VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, July 22, 2024 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Village President Clow 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: Carolyn Clow, Lowell J. Prill, Pauline Boness, Chris Fredrick, Zach Freeman, Eric Kindschi, Marc Nielsen

Members not present: n/a

Staff Present: Village Administrator Matt Schuenke, Public Works Director Lee Igl, Assistant to the Public Works Director, Town and 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 June 24, 2024, Public Works & Utilities Committee meeting.*

Motion by President Clow, seconded by Trustee Prill, to approve the minutes. Nielsen requested an amendment to the minutes under business item 4c. Motion by President Clow, seconded by Trustee Prill to amend the original motion. Motion passed 6-0-1, with Boness abstaining. Motion by President Clow, seconded by Trustee Prill to approve the minutes with the discussed amendment for the June 24, 2024, Public Works & Utilities Committee meeting. Motion passed 6-0-1, with Boness abstaining.

4. BUSINESS.

a. *Discussion and action to make a recommendation to the Village Board regarding the* *proposed McFarland 2025-2029 Capital Improvement Plan.*

Schuenke provided an overview of the changes to the proposed 2025 to 2029 Capital Improvement Plan (CIP) since the committee last reviewed the plan at their June 24, 2024, meeting.

- President Clow asked if the project for County Highway MN to County Highway AB was included in 2027. Schuenke stated this project is included in 2027, following the County's CIP.

Schuenke commented that the changes to the CIP help to delay additional water rate impacts. Schuenke reviewed the updated CIP.

- President Clow asked if TID #6 had been created. Schuenke explained that the creation of TID #6 was included on the Village Board's agenda for consideration at their July 23rd meeting.
- Fredrick commented that he appreciates the delaying of projects related to his previously presented concerns related to borrowing.
- Boness asked if there is an inflationary factor included within the Paving and Utility Plan. Berquist explained estimates are added, but pricing is updated each year.
- Boness asked if the rehabilitation work at Well 3 would be postponed for 10 years. Berquist and Igl responded that the work had not been postponed for 10 years but had been moved off the five-year plan.

Berquist provided a review of the Public Facilities Needs Assessment that was emailed to committee members and approved previously by the committee and Village Board. Berquist explained that details included within the assessment provided the factors for when an additional well would be needed for the system.

- Freeman asked for clarification regarding the funding for the US Highway 51 Segment 6 project. Schuenke explained that the last funding agreement was $1.75 million, which is being split between TID #5 and the general fund.
- Nielsen requested that funding shown in the Paving & Utility Plan allocated for water and sewer include further breakdown, splitting these amounts to show the costs for paving and utility material costs. Nielsen explained this would show how much paving costs are being assigned to the utilities.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding the proposed McFarland 2025-2029 Capital Improvement Plan. Motion carries 7 - 0 - 0.

b. *Discussion and action to make a recommendation to the Village Board regarding a proposal for land division at the School District Baseball fields to aid Village Well #5 Improvement.*

Schuenke provided an overview of the proposed land division with the School District related to the new Well #5. Schuenke stated that the previously purchased lots of 88 and

87 would be sold and the location of well 5 would be moved to outlot 10, adding the additional space from the school district. Berquist explained how the well site was determined years ago and that the well is required to be 50 feet from the property line.

- Freeman asked what happens when a vacation of the right-of-way occurs. Berquist explained that vacating the right-of-way is a zero dollar cost and each adjacent neighbor receives half.
- Freeman asked for clarification regarding the $80,000 estimated costs included in the packet summary. Berquist responded that this estimate is for removing the northern portion of the intersection, additional connections, and removal of excess stormwater utilities.
- Freeman asked if it would be beneficial to drill a test well on Lot 88 & 87 before moving forward with the proposed changes. Berquist stated he is pretty confident that the proposed changes will work out and did not recommend the need to drill a test well first.
- Boness asked if the property lot lines would be adjusted once the right-of-way vacation occurs. Berquist responded that this had not been discussed yet.
- Fredrick asked for clarification regarding when vacating the right-of-way would occur and the sale of the properties. Schuenke responded that the timing of all the proposed changes would need to be clarified with Community & Economic Development Director, Andrew Bremer.

Motion by President Clow, seconded by Boness, to recommend approval to the Village Board regarding a proposal for land division at the School District Baseball fields to aid Village Well #5 Improvement. Motion carries 7 - 0 - 0.

c. *<u>Discussion and action to make a recommendation to the Village Board regarding ordinance updates to Chapter 53 Excavations.</u>*

Igl reviewed the proposed changes to Chapter 53 of the village ordinances to update them for the current process and fees aligning with other area communities.

- Fredrick asked what would happen if a contractor was found completing work that was not permitted. Igl explained this had not occurred yet but the contractor would be shut down and no work could occur until a permit was submitted and approved.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding the changes to Village Ordinance Chapter 53 as presented. Motion carries 7 - 0 - 0.

d. *<u>Discussion and action to make a recommendation to the Village Board regarding adopting a new 20-year meter change-out program in lieu of testing.</u>*

Igl provided an overview of a proposal to adopt a 20-year meter change-out program that would need to be submitted to the Public Service Commission (PSC) for their approval.

- President Clow asked if the proposal would result in replacing all water meters in 20 years. Igl responded that the meter change-out would start prior to the 20-year mark, so all the meters have changed by 20 years.

- Freeman asked what the alternative would be instead of the 20-year meter change-out. Igl stated that 10-year testing would be required on meters which would need to begin soon to meet requirements.
- Nielsen asked how over registering of meters would be handled. Igl and Berquist responded that over registering is not typically seen. Berquist added that meters tend to under register rather than over.

Motion by President Clow, seconded by Kindschi, to recommend approval to the Village Board regarding the adoption of a new 20-year meter replacement program and submittal to the Public Service Commission. Motion carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, August 26, 2024 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Trustee Prill, seconded by Fredrick, to adjourn at 7:06 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