

VILLAGE OF MCFARLAND
Public Works & Utilities Committee Minutes

Monday, November 27, 2023 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Trustee Wreh 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: Edward Wreh, Hilary Brandt, Pauline Boness, Marc Nielsen, Chris Fredrick, Eric Kindschi, Matthew Coan

Members not present: n/a

Staff Present: Village Administrator Matt Schuenke, 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 and Utilities 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 October 23, 2023 Public Works & Utilities Committee meeting.

Motion by Trustee Wreh, seconded by Trustee Brandt, to approve the minutes of the October 23, 2023, Public Works & Utilities Committee meeting. Motion carries 6 - 0 - 1, with Boness abstaining.

4. BUSINESS.

a. Presentation and discussion of the Water Utility Financial Forecast as prepared by Baker Tilly.

Jodi Dobson of Baker Tilly presented and reviewed the enclosed Water Utility Financial Forecast which provides a five-year outlook to assist with future planning.

b. Discussion and action to make a recommendation to the Village Board regarding the Water Utility Impact Fee Study as prepared by Baker Tilly.

Dobson presented and reviewed the impact fee study as enclosed within the packet. Dobson explained that Schedule 5 presents the maximum impact fee rate adjustments recommended by Baker Tilly.

Motion by Fredrick, seconded by Trustee Brandt, to recommend approval to the Village Board regarding the Water Utility Impact Fee Study as prepared by Baker Tilly. Motion carries 7 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding stormwater rates.

Berquist presented the cash flow analysis for the stormwater utility as enclosed within the packet. Based on the calculations, the recommendation would be to increase the bimonthly charge from \$14.83 per ERU to \$20.00

Motion by Trustee Wreh, seconded by Trustee Brandt, to recommend approval to the Village Board regarding the stormwater rate study and for an increase of the bimonthly charge per ERU to \$20.00 effective in January 2024. Motion carries 7 - 0 - 0 by acclamation.

d. Presentation and discussion regarding the draft Maintenance Plan for Village-Owned Stormwater Improvements.

Stieve presented the draft maintenance plan for Village-Owned Stormwater improvements. Included with the plan are some recommendations for potential maintenance that could be conducted to the private channel behind Babock Park between the Yahara River and Lake Waubesa.

5. SCHEDULE NEXT MEETING DATE.

a. Wednesday, December 20, 2023 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Trustee Brandt, seconded by Fredrick, to adjourn at 7:51 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