VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, January 22, 2024 - 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, Chris Fredrick, Eric Kindschi, Matthew Coan, Marc Nielsen (in attendance; unable to vote due to technology issues)

   Members not present: Hilary Brandt, Pauline Boness

   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 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 December 20, 2023, Public Works & Utilities Committee meeting.*
      Motion by Trustee Wreh, seconded by Fredrick, to approve the minutes of the December 20, 2023, Public Works & Utilities Committee meeting. Motion carries 4 - 0 - 0.

4. **BUSINESS.**

   a. *Discussion and action to make a recommendation to the Village Board regarding the award of contract for the 2024 Exchange Street project.*
      Stieve provided an overview of the bid process through WisDOT. Stieve explained that WisDOT approved the award of contract to James Peterson Sons as the low bidder.

Motion by Trustee Wreh, seconded by Fredrick, to recommend approval to the Village Board regarding the award of contract to James Peterson Sons Inc. of Medford for an amount of $4,021,987.94 for the reconstruction of Exchange Street including base bid with additional expenses for engineering, construction administration, and contingency for a total project cost in an amount of $5,093,000. Motion carries 4 - 0 - 0.

b. *Discussion and action to make a recommendation to the Village Board regarding the award of contract for the 2024 Lift Station 2 project.*

Stieve provided an overview of the bid process and explained that bids opened on December 21, 2023. Stieve stated that while only one bid was received and the bid is comparable to other projects of similar nature that Town & Country is aware of.

- Fredrick asked if other bids were not received due to the level of risk. Stieve stated that bids were not received due to project size.
- Fredrick asked what the risks would be of not awarding the project. Stieve explained that this project market continues to experience price increases and while the project is not immediately needed, the update will be needed eventually for capacity.
- Trustee Wreh expressed his concerns regarding the expenses for the project being over the allocated revenue.
- Igl spoke about the discussions related to project scope reduction and expressed that reducing the scope would not necessarily decrease the total expense for the project.
- Stieve explained that the current steel canister is showing signs of rust and conditions which will warrant necessary replacement eventually, if the project is not moved forward. Berquist added that replacing the canister is estimated at $300,000 but would only be replaced after a catastrophic event such as a flood.

Motion by Fredrick, seconded by Kindschi, to recommend approval to the Village Board regarding the award of contract to Portzen Construction, Inc. of Dubuque, IA in the amount of $2,870,575 for the reconstruction of Lift Station #2 including base bid with additional expenses for engineering, construction administration, and contingency for a total project cost in an amount of $3,564,000. Motion carries 3 - 1 - 0, with Trustee Wreh voting nay.

c. *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 Lift Station 2 project.*

Stieve provided an overview of the amendment to the proposal by Town & Country Engineering for construction engineering related to the Lift Station #2 project.

Motion by Trustee Wreh, seconded by Fredrick, to recommend approval to the Village Board regarding a proposal from Town & Country Engineering for construction engineering for the Lift Station 2 project not to exceed $165,000. Motion carries 4 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. *<u>Monday, February 26, 2024 at 6:00 p.m.</u>*

6. ADJOURNMENT.

Motion by Fredrick, seconded by Trustee Wreh, to adjourn at 6:28 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