

Tuesday, May 2, 2023**6:30 PM****McFarland Municipal Center**
*Community Room***AGENDA**

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/85646335462>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 856 4633 5462

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 Parks and Recreation Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the April 6, 2023 Parks & Recreation Committee meeting.
4. BUSINESS.
 - a. Discussion regarding the overview of the committee's roles and responsibilities
 - b. Discussion regarding the park tour scheduled for May 11, 2023
 - c. Update regarding McDaniel Park beach improvement project
 - d. Update regarding various parks projects
 - e. Discussion regarding the McFarland Bird Festival event scheduled for May 13, 2023
 - f. Discussion regarding a committee work plan
5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, June 6, 2023 at 6:30 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

Parks and Recreation Committee Minutes

Thursday, April 6, 2023 - 6:30 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Jerke called the regular meeting of the Parks and Recreation Committee to order at 6:30 PM in the Community Room of the Municipal Center. The meeting was also held via Zoom webinar.

Members present: TJ Jerke, Carrie Nelson, Sarah Kuba, Tanya Lancaster, Justin Rupert, Jim Lacy, Luke Fessler

Members not present:

Staff Present: Public Works Director Lee Igl, Parks Superintendent Sayer Larson, and Assistant to the Public Works Director Aimee Irwin.

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Parks and Recreation Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. 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.*

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

None.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the February 7, 2023 Parks & Recreation Committee meeting.*

Motion by Trustee Jerke, seconded by Lacy, to approve the minutes of the February 7, 2023 Parks & Recreation Committee meeting. Motion carries 7 - 0 - 0.

4. BUSINESS.

- a. *Discussion regarding the addition of a new public restroom within the park system.*
Larson explained that the 2023 parks improvement capital budget includes funding to place a restroom within the park system. Larson referenced the 2019-2023 Outdoor Recreation & Open Space Plan which includes possible locations.

- Fessler asked if data is available about park usage statistics to help determine which location may benefit from a restroom. Larson responded that park usage data is not available at this time.
- Lacy provided his suggestion of Arnold Larson Park for restrooms.
- Igl inquired if the committee would prefer a restroom as is being discussed or if additional improvements at Arnold Larson Park could provide more than a pre-fabricated restroom. Igl stated that the wellhouse at Egner Park will be rehabbed and restrooms could be discussed when that project occurs.
- Trustee Jerke asked what could be built for the funds allocated for the restroom. Larson responded that a pre-fabricated restroom could be purchased and presented an example.
- Kuba recommended moving one current portable restroom to another location and placing a restroom at that park location.
- Larson explained that if a restroom was placed at Highland Oaks Park, this could allow the shelter to become a rentable shelter.
- Committee members discussed the various park locations and suggested moving forward with the possibility of a restroom at Highland Oaks Park.

b. Update regarding pickleball court usage.

Larson explained that two requests have been received for utilizing the pickleball courts. MRAP has requested use of six courts for six weeks on Wednesday evenings. The second request is regarding a tournament on June 16th and 17th that will utilize all eight courts.

- Trustee Jerke inquired if the tournament requestor was a village resident and if any additional requests had been received. Larson responded that the requestor was not a village resident and additional requests have been received. However, there has been no follow-up by those requestors.
- Fessler suggested future tournament requests should go through an approval process.
- Kuba asked if there was a rental fee. Larson stated that no fees have been established but could be set in the future.
- Committee members discussed various items to review prior to next season's pickleball usage, including establishing fees as well as a tournament request process.

c. Update regarding the upcoming Arbor Day event.

Larson explained that an Arbor Day event would occur on Friday April 28th at Lewis Park and provided an overview of the elements planned for the event.

- Trustee Jerke asked how many volunteers are needed for the event. Larson stated volunteers would be needed for the craft table, assistance with set-up and tear-down, tree giveaway, and food.
- Trustee Nelson asked about the marketing plan for the event. Larson explained that a flyer has been created and our Comm and Tech Department assists with

posting on various platforms.

5. SCHEDULE NEXT MEETING DATE.

a. Tuesday, May 2, 2023 at 6:30 p.m.

6. ADJOURNMENT.

Motion by Kuba, seconded by Trustee Nelson, to adjourn at 7:37 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Aimee Irwin
Assistant to the Public Works Director

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator

AGENDA ITEM: Discussion regarding the overview of the committee's roles and responsibilities

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

Ordinance [Chapter 2, Article 2-385](#) provides the responsibilities for the Parks & Recreation Committee. The following functions are included with the ordinance language:

- Developing both short-term plans and long-term master plans to help chart long term growth of public improvements within the parks system and recommending capital improvement plans for park improvements, facilities, and other amenities for adoption by the Village Board;
- Establishing and reviewing various fee schedules for park and recreational activities and services;
- Developing policies affecting operations and service delivery including rules and regulations necessary for the effective management of the parks system;
- Reviewing of design plans and specifications for public park and recreational facility construction and making recommendations to the Village Board regarding the solicitation of bids and awarding of contracts for such projects;
- Reviewing and making recommendations to the Village Board on property acquisitions that may benefit the park system and making recommendations to the Plan Commission on new public parkland dedications and their proposed improvements when required within new developments;
- Evaluating and making recommendations regarding the delivery of park and recreation services;
- Reviewing, planning, and making recommendations on community recreation programming and amenities;
- Working with Village staff to research and apply for alternate funding sources such as grants, donations, and bequests to finance park and recreational programs and facilities;
- Reviewing and facilitating the filing of yearly reports submitted to Federal, State, and other regulatory agencies as needed.
- Developing plans and strategies to generate volunteerism for restoring natural areas and acting as a lead volunteer during restoration workdays.



FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

[Chapter 2, Article 2-385](#)

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. This is for discussion only.

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion regarding the park tour scheduled for May 11, 2023

PREVIOUS ACTION:

A previous park tour was held on September 21, 2022.

ISSUE SUMMARY:

Previously, a park tour was held for committee members and village board trustees on September 21, 2022. During the committee discussion at the October 4, 2022 meeting, the committee members recommended scheduling an additional park tour in the spring of 2023. A park tour offers the opportunity to have committee members visit parks with staff to gain a better understanding of facilities, amenities, history, routine maintenance, current conditions, and future planning.

The tour will occur on Thursday May 11th at Orchard Hill Park. The tour would begin at 6:00 p.m. and go until approximately 8:00 p.m. This will allow for approximately 20 minutes at the identified park locations.

- Orchard Hill Disc Golf Course and Urso Dog Park
- Highland Oaks Park
- Juniper Ridge Park
- Cedar Ridge Park
- Ridgeview Tot-lot
- Woodland Estates Park

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. This is for discussion only.

ATTACHMENTS:



None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent, Matt Schuenke, Village Administrator

AGENDA ITEM: Update regarding McDaniel Park beach improvement project

PREVIOUS ACTION:

The former Parks, Recreation, and Natural Resources Committee reviewed a presentation on this project at its meeting on February 24, 2022.

The Parks and Recreation Committee reviewed the project again at its meeting on September 6, 2022.

The Sustainability and Natural Resources Committee reviewed the project at its meeting on September 12, 2022.

The Parks & Recreation committee recommended approval to the Village Board for the McDaniel Park site improvements at their October 4, 2022 meeting.

The Village Board recommended approval for the McDaniel Park site improvements at their October 25, 2022 meeting.

The Parks & Recreation committee recommended approval to the Village Board for the design and bidding services for McDaniel Park site improvements at their November 1, 2022 meeting.

The Sustainability and Natural Resources Committee recommended approval to the Village Board regarding this proposal at their meeting on November 14, 2022.

The Village Board recommended approval at their meeting on November 22, 2022.

The Parks & Recreation committee recommended approval to the Village Board regarding Town and Country's design as presented and authorized the project for bid at their February 7, 2023 meeting.

The Sustainability and Natural Resources Committee recommended approval to the Village Board regarding the Town and Country's design as presented and authorized the project for bid at their February 13, 2023 meeting.

The Village Board recommended approval at their meeting on February 14, 2023.



The Sustainability and Natural Resources Committee recommended to the Village Board the award contract to R & T Voegeli Excavating, LLC of Monroe for an amount of \$154,896 for the 2023 McDaniel Park beach improvements project including base bid with additional expenses for engineering and contingency for a total project cost in an amount of \$200,000 at their meeting March 13, 2023.

The Village Board awarded the contract at their meeting on March 14, 2023.

ISSUE SUMMARY:

Earlier this year we approved a contract to improve the beach at McDaniel Park to convert from gravel to sand. Additionally, a barrier was to be installed with water filtration in partnership with Dane County. This work requires a permit with the Wisconsin Department of Resources.

During that process it was discovered that additional excavation of rocks of varying sizes was needed along the shortline and within the entry point to the water. The Village pursued permission to remove these rocks through the DNR which led to a meeting with their Staff on April 7th and 25th. We discuss past park planning to outline the public interest in developing the beach as well as the permitting process. Generally speaking the conversion of the beach material, addition of the barrier, and water filtration were all fine but the DNR has taken exception to the removal of the rocks.

The rock issue was conceptually discussed at the first meeting and then more definitive feedback provided by the State at the last meeting to further address Village and County questions on their apprehension to remove the rocks. Following that additional review, the DNR feels the aquatic habitat is of good quality making it valuable to remain in place which upholds the public interest trust and cannot be further mitigated. Essentially, the area in question is on the eastern side of Lake Waubesa which then catches western driven waves that are most prominent. The varying rock sizes are key to walleye spawning specifically as they lay eggs around these rocks even within the shallow areas. The waves then help to aerate the eggs which promotes the natural reproduction of the fish whereas its been more predominant to stock within this fishery. In their sole opinion, they struggle to remove what they feel to be quality habitat and feel that statorily are bound by State law and their Administrative code. The Village would need to apply for a standard dredging permit and they will conduct a full review of that permit as would be customary, but they cannot find a reason in which they would approve the permit. There are no other known natural uses identified for this location.

The Village has offered to mitigate this issue by replacing the habitat elsewhere, contributing to restocking, and/or other ideas. Dane County has offered their support in this as well outlining the numerous ways they have voluntarily contributed to these efforts. DNR has thus far declined these requests nor acknowledged these efforts within the process. Again, they will permit it without removing the rocks as spawning takes place in the Spring when the barrier would not be in place and then swimming in the Summer when the walleye do not need it. The Village also contends that approving the permit without mitigating they will lose the quality habitat overtime based on the use of the space for swimming. They will not acknowledge the Village's concern and consider this issue purely speculative.

We were scheduled to have this work completed by June 1st as a tentative date and that will no



longer be possible as we've again hung up in permitted by the DNR. Historically this has been an issues as past permits simply to convert the beach were also denied and now the rocks are holding us up. The problem identified by the Village is that the presence of the rock impedes accessibility of the swimming area. If people then cannot access the water, it is difficult, and painful then the amenity will not be used wasting the resources expended by the Village and County to bring it forward. We have tried to work with the DNR to address this but its not clear how much weight if any they are willing to provide to the recreational component of this project. As we sit here today, these are the three options we feel we have to consider for this project:

1. Proceed with the Project this Summer - We would implement the project without the rock removal in question. Users will have to deal with the rocks when they use the amenity. We are also looking into allowances for de minimis dredging. Anyone is allowed to dredge up to 2 cubic yards. Staff is looking into this allowance and whether it could be impactful for this issue overtime. If we pursue this option, the timeline will be adjusted to likely a July completion.
2. Proceed with the Dredging Permit - We would not further pursue the project in 2023 in hopes of a successful permit request that we could implement in 2024. We will likely need to connect with fish biologists to assist us in this process and possible special Attorney's to contest this process. This option probably also deploys a political route as we contact our State Representatives to assist us in addressing this issue with the Department.
3. Proceed with No Project - Acknowledging that the path to making the beach/water accessible is likely not to be reached within the first two options and based on our initial feedback from meetings with the DNR. The beach in its current condition would remain as is and ultimately monitor changes in how it could be implemented in the future.

We wanted to provide this update and outline these options but the situation remains fluid. The Village will be a good steward of the land and water which is why we have proposed to mitigate these impacts through a number of ways. DNR would seemingly prefer we just proceed as planned knowing full well that the quality of the habitat will decline over time. We do not agree that their approach represents good balance between protecting natural resources and the introduction of recreational uses. We would prefer a better path forward for all involved.

FINANCIAL/BUDGET IMPACT:

The 2023 Budget was approved to allocate \$250,000 for the project.

Revenues - The following revenues have been allocated to fund the project by fund:

\$250,000 Total Project Revenue

This represents the Village's share in the project which some elements will be provided directly or in kind through Dane County. The Village's funds will be through the annual borrowing.

Expenses - Included within your packet is the bid tab for the project and the following cost



breakdown is updated based on the low bid submitted:

\$154,896	Base Bid
\$ 25,000	Engineering
\$ 20,000	Contingency
\$ 104	Rounding
\$200,000	Total Project Expense

Project costs demonstrate a surplus against revenues allocated for the project. The base bid includes an allowance for the pre-fabricated concrete shelter which will be delivered and set on site. The contractor will be responsible for all other elements but for what Dane County will be providing.

Due to the surplus, the anticipated borrowing for 2023 will be lowered by \$50,000 to align with the project's expected cost.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion only at this time.

ATTACHMENTS:

1. MC 204 CURRENT SET

2023 MCDANIEL PARK IMPROVEMENTS

Village of McFarland, Wisconsin

SHEET INDEX	
SHEET NO.	SHEET DESCRIPTION
1	EROSION CONTROL PLAN AND GENERAL NOTES
2	EROSION CONTROL – STANDARD CONSTRUCTION DETAILS
3	MCDANIEL PARK IMPROVEMENTS – PLAN VIEW
4	GENERAL CONSTRUCTION DETAILS



NO SCALE



TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511
TOLL FREE

WIS. STATUTE 182.0175 (1974)
REQUIRES MIN. OF 3 WORK DAYS
NOTICE BEFORE YOU EXCAVATE.

LEGEND

UNDERGROUND TELE.	UT
UNDERGROUND CATV.	UCATV
UNDERGROUND ELEC.	UE
OVERHEAD	OH
EXISTING GAS	G
PROPERTY LINE	W M
EXISTING WATER MAIN	W M
EXISTING SANITARY SEWER	SAN
EXISTING STORM SEWER	STM
EXISTING FENCE LINE	X
SAWCUT	XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
NEW STORM SEWER	=====
NEW WATER MAIN	=====
NEW SANITARY SEWER	=====

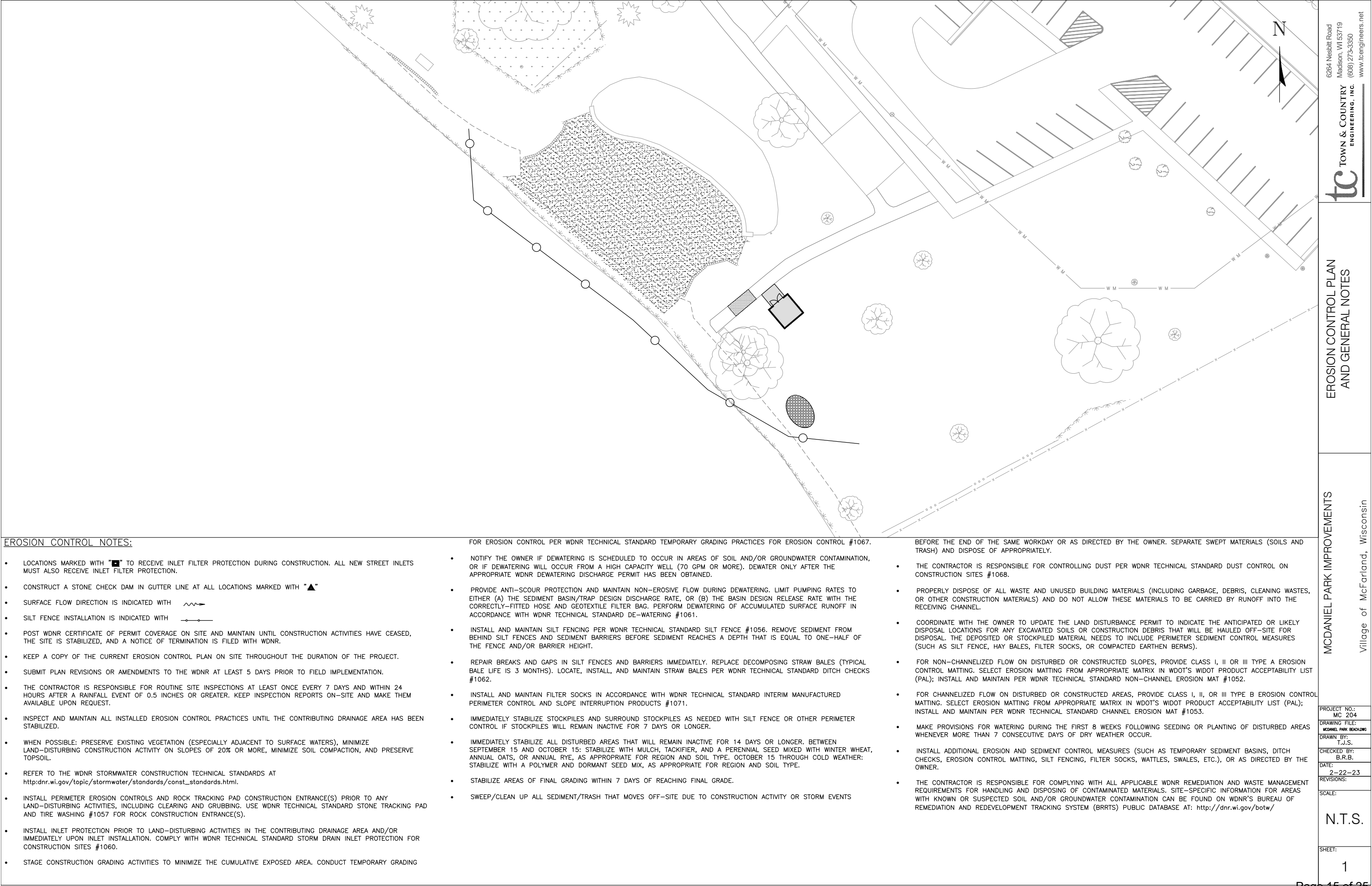
NEW ITEMS:	CS	HYDRANT	MANHOLE	CURB INLET	ENDWALL	GAS WARNING
WATER VALVE	CURB STOP					

EXISTING ITEMS:	MAILBOX	POWER POLE	LIGHT POLE	LAMP POST	PULL BOX
FLAG POLE					
WATER VALVE	CURB STOP	HYDRANT	WELL	MONITORING WELL	TRACER WIRE
SANITARY MANHOLE	SANITARY VALVE	CLEANOUT	STORM MANHOLE	CURB INLET	CIRCULAR INLET
SQUARE INLET	ENDWALL	STUMP	DECID. TREE (RELATIVE SIZE SHOWN)	EVERGREEN	SHRUB OR HEDGE
CATV. PED.	TELE. PED.	ELEC. PED.	GAS VALVE	STREET SIGN	IRON PIPE
					IRON ROD

NOTES: 1.) EXISTING FEATURES AND LABELS ARE SHOWN WITH SCREENED, LIGHTER LINES.
2.) NEW CONCRETE IS SHOWN SHADED IN PLAN VIEWS
3.) CONCRETE REMOVALS ARE SHOWN BY CROSS-HATCHING

DATE	BY	REVISIONS	SHEET

PROJECT NO.: MC 204	DRAWN BY: T.J.S.
DRAWING FILE: MCDANIEL PARK BEACH.DWG	CHECKED BY: B.A.B.
DATE: 2-22-23	REV. DATE:



EROSION CONTROL NOTES:

- LOCATIONS MARKED WITH "■" TO RECEIVE INLET FILTER PROTECTION DURING CONSTRUCTION. ALL NEW STREET INLETS MUST ALSO RECEIVE INLET FILTER PROTECTION.
- CONSTRUCT A STONE CHECK DAM IN GUTTER LINE AT ALL LOCATIONS MARKED WITH "▲"
- SURFACE FLOW DIRECTION IS INDICATED WITH
- SILT FENCE INSTALLATION IS INDICATED WITH
- POST WDNR CERTIFICATE OF PERMIT COVERAGE ON SITE AND MAINTAIN UNTIL CONSTRUCTION ACTIVITIES HAVE CEASED, THE SITE IS STABILIZED, AND A NOTICE OF TERMINATION IS FILED WITH WDNR.
- KEEP A COPY OF THE CURRENT EROSION CONTROL PLAN ON SITE THROUGHOUT THE DURATION OF THE PROJECT.
- SUBMIT PLAN REVISIONS OR AMENDMENTS TO THE WDNR AT LEAST 5 DAYS PRIOR TO FIELD IMPLEMENTATION.
- THE CONTRACTOR IS RESPONSIBLE FOR ROUTINE SITE INSPECTIONS AT LEAST ONCE EVERY 7 DAYS AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. KEEP INSPECTION REPORTS ON-SITE AND MAKE THEM AVAILABLE UPON REQUEST.
- INSPECT AND MAINTAIN ALL INSTALLED EROSION CONTROL PRACTICES UNTIL THE CONTRIBUTING DRAINAGE AREA HAS BEEN STABILIZED.
- WHEN POSSIBLE: PRESERVE EXISTING VEGETATION (ESPECIALLY ADJACENT TO SURFACE WATERS), MINIMIZE LAND-DISTURBING CONSTRUCTION ACTIVITY ON SLOPES OF 20% OR MORE, MINIMIZE SOIL COMPACTION, AND PRESERVE TOPSOIL.
- REFER TO THE WDNR STORMWATER CONSTRUCTION TECHNICAL STANDARDS AT http://dnr.wi.gov/topic/stormwater/standards/const_standards.html.
- INSTALL PERIMETER EROSION CONTROLS AND ROCK TRACKING PAD CONSTRUCTION ENTRANCE(S) PRIOR TO ANY LAND-DISTURBING ACTIVITIES, INCLUDING CLEARING AND GRUBBING. USE WDNR TECHNICAL STANDARD STONE TRACKING PAD AND TIRE WASHING #1057 FOR ROCK CONSTRUCTION ENTRANCE(S).
- INSTALL INLET PROTECTION PRIOR TO LAND-DISTURBING ACTIVITIES IN THE CONTRIBUTING DRAINAGE AREA AND/OR IMMEDIATELY UPON INLET INSTALLATION. COMPLY WITH WDNR TECHNICAL STANDARD STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITES #1060.
- STAGE CONSTRUCTION GRADING ACTIVITIES TO MINIMIZE THE CUMULATIVE EXPOSED AREA. CONDUCT TEMPORARY GRADING

FOR EROSION CONTROL PER WDNR TECHNICAL STANDARD TEMPORARY GRADING PRACTICES FOR EROSION CONTROL #1067.

- NOTIFY THE OWNER IF DEWATERING IS SCHEDULED TO OCCUR IN AREAS OF SOIL AND/OR GROUNDWATER CONTAMINATION, OR IF DEWATERING WILL OCCUR FROM A HIGH CAPACITY WELL (70 GPM OR MORE). DEWATER ONLY AFTER THE APPROPRIATE WDNR DEWATERING DISCHARGE PERMIT HAS BEEN OBTAINED.
- PROVIDE ANTI-SCOUR PROTECTION AND MAINTAIN NON-EROSIVE FLOW DURING DEWATERING. LIMIT PUMPING RATES TO EITHER (A) THE SEDIMENT BASIN/TRAP DESIGN DISCHARGE RATE, OR (B) THE BASIN DESIGN RELEASE RATE WITH THE CORRECTLY-FITTED HOSE AND GEOTEXTILE FILTER BAG. PERFORM DEWATERING OF ACCUMULATED SURFACE RUNOFF IN ACCORDANCE WITH WDNR TECHNICAL STANDARD DE-WATERING #1061.
- INSTALL AND MAINTAIN SILT FENCING PER WDNR TECHNICAL STANDARD SILT FENCE #1056. REMOVE SEDIMENT FROM BEHIND SILT FENCES AND SEDIMENT BARRIERS BEFORE SEDIMENT REACHES A DEPTH THAT IS EQUAL TO ONE-HALF OF THE FENCE AND/OR BARRIER HEIGHT.
- REPAIR BREAKS AND GAPS IN SILT FENCES AND BARRIERS IMMEDIATELY. REPLACE DECOMPOSING STRAW BALES (TYPICAL BALE LIFE IS 3 MONTHS). LOCATE, INSTALL, AND MAINTAIN STRAW BALES PER WDNR TECHNICAL STANDARD DITCH CHECKS #1062.
- INSTALL AND MAINTAIN FILTER SOCKS IN ACCORDANCE WITH WDNR TECHNICAL STANDARD INTERIM MANUFACTURED PERIMETER CONTROL AND SLOPE INTERRUPTION PRODUCTS #1071.
- IMMEDIATELY STABILIZE STOCKPILES AND SURROUND STOCKPILES AS NEEDED WITH SILT FENCE OR OTHER PERIMETER CONTROL IF STOCKPILES WILL REMAIN INACTIVE FOR 7 DAYS OR LONGER.
- IMMEDIATELY STABILIZE ALL DISTURBED AREAS THAT WILL REMAIN INACTIVE FOR 14 DAYS OR LONGER. BETWEEN SEPTEMBER 15 AND OCTOBER 15: STABILIZE WITH MULCH, TACKIFIER, AND A PERENNIAL SEED MIXED WITH WINTER WHEAT, ANNUAL OATS, OR ANNUAL RYE, AS APPROPRIATE FOR REGION AND SOIL TYPE. OCTOBER 15 THROUGH COLD WEATHER: STABILIZE WITH A POLYMER AND DORMANT SEED MIX, AS APPROPRIATE FOR REGION AND SOIL TYPE.
- STABILIZE AREAS OF FINAL GRADING WITHIN 7 DAYS OF REACHING FINAL GRADE.
- SWEEP/CLEAN UP ALL SEDIMENT/TRASH THAT MOVES OFF-SITE DUE TO CONSTRUCTION ACTIVITY OR STORM EVENTS

BEFORE THE END OF THE SAME WORKDAY OR AS DIRECTED BY THE OWNER. SEPARATE SWEEPED MATERIALS (SOILS AND TRASH) AND DISPOSE OF APPROPRIATELY.

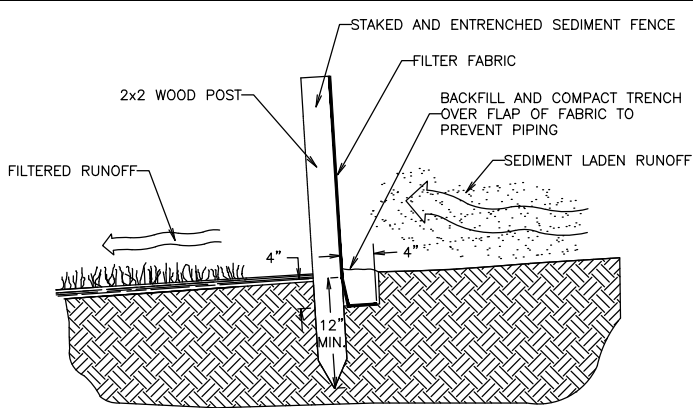
- THE CONTRACTOR IS RESPONSIBLE FOR CONTROLLING DUST PER WDNR TECHNICAL STANDARD DUST CONTROL ON CONSTRUCTION SITES #1068.
- PROPERLY DISPOSE OF ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, OR OTHER CONSTRUCTION MATERIALS) AND DO NOT ALLOW THESE MATERIALS TO BE CARRIED BY RUNOFF INTO THE RECEIVING CHANNEL.
- COORDINATE WITH THE OWNER TO UPDATE THE LAND DISTURBANCE PERMIT TO INDICATE THE ANTICIPATED OR LIKELY DISPOSAL LOCATIONS FOR ANY EXCAVATED SOILS OR CONSTRUCTION DEBRIS THAT WILL BE HAULED OFF-SITE FOR DISPOSAL. THE DEPOSITED OR STOCKPILED MATERIAL NEEDS TO INCLUDE PERIMETER SEDIMENT CONTROL MEASURES (SUCH AS SILT FENCE, HAY BALES, FILTER SOCKS, OR COMPACTED EARTHEN BERMS).
- FOR NON-CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED SLOPES, PROVIDE CLASS I, II OR III TYPE A EROSION CONTROL MATTING. SELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S WIDOT PRODUCT ACCEPTABILITY LIST (PAL); INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD NON-CHANNEL EROSION MAT #1052.
- FOR CHANNELIZED FLOW ON DISTURBED OR CONSTRUCTED AREAS, PROVIDE CLASS I, II, OR III TYPE B EROSION CONTROL MATTING. SELECT EROSION MATTING FROM APPROPRIATE MATRIX IN WDOT'S WIDOT PRODUCT ACCEPTABILITY LIST (PAL); INSTALL AND MAINTAIN PER WDNR TECHNICAL STANDARD CHANNEL EROSION MAT #1053.
- MAKE PROVISIONS FOR WATERING DURING THE FIRST 8 WEEKS FOLLOWING SEEDING OR PLANTING OF DISTURBED AREAS WHENEVER MORE THAN 7 CONSECUTIVE DAYS OF DRY WEATHER OCCUR.
- INSTALL ADDITIONAL EROSION AND SEDIMENT CONTROL MEASURES (SUCH AS TEMPORARY SEDIMENT BASINS, DITCH CHECKS, EROSION CONTROL MATTING, SILT FENCING, FILTER SOCKS, WATTLES, SWALES, ETC.), OR AS DIRECTED BY THE OWNER.
- THE CONTRACTOR IS RESPONSIBLE FOR COMPLYING WITH ALL APPLICABLE WDNR REMEDIATION AND WASTE MANAGEMENT REQUIREMENTS FOR HANDLING AND DISPOSING OF CONTAMINATED MATERIALS. SITE-SPECIFIC INFORMATION FOR AREAS WITH KNOWN OR SUSPECTED SOIL AND/OR GROUNDWATER CONTAMINATION CAN BE FOUND ON WDNR'S BUREAU OF REMEDIATION AND REDEVELOPMENT TRACKING SYSTEM (BRRTS) PUBLIC DATABASE AT: <http://dnr.wi.gov/botw/>

**EROSION CONTROL PLAN
AND GENERAL NOTES**

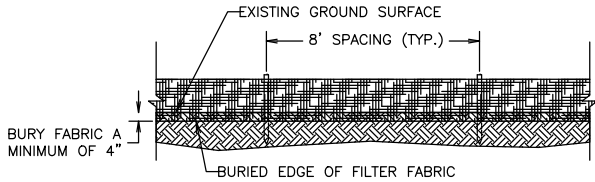
MCDANIEL PARK IMPROVEMENTS
Village of McFarland, Wisconsin

PROJECT NO.: MC 204
DRAWING FILE: MCDANIEL PARK BEACHING
DRAWN BY: T.J.S.
CHECKED BY: B.R.B.
DATE: 2-22-23
REVISIONS:
SCALE:
SHEET: 1

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

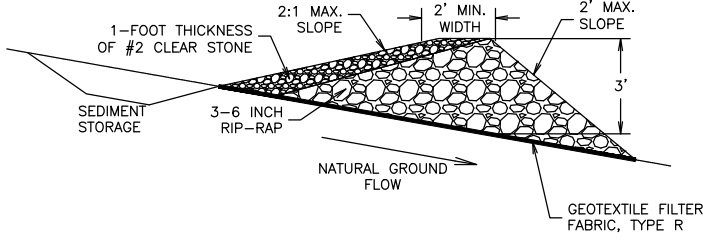


CROSS-SECTION OF A PROPERLY INSTALLED SEDIMENT FENCE

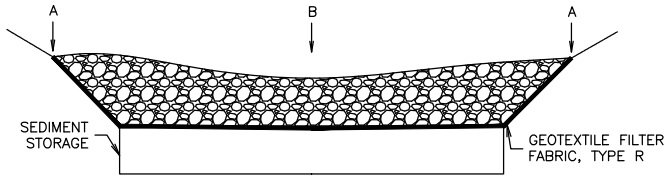


SEDIMENT FENCE DETAIL

DETAIL
SEDIMENT FENCE

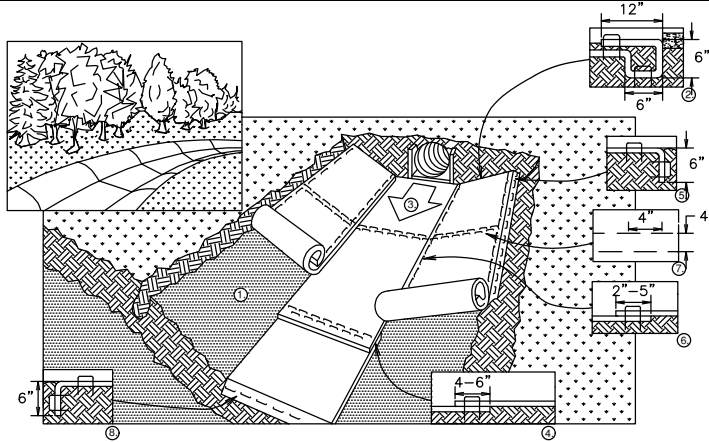


SECTION VIEW



FRONT VIEW

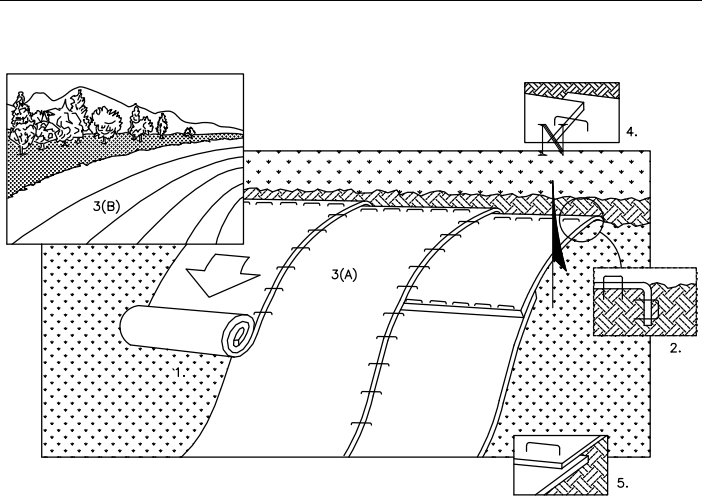
DETAIL
STONE CHECK DAM



1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED.
2. BEGIN AT THE TOP OF THE CHANNEL BY ANCHORING THE BLANKET IN A 6" DEEP X 6" WIDE TRENCH WITH APPROXIMATELY 12" OF BLANKET EXTENDED BEYOND THE UP-SLOPE PORTION OF THE TRENCH. ANCHOR THE BLANKET WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN THE BOTTOM OF THE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING. APPLY SEED TO COMPACTED SOIL AND FOLD REMAINING 12" PORTION OF BLANKET BACK OVER SEED AND COMPACTED SOIL. SECURE BLANKET OVER COMPACTED SOIL WITH A ROW OF STAPLES/STAKES SPACED APPROXIMATELY 12" APART ACROSS THE WIDTH OF THE BLANKET
3. ROLL CENTER BLANKET IN DIRECTION OF WATER FLOW IN BOTTOM OF CHANNEL. BLANKETS WILL UNROLL WITH APPROPRIATE SIDE AGAINST THE SOIL SURFACE. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SOIL SURFACE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.
4. PLACE CONSECUTIVE BLANKETS END OVER END (SHINGLE STYLE) WITH A 4-6" OVERLAP. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER TO SECURE BLANKETS.
5. FULL LENGTH EDGE OF BLANKETS AT TOP OF SIDE SLOPE MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
6. ADJACENT BLANKETS MUST BE OVERLAPPED APPROXIMATELY 4" AND STAPLED.
7. A STAPLE CHECK SLOT IS RECOMMENDED AT 30 TO 40 FOOT INTERVALS. USE A DOUBLE ROW OF STAPLES STAGGERED 4" APART AND 4" ON CENTER OVER ENTIRE WIDTH OF THE CHANNEL.
8. THE TERMINAL END OF THE BLANKETS MUST BE ANCHORED WITH A ROW OF STAPLES/STAKES APPROXIMATELY 12" APART IN A 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.

NOTE: IN LOOSE SOIL CONDITIONS, THE USE OF STAPLES OR STAKE LENGTHS GREATER THAN 6" MAY BE NECESSARY TO PROPERLY ANCHOR THE BLANKETS.

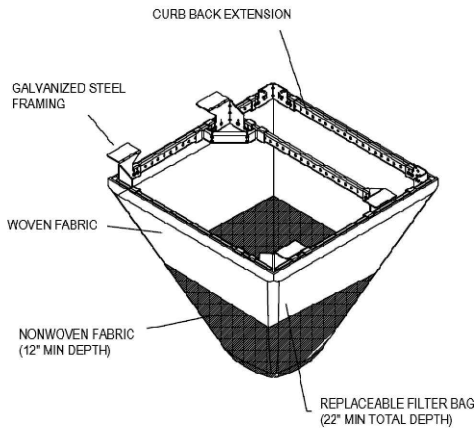
DETAIL
EROSION CONTROL MAT - CHANNEL INSTALLATION



NOTE:
REFER TO GENERAL STAPLE PATTERN GUIDE FOR CORRECT
STAPLE PATTERN RECOMMENDATIONS FOR SLOPE INSTALLATIONS.

1. PREPARE SOIL BEFORE INSTALLING BLANKETS, INCLUDING APPLICATION OF FERTILIZER AND SEED. NOTE: WHEN USING CELL-O-SEED DO NOT SEED PREPARED AREA. CELL-O-SEED MUST BE INSTALLED WITH PAPER SIDE DOWN.
2. BEGIN AT THE TOP OF THE SLOPE BY ANCHORING THE BLANKET IN 6" DEEP X 6" WIDE TRENCH. BACKFILL AND COMPACT THE TRENCH AFTER STAPLING.
3. ROLL THE BLANKETS (A.) DOWN OR (B.) HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 2" OVERLAP.
5. WHEN BLANKETS MUST BE SPICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH APPROXIMATELY 4" OVERLAP. STAPLE THROUGH OVERLAPPED AREA, APPROXIMATELY 12" APART.
6. ALL BLANKETS MUST BE SECURELY FASTENED TO THE SLOPE BY PLACING STAPLES/STAKES IN APPROPRIATE LOCATIONS AS RECOMMENDED BY THE MANUFACTURER.

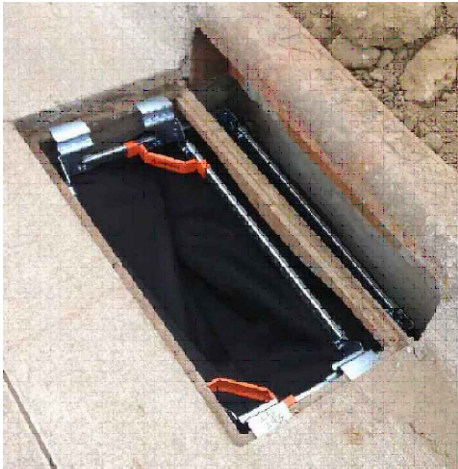
DETAIL
EROSION CONTROL MAT - SLOPE INSTALLATION



GENERAL NOTES:

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

FRAMED INLET PROTECTION SHALL BE COMPLIANT WITH ALL ASTM STANDARD D8057-17 REQUIREMENTS, INCLUDING:
A. BYPASS OVERFLOW THAT MEETS OR EXCEEDS INLET DESIGN FLOW
B. FRAME AND BAG STRONG ENOUGH TO HANDLE FULL SEDIMENT LOAD.



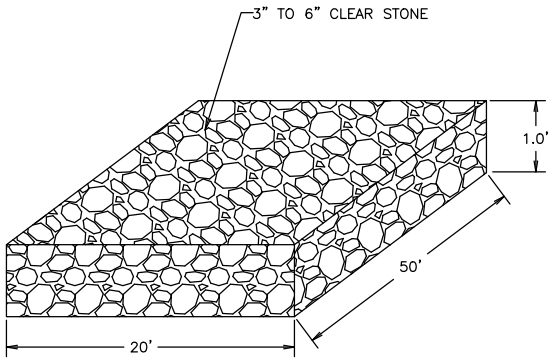
INSTALLATION NOTES:

NO PART OF INLET PROTECTION SHALL BE PROJECTING ABOVE THE GRATE.

FOR COMBINATION INLETS, PROTECTION SHALL CAPTURE RUNOFF ENTERING BOTH GRATE AND CURB OPENING.

A DUAL FABRIC FILTER BAG, WITH NON-WOVEN BOTTOM AND WOVEN TOP SHALL BE USED.

THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

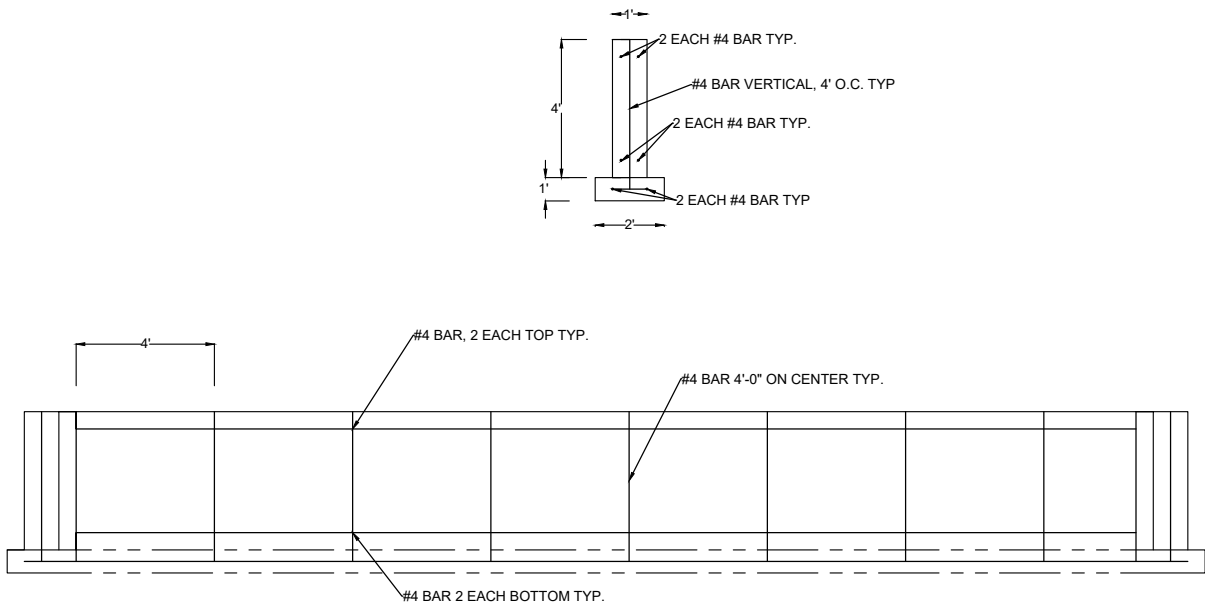


NOTE:

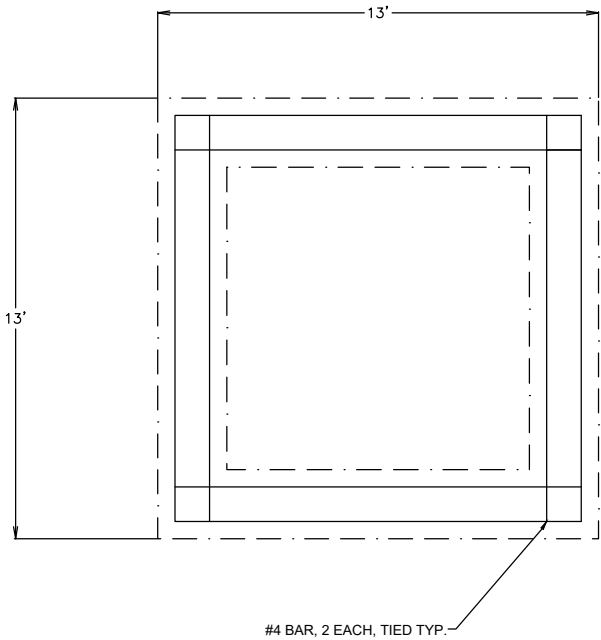
- ON STREET SURFACES
CRUSHED AGGREGATE BASE STONE
SERVES AS TRACKING PAD.

DETAIL
CLEAR STONE TRACKING PAD

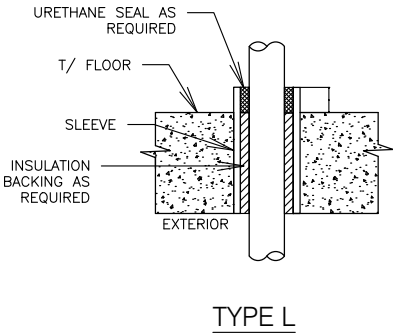
DETAIL
INLET PROTECTION - FRAMED (W/ CURB BOX)



DETAIL
FROST WALL SECTIONS

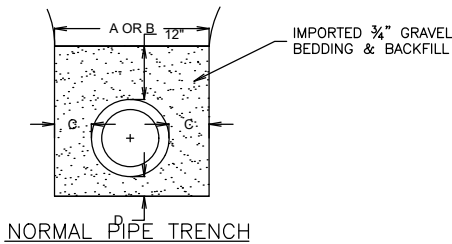


DETAIL
FROST WALL PLAN

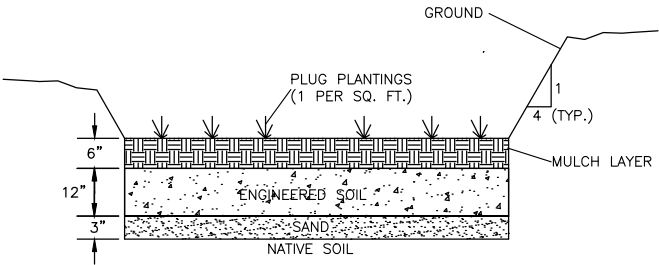


DETAIL
BASE/FLOOR PIPING PENETRATION

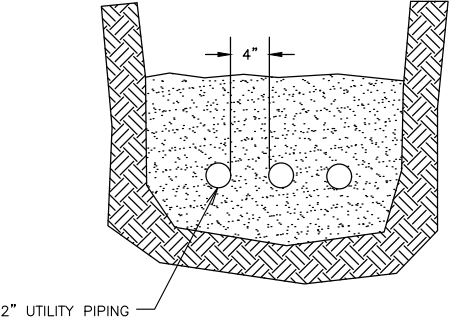
DIMENSIONS:
A: OUTSIDE DIAMETER OF PIPE PLUS 24" MAXIMUM, EXCEPT NEED NOT BE LESS THAN 36". TRENCH SHIELDS NARROWER THAN 4 FEET INSIDE WIDTH WILL NOT BE REQUIRED UNLESS SPECIFICALLY REQUIRED IN THE PROJECT SPECIFICATIONS.
B: FOR ROCK, OUTSIDE DIAMETER OF PIPE PLUS 18" MAXIMUM, EXCEPT NEED NOT BE LESS THAN 36".
C: MINIMUM - 6"
D: MINIMUM 4" BELOW BARREL AND 3" BELOW BELL.



DETAIL
TRENCH WIDTH AND BEDDING



DETAIL
BIORETENTION FLUSHING AREA



DETAIL
JOINT TRENCH INSTALLATION

GENERAL DETAILS

MCDANIEL PARK IMPROVEMENTS
Village of McFarland, Wisconsin

PROJECT NO.: MC 204
DRAWING FILE: MCDANIEL PARK BEACH/DWG
DRAWN BY: T.J.S.
CHECKED BY: B.R.B.
DATE: 2-22-23
REVISIONS:
SCALE:

N.T.S.

SHEET:

4

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Update regarding various parks projects

PREVIOUS ACTION:

None

ISSUE SUMMARY:

Brandt Park Ball Diamond

We experienced a sewer line break in the outfield of the lower diamond. The break was discovered on April 14th and repaired on April 17th. Wi DNR guidelines were followed for remediation. Turf restoration was delayed due to ground conditions following repairs. Due to lack of quality sod availability, seeding was selected for restoration.

Skate Park Construction Timeline

We've received an updated timeline from Parisi Construction.

William McFarland Skatepark		#23-3-013	Parisi Construction Project Manager: Adam Masters
Wk of	Activity	Contractor	Notes
7/17/2023	Mobilization & Erosion Control Installation, Begin Grading	Parisi	Village to have demolition & removals completed prior
7/24/2023	Site Grading & Aggregate Installation	Parisi	
7/31/2023	Skate Park Construction (10-12 wks)	Spohn	Spohn has given an 8/1 start date
10/23/2023	Sidewalk Prep & Installation	Parisi	Date dependent on Spohn work completion
10/30/2023	Site cleanup & topsoiling	Parisi	
11/6/2023	Shade Structure Installation & Site Restoration	MCL	Village to install trees prior to seeding & ematting Weather to be a factor on restoration timing

Community Park

The final stage of grading is currently underway. Irrigation installation is to start the week of 5/01/2023. Final finish surface prep after irrigation is installed with seeding to follow. installation will take 4-6 weeks.

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

None



BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. This is for discussion only.

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion regarding the McFarland Bird Festival event scheduled for May 13, 2023

PREVIOUS ACTION:

None

ISSUE SUMMARY:

The McFarland Bird Festival will take place on Saturday, May 13th 2023, from 9:00am to 12:00pm at the Lewis Park shelter. This is a free event, open to the public, and for all ages. Attendees can explore booths, activities, enter the prize raffle, and participate in guided bird walks.

The bird festival also has volunteers that participate in the Great Wisconsin Birdathon. They help raise funds to put towards acquiring park amenities such as the viewers and educational signage (coming soon).

FINANCIAL/BUDGET IMPACT:

None

VILLAGE PLAN REFERENCE:

None

ORDINANCE REFERENCE:

None

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

No action on this item. This is for discussion only.

ATTACHMENTS:

1. 2023 Bird Fest Flyer



McFarland Bird Festival



Saturday, May 13
9:00 AM - 12:00 PM

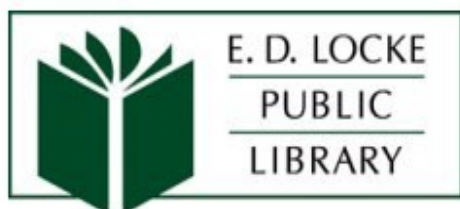
Lewis Park Shelter
5012 Highland Dr

FREE AND OPEN TO THE PUBLIC

Join fellow bird lovers at the McFarland Bird Festival! From 9:00 AM - 12:00 PM on Saturday, May 13th, visit the Lewis Park shelter to experience all the festival has to offer. Explore booths with information and activities, enter the prize raffle, and enjoy guided bird walks at 9:30 and 11:00, all at beautiful Lower Mud Lake, a wonderful area for bird watching.

This all-ages event is free and open to everyone!

FOR MORE INFORMATION, VISIT THE BIRD FESTIVAL'S
FACEBOOK PAGE: @mcfarlandbirdfestival



McFarland E.D. Locke Public Library

5920 Milwaukee St.
McFarland, Wisconsin 53558 | (608) 838-9030
mcfarlandlibrary.org/

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Tuesday, May 2, 2023

SECTION: Business

DEPARTMENT: Public Works

CONTACT: Matt Schuenke, Village Administrator, Sayer Larson, Parks Superintendent

AGENDA ITEM: Discussion regarding a committee work plan

PREVIOUS ACTION:

None.

ISSUE SUMMARY:

The Committee may consider creating a work plan to generally outline various activities it wishes to pursue in the coming board year. The board year runs generally from April of the present year through March of the next year. The work plan developed shall follow the essential functions of the Committee as outlined within the code (previous agenda item). Additionally, a general outline of what a work plan could look like is enclosed within your packet from the Village Board Handbook. Staff will be present to help assist the discussion recognizing Committee members will want to provide input on what would be addressed within this process.

FINANCIAL/BUDGET IMPACT:

None.

VILLAGE PLAN REFERENCE:

None.

ORDINANCE REFERENCE:

None.

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

Presented for discussion. No action needed.

ATTACHMENTS:

1. Pages from Village Board Handbook - FINAL 02282023

- Although the length of a meeting is left to the discretion of the Chairperson, we have generally found that members tend to lose their focus if a meeting extends beyond two hours.
- Encourage courteous and considerate interactions. If needed, talk to disruptive members privately after the meeting.
- Keep discussions on track.
- Limit public comment to the beginning of the meeting or just prior to taking up a pertinent agenda item. Make sure that the speaker states their name and address.

Work Plan Development

Boards, commissions, and committees may prepare their own work plan with assistance from Village Staff. Each group will generally follow the same outline when preparing their work plan with Village Staff that is aligned with their essential responsibilities as defined by Village Ordinance. The process for this would be initiated by Staff with the new board year which for Committees that would begin at the end of April or beginning of May of each year.

- **Introduction (Meetings 1-2):**
 - Roles and Responsibilities...review the code, policies, meeting format, etc.
 - General summary on the work completed in the previous year.
 - Committee can identify areas they wish to learn more about or need additional background information.
 - General summary on the work on the horizon for the coming year.
 - Update work plan as needed.
 - Other business items that may be applicable as part of their regular course of work.
- **General (Meetings 3-11)** – Each meeting then throughout the year may encompass any of the following activities in line with their roles and responsibilities outlined in the code:
 - Capital Planning
 - Presentations from relevant Community Groups
 - Fee Schedule Review
 - Ordinance/Policy Review
 - Other business items that may be applicable as part of their regular course of work.

- **Conclusion (Meeting 12):**
 - Look ahead to the next year.
 - Discussion on reappointment process.
 - General inquiries on feedback on the groups work in the previous year.
 - Other business items that may be applicable as part of their regular course of work.

Board, Committee, Commission Appointment Process

1. Annually at the end of December, the Deputy Administrator/Clerk shall notify every Board, Committee and Commission members of their expiring term in the preceding April. BCC members shall be allowed the opportunity to request appointment for another term or to end their service at the end of their term.
2. All Board, Committee, Commission vacancies shall be published in mid-March via the Village's standard posting procedures.
3. The Village President shall be forwarded all BCC applications to make appointments at the annual meeting held the third Thursday in April.
4. Unfilled BCC vacancies shall continued to be recruited for until they are filled.