VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, June 24, 2024 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

President Clow called the regular meeting of the Public Works & Utilities Committee to order at 6:02 PM in the Community Room of the Municipal Center. This meeting was also held via Zoom webinar.

Members present: Carolyn Clow, Lowell Prill, Chris Fredrick, Zach Freeman, Eric Kindschi, Marc Nielsen

Members not present: Pauline Boness

Staff Present: Village Administrator Matt Schuenke, Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin, Town and Country staff Brian Berquist

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.
   Ken Boyd, 3457 Siggelkow Road, provided comments regarding his opposition to the creation of TID 7.

3. APPROVAL OF MINUTES.

a. *Motion to approve the minutes of the May 29, 2024, Public Works & Utilities Committee meeting.*
   Motion by President Clow, seconded by Trustee Prill, to approve the minutes of the May 29, 2024, Public Works & Utilities Committee meeting. Motion carries 5 - 0 - 1, with Fredrick abstaining.

4. BUSINESS.

a. *Discussion and action to make a recommendation to the Village Board regarding a proposal for sidewalk maintenance.*
   Igl provided an overview of a proposal for grinding sidewalk maintenance by Safe Step.

- Fredrick asked if the cost estimate was comparable to previous years. Igl stated the prices are very similar.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding a proposal from Safe Step for sidewalk maintenance in the amount of $7,679.27. Motion carries 6 - 0 - 0.

b. *Discussion and action to make a recommendation to the Village Board regarding a proposal for 2024 Crackfill and Chipseal street maintenance.*

Igl provided an overview of the crackfill, chipseal, and, new for this year, fog seal proposal from Fahrner Asphalt.

- Fredrick asked if the proposal was a similar surface area to previous years. Igl responded that the total surface area is a little less than in previous years.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding a proposal from Fahrner Asphalt for street maintenance in the amount of $75,326.00. Motion carries 6 - 0 - 0.

c. *Introduction to and discussion of the proposed McFarland 2025-2029 Capital Improvement Plan.*

President Clow provided an introduction to the Capital Improvement Plan process and how it helps to build the budget for the upcoming year. Schuenke provided an overview of the enclosed plan for 2025 to 2029. Berquist, with Town & Country Engineering, reviewed the enclosed 10-year Paving and Utility Plan. Berquist noted the following projects: road and utility work south of Farwell Street in preparation for the Highway 51 project, hydrant replacement for outdated hydrants, stormwater treatment maintenance, and Well #5.

- Fredrick expressed his concern about the amount of borrowing and requested metrics for Well #5 prior to approval of the project. Schuenke provided a review of the debt service provided within the packet. Berquist responded that data related to Well #5 is available and can be shared with committee members.
- Freeman asked how the decision is made between chipseal or street maintenance versus pavement replacement. Berquist explained that the decision was based on several factors, including modeling, traffic and type of traffic, and discussions with staff.
- Freeman asked how the stormwater treatment maintenance project was developed and how basins would be selected. Berquist explained a study was completed previously which measured the depths of the basins and gathered other applicable information. Based on the study, it was estimated that $900,000 worth of maintenance work was required. Basins for the first phase have not been determined but will be once they are evaluated and measured.
- Freeman asked if the stormwater maintenance would establish a cycle for ongoing work. Igl explained he hopes to keep the ongoing maintenance in-house following the initial maintenance, unless a contractor is required for the work.

- President Clow provided an explanation regarding the development of the 10-year plan and establishing a plan for the future which includes potential rate adjustments.
- Nielsen expressed his opposition to street replacement costs being charged to the utilities. Nielsen stated he would like to see no assignment of pavement costs to the utilities and to stop the payment of the tax equivalency from the utilities to the Village. Nielsen also expressed his opposition to the regressive change of moving the Public Fire Protection to the utility customers. Berquist explained that the previous allocation of street replacement costs was 50% and decreased to 35% as directed by the committee.
- Kindschi commented that both Well #5 and the East Side Interceptor are included as projects for 2026 and asked when a decision would need to be made on these projects. Berquist explained that the East Side Interceptor project would require a decision by August or September for the following construction year. Berquist explained that the Well #5 timeline is more intensive as it requires construction authorization and approval by the Public Service Commission along with long lead times for equipment such as a generator.

Schuenke explained that the CIP would return to the committee next month. Discussion will occur about any changes that have occurred since the first introduction and then staff will seek the committee's recommendation to the Village Board.

5. SCHEDULE NEXT MEETING DATE.

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

6. ADJOURNMENT.

Motion by Fredrick, seconded by Trustee Prill, to adjourn at 7:16 pm.

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