

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Wednesday, December 20, 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, Village President Carolyn Clow

Members not present: n/a

Staff Present: Village Administrator Matt Schuenke, 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 November 27, 2023 Public Works & Utilities Committee meeting.*

Motion by Trustee Wreh, seconded by Fredrick, to approve the minutes of the November 27, 2023, Public Works & Utilities Committee meeting. Motion carries 7 - 0 - 0.

4. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding the Maintenance Plan for Village-Owned Stormwater Improvements.*

Stieve presented the finalized maintenance plan for Village-Owned Stormwater improvements. Changes included in the final version are a cost impact breakdown for

projected dredging needs and site information accuracy.

- Trustee Wreh asked what project is prioritized for dredging to five feet over a lesser amount. Stieve responded that it is recommended for all sites to be dredged to the five-foot level.
- Trustee Wreh asked if a policy or procedure would be created for ongoing measurements of depth for the BMP sites. Schuenke stated that a policy could be included in the recommendation.

Schuenke provided an overview for Appendix B which refers to the Babcock Channel and Farwell Outfall. The area in blue will be maintained as part of the maintenance plan while the other three areas, referred to as the channel, will require additional planning. Schuenke stated that the plan for the channel areas would be brought back to the committee in 2024 along with discussion about funding options.

- Trustee Wreh recommended that the plan for the channel includes cost impact of the recommended work.
- Boness recommended that the BMP sites are measured annually.
- Nielsen asked if there were standards for the vegetation around the BMP sites. Stieve responded, yes, there are common standards that will be followed and maintained.
- Trustee Wreh asked if there were restrictions on maintenance of the sites for wildlife. Stieve stated that, as part of the DNR permitting process, there are certain times of year that, due to wildlife, work may not be conducted.
- Fredrick recommended seeking volunteer assistance with general clean-up of the sites.

Motion by Trustee Wreh, seconded by Boness, to recommend approval to the Village Board regarding the Maintenance Plan for Village-Owned Stormwater Improvements including the creation of policy regarding BMP site measurements. Motion carries 7 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the final Water Utility Financial Forecast as prepared by Baker Tilly.

Schuenke presented the updated Water Utility Financial Forecast which will serve as a guide for the water utility.

- Trustee Wreh asked for clarification on Attachment 3, page 8 of the document, regarding the subparagraph labeled B. The statement reads that the current authorized rate of return is 4.9%. While the utility may be eligible for up to a 6.2% rate of return, the recommended rate for this study was maintained at 6.0%. Trustee Wreh asked why 6.0% was being utilized instead of 6.2%. Schuenke responded that additional clarification would be asked of Baker Tilly.

Motion by Trustee Wreh, seconded by Trustee Brandt, to recommend approval to the Village Board regarding the final Water Utility Financial Forecast as enclosed. Motion

carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, January 22, 2024, at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Trustee Wreh, to adjourn at 6:32 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