VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Wednesday, December 21, 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 Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

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

   Members not present:

   Staff Present: Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin, Town & Country staff Brian Berquist and Tim Stieve

2. **PUBLIC APPEARANCES.**

   a. *This is an opportunity for members of the public to address the Public Works & Utilities Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the Committee for their consideration. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to public.works@mcfarland.wi.us to be included as part of the meeting.*

   None.

3. **APPROVAL OF MINUTES.**

   a. *Discussion and action regarding the minutes from the November 28, 2022 Public Works & Utilities Committee meeting.*

   Motion by Trustee Brandt, seconded by Boness, to approve the minutes from the November 28, 2022 Public Works & Utilities Committee meeting. Motion carries 6 - 0 - 0 by acclamation.

4. **BUSINESS.**

   a. *Discussion and action to make a recommendation to the Village Board regarding design approval for water main improvements along Taylor Road and authorize the project for bid.*

   Tim Stieve of Town & Country Engineering presented the design for water main improvements along Taylor Road. Stieve stated that the planned installation would occur in the off street property area owned by the Village and the water main along Taylor road is being planned for trenchless installation.

- Boness asked what trenchless installation means. Stieve explained that trenchless means tunneling without digging up the ground. Trenchless does require a boring pit on either side of the installation. Igl provided an example of TDS installation that has occurred throughout the village.
- Fredrick commented that while trenchless installation typically costs more, savings would be found by not replacing the roadway and off-street property digging. Fredrick asked if the village had HDPE pipes already. Stieve and Berquist stated there are no HDPE pipes for water main. Fredrick asked if the piping would be in casings. Berquist stated this would be without casings. Fredrick asked for the alternate bid, if HDPE pipe is not utilized, what type of pipe would be required. Berquist responded that the type of pipe would be ductile iron with a poly wrap.
- President Clow asked why an alternate was being included. Stieve responded that the alternate bid is to evaluate if the other installation method would be less expensive for both parties. Clow asked what it meant that the village would be switching to HDPE. Berquist stated that it is not the recommendation to switch to HDPE. Igl commented about having the correct equipment on hand to make any necessary repairs to this type of pipe down the road.

Motion by Adrian, seconded by Boness, to recommend approval to the Village Board regarding the design as presented for water main improvements along Taylor Road and further request authorization for the Village Engineer to bid the project. Motion carries 7 - 0 - 0 by acclamation.

b. *Discussion and action to make a recommendation to the Village Board regarding Lift Station #2 design approval and authorize the project for bid.*

Stieve presented and reviewed the Lift Station #2 project design. Due to lead times with the generator, this project may not be constructed and completed until 2024.

- President Clow asked what the building's footprint was. Stieve stated that the building is 46 feet by 33 feet.
- Trustee Brandt asked what the height of the building would be. Berquist responded that it would be similar to the lift station on Holscher Road, including a ten-foot tall garage door which would result in the gutters being at approximately twelve feet with the roof peak at sixteen to eighteen feet.
- President Clow asked if there are any concerns about the functionality of the current lift station until the construction of the new station is complete. Berquist responded that while there are capacity constraints, the station has enough capacity for the Rosewood Fields development. Igl stated that both pumps were rebuilt recently when one of the pumps failed.
- Igl commented that solar installation on the building is also a possibility with this project. Clow asked what solar would look like with this project. Stieve responded that a feasibility study was completed by a consultant with HGA. From this study, the payback would be sixteen to eighteen years. Clow asked if the solar portion would be put out with this bid. Stieve and Berquist stated that the building would be built to be solar ready in anticipation of the solar

installation. Igl stated that based on conversations with HGA it would be recommended to issue a request for proposal (RFP) at a later date once estimated construction completion is known.

- President Clow asked what the lifespan of the building would be. Berquist responded that the lifespan would be 40 to 60 years.
- Fredrick asked about the aesthetics plan. Berquist responded that once the design is approved, the plan is to stake out the building layout and speak with neighbors about what aesthetic they would like to see. Berquist also stated the aesthetics would be an allowance item within the bid package.
- Boness asked about the possibility of the building being shifted to the east. Berquist stated there is still room available to shift the building but it would be dependent on an oak tree as well as the recommendations from discussions with residents.
- Fredrick asked what the payback would be for solar. Igl and Stieve responded that HGA has estimated a payback of sixteen to eighteen years with the initial feasibility study.

Motion by President Clow, seconded by Trustee Brandt, to recommend approval to the Village Board regarding the solar ready Lift Station #2 design as presented and further request authorization for the Village Engineer to bid for the project with the understanding there will be an RFP for a solar project in the future. Motion carries 7 - 0 - 0 by acclamation.

c. *<u>Discussion and action to make a recommendation to the Village Board regarding the 2023 sidewalk replacement bid.</u>*

Igl provided an overview regarding the sidewalk replacement project. The project was bid and received one response from Speedway Sand and Gravel Inc. Igl did contact a few concrete companies to inquire why they did not bid on the project. Responses included being locked into a certain timeframe as often the work is fill-in work around other projects.

- President Clow recommended that our bid package includes a flexible scheduling option.
- Fredrick suggested including this with another project in the future.

Motion by President Clow, seconded by Fredrick, to recommend to the Village Board to reject the single bid received from Speedway Sand and Gravel Inc. regarding the 2023 sidewalk replacement project. Motion carries 7 - 0 - 0 by acclamation.

d. *<u>Presentation and discussion regarding the Water System Needs Assessment</u>*

Berquist presented the Water System Needs Assessment and reviewed the summary document enclosed within the packet. Berquist explained there are various approaches that could be taken based on the results compiled. This item will return to the committee for recommendation at a future meeting.

- Trustee Brandt asked when the updated impact fee would start. Berquist explained it would depend on when the committee provides their recommendation along with the completion of the financial review by the auditors to establish the new rate.

- President Clow asked if the population numbers were reviewed by the Community Development Director. Berquist responded that the numbers had been reviewed by the director.
- Boness asked how the impact fees were calculated in the previous study. Berquist stated he would provide this information to the committee at a future meeting.
- President Clow asked about the status of the long-term capital improvement plan for the water utility. Berquist responded that a draft plan is being compiled based on discussions with staff.
- Nielsen commented that the committee used to receive the monthly impact fee report. Nielsen asked if the new fee would price the lot out of the market. Berquist responded that the rate would be established following the auditors' financial review.
- Trustee Brandt asked how the impact fee is charged. Berquist stated the fee is a flat fee per residential unit.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, January 23, 2023 at 6:00 p.m.

6. ADJOURNMENT.

Motion by President Clow, seconded by Fredrick, to adjourn at 7:13 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