

VILLAGE OF MCFARLAND
Public Works & Utilities Committee Minutes

Monday, March 25, 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, Hilary Brandt, Pauline Boness, Marc Nielsen, Chris Fredrick, Eric Kindschi

Members not present: Matthew Coan

Staff Present: Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin, Town & Country staff 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 February 26, 2024, Public Works & Utilities Committee meeting.*

Motion by Trustee Wreh, seconded by Boness, to approve the minutes of the February 26, 2024, Public Works & Utilities Committee meeting. Motion carries 5 - 0 - 1, with Fredrick abstaining.

4. BUSINESS.

- a. *Discussion regarding Well 5 design*

Stieve provided an overview of Well 5. Stieve explained that a study was last completed in 2012 regarding the well and the timeline was presented for design through construction.

- Trustee Wreh and Nielsen asked about the PSC rate case item included in the timeline for the well. Stieve stated he was unsure about this item and Igl explained details would be provided to the committee once known.
- Trustee Wreh asked how long the test period was for the test well. Stieve explained it would be a few days.
- Fredrick asked if it would be okay to delay the test well timing. Stieve stated there is cushion and redundancy in the system which would allow for the delay in the test well timing.
- Trustee Wreh asked how likely it would be that the site would not qualify. Stieve explained that it would be highly unlikely.

Stieve reviewed the site plan and explained the plan continues to be discussed with staff.

- Trustee Brandt asked about vacating the right-of-way. Stieve explained it would not result in a sale. Igl explained that after the right-of-way is vacated there would be a CSM to divide the three lots into two.
- Nielsen asked about a pathway through the village lot to connect to the school district lot to the north. Igl stated this could be looked at during design.

b. Discussion and action to make a recommendation to the Village Board regarding updates to ordinance 47-109 Sand and Grease Trap Installations.

Igl reviewed the enclosed ordinance update in order to be able to follow through and obtain compliance with applicable locations.

- Nielsen asked if other municipalities' ordinances were reviewed as part of this update. Igl stated that part of the ordinance is from another municipality with revisions provided by the village attorney.
- Boness asked if these locations were mostly businesses. Igl stated that the locations are commercial and/or businesses. Igl explained that courtesy notices were mailed to applicable property explaining the ordinance language that existed and how to be in compliance.
- Trustee Wreh asked how locations are being educated about this ordinance and what is required for compliance. Igl stated that letters were sent to half of the properties in the village by Town & Country Engineering, and they answered questions.
- Boness asked when letters were mailed. Igl stated that letters were mailed in May 2023.
- Fredrick recommended providing clear definitions of what it means to comply. Fredrick asked what if a location did not care to comply and was willing to pay the \$200 fee per day. Igl explained that the attorney felt the fee was adequate. Fredrick asked if the fee was reviewed. Igl stated that the fee would be reviewed annually as part of the budgeting process.
- Fredrick asked if the damage to a third party could be charged to the responsible property. Igl explained that situations were found quickly, but he would follow up with the attorney regarding this.

- Trustee Wreh asked if there would be variance or exceptions permitted. Igl explained that the process would include an initial conversation. If the property demonstrates that repairs are being done or work is occurring, it would be accepted as being worked towards compliance.

Motion by Trustee Wreh, seconded by Trustee Brandt, to recommend approval to the Village Board regarding updates to ordinance 47-109 Sand and Grease Trap Installations as presented. Motion rescinded by Trustee Wreh, seconded by Trustee Brandt.

Motion by Trustee Wreh, seconded by Trustee Brandt, to recommend approval to the Village Board regarding updates to ordinance 47-109 Sand and Grease Trap Installations as presented with discussions regarding third party damages prior to Village Board approval. Motion carries 6 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

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

6. ADJOURNMENT.

Motion by Trustee Wreh, seconded by Fredrick, to adjourn at 6:40 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