premises. Tenant shall not be held responsible for hazardous substances used, generated, stored or disposed of by Landlord, or other tenants and Landlord assumes all risks associated with Landlord's use of hazardous substances.

4. **RENTAL FEE**. For the first year of this Lease, Tenant or its agent shall pay to Landlord on or before the first day of each month, the sum of 0. 00/100 dollars ($) per month. During the Initial Term and any Renewal Term, rental fees shall increase at a rate of 0 percent (%) commencing on the first anniversary of the Commencement Date, and on each anniversary of the Commencement Date, thereafter.

5. **HOLDING OVER**. In the event the Tenant holds over, with or without the consent of the Landlord, beyond the term of this Agreement, such holding over shall be on a month-to-month basis at the then-existing monthly rental, terminable at any time by either party upon thirty (30) days written notice.

6. **ASSIGNMENT AND DELEGATION**. Unless assigned or sublet to one of Tenant's affiliated company(s) or its parent company, Tenant shall not have the right to assign its rights or obligations hereunder, or further sublease any portion of the Tower and/or antenna Facilities Tenant maintains hereunder without the express prior written consent of Landlord, which consent will not be unreasonably withheld, conditioned or delayed.

7. **EQUIPMENT**. All items of Tenant's Facilities which are set forth on "Exhibit A", shall be provided and paid for by Tenant. Tenant shall be solely responsible for the installation, maintenance and repair of Tenant's Facilities.

8. **OWNERSHIP OF THE EQUIPMENT FOR TENANT'S USE**. Tenant's on-site equipment shall be the property of Tenant. Tenant, at its expense, and without damage to the Tower or Premises, or to other equipment located on the Tower and Premises, shall remove its equipment at or prior to the termination of this Agreement. Should Tenant allow any equipment to remain in place more than ninety (90) days beyond the termination of this Agreement, said equipment may be removed by Landlord at Tenant's expense.

9. **INTERFERENCE**. (a) Tenant's use of the Tower and Premises will not cause interference to the Landlord's operations or affect any other tenant on the Tower; provided that any such operations of the Landlord or any other tenant predate Tenant's use. Tenant shall coordinate the installation and use of its Facilities with Landlord's current tenants and Verizon, which at the time of this Agreement is intending to also lease space at the Tower and Premises. In the event Tenant's equipment causes such interference, Tenant will attempt to correct and eliminate the interference. If said interference cannot be eliminated within three (3) days following receipt of written notice from Landlord, Tenant shall temporarily disconnect the electrical power and discontinue use of the Tenant's interfering equipment (except for intermittent operation for the purpose of testing). If such interference is not corrected within thirty (30) days, Tenant agrees to remove said interfering equipment from the Tower and Premises, and this Lease will terminate immediately with no further obligations between Landlord and Tenant (except for monies owed for rent and other liabilities which accrue under this Lease prior to the date of termination).

   (b) Landlord agrees not to allow any subsequent third party's use of equipment, the Tower, or the Premises that may cause interference with or cause the improper operation of the Tower, Tenant's Facilities, or Tenant's communications signal or system. In the event any subsequent third party tenant causes measurable interference with or the improper operation of the Tower, Tenant's Facilities or Tenant's communications signal or system, Landlord, upon notification of such

interference, agrees to promptly remedy such interference to Tenant's sole satisfaction, at Landlord's cost.

10. **TOWER MAINTENANCE AND OTHER REGULATIONS**. Landlord agrees to maintain the Tower in good condition and repair and in strict accordance with all local, state and federal rules and regulations. This shall include, but not be limited to, Tower lighting, Tower lighting alarm system, lighting monitoring and any other FAA or other applicable mandated codes; however, Tenant is solely responsible for complying with all FAA, FCC and other laws and regulations applicable to Tenant's use and operation of its Facilities, including all required notices and approvals. In the event Landlord elects to paint the Tower or Landlord determines other maintenance is required at the Tower, Landlord may, in its sole discretion, require Tenant to temporarily remove its Facilities from the Tower for the duration of such work. Landlord shall provide at least 120 days' notice to Tenant, and Tenant shall promptly remove or relocate its Facilities to a location determined by Landlord. Tenant shall be solely responsible for the cost of the removal of its Facilities. Tenant may, at its sole expense, temporarily use a crane or other device at the Premises approved by Landlord for purposes of relocating Tenant's Facilities until work to the Tower is completed.

11. **REPLACEMENT OF TOWER**. Landlord reserves the right, in its sole discretion, to replace or rebuild the Tower structure or the top of the Tower. In such event, Landlord shall provide Tenant with space at the Premises suitable to allow Tenant to continue to operate its Facilities in a substantially similar manner during the construction period. Tenant shall be solely responsible for the costs associated with removing and re-installing the Facilities. Landlord also expressly reserves the right to erect one or more towers on the Premises, subject to Landlord's obligations to Tenant under this Lease. Tenant shall also have the right, at its sole expense, to establish a temporary facility on the Premises to provide such services as Tenant deems necessary during any such construction by Landlord so long as adequate space is then available. The location of such temporary facilities shall be subject to Landlord's approval.

12. **HAZARDOUS SUBSTANCES**. As of the date of this Agreement herein first written above: (a) Tenant hereby represents and warrants that it shall not use, generate, handle, store or dispose of any Hazardous Substance in, on, under, upon or affecting the Premises in violation of any law and (b) Landlord hereby represents and warrants that (1) it has no knowledge of the presence of any Hazardous Substance located in, on, under, upon or affecting the property in violation of any law; (2) no notice has been received by or on behalf of Landlord, and Landlord has no knowledge that notice has been given to any predecessor owner or operator of the Premises by any governmental entity or any person or entity claiming any violation of, or requiring compliance with, any law for any environmental damage in, on, under, upon or affecting the Premises; and (3) it will not permit itself or any third party to use, generate, store or dispose of any Hazardous Substance in, on, under, upon, or affecting the Premises in violation of any law.

    As used herein, "Hazardous Substance" means any substance that is listed as "hazardous" or "toxic" or listed in the regulations implementing CERCLA. "Hazardous Substance" includes any and all material or substances that are defined as "hazardous waste," "hazardous material," "extremely hazardous substance" or "hazardous substance," pursuant to state, federal, or local governmental law. "Hazardous Substance" includes but is not restricted to asbestos, polychlorinated biphenyls ("PCBs"), petroleum, and petroleum products.

13. **ELECTRICAL POWER AND UTILITIES**. Tenant shall have the right to install electric and telephone utility lines, at Tenant's expense, and to make improvements to the present utilities on the Premises. Tenant shall coordinate any such installation with the Landlord in advance of their installation.

14. **TAXES**. In the event that real or personal property taxes attributable to Tenant's Facilities are assessed, then Tenant shall pay that part of the said taxes attributable to said Facilities.

15. **ATTORNEY'S FEES.** In the event either party defaults in its performance of any of the terms of this Agreement, and if the other party places the enforcement of the Agreement or the collection of any amount due, or the recovery of the possession of the Tower or Premises, in the hands of an attorney, the prevailing party shall be entitled to recover reasonable attorneys' fees and court costs, including appeals, if any, issuing therefrom.

16. **MODIFICATION**. This Agreement shall not be altered, changed or amended except by an instrument in writing executed by both parties.

17. **DEFAULT.** The following events shall be deemed to be events of default under this Agreement:

(a) Tenant fails to pay rent on the date the same is due and such failure continues, after written notice thereof is sent by Landlord, for a period of ten (10) days.

(b) Either party fails to comply with any term, condition or covenant of this Agreement, other than the payment of rent, and does not cure such failure with thirty (30) days after written notice thereof is sent, or, if such failure cannot reasonably be cured within the said thirty (30) days and such party has not commenced to cure such failure within said thirty (30) days and does not thereafter with reasonable diligence and good faith proceed to cure such failure.

(c) Upon the occurrence of any such events of default by Tenant, which are not cured by Tenant as provided for in subsection (b) above, Landlord shall have the option to terminate this Agreement and all rights of Tenant hereunder, in addition to any other remedies available to Landlord at law or in equity. If there occurs an event of default by Landlord or if any Governmental Approval or any permit or any approval of any federal, state or local government entity is

cancelled, expires, terminated or withdrawn, or in addition to any other remedies available to Tenant at law or in equity, Tenant shall have the right to terminate this Agreement without further obligation under this Lease other than the removal of Tenant's equipment and, upon such termination, Landlord shall reimburse Tenant the pro rata share of the rent that has been paid in advance hereunder.

Pursuit of any of the foregoing remedies shall not preclude pursuit of any of the other remedies herein provided or of any other remedies provided by law or in equity.

18. **FORCE MAJEURE**. Neither party shall be liable to the other for any event beyond its reasonable control, including but not limited to loss or damage to the Tower, Premises or Facilities, due to fire, wind, lightning or other casualty, or vandalism, riot, or other act or neglect of any third person.

19. **TOWER DAMAGE**. In the event that the Tower or the Premises or anything else supplied by the Landlord in the Lease is destroyed or damaged by fire, lightning, windstorm, explosion, collapse, aircraft or other vehicle damage or other casualty, Landlord and Tenant may agree to terminate this Lease immediately.

20. **INSURANCE**. Tenant shall maintain Commercial General Liability Insurance with limits not less than $1,000,000.00 per occurrence. Tenant shall have the right to self-insure this coverage. The Village of McFarland shall be named as an additional insured. Memorandum of insurance or self-insurance shall be provided to Landlord upon request. Tenant shall maintain Workers Compensation insurance to the extent required by law.

21. **CHOICE OF LAW.** The laws of the State of Wisconsin shall govern the interpretation and application of this Agreement. Wisconsin courts shall have original jurisdiction over any dispute between the parties.

22. **NOTICES**. Any notices provided for or permitted in this Agreement shall be made by Certified United States Mail, postage prepaid, or by delivering of same in person, as follows:

If to Landlord to:

Village Of McFarland
5915 Milwaukee Street
McFarland, WI 53558-0110

If to Tenant to:

Wisconsin Power and Light Company
4902 N Biltmore Lane
Madison, WI 53
Attn: Real Estate and Right of Way

23. **BINDING EFFECT**. Except as otherwise set forth in this Agreement, this Agreement shall be binding upon and shall inure to the benefit of the Landlord, Tenant and their respective successors and assigns.

24. **ENTIRE AGREEMENT**. This Agreement constitutes the entire agreement and understanding of the parties, and supersedes all offers, negotiations and other agreements. There are no representations or understandings of any kind not set forth herein.

LANDLORD:

Sign:_____

Name:_____

Title:_____

TENANT:
<Wisconsin Power and Light Company>

Sign:_____

Name:_____

Title: _____

EXHIBIT A

TOWER/PREMISES/FACILITIES SITE DESCRIPTION

To the Tower Lease Agreement dated_____between _____ _____, as Landlord, and <Wisconsin> <Interstate> Power and Light Company as Tenant.

Tower Site:

(Insert Legal Description here)

Tower and Premises:

(List tower info here, including Lat/Long, Address, height etc.)

Tenant's Facilities:
Tenant will have the following Facilities on the Tower and Premises

(List equipment here)

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director, Lee Igl, Streets/Utilities Superintendent, Matt Schuenke, Village Administrator**

AGENDA ITEM: **Discussion and action to make a recommendation to the Village Board for Paulson Road design approval and authorize the project for bid.**

PREVIOUS ACTION:
The Public Utilities Committee recommended approval to the Village Board for Paulson Road design services at their January 18, 2022 meeting.

The Public Works Committee recommended approval to the Village Board for Paulson Road design services at their February 8, 2022 meeting.

The Village Board approved design services for the reconstruction of Paulson Road at their meeting on February 14, 2022.

The Public Works and Utilities Committee reviewed an initial concept for the project at its meeting on July 25, 2022 and scheduled a Public Information Meeting for August.

The Public Works and Utilities Committee hosted a Public Information Meeting on August 22, 2022 and received also an update on the project design.

A second Public Information Meeting was held on November 2, 2022 in which areas from concern from the August meeting were discussed.

ISSUE SUMMARY:
The Village has been planning and designing the reconstruction of Paulson Road from Siggelkow Road to Ridge Road for implementation in 2023. This project is planned to include a full reconstruction of the road from a rural cross section to an urban design. This includes replacement of the street, water mains, and sewer mains that already exist and the addition of curb/gutter, stormsewer, and sidewalk that are presently not included making the corridor more consistent with other neighborhood streets. This project is also unique in that approximately 1,800 feet south of Siggelkow Road it is gate controlled preventing the flow of through traffic as it was platted for. The gate provides access to emergency vehicles and public works operations when needed as there is otherwise only one means of ingress and egress from either side. The present design calls for the reconstruction of the road within available right of way without replacing the gate post construction. The reconstruction of Paulson Road is included within the Long Range Capital Improvement Plan which was previously approved by the committee and

Village Board. The condition of the roadway is also at a low rating and has a history of main breaks necessitating its full replacement.

Public Information meetings have been held on this project on August 22, 2022 and November 2, 2022. These meetings presented an overview of the project and provided the public with an opportunity to ask questions and offer input. Concerns or questions brought up during the meetings were gathered with responses provided by Village Staff and Engineer. A summary of the points raised and our response thus far is included in the packet. Additional input has been submitted by residents and is included also for review within the packet.

The Committee last reviewed the project at its meeting on August 22nd, and since that time we have held an additional Public Information Meeting on November 2nd. As result of the feedback provided, we have further evaluated the project design as follows:

1. Updated Design - The first attachment in the packet is the updated design that has been adjusted from its previous rendition presented in August. This design takes into account comments received to date on the project as summarized in the next item. The Village Engineer will review changes to the project layout in the meeting as an introduction to the project.
2. Engineer Response - The second attachment within the packet is a summary response from the Village Engineer regarding issues raised at the August meeting. This response was reviewed as part of the November Public Information Meeting. This includes but is not limited to topics such as traffic study review, inclusion of the gate, Siggelkow intersection, emergency response, public works operations, parking, traffic control, and other related topics.
3. Traffic Engineer Response - At the November Public Information Meeting, it was requested a new traffic study be completed. This has been done previously and commented on in the previous item. We did not have time to conduct a full traffic study nor was this part of the scope of work for this project presently. However, we did have a Traffic Engineer review the former studies and current design to provide their perspective on the concerns. This memo is included as part of the third attachment within this packet.
4. WisDOT Response - Resident inquired about improvements to the Siggelkow/Paulson intersection to address improved functionality. It was acknowledged that the addition of roundabouts at the interchanges to the west on Siggelkow would have an effect, but traffic from the east likely remains problematic. WisDOT was contacted about the presence of this intersection with the highway and what their involvement might be in determining a solution for it. They consider this to be a local intersection but it is not clear if it falls within their scope to some extent due to the proximity of the highway. They did not take any traffic counts on Paulson with their project as its not proposed for improvement within their scope. Their recommendation was to open up the connect to the south to provide an alternative method of access versus the single method available presently. Traffic counts could be taken before and after to monitor the effect of changes in traffic patterns, and further adjustments to the roadway and/or intersections considered as a result of that data. Additionally, from the Village Staff perspective the Village Engineer has also proposed taking counts prior to construction and after to monitor

patterns as this would help gauge the need for additional traffic calming solutions. If we were to consider an improvement at the Paulson intersection, we should study this also with the City of Madison and Valley Drive as that area likely sees a higher volume of traffic by comparison would also be a contributing factor to the experience on Paulson. There is no attachment for this item, feedback was derived from coordination meetings and Staff will continue to work on this with WisDOT as appropriate related to the USH 51 improvements.

5. School District Response - The School District has a bus stop for children that live off of Paulson Road that stops on Sigglekow Road. Due to the access control of the gate, the bus is not able to properly or safely turn around within the public right of way. Included is their response to the design and they would be open to changing this if the street was no longer gate controlled.
6. Siggelkow/Paulson Turning Movements - Residents inquired about the turning movements at Paulson Road and Siggelkow Road as a reflection of its challenging access at times. The Village Engineer reviewed the plan and included are two turn lanes versus the single lane previously provided. The additional lane provided does not offer a substantial queue distance but does help to provide refuge for at least one car to turn in either direction at the same time if conditions warrant. Current condition is as a singular lane. There is no attachment for this item within the packet, the update to the design can be viewed in the first attachment.
7. Additional Pedestrian Path - Village Staff and Residents inquired about adding a pedestrian specific path to connect Rustling Oaks to Paulson Road. Right of way is platted here for this purpose that allows for utility connections underground. This would be a 10 foot wide path similar to other walking trails in the Village to help formalize what is otherwise presently an informal walking path/trail through the vegetation. There is not attachment for this item within the packet, the update to the design can be viewed in the first attachment.

We have received a fair amount of input to date on the project as we have conducted our review to finalize the design and move the project to bid for construction to occur next year. It is understood that not everyone agrees with the direction of this project. We do appreciate this feedback and the responses provided. It has made the project better and we also understand the recommendations included will not be accepted by some under any circumstances. We have to move the project forward though, we cannot ignore the deficiencies that exist and we have to be intentional in our decisions regarding the design parameters. This begins by recognizing that there is no question this is a unique project...

The first indication of that is its present cross section design of a rural setting and the conversion of the right of way to an urban design can be challenging with nearly all development already having occurred. It is similar in nature to what Holcher Road went through a few years ago; albeit, only half the street had been developed at that time. In doing so though we made pragmatic decisions on the inclusion of curb and gutter, sidewalks, storm sewer, etc. that were consistent with our plans and other neighborhood streets. The same applies for this street as we consider the next phase of its evolution to adhere to current standards and specifications.

The second indication is the gate controlling access to the roadway. This is a through street that is gate controlled about mid-way through the route. There are no other roads like this in the Village and nothing else Staff is familiar with in other communities. The design has been presented to reconstruct the road as a through street just as it is now with the exception of replacing the gate at the conclusion of construction. The inclusion of the gate is a limiting factor on emergency response. It is designed and included with the sole purpose of being an impediment, and that's what first responders encounter when they need to use it for access. Some may find the delay caused acceptable, but there are those that could be impacted by that delay that would not find it acceptable if it affects their life or property. As part of our recommendation to not include the gate we as a Staff and a Village that provides these services find the negative impact on those minutes lost unacceptable. Again, the current generation might accept this risk, but we cannot in good conscience do the same for both current and future generations living within this corridor.

There is no one here, Staff included, that wants to disrupt anyones quality of life or compromise their safety. When considering projects such as this, including their unique nature, we have to look at the totality of the project itself and the Village as a whole to reach a conclusion on the improvement that should be pursued. That is how we have come to our recommendation and in doing so attempted to include adjustments to the design as a reflection of the comments received where we can.

This item is presented for discussion and action to make a recommendation to the Village Board. The recommendation would entail finalizing the design that is desired for construction and authorizing the project for bid. If the project advances from Committee as part of this meeting, the Village Board would take up the recommendation at their December 13th meeting.

FINANCIAL/BUDGET IMPACT:

The 2023 Budget was adopted by the Village Board on November 22, 2022. This included total funding for the project at $1,369,000 supported by the Capital Projects, Utilities, and Stormwater Utility Funds. Final costs will be reconciled against availability of budget based on bid results to be received in the first part of next year. There are no special assessments associated with this project. It is 100% supported by the Village through the funding sources referenced recognizing that all residents pay a proportionate share of the project whether you are within the corridor or not.

VILLAGE PLAN REFERENCE:

Long Range Capital Improvement Plan

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Recommended Motion:

> *Motion, second to recommend to the Village Board approval of the design presented for the full reconstruction of Paulson Road and further request authorization for the Village*

Engineer to bid the project.

ATTACHMENTS:

1. 1 - Proposed Project Design
2. 2 - Engineer Response
3. 3 - Traffic Engineer Response
4. 5 - School District Response
5. 08222022 Paulson Rd petition
6. 11102022 RE_ Paulson Road Project
7. 11152022 RE_ 2023 Paulson Road Project
8. 11222022 Paulson Rd Project Public Comment

VILLAGE OF MCFARLAND

2023 PAULSON ROAD RECONSTRUCTION

TRIANGLE STREET

PAULSON ROAD

SPEED HUMP

SPEED HUMP

EXISTING PROPERTY LINES AND RIGHT OF WAY LIMITS INDICATED BY YELLOW LINES

PARKING LANE SHOWN

PAULSON ROAD

PARKING LANE SHOWN

PARKING LANE SHOWN

FUTURE WISDOT, USH51 AND SIGGELKOW ROAD SIDEWALK AND CURB AND GUTTER IMPROVEMENTS INDICATED BY GREEN LINES

FUTURE PAVEMENT MARKING IS SHOWN IN RED LINES

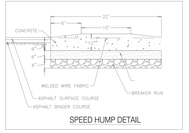
SPEED HUMP

NEW TO WIDE SIDEWALK PATH

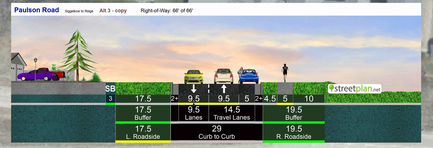
SPEED HUMP

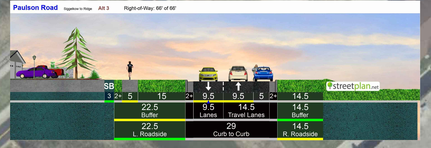
SPEED HUMP WITH RAISED PEDESTRIAN CROSSING

PARKING LANE SHOWN



SPEED HUMP DETAIL





Village of McFarland

Paulson Road Reconstruction

Responses to Issues and Concerns from 08.22.22 PIM

Issue/Concern:

Making Paulson Road through street will dramatically increase traffic.

Response:

A study of the corridor to investigate the traffic and drainage impacts of connecting the northern and southern portions of Paulson Road was conducted in 1999. The study at that time included forecasts of residential and commercial development that has since taken place in a manner generally consistent with the predictions made at the time of the study. The study included a forecast of future through traffic on the street and forecasted approximately 223 through traffic vehicles per day. A traffic count performed in May of 2014 on the northern end of Paulson Road showed an average daily traffic on the road of 717 vehicles per day.

Former study of this corridor connection has concluded that traffic would not be expected to increase dramatically. Projected traffic counts after the connection would be consistent with other Village residential/neighborhood streets.

Issue/Concern:

The intersection of Siggelkow and Paulson Road can be difficult for ingress/egress. This is especially true of northbound traffic on Paulson turning westbound.

Response: Converting Paulson Road to a through street directly increases the available alternate routes for ingress/egress from the corridor. At peak traffic times on Siggelkow, drivers on Paulson Road would have the additional option of leaving south through the corridor to reach USH51 or to otherwise proceed westbound.

The intersection of Siggelkow and Paulson Road is planned to be reconstructed in 2025. The proposed WisDOT project including the installation of new roundabouts at Siggelkow and USH 51 has been added to the overall project map for reference.

Issue/Concern:

Emergency response is not impeded by the gates and they can continue to use the gates as needed.

Response:

While it is possible to perform emergency services with the gates in place, the gates do present an obstacle to operations beyond just public safety response. They can hinder responses, impede traffic flow, complicate communications without outside agencies, and are otherwise not desirable during an emergency. Emergency services staff have noted that Paulson Road has some properties that generate a higher-than-average number of service calls. Some of these challenges are as follows:

- The gates are an obstacle during snow clearing operations. The removal of the gates would help Public Works staff maintain a pathway for emergency service vehicles as well as neighborhood traffic.

- The gates are locked to prevent usage by non-authorized individuals and require responders to exit the vehicle, proceed through the gate and close the gate. When the second gate is reached, the operation must be repeated. The process delays response to the point that responders will not typically utilize the route unless the primary access point is inaccessible. Thus, responders must recognize the exact location of the incident before responding, adding additional delay.

- The gates present an obstacle to mutual aid responders as they are unfamiliar with and don't have keys to the locks on the gates. It is not practical or possible for all mutual aid responders to maintain keys to our infrastructure. If a mutual aid responder is required to utilize the gates, they will likely be required to cut the locks on the gates or wait for a McFarland responder to bring them a key. The time to unlock and open the gates will substantially increase the access time.

- In the event of a fire, having two routes is beneficial, as the initial engine will lay a hose from the hydrant before the fire. The hose may be required to cross the street from the hydrant to the side of the fire, limiting the ability to bring the additional unit closer to the fire. Additionally, one supply hose may not be sufficient for the fire, and a second unit would be required. The second unit would be required to come from the other side of the gates and would more than likely be a mutual aid unit that is unfamiliar and does not have a key for the locks, delaying the operation.

Issue/Concern:

What is the justification for the addition of sidewalks to the street?

Response:

The addition of dedicated and separated pedestrian accommodations to Paulson Road is a goal that is consistent with many of the Village's goals and policies that are meant to be reflective across the Community. Specifically, the addition of sidewalk to a corridor that does not have any sidewalk is a stated goal in the following documents:

- 2017 Village Comprehensive Plan
- 2019-2023 Outdoor Recreation and Open Space Plan
- 2020 Village Strategic Plan
- 2021 Village Sustainability Plan

In the Village's 2017 Comprehensive Plan, the corridor was identified as a priority sidewalk route. The definition of priority sidewalks within that document is given as:

> *"Areas marked as "Priority Sidewalks" on Map 10 represent planned pedestrian connections in response to areas with higher density housing (e.g., Paulson Road), commercial destinations (e.g., along Highway 51), or key missing links (e.g., Ridge Road). Priority sidewalks seek to increase pedestrian safety, address existing desired travel routes, and encourage walking between compatible uses. To guide installation of the priority sidewalks and other potential new sidewalks along existing streets, the Village may develop a clear, consistent, and comprehensive sidewalk policy."*

The addition of dedicated, off-street pedestrian accommodations increases safety and accessibility of the corridor, encourages alternate modes of transportation, and is consistent with all of the Village's previous planning efforts to date. The referenced documents above provide robust documentation on the benefits and desirability of sidewalks and serve as justification for the addition of sidewalk to Paulson Road to be consistent with other residential streets constructed in a similar manner.

Issue/Concern:

Parking on two sides of the street seems excessive. It would be more desirable to narrow the street and eliminate parking on one side of the street.

Response:

Village staff has reviewed this issue and staff is proposing the installation of a 28-foot curb face to curb face width roadway. This width would allow for parking on only one side of the road. The revised plans have been updated to show this option. Further review of this width should be considered with the Fire and Rescue Department as it will create a narrow corridor for their operations as well as other large vehicles navigating the street.

Issue/Concern:

Residents are concerned about potential speeding and overall and traffic safety

Response:

The project design will seek to incorporate traffic calming elements wherever possible. The reduction of the roadway width is expected to aid in traffic calming and speed control. Additionally, the current project exhibit is showing speed humps as a possible example. Island medians have also been previously proposed. These elements remain up for discussion as it is not something the Village has previously utilized. Further discussion should take place with the Fire/Rescue and Public Works Department on the impact of their vehicles navigating these areas.

Your Project Solutions Start Here

MEMORANDUM TO: Matt Schuenke, Administrator
Village of McFarland

FROM: Lee Gibbs, PE, PTOE

DATE: November 21, 2022

SUBJECT: Traffic Assessment
Paulson Road Improvement Project
McFarland, Wisconsin

The following memorandum summarizes the results of a traffic assessment for the proposed connection of Paulson Road in McFarland, Wisconsin. Paulson Road, a two-lane residential street, currently has a northern and southern leg that is disconnected at the Lazybones Laundry & Storage facility. The proposed connection of Paulson Road is part of a broader reconstruction of the roadway from Ridge Road to Sigglekow Road that will include pavement replacement, curb and gutter installation, and sidewalk installation. The purpose of this assessment is to identify any traffic impacts associated with the connection of the Paulson Road segments.

EXISTING CONDITIONS

Paulson Road is a two-lane residential street within the Village of McFarland that runs parallel to the US 51 corridor. Paulson Road has two roadway segments: a northern section and a southern section. The northern section has a 22-foot paved cross-section and gravel shoulders while the southern section has a 24-foot paved cross-section and gravel shoulders. The northern section serves primarily single-family and multi-family residential parcels while the southern section serves several low-density commercial properties and several multi-family residential units. On-street parking is permitted on the southern section but is prohibited on the northern section. At Sigglekow Road, all movements from Paulson Road are under stop-sign control. At Ridge Road, Paulson Road turns west and has an at-grade railroad crossing approximately 70 feet from Ridge Road. All movements from the north leg of Paulson Road at Ridge Road are under stop-sign control.

TRAFFIC PROJECTIONS

A traffic projection of Paulson Road was conducted to forecast how much traffic would use the roadway. While the scope of this study was limited in that no existing traffic counts along Paulson Road was conducted for this assessment, an estimate of daily and hourly traffic volumes can be determined using previous studies and current land use conditions. Collected Year 2014 traffic counts along the north and south sections of Paulson Road determined the following daily and hourly traffic volumes:

7780 Elmwood Ave.
Suite 204
Middleton, WI 53562
E: info@cbssquaredinc.com

Location	Average daily volume	Average peak-hour volume
Paulson Road, northern section*	736 vehicles (two-way)	76 vehicles (two-way)
Paulson Road, southern section**	373 vehicles (two-way)	52 vehicles (two-way)

* Counts collected on Monday, May 19, 2014 through Wednesday, May 21, 2014
** Counts collected on Monday, May 12, 2014 through Thursday, May 15, 2014

From 2014 through 2022, no land uses were updated or added along the northern section of Paulson Road that would significantly increase or decrease traffic characteristics; therefore, it was assumed that the northern section of Paulson Road would have the same daily and hourly traffic volumes. The southern portion added the Preston Place residential neighborhood, which consists of 11 buildings of duplexes, 22 residential units total. Using trip generation rates from the Institute of Transportation Engineers *Trip Generation Manual,* these residential units would increase traffic on the southern section of Paulson Road by 216 daily vehicles and 30 peak-hour vehicles. This, in turn, would adjust the southern section of Paulson Road to have an average daily volume of 589 vehicles and an average peak-hour volume of 82 vehicles. With no other land use updates or additions along the southern section of Paulson Road, it was assumed that the southern section would have the adjusted daily and peak-hour traffic volumes (589 and 30, respectively). The rationale for not assuming any growth between 2014 and 2022 is because Paulson Road has neither connected the northern and southern roadways nor had any other connections to external roadways; therefore, no cut-through or external traffic would use Paulson Road to travel through the neighborhood.

TRAFFIC ASSESSMENT

The proposed Paulson Road reconstruction will connect the northern and southern segments and allow for traffic, both internally and externally, to travel the entire length of roadway. While this connection may cause an increase in traffic along Paulson Road by external motorists (i.e., outside of the neighborhood), the increase would be minimal and likely not realized by local users of the roadway. The rationale for this assessment is described below:

- *Existing roadways provide comparable travel times*. US 51 is a multi-lane principal arterial roadway that is parallel to Paulson Road, approximately 600 feet to the west. US 51 also has a local interchange with Sigglekow Road for traffic to enter and exit the roadway. It is likely that this route (as well as Valley Drive to the east) are currently the preferred routes in this neighborhood for north-south travel. If Paulson Road were to be connected, the roadway would not provide a significant improvement to travel distance and travel time in the area. For example, the following table provides a comparison of travel distance and travel time from the intersection of Paulson Road and Sigglekow Road to the Pick n' Save access drive at Larson Beach Drive. One route uses Sigglekow Road, US 51, and Larson Beach Road while the other uses Paulson Road and Larson Beach Road.

Travel Route*	Travel distance (miles)	Travel time (minutes)
US 51	0.81	2
Paulson Road	0.73	2**

* Travel route from intersection of Sigglekow Road and Paulson Road to Pick 'n Save access drive at Larson Beach Road
** Travel time assumed a motorist traveled at 25 mph along Paulson Road

This comparison indicates that while using Paulson Road decreases the travel distance minimally, it would not improve its travel time when compared to using US 51. Therefore, it is unlikely that traffic volumes would increase significantly due to motorists using Paulson Road as a cut-through route to reduce travel time.

Limited travelshed that would use Paulson Road. The travelshed that would be served by the Paulson Road connection is limited to primarily residences and businesses that are located directly on the roadway. As discussed previously, this connection does not significantly reduce travel distance or travel time for motorists in the surrounding neighborhoods. For example, motorists along US 51 from Farwell Street likely would not use Paulson Road for travel to points north and east along Sigglekow Road as US 51 already provides a local interchange and easy access to Sigglekow Road. Conversely, southbound traffic along Triangle Street or westbound traffic along Sigglekow Road wouldn't likely take Paulson Road as a cut-through to US 51 when the local interchange to US 51 currently exists.

No east-west roadways intersect Paulson Road to benefit from this connection. Paulson Road, from Ridge Road to Sigglekow Road, has no other roadways connecting it to the surrounding areas. Connecting the Paulson Road segment would benefit the residences along Paulson Road for north-south travel but provide no benefit for east-west travel since no roadways intersect Paulson Road in this area.

ROADWAY CONSIDERATIONS

To aid in preserving Paulson Road as a local roadway and minimizing its use as a cut-through route, several considerations should be given to implementing the following roadway elements during the Paulson Road improvement project:

Speed humps: speed humps are vertical traffic calming devices that are intended to reduce vehicle speeds as motorist must drive over raised sections of roadway. Due to the vertical deflection of a vehicle as they drive over the raised pavement, motorists generally reduce their travel speed over the hump and/or avoid traveling on roadways with speed humps when reduced travel time is the preferred intent. Speed humps can be problematic for snow removal as snowplows must raise their plow blade over the hump, reducing the effectiveness of removing snow and reducing the lifespan of the speed hump; however, if desired, temporary speed humps can be purchased and installed during non-winter months that don't require snow removal.

On-street parking lane: the Paulson Road improvement project is intended to reconstruct the roadway to a 28-foot cross-section with on-street parking permitted. Providing a dedicated parking lane via pavement markings, such as an edgeline distinguishing the travel lanes and parking lane, would narrow Paulson Road and make travel along the roadway more constricted and uncomfortable. This, in turn, would reduce travel speeds as motorists would not feel comfortable traveling at higher speeds as the reduced travel lane width and parking lane narrows their travel path and restricts their horizontal clearance to other vehicles.

SUMMARY

The Paulson Road improvement project will connect two segments of Paulson Road that are currently disconnected from each other. Current daily traffic along the northern and southern segments of Paulson Road (approximately 750 and 600 vehicles per day, respectively) are not anticipated to increase significantly due to several factors, such as the following:

- Parallel north-south roadways, such as US 51 and Valley Drive, currently move traffic in the surrounding areas well and the Paulson Road connection, while would minimally decrease travel distance, would not improve travel times in the area.
- The travelshed that would greatly benefit from the Paulson Road connection is the residences and businesses that currently have direct access to the roadway as this improvement would be a local roadway connection and quicker routes are already established.
- With no other external roadways that connect to the existing segments of Paulson Road, the connection of Paulson Road will not provide benefit to surrounding roadways and neighborhoods.

To enhance in keeping the nature of Paulson Road as a local roadway with minimal cut-through traffic, speed humps and a distinguished parking lane should be considered for implementation. These roadway elements will physically constrict or make the driving environment not conducive for faster travel speeds by making the driving environment uncomfortable for faster-traveling motorists.

Aimee Irwin

From: Jeff Mahoney <MahoneJ@mcfsd.org>
Sent: Wednesday, November 9, 2022 1:57 PM
To: Aimee Irwin
Cc: Matt.Hounsell@NelsonsBusService.com; Jeff Mahoney
Subject: Re: Village of McFarland--Paulson Rd

Hi Aimee

Both the McFarland School District and Nelson's Bus Service reviewed the proposed plan for Paulson Road reconstruction, including the decision by the Village to make it a thru street. The district and bus company cannot find any negatives to this decision. As for positive attributes the following can be noted

- The project will allow our buses both regular ed and special education the ability to avoid the use of HWY 51, which creates safer travel options for our riders and drivers.
- The project allows us to provide better service to the area by allowing for same side access for students to access the bus when loading and unloading.
- The project allows us to specifically avoid backing situations with buses when loading and unloading wheelchair access needs by our wheelchair buses.
- The project allows for us to reduce costs for transportation for potentially fuel costs due to routes.
- The project allows for better routing for our 4k site at GBH and Little Spartans locations.
- The project provides safer walkzones for our MHS and IMMS students.

We would ask that stop sign be added to the ridge road/Paulson Road/preston place intersection in the NorthEast corner of that intersection.

Please let me know if you would like any clarifications.

Jeff Mahoney
Director of Business

McFarland School District
608-838-4520

mahonej@mcfsd.org

On Mon, Nov 7, 2022 at 1:24 PM Aimee Irwin <aimee.irwin@mcfarland.wi.us> wrote:

> Hello,
>
> The project, as it is designed now, is showing that Paulson Road will connect from Siggelkow Road to Ridge. I've attached a roll drawing for reference as well.

Thank you,

Aimee Irwin

Assistant to the Public Works Director

Village of McFarland

5115 Terminal Drive

McFarland, WI 53558

public.works@mcfarland.wi.us

608.838.7287

From: Jeff Mahoney <MahoneJ@mcfsd.org>
Sent: Monday, November 7, 2022 1:12 PM
To: Aimee Irwin <aimee.irwin@mcfarland.wi.us>
Cc: Matt.Hounsell@NelsonsBusService.com
Subject: Re: Village of McFarland--Paulson Rd

Hi Aimee

Are you indicating that Paulson Road will connect from Sigglekow to Ridge as a full road?

Jeff Mahoney

Director of Business

McFarland School District

608-838-4520

mahonej@mcfsd.org

On Mon, Nov 7, 2022 at 12:48 PM Aimee Irwin <aimee.irwin@mcfarland.wi.us> wrote:

Good Morning,

Paulson Road from its intersection with Siggelkow Road to Ridge Road is planned for a full reconstruction in 2023. The project will include the addition of curb and gutter, storm sewer, a new sidewalk to the western side of the street, and the removal of the existing gates located approximately 1,800 feet south of Siggelkow Road.

I'm reaching out to both of you regarding this project for two reasons. One, currently the bus pick-up and drop-off location is at the intersection of Siggelkow Road on Siggelkow Road. This has been identified by residents as a safety concern given the high volume of traffic on Siggelkow Road along with congestion at the intersection with vehicles waiting for pick-up and drop-off. Two, the current design for this project has the removal of the existing gates. We would like to inquire if the removal of the gates would be beneficial to the school district and bus company. Also, would there be a possibility that the pick-up location (Siggelkow Road) would be re-evaluated and moved onto Paulson Road following the completion of construction?

We appreciate your thoughts on this item. We plan to include your responses at the next Public Works & Utilities Committee meeting on November 28th. If you wish to provide comment, please respond by Tuesday November 22nd.

Thank you,

Aimee Irwin

Assistant to the Public Works Director

Village of McFarland

5115 Terminal Drive

McFarland, WI 53558

public.works@mcfarland.wi.us

608.838.7287

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Petition opposing the removal of safety gates on Paulson Road

Petition summary and background	The Village of McFarland plan to reconstruct Paulson Road from Siggelkow Road to Ridge Road includes removal of the existing gates located approximately 1,800 feet south of Siggelkow Road thereby turning Paulson Road into a through-street. As traffic volume increases on a neighborhood street so does vehicle speed, accident frequency, noise, and even crime. The residents on Paulson Road do not support this

Action petitioned for:	We, the undersigned oppose turning Paulson Road into a through-street and urge the Village to reconsider the plan to remove the gates.

Resident Name (Please Print)	Signature	Address		Date
		House #	Street Name	
Sheryl Blaschke	Sheryl Blaschke	5107	Paulson	8/22
Michelle Kanuk	Michelle Kanuk	5003	PAULSON	8/22
Chana Steffes	Chana Steffes	5205	Paulson	8/22
[illegible]	[illegible]	5206	Paulson	8/22
Yankeba Torrey	Yankeba Torrey	5210	Paulson	8/22
Jeff Jurkowski	Jeff Jurkowski	5214	Paulson	8/22
[illegible]		5214	Paulson	8/22
Semen Malygin		5305	Paulson R	8/22
Yana Zin		5305	Paulson	8/22
Barbara Ferro		5307	Paulson R	8/22
Hudson Ferro		5307	Paulson Rd	8/22
Megan Effeding	Megan St	5216	Paulson Rd	8/22
Colleen Murphy	Colleen Murphy	5020	Paulson Rd	8/22
Morgan Mathias	[illegible]	5020	Paulson Rd	8/22
Richard Russell	[illegible]	5020	Paulson RD	8/22
Joshua Foskett	[illegible]	5102	Paulson Rd	8-22
Lynn Borchert	Lynn Borchert	5215	Paulson Rd	8-22
Sharon K. Larson	Sharon K. Larson	5303	Paulson Road	8-22
Shane Hamilton	Shane E. Hamilton	5016	Paulson Rd	8/22
Mary Kopp	Mary Kopp	5119	Paulson Rd	8-22
Karin Lauser	Karin Lauser	5301	Paulson Rd	8/22

From:	Tim Stieve
To:	Barbara Ferro; Matt Schuenke
Cc:	Aimee Irwin; Jim Hessling; Lee Igl; Brian Berquist
Subject:	RE: Paulson Road Project
Date:	Thursday, November 10, 2022 12:27:09 PM
Attachments:	image001.png image002.png MC 197 ROLL-ROLL.pdf August PIM Responses.pdf

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Barbara,

While we do not have minutes from the Public Information Meeting (PIM) that was held, we did draft up written responses to the concerns that were expressed at the August PIM. I have attached that document to this email for your reference. This document is representative of some of the topics discussed at that meeting and the Village's responses given.

The current project exhibit is also attached for your reference. As you noted, the exhibit is showing speed humps as a traffic calming measure. The dimensions are shown in a detail on the left side of this exhibit and the maximum height is 3".

Responses to your numbered items are as follows:

1. **Opening the gate on the road**

   In terms of emergency services, much of the written response contained in the attached document on page 2 was provided to Village staff by the Fire and Police Departments directly in their own words and is the best reference for their reasoning on the subject. These departments have stated that while it would be possible to revise the lock system, a complete removal of the gates is their most desirable outcome and would allow them to provide streamlined service.

   The document also discusses the projected traffic impacts on the corridor of opening the gates. While traffic is forecasted to have some increase, the level of service of the roadway, which is a technical measure of the roadway functionality, is not expected to be impacted. The Village has requested that a traffic engineering specialist consultant review the corridor and previous study and provide a written memo of their assessment of the forecasted impacts of opening the corridor to through traffic. We expect this memo to be available for committee review at the meeting at the end of this month.

   With regards to the compensation, the only instance I can think of where the Village would provide a private property owner with direct monetary compensation as a result of a road reconstruction like this would be if the Village needed to purchase additional property in order to construct the roadway. In this case, the Village does not require any additional right-of-way and has been in control of the necessary property to make the connection for quite some time.

2. **Sidewalks**

   The attached document provides a robust summary of the Village's documented desire for

sidewalks in a corridor of this nature and along this road segment specifically. Many of these documents can be found on the Village website. If you would like a link to them, let us know and we can help out.

I believe what you are referring to as a 'bike path" here is in fact an on-street bike lane. Bike lanes are not intended for pedestrian traffic. Sidewalks increase the safety of pedestrians with vertical grade separation and terrace buffer.

Improvements such as the sidewalk and roadway do have impacts on the existing vegetation within a corridor. We do our best to minimize these impacts during design and into construction. We work with Village staff to identify proper seed mixes for restoration work and Village staff has historically completed terrace tree planting post-construction.

3. **Siggelkow Road Intersection**
   To be certain the proposed changes are clear, we have revised the exhibit to better show the current layout of the roundabout and pavement markings. Westbound Siggelkow traffic will remain two lanes at the intersection. Eastbound Siggelkow traffic will be reduced to one lane of traffic and a left turn lane. The reconstruction of HWY51 and associated roundabouts at the intersection with Sigglekow is a WisDOT project and the Village does not have full control on the outcome of that design. We can pass your and your neighbor's concerns regarding impacts to the WisDOT design team for their consideration. If turning westbound unto Siggelkow from Paulson is particularly time consuming or difficult at certain times of the day, a through street connection to the south would provide drivers with an additional, lower stress and potentially time saving option. The Village has asked the traffic engineer to consider this intersection in their assessment as well.

Thanks for communicating your concerns. Let us know if you have any questions or concerns as the project progresses.

Best,

Tim

Tim Stieve, P.E., ENV-SP
tstieve@tcengineers.net
Town & Country Engineering, Inc.
6264 Nesbitt Road
Madison, WI 53719
(608) 273-3350 Cell: (920) 723-7789

From: Barbara Ferro <ferro_ba@yahoo.com>
Sent: Tuesday, November 8, 2022 9:33 AM
To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Cc: Aimee Irwin <aimee.irwin@mcfarland.wi.us>; Jim Hessling <Jim.Hessling@mcfarland.wi.us>; Lee Igl <Lee.Igl@Mcfarland.wi.us>; Brian Berquist <brian@tcengineers.net>; Tim Stieve <tstieve@tcengineers.net>
Subject: Re: Paulson Road Project

Hi Matt,

Thank you for your quick response and consideration of all of the issues regarding the Paulson Road project. I look forward to hearing from Tim.

Barbara Ferro

Sent from Yahoo Mail for iPhone

On Tuesday, November 8, 2022, 8:50 AM, Matt Schuenke <Matt.Schuenke@mcfarland.wi.us> wrote:

Barbara,

Thank you for your email. I'm sorry we missed you last week. That was not a Committee meeting, so that's why you didn't see any minutes. That was a Public Information Meeting where we covered a lot of the information you have comments on below. Tim Stieve is the Engineer on the project and will provide a response to those comments in line with what was presented last week. Additionally, we'll provide this email and response to the Committee as background for them to see your inquiries as well.

The next Committee meeting is on Monday, November 28th at 6:00 pm.

You should hear from Tim by the end of the week. Let us know if you need anything else once you have that information.

Thanks,

Matt

From: Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Sent: Tuesday, November 8, 2022 7:27 AM
To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Cc: Aimee Irwin <aimee.irwin@mcfarland.wi.us>; Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Subject: FW: Paulson Road Project

Jim Hessling | Director of Public Works | Village of McFarland | 5115 Terminal Drive |

| McFarland, WI | 53558 | 608-838-7287 | jim.hessling@mcfarland.wi.us |

|Proud member of the WI American Public Works Association |

From: Public Works <public.works@mcfarland.wi.us>
Sent: Tuesday, November 8, 2022 6:48 AM
To: Jim Hessling <Jim.Hessling@mcfarland.wi.us>
Subject: FW: Paulson Road Project

Jim,

Please see the email below. Let me know how we would like to respond.

Thank you,

Aimee Irwin

Assistant to the Public Works Director

Village of McFarland

5115 Terminal Drive

McFarland, WI 53558

public.works@mcfarland.wi.us

608.838.7287

From: Barbara Ferro <ferro_ba@yahoo.com>
Sent: Monday, November 7, 2022 6:14 PM
To: Public Works <public.works@mcfarland.wi.us>
Subject: Paulson Road Project

Hello Jim (Hessling),

I was unable to attend last Wednesdays' Paulson Road Meeting. In viewing the drawing, it looks like speed bumps were added to address the issue of speed limits for people that will be cutting through now. Is this correct? Can you please tell me how high those bumps will be?

I cannot locate any meeting minutes from last Wednesday. Can you please also share with me if these issues were addressed?

1. Opening the gate on the road. I spoke to Chris the McFarland Fire Chief regarding their request to have the road opened. He said it was a request not a demand or absolute. I asked him, since this road has been closed for many years, why the need now? He said in case of an emergency, although he knew the road has always been closed and they worked with that. The other issue was a key and the fumbling around to open the gate. I suggested a digital gate and he replied that then they would have to have digital at all the gates in McFarland and those would be in their trucks and confusing. The way technology is now, I know for sure, this is a reasonable solutions and there could be a system set up that didn't need different devices for different gates, but one master that could systematically open gates.

   I know that I speak for all neighbors on this block <u>except for one</u> that NOBODY wants that gate opened.

   There are multiple businesses south of Paulson Road, all with utility and large trucks. This will greatly increase traffic and noise levels. Our open windows will no longer be quiet, but we will instead have a stream of cars (from the apartment buildings and trucks passing by. We are all very distraught about this possible change.

I also personally paid more for my home due to it being on a 'dead end' and quiet. Is the city willing to compensate me for that if they decide to open this gate?

2. Sidewalks. None of us want city sidewalks, except ONE person. We moved into a village not a city. We love our quiet street with wild flowers along almost the entire road. Why cant the village just consider a bike path instead of a sidewalk for all the kids that use this road to cut through to the high school on their bikes? Valley drive, one street to our east only has bike paths and it is a much larger and more traffic road. A sidewalk would ruin the beauty and the conservation of native plants in our area. We must be aware of these things for our environment too.

3. Siggelkow Road turnabout and 1 lane: Have any of you ever tried to turn left onto Siggelkow in the early morning hours when everyone is trying to get to work? Sometimes there is a line of 3-4 cars waiting to turn left as there is too much traffic to make a left turn. Now they want to turn it into a ONE LANE and then into a two lane as it nears Paulson road??? That is insane. We will never get out to get to work on time with a single lane of cars filtering in. Is the village going to compensate all of us for the extra time we need to be able to turn at that light? Time is really our only commodity in life. To sit and wait and wait for cars is a waste and this needs to be better reviewed and thought through. Not to mention the potential of more accidents as people are going to get anxious and try to go. AND you are adding more vehicles from the other side coming this way, they are not going to go around by Pick and Save to catch Hwy 51. This s a potential nightmare waiting to happen.

Thank you for your time and consideration. I sincerely hope that these issues are seriously considered and thought through with respect to the residents that live here.

Sincerely,

Barbara Ferro

5307 Paulson Rd

262-389-7780

Sent from Mail for Windows

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From: Tim Stieve
To: alyssa@lakestoneproperties.com
Cc: Public Works
Subject: RE: 2023 Paulson Road Project
Date: Tuesday, November 15, 2022 4:00:14 PM
Attachments: Responses to Resident Concerns.docx

Alyssa,

Thanks for your comments. They will be provided to the Village Committee for their upcoming meeting at the end of the month.

The Village has held a couple of public information meetings on this project and has received feedback from residents expressing concerns similar to yours about the proposed through street connection of Paulson Road. To aid in summarizing the Village responses that have been given on these issues, we have compiled the attached document. Additional information and a preliminary project exhibit drawing can be found on the Village's project website here: https://www.mcfarland.wi.us/509/Paulson-Road

Paulson Road as a through street is not anticipated to reduce travel times or to be a convenient shortcut for a large number of drivers. Valley Drive would remain as likely the most convenient and comfortable connecting corridor street in the area. The potential value of the through street connection is primarily as described in the ingress/egress, emergency response, street maintenance, and school bus service items on the attached document. The Village has retained a traffic engineering consultant to evaluate the corridor, intersections, and prior traffic study. They will be providing a memo analysis of the project and we anticipate that will be presented at the November committee meeting that should speak to this issue a bit further.

Let us know if you have any further questions or comments in advance of the meeting.

Best,

Tim

Tim Stieve, P.E., ENV-SP
tstieve@tcengineers.net
Town & Country Engineering, Inc.
6264 Nesbitt Road
Madison, WI 53719
(608) 273-3350 Cell: (920) 723-7789

From: Alyssa Wetzel <alyssa@lakestoneproperties.com>
Sent: Tuesday, November 15, 2022 12:40 PM
To: Public Works <public.works@mcfarland.wi.us>
Subject: 2023 Paulson Road Project

Dear Public Works Committee,

As a resident who drives, walks and bikes through the intersection of Ridge Rd. and Taylor, I would advise against opening Paulson Rd. to connect. This intersection is already problematic and congested multiple times a day. Adding more traffic to the area will only cause more accidents and confusion. Being that the intersection off of Preston Pl. is a two way stop and then right into Taylor Rd. is already confusing to many people every day, this would only make it worse. As a nearby resident, my husband, daughter and myself are walking through this area often. There are a lot of families that frequent the path along Taylor and walk down Ridge. There is not a sidewalk along that area would make it more dangerous for walkers in the area to have an increase in vehicles at any given time, not to mention the kids biking to/from school. I do not believe this project to bring any value to the community as Valley rd. is only an additional 30 seconds down to get to Ridge Rd. Reconstructing Paulson Rd is a much needed improvement, however, I don't believe the road should be opened to through traffic.

Best,

Alyssa Uhlir

Director of Operations / Realtor

Lakestone Properties LLC

O: 608.838.1800 Ext. 8

C: 608.957.3507

5910 Main Street, Suite 1

McFarland, WI 53558

alyssa@lakestoneproperties.com

www.lakestoneproperties.com

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From: Matt Schuenke
To: Jennifer Velden
Subject: RE: Paulson rd Project
Date: Tuesday, November 22, 2022 8:15:00 PM

Jennifer,

Thank you for your feedback. Appreciate you attending the Public Information Meeting and reaching out. Sorry its taken me a few days to get back to you as well.

See below my comments in red. I'm happy to further respond and discuss as is needed.

The Committee is going to meet on Monday, November 28th at 6:00 pm to further consider the project. Packet materials on the project will be released tomorrow. I'll include your message below in the packet for the Committee's benefit. You are welcome to attend the meeting also.

Let me know if you have any further questions.

Thanks,
Matt

From: Jennifer Velden <jen.velden@gmail.com>
Sent: Saturday, November 19, 2022 11:25 AM
To: Matt Schuenke <Matt.Schuenke@mcfarland.wi.us>
Subject: Paulson rd Project

Hello Matt-

I hope you are well. It was a pleasure to meet you a few weeks ago at the meeting regarding this project. I've had a few weeks to think about the changes proposed and just wanted to send a few thoughts as a resident on Paulson Rd.

I think it is very clear that the road needs to be redone, no question about that! I also frequently walk my dogs down the road so although I feel badly for my neighbors who are going to have a sidewalk in their front yards now, I understand and would appreciate a safe space to walk. The real issue I cannot get my head around is removing the barrier to make it a thoroughfare. As discussed in the meeting, this brings up a few major issues.

1. The difficulty already exists to turn left onto Siggelkow rd being that it is a blind hill that cars are increasing their speed. Increasing traffic there will lead to more aggressive maneuvers just to get across and I have serious concerns for safety at that intersection. As you mentioned, it's hard to get Madison to the table to fix that intersection, so we are risking creating a dangerous problem that we can't solve. That is detrimental to the neighborhood but also the bike path users that go along that same intersection. We were able to add some turn lanes on Paulson at Siggelkow to help split some of the turning movements. We have additionally talked to the School District and they are agreeable to adjusting the bus routes if the road is no longer gate controlled, that issue helps some of the comments we heard on that topic but I know not helpful related to your comments below since they wouldn't be able to make a change with the gate controls in place. I think we also need to keep studying the Siggelkow intersections with Paulson and Valley as there may yet be opportunity to address those at some point in the future. Granted, that would be outside of this project but on the table for a future improvement. I would also continue to add that a second means of ingress and egress helps to take pressure off Siggelkow as another alternative for access we do not otherwise have presently.

2. By removing that barrier, you are making our residential road a frontage road. If you cross Siggelkow, it is a frontage road so by connecting it to ours, we will also be a frontage road. People will not treat it as a neighborhood road and I am concerned about the speed at which people will drive down the road. Speed bumps would be necessary however a huge annoyance for those who live on the road and have to drive them daily. I was able to have our Traffic Engineer review the project and former study in order to provide some feedback on what is proposed. That will be provided to the Committee on traffic adjustments as a result of this change. Its not a full traffic study but in the time I have it is what I could provide as additional objective information on this topic. Removing the gate access does provide travel opportunity for movement as a through street, but as I've said previously it is not forecasted to be convenient for general use. Whether the gates are installed as part of this project or later it doesn't absolutely dictate its reconstruction now if that makes sense. I think the functionality is a challenge with the gate from a variety of perspectives and we can agree a road of this nature is a bit unique so we appreciate the continued dialogue trying to navigate the best outcome.

3. I know one of the reasons why we were told the road may be opened was for emergency vehicle access. The solution I thought of was placing bollards for blocking (that technically could be driven through) with signage *emergency vehicles only*. That way we are not opening up a frontage road but emergency vehicles don't need to worry about the gate. It is also great for emergency evacuation situations such as fires where alternative routes for exit are needed. The picture attached shows them too close, but this is the idea. Foot traffic and emergency vehicles would still be able to pass. Yes, obstructions like this impede emergency response and one of the factors to consider in trying to answer this question on whether there should be gates post reconstruction. There is the possibility of fire but more likely are ambulance calls which is where the majority of our call volume is internally and also externally through mutual aid. We can continue to utilize the gate feature if that ultimately is what's decided but whether its what you see below or some other feature, it is still an impediment that causes a delay compared to nothing as the design includes. I like trying to think outside the box below but likely the width would be an issue. The types of emergency vehicles that would need to get through would be pretty wide and in doing so people likely wouldn't follow the signs if I'm understanding your concept correctly. Thank you for the concept though, appreciate the thought.

4. Lastly, I realize this is a very personal issue as it only applies few houses on the hill that have steep driveways. In the winter, I slide down my driveway into Paulson rd. It is unavoidable in certain winter conditions. I rely on my initial assessment that there is no traffic coming down the road before proceeding down (or as I attempt to go up) as I cannot stop some days when I get started down the hill. If there is a lot of increased traffic, I do worry about the collisions that may occur. Again, I do realize this is a very specific incidence but it is something unique to our properties that I wanted to share, as I never would have thought of it until I live it every winter! I'm sorry to hear that, I think regardless that's a challenge so can appreciate the concern. What is the address? I can have the Engineer take a look at this to see if there is something we can do in the approach to provide some refuge.

Thank you for your consideration. I hope you have a nice weekend! You too, have a nice holiday weekend. Let me know if anything more is needed.

Jen (and Matt) Hamilton

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director**

AGENDA ITEM: **Update regarding Lift Station #2 project and design.**

PREVIOUS ACTION:
None

ISSUE SUMMARY:
Lift Station #2, located along Pheasant Run, is in the process of planning for an upgrade. This station was constructed back in the late 1970's and is an underground steel-canned unit that houses the pumps and motors along with controls. This station handles over 50% of the village's daily volume of sewage pumped into Madison Metropolitan Sewerage District's conveyance pipes. Lift station #2 is responsible for handling the ongoing growth on the eastside of the village. Design work is needed this year in order to proceed with construction next year, 2023.

Village staff met with engineering personnel from Town & Country Engineers to discuss the needs of a station to handle today's flows while looking into future projections related to village growth on the east side. As part of the concept of a building layout, confined space entry elimination was included. This elimination helps to promote worker safety. Another aspect of the design is the inclusion of a permanent indoor backup electrical generator with an instantaneous start. All new controls along with pumping apparatuses are being planned to be incorporated too.

The current wetwell, where the sewage is stored until pumping time, will be turned into a manhole structure. A new wetwell will be constructed to accommodate the new submissible pumping system along with capacity for future growth.

The committee previously reviewed the draft plans at their September 26, 2022 meeting. The updated draft plans are enclosed within the packet.

Also included within the packet are public comments received related to a mailer sent regarding the upcoming project. The issues or concerns identified in the enclosed documents include:

- Storage and it infringing upon conservation areas and may impact associated wetlands
- The footprint of the structure would not meet minimum setback requirements and the proposed building is too large for the site.
- The bathroom is not necessary.
- The impact on the existing users' and homeowners' viewscapes.

- The impervious pavement could impact water runoff.

Staff has attempted to accommodate each of these items within the updated design included in the packet. We will review these points as we go over the updated design to discuss their continued impact. This item is presented as an update and will allow for additional discussion on the project. Likely Staff will desire action to finalize design and move to bidding at our meeting in December.

FINANCIAL/BUDGET IMPACT:

The 2023 Budget was adopted by the Village Board on November 22, 2022. This included total funding for the project at $2,000,000 supported by the Utility Fund and specifically sanitary sewer service. Final costs will be reconciled against availability of budget based on bid results to be received in the first part of next year.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action at this time.

ATTACHMENTS:

1. Lift Station 2 public comment 1
2. Lift Station 2 public comment 2
3. Lift Station 2 public comment 3
4. Responses to Resident Concerns
5. Lift Station 2 11.21.22 Plan

Aimee Irwin

From: Jennifer Heaton-Amrhein <jimandjenni@gmail.com>
Sent: Monday, October 24, 2022 1:24 PM
To: Public Works
Subject: Public Comments re: Lift station #2

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Public Works and Utilities Committee,

I am writing in regards to the proposed reconstruction of Lift Station #2 at the corner of Fox Run and Pheasant Run. Based on the letter I received in the mail, I agree that there is need to upgrade this lift station to manage the growing needs of the Village.

My concerns are as follows:

1) The letter sent by the village, while much appreciated, was extremely vague and did not in any way make this sound like it would include new, large construction for vehicle storage and a restroom with it. If public communication is going to be sent out, having it explain the extent of the project would have been nice.

2) The project is way too large for the site, which is adjacent to the Grandview Conservancy, wetlands and a residential area. There is no need for a large vehicle storage facility and restroom to be placed on THIS site. Vehicle storage could easily be located at Orchard Hill Park, which has existing buildings that could either be renovated and repurposed or torn down and replaced. This site would not impact any wetlands, viewscapes or homeowners. If that site is not acceptable, the municipal center should have room available as a result of the very large new public safety facility.

3) A bathroom—either for the public or employees—is not needed here. Lewis Park, which has bathroom facilities, is less than 1/4 mile away. The Municipal Center and Library are also within about 1/4-1/2 mile. While I strongly agree that bathroom facilities should be included in newly developed park areas, one is not needed here. If you were going to site a new restroom facility, Egner Park—given the heavy use of that playground by young children and basketball players—or Orchard Hill Park—which includes the new disc golf course and heavily used walking trails—make the most sense.

In conclusion, I support the new lift station 2, but ask that the auxiliary buildings that currently are planned be sited elsewhere, in a more appropriate location that does not impact the wetlands or existing users' and homeowners' viewscapes.

Thank you,

Jennifer Heaton-Amrhein
6410 Fox Run
McFarland, WI 53558
--
Jim Amrhein and Jennifer Heaton-Amrhein

Aimee Irwin

From: amrheinjim <amrheinjim@gmail.com>
Sent: Monday, October 24, 2022 1:00 PM
To: Public Works
Subject: Public comment for 10-24-22 mtg

Follow Up Flag: Follow up
Flag Status: Flagged

I am commenting on the proposed changes to Lift Station #2 off Pheasant Run. In looking at the design, I understand the need to expand the lift station to accommodate McFarland's growing needs. I also am supportive of an infrastructure that helps preserve the longevity of the pump house and associated functions.

However, the current draft design goes well beyond that in including a storage area for vehicles. This requires the footprint to infringe upon the conservation area and may impact associated wetlands. The footprint also does not take into account the neighboring residences in that it would only meet the minimum setback requirements. Both of these factors lead me to believe the structure is too large for such a site. Having a vehicle storage structure would also require additional impervious surface which is detrimental to the adjacent conservation area and wetlands. Imagine walking past the "Grandview Conservancy" park sign against the backdrop of this large, out-of-place building. It would certainly interrupt the beautiful viewshed the residents now enjoy as they walk from Marshwoods Park, past the MaHunt property and on to Grandview Park and the boardwalk. In short, such a building is out of character with the site.

So while I can support enhancement of the pumphouse infrastructure, I believe an alternative site should be sought with regards to the vehicle storage.

Thank you for your attention to this matter.

Sincerely,

Jim Amrhein
6410 Fox Run
McFarland

Sent from my U.S.Cellular© Smartphone

Aimee Irwin

From: Luke Fessler <luke@thefesslers.com>
Sent: Tuesday, November 1, 2022 4:48 PM
To: Public Works; Cassandra Suettinger; Carolyn Clow; Hilary Brandt
Subject: Public comment for Public Works committee regarding Lift Station #2

I'm commenting on the proposed construction for Life Station #2 that was discussed at the 9/26 Public Works Committee meeting and would like my comments to be part of the public record on this item.

I understand and support the village's need to improve the infrastructure for the lift station, however, the current proposed design includes additional amenities that are unnecessary for its function. These additional features will make the building too large and out of character for the small lot and are a stark contrast to the surrounding conservation area and wetlands. Setting the building far to the South on the site also includes a large, impervious pavement to be built across a large percentage of the site that could have an impact on the water runoff and retention to the adjacent wetlands and creek running through Grandview Conservancy.

Further, I am a member of the Village's Parks & Recreation committee which I joined because I believe McFarland's parks, lakes, and conservancies are one of our greatest assets and are a huge draw to our community that I would like us to preserve. I think a decision to put a large building on this lot is at odds with the great work that our Public Works department and Parks staff have done over the past 5 years to increase the beauty and accessibility of our villages natural spaces.

As a taxpayer, I don't believe the best use of funds is to put a staff bathroom or any storage/parking at this site. Bathrooms are already minutes away at Lewis Park, Orchard Hill Park, the Village Admin Building, and the Public Works Building. Regarding storage, I believe the village should consider alternate sites such as space at William McFarland park or a structure in the future McFarland Community Park. It is also my understanding that the Public Works department may gain additional storage at their existing building once our new Public Safety Center is completed and they are no longer storing other departments' items (e.g. Engine 481, the village's retired Fire Truck).

In summary, I urge the Public Works department and Public Works committee to reconsider the current plan and put a minimal structure on the site that will only address the lift station's generator needs and preserve as much of the site's current aesthetic near the Grandview Conservancy wetlands.

Thank you.
-Luke Fessler

6409 Fox Run
McFarland

Village of McFarland

Lift Station #2 Reconstruction

Responses to Resident Concerns

Issue/Concern:

The addition of a vehicle stall and storage area within the facility infringes upon the conservation area and associated wetlands

Response:

The Village has retained an environmental consulting firm specializing in the identification of wetland boundaries. They performed a delineation of the adjacent wetland boundaries over the summer of 2022. This delineation has been reviewed by the Wisconsin Department of Natural Resources (WDNR) who have since concurred with the report findings. The wetland boundaries identified by this work have been incorporated into the project drawings and no impacts to neighboring wetlands are anticipated.

Issue/Concern:

Footprint would not meet minimum setback requirements and/or proposed building is too large for the site

Response:

The initial draft of the building layout included 2 garage bays. Since then, the overall building footprint has been shrunk as a result of reducing the number of garage bays to 1. The latest iterations of potential building layouts all meet the setback requirements of the original lot. Additionally, it is anticipated that a new CSM will be recorded in December 2022 to move the eastern lot line of the parcel further to the east. This move will allow the building to exceed setbacks if desired and will allocate additional space for stormwater treatment.

It should be noted here that under Village Ordinance Sec. 62-257 (d), this structure is exempt from typical setback requirements. However, the Village does intend to meet or exceed the minimum setback requirements for this lot

Issue/Concern:

A bathroom is unnecessary within this facility

Response:

In order for Village staff to perform the required maintenance duties, a utility sink and drain will be required. As a result, incorporating a bathroom into the station layout is merely the addition of internal walls and a toilet to the space. This does not result in any significant amount of additional exterior building footprint required. Incorporating a bathroom into the station design will provide Village staff with a necessary amenity at this remote maintenance location.

Issue/Concern:

The building will have impacts to the viewshed of the park users and of the neighboring residences

Response:

The addition of a new above-ground structure to this location will certainly have some impact on the visual aspect of the area. However, an above-ground structure is necessary to accomplish the worker safety and system reliability improvements desired with this improvement. It is not feasible or practical to locate the facility on a different site due to the inherent nature of this type of infrastructure. The Village is designing this project with a goal of minimizing this impact by purposefully selecting building finish materials, architectural design, and building lot placement.

Issue/Concern:

Additional impervious areas on the site will negatively impact water quality and increase runoff

Response:

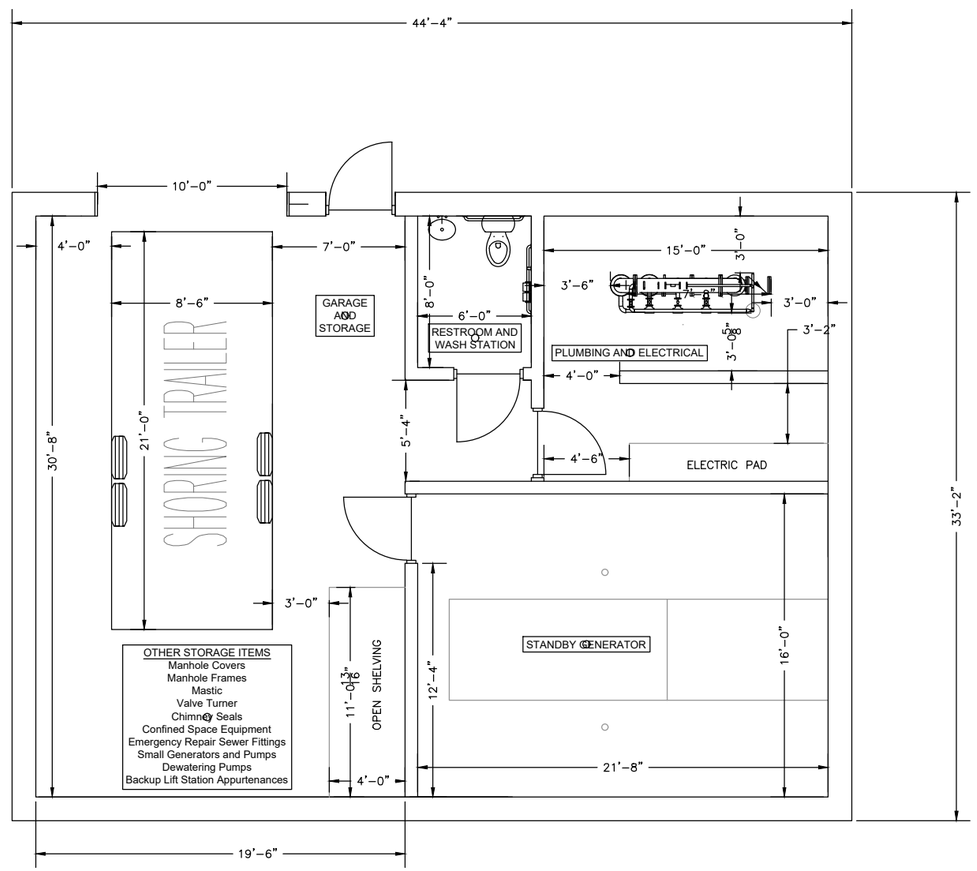
This project will be designed to be compliant with Village, Dane County, and WDNR stormwater management regulations. This will include the use of to-be-determined stormwater treatment elements such as infiltration trench, permeable pavement, or bio-retention areas. These stormwater regulations are stringent and requirements include that the site must be developed to pre-existing peak runoff flow rates, utilize green infrastructure, and control suspended solids runoff. More information on these regulations can be found within the Village's and Dane County's stormwater ordinances.

TOWN & COUNTRY ENGINEERING, INC.
6264 Nesbitt Road
Madison, WI 53719
(608) 273-3350
www.tcengineers.net

LIFT STATION 2 SITE PLAN

2023 LIFT STATION 2 IMPROVEMENTS
Marsh Woods Drive
Village of McFarland, Wisconsin

PROJECT NO.:	MC 198
DRAWING FILE:	MC 198 BASE.DWG
DRAWN BY:	T.J.S.
CHECKED BY:	X.X.X
DATE:	11-3-22
REVISIONS:	
SCALE:	0 5 10
SHEET:	1



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GENERAL NOTES

1. REFER TO ARCHITECTURAL, STRUCTURAL, PLUMBING, HVAC, AND ELECTRICAL DRAWINGS FOR ADDITIONAL DEMOLITION AND MODIFICATIONS NOT LISTED HERE.

X REMOVAL NOTES

1.

X KEY NOTES

1.

TOWN & COUNTRY ENGINEERING, INC.
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PROCESS PLAN AND SECTIONS
STRUCTURE 1

2023 LIFT STATION 2 IMPROVEMENTS
Marsh Woods Drive
Village of McFarland, Wisconsin

PROJECT NO.:	MC 198
DRAWING FILE:	LIFT STATION 2-M
DRAWN BY:	T.J.S.
CHECKED BY:	B.R.B.
DATE:	11-21-22
REVISIONS:	
SCALE:	0 1 2 4 FEET
SHEET:	1

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director**

AGENDA ITEM: **Update and discussion regarding Exchange Street**

PREVIOUS ACTION:
The Public Works Committee:

- Recommended approval regarding the State Municipal Agreement (SMA) at their June 9, 2020 meeting. Please click on this link to view the adopted SMA.
- Discussed the project and recommended scheduling of a Public Information Meeting on February 16, 2021 at their January 12, 2021 meeting.
- Discussed the project and recommended scheduling of the next Public Information Meeting on October 12, 2021 at their July 13, 2021 meeting.

The Public Utilities Committee:

- Recommended approval regarding the State Municipal Agreement (SMA) at their June 16, 2020 meeting.
- Discussed the project and recommended scheduling of a Public Information Meeting on February 16, 2021 at their January 19, 2021 meeting.

Joint Public Works & Public Utilities Committees:

- Public Information Meeting was held on February 16, 2021.

The Public Works & Utilities Committee:

- Update and discussion about the project on May 23, 2022. Committee members discussed updates related to driveway concerns on the north and south ends of the project corridor.
- Recommended scheduling of the next Public Information meeting on September 26, 2022 at their August 22, 2022 meeting.
- Public Information Meeting was held on September 26, 2022.

VILLAGE OF
McFarland

ISSUE SUMMARY:

Exchange Street reconstruction from Farwell Street to Sleepy Hollow Road is planned for construction in 2024. The project will include a full street reconstruction, addition of on-street bike lanes, a proposed new sidewalk on the northern side of the road, and utility replacement. The Village is receiving grant funding for this project through the WisDOT Surface Transportation Program in the amount of $1,177,000. This project has been in design and development since 2019. As part of the design and planning for this project, there have been public information meetings on February 20, 2020, November 9, 2021, and September 26, 2022. Project materials are scheduled to be finalized in May of 2023 for 2023 bidding.

The committee reviewed the 60% plan set for Exchange Street at their August 22, 2022 meeting. Comments from committee members, continued discussion with staff, and comments gathered by residents at a Public Information Meeting held on September 26, 2022, have been incorporated into the enclosed plan set. Town& Country Engineering staff will be present to review the plan set along with commenting on the changes that have occurred since it was last reviewed by the committee.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This item is presented as an update. No action is required.

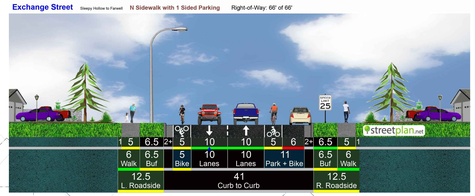
ATTACHMENTS:

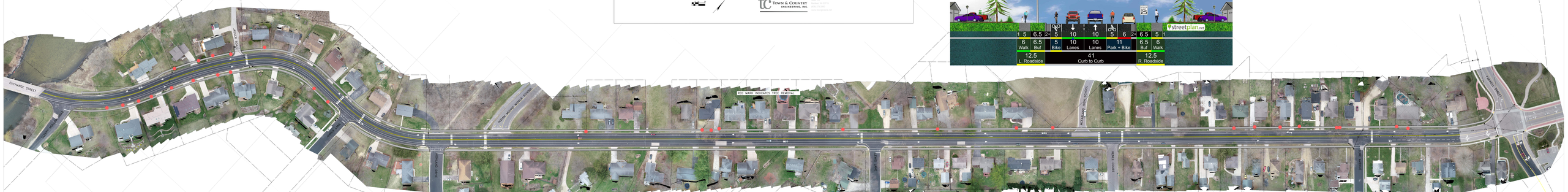
1. MC 134 ROLL for One Sided Parking Option-Full Roll
2. Responses to Resident Concerns 11232022

VILLAGE OF MCFARLAND

EXCHANGE STREET RECONSTRUCTION

TOWN & COUNTRY ENGINEERING, INC.





Village of McFarland

Exchange Street Reconstruction

Responses to Resident Issues and Concerns

11.23.22

Issue/Concern:

The proposed addition of sidewalk to the northern side of the road.

Response:

The addition of dedicated and separated pedestrian accommodations to Exchange Street is consistent with many of the Village's documented goals and policies. These goals and policies contain information on the benefits of dedicated pedestrian space. The following documents all contain commentary on the desirability of sidewalk facilities:

- 2017 Village Comprehensive Plan
- 2019-2023 Outdoor Recreation and Open Space Plan
- 2020 Village Strategic Plan
- 2021 Village Sustainability Plan

The addition of dedicated, off-street pedestrian accommodations increases safety and accessibility of the corridor, encourages alternate modes of transportation, and is consistent with all the Village's previous planning efforts to date. The referenced documents above provide robust documentation on the benefits and desirability of sidewalks and serve as justification for the inclusion of sidewalk on both sides of Exchange Street. In addition to the generalized benefits of sidewalk, Exchange Street is a corridor that provides access to three of the Village's public schools.

One of the concerns expressed regarding the installation of new sidewalk on the northern side of the corridor was the thought that possibly the existing residential building setbacks on the northern side of the road are smaller than the existing setbacks on the southern side of the road. The corridor was examined to determine if there was a difference in average setback. It was determined that both the northern and southern sides of the street have an approximately equal average setback in the 27-30 foot range.

Furthermore, this project is Federally funded through the State and Metropolitan Planning Organization (MPO). We applied to this program to access funds to assist with the costs of reconstruction the roadway as well as sidewalks and stormsewer specifically within their program to assist smaller communities. We have previously agreed to this project through a State-Municipal Agreement that obligates the Village to build the sidewalk on both sides of the street based on our application to the MPO. Staff has discussed with the State and MPO whether or not they would release us from this obligation. The State has deferred decision on the matter to the MPO. The MPO has responded that their board would have to grant release; however, their Staff is recommending against this action and would likely result in a loss of funding. If there remains interest to remove sidewalk from any portion of this project, we can still approach the MPO on this topic but their response thus far as that they likely would not view this action very favorably.

Issue/Concern:

Impacts to existing trees along the corridor.

Response:

The project will require significant amount of excavation and grading simply to just replace the utilities and roadway. As such it is expected that there will be a significant amount of impact to existing trees along the corridor. The project consists of a full road reconstruction, including new internal and external utilities. As a result, all existing trees within the 66 foot wide right-of-way will likely be too significantly impacted to continue to thrive and survive after construction is complete.

The total number of trees estimated to be removed is approximately 30-35. The majority of the affected trees are within Village right-of-way, not on private property. The project has been designed to have as little excavation and grading impacts on private property as possible. At locations where trees are on private property, compensation for the removal is a possibility and options presented to the property owner will be discussed. An estimated 5 trees affected by the project are on or partially on private property.

Some design options (parking and sidewalk alternatives) may allow for the preservation of trees on private property. However, the forecasted amount of excavation within the Village right-of-way required for this project is significant. Trees within Village right-of-way are unable to be preserved regardless of design option selected.

Issue/Concern:

The terrace size proposed in the preliminary design is small (3.5’ wide).

Response:

The Village has revised the currently proposed roadway section to widen the terrace areas to a more generous 6.5’ wide. The tradeoff for this additional width is the elimination of parking from the northern side of the road. The current design section is shown on the latest project exhibit and accommodates parking on the south side, two bike lanes, and two drive lanes. Curb extensions are shown on the south side at pedestrian crossings.

Increasing the terrace width would allow more room for street lighting, mailboxes, and private utilities (phone, cable, electric, etc.). It would also be better situated to accommodate terrace trees. Terrace trees species need to be selected in a way that balances both the ability of a particular tree to survive in a space and maintains the visibility and functionality of the traveled way. A wider terrace allows the Village to better balance these needs and likely increases the longevity of future terrace trees.

Issue/Concern:

Concerns have been expressed by residents over traffic speeds and general traffic safety within the corridor.

Response:

The Village has not completed a speed study of the corridor, but the crash history of the corridor has been obtained and reviewed as a part of the project design. The crash history of the corridor does not indicate any significant patterns or issues. Regardless, traffic safety and traffic calming features have been incorporated into the project design.

The existing section of Exchange Street provides two oversized driving lanes with parking on either side. The existing drive lanes are unbuffered by parking or bike lane striping. As a result, the existing drive lanes are effectively 14' wide. The proposed drive lanes are 10' wide and buffered by bike lane striping. This reduction in drive lane width has been shown to have significant traffic calming effects on roadway users.

Curb extensions (aka bumpouts) are both a method of traffic calming and an element of pedestrian safety. The extensions have the effect of making the roadway seem smaller at crossing points, causing drivers to naturally go a bit slower. They provide added pedestrian safety by increasing the visibility of pedestrians wanting to cross as well as shortening the distance to cross the street.

Issue/Concern:

What is the Village right-of way?

Response:

The Village Public right-of-way is the Village's property reserved for use for public purposes. It is used for all residents or visitors to travel through the Village and access properties. On Exchange Street, the right-of-way is typically 66 feet wide. Other areas of the Village have right-of ways anywhere from 10 feet to 120 feet wide. A Village Arterial Street (Siggelkow Road) may have a 100+ foot right-of-way to allow enough room for sidewalk, tree terrace, bike lanes, multiple vehicle lanes and median. A Village alleyway (Card Avenue) may just have enough room for 10' of alley pavement. Areas of the Village with sidewalk on both sides are fairly easy to identify rights of way. The sidewalk in most cases is installed within 1' of the right-of-way or property line. Areas with no sidewalk or sidewalk on one side (such as Exchange Street) are more difficult to identify.

In addition to travel, the right-of-way is also used for both Village and private utilities to provide services to properties. The Village water main and sanitary sewer are installed in the right-of-way to serve properties. The Village installs storm sewers in the right-of-way to convey stormwater drainage away from an area. Private utilities install electric, gas and telephone/fiber lines to properties to provide their service also.

The right-of way on Exchange street has been research, surveyed, and platted in order to properly design the project. The right-of way boundaries are shown on the latest plan exhibit. All new permanent Village improvements are shown within the right-of-way. The northern and southern sidewalks are both shown 1' from the existing right-of-way.

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director, Lee Igl, Streets/Utilities Superintendent, Aimee Irwin, Assistant to the Public Works Director**

AGENDA ITEM: **Discussion and action to make a recommendation to the Village Board regarding a proposal from Town & Country Engineering for design and construction engineering for the 2023 Burma Tower repainting.**

PREVIOUS ACTION:
None.

ISSUE SUMMARY:
Enclosed is a proposal from Town & Country Engineering to assist the village with seeking a painting contractor for the Burma Tower. Town & Country will prepare a request for proposals, evaluate the proposals, prepare construction contracts, assist with construction administration and coordinate with CTW (the Village's well contractor) along with an inspection firm (likely Dixon Engineering) for observation during painting.

FINANCIAL/BUDGET IMPACT:
The estimated engineering cost provided within Town & Country's proposal is not to exceed $8,500. The Burma Tower painting is included within the 2023 capital budget for painting up to $830,000.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Recommended Action:

> *Motion, second to recommend to the Village Board the award of contract to Town & Country Engineering for Burma water tower repainting design and construction engineering.*

ATTACHMENTS:
1. Scope of Services Memo - 2023 Water Tower Repainting

SCOPE OF SERVICES
MEMORANDUM

Date:	November 4, 2022
To:	Matt Schuenke, Village Administrator Village of McFarland
From:	Brian Berquist, P.E., President – Town and Country Engineering
Subject:	Scope of Services – Water Tower Repainting Design and Construction Engineering

The Village of McFarland has two water towers, located on Burma Road and Holscher Road, respectively. The Village would like to repaint the Burma Road water tower and complete a request for proposals for selection of a painting contractor. In addition to a request for proposal for selection of the painting contractor, the Village would like assistance in addressing any DNR sanitary survey items listed on the latest DNR review, and coordinating painting inspection during recoating.

The follow Scope of Services is proposed for the work described above:

- Prepare a Request for Proposals for selection of a painting contractor. The Request for Proposals will include:
    - Advertisement
    - Request for Proposal
    - Agreement
    - General and Supplementary Conditions
    - Technical Specifications
- Evaluate proposals with Village staff and make a recommendation to the Village Committee and/or Board for award of the painting contract.
- Prepare construction contracts for the Village and Contractor
- Assist the Village with construction administration through the course of repainting; including submittal review, contractor correspondence, and pay request coordination.
- Coordinate with CTW (the Village's well contractor) for any potential adjustments to well controls while the Burma Road tower is out of service.
- Coordinate, as necessary, the Village contracting with a coatings inspection firm (likely Dixon Engineering) for observation during the water tower coating.

The estimated engineering cost for the above scope will be billed on an hourly basis and **will not exceed $8,500.**

To complete the scope of services outlined above, the Village will need to provide:

- All data available to date on existing conditions of the water tower.
- Recent sanitary surveys from the Department of Natural Resources

The following items are not included in the scope of services outlined above, but can be completed or coordinated on an hourly basis.

- Public bidding of water tower improvements (note the above scope assumes an RFP process

in lieu of public bidding).

- Inspection of water tower coating installation. We recommend the Village contract with a NACE certified coatings consultant to provide either part- or full-time observation and testing services. As outlined above, we will assist the Village in obtaining proposals from firms for these services.

We at Town & Country Engineering, Inc. wish to thank you for the opportunity to present this scope of services to the Village of McFarland and look forward to continuing to serve you. If you have any questions regarding the above scope, please feel free to call.

VILLAGE OF
McFarland

SUMMARY SHEET

MEETING DATE: **Monday, November 28, 2022**

SECTION: **Business**

DEPARTMENT: **Public Works**

CONTACT: **Jim Hessling, Public Works Director, Matt Schuenke, Village Administrator**

AGENDA ITEM: **Discussion regarding funding allocation to the utilities fund associated with street projects.**

PREVIOUS ACTION:
Committees have discussed this topic previously over the course of the following meetings (click on the link to view the minutes):

- September 21, 2021
- October 19, 2021
- January 18, 2022
- March 8, 2022
- June 27, 2022
- July 25, 2022

ISSUE SUMMARY:
The practice regarding funding allocation of street projects was previously discussed by committee members. This is the practice of cost distribution between the various Village funds including shares in costs within the utility for road projects where applicable. In the past, the Village Engineer has historically been guided by a 50% ratio of cost allocation between general capital and water project as a guideline for planning improvement costs. This percentage is simply a guide for forecasting and our process to distribute costs can be adjusted accordingly. Following our discussion in July on this very same topic, that assumption was changed to the agreed upon 35% ration and then costs updated as a result. Additionally, the Engineer would continue the practice of reconciling the project costs against the actual work that was conducted.

The following process was proposed and discussed previously:

Summer/Fall (year prior to actual construction): The engineer makes a detailed budget estimate for the anticipated scope (before survey, design, bidding) and takes the street cost and divides up the respective costs for each entity based on the design impact for the project.

Spring (year of construction but prior to award): The engineer opens bids on the final design and goes item-by-item to assign costs.

- Water main, hydrants, and all water related apparatuses get assigned 100% to water.

- Paving items (gravel/asphalt/geogrid) are assigned as needed for each entity.
- Curb, sidewalk and various apron repairs related to water apparatuses are assigned on a project-by -project basis along with tie-in areas. The remainder of the items get divided up into their respective entity.

Winter (year of construction but after substantial completion): The Village Clerk asks for a true up of all costs as part of the annual audit process. The engineer again goes item-by-item to assign costs associated with the design impact for each entity.

We are more or less operating this way already, and with the already discussed and agreed to shift in the Capital Improvement Plan process we can continue to discuss further changes. It was requested we revisit these assumption and further again discuss allocating costs to the utility.

FINANCIAL/BUDGET IMPACT:
There are financial implications to shifting percentage applications. Staff will continue to advise that we seek balance in applying allocations as each entity has some responsibility in a project as applicable. Each entity, utilities included should be responsible for a portion of the costs related to the disturbances created via construction projects.

VILLAGE PLAN REFERENCE:
None.

ORDINANCE REFERENCE:
None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:
Presented for discussion. No action needed.

ATTACHMENTS:
None