

VILLAGE OF MCFARLAND
Public Works & Utilities Committee Minutes

Monday, August 26, 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 Aimee Irwin, Town and Country engineer 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.

None.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the July 22, 2024, Public Works & Utilities Committee meeting.*

Motion by President Clow, seconded by Fredrick, to approve the minutes of the July 22, 2024, 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 stormwater maintenance project and authorize the project for bid.*

Berquist provided an overview of the two stormwater basins planned for dredging and vegetation clean-up at Parkview Estates 2 and Commerce Park 3. These are based on the stormwater maintenance plan that was approved in 2023. Berquist explained that work

would include outfall repairs, wood and vegetation clean-up, and dredging to the original depth.

- Boness asked if Commerce Park 3 had been cleaned out previously. Berquist stated to his knowledge it had not been cleaned out.
- President Clow asked if this work included cleaning out the ponds, removing vegetation and hauling it to the landfill. Berquist responded that the work would remove the nuisance vegetation, not all vegetation.
- Fredrick asked what outfall repair would occur for these two areas. Berquist explained that minor work would occur.
- President Clow asked if the public works department would maintain the basins following the contractor clean-up. Igl responded that the intention was that the department would maintain the areas following clean-up.
- Fredrick asked if an alternate waste site would be considered for disposing of materials. Berquist responded that this could be evaluated for alternative disposal sites.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding the stormwater maintenance project and authorize the project for bid. Motion carries 7 - 0 - 0.

b. Discussion regarding sanitary sewer rates

Berquist provided an overview of the previously created cash flow analysis from 2022. By reviewing audits from 2022 and 2023, Berquist was able to conclude that MMSD fees were more than what was anticipated in 2023 but the deferral of capital projects and therefore payments have also impacted the 2022 assumptions. Berquist would recommend reviewing the assumptions with a possible rate increase in late 2024 or early 2025.

- President Clow asked what the next steps would be. Berquist explained that data would need to be collected from the utility to review the assumptions and in about two to three months, data could be brought back to the committee for review.
- Nielsen asked when rates for MMSD for next year would be available. President Clow explained that a meeting would occur with MMSD in September in order to help understand MMSD's capital projects spending and would anticipate information about next year's rates around that time.
- Fredrick provided historical data regarding the committee's recommended actions, which included more gradual increases.

c. Discussion and action to make a recommendation to the Village Board regarding the approval to relocate Holscher/Broadhead RRFB equipment to a bike crossing on Siggelkow Road in the Juniper Ridge Subdivision.

Igl provided an overview of relocating the Holscher/Broadhead RRFB equipment to the bike/pedestrian crossing on Siggelkow Road. Igl added that a cost proposal was received for removal of the three remaining posts for \$3,500 and installation is estimated at just under \$4,000.

- Fredrick asked if there had been any accidents in the proposed location. Igl stated that there is no crash data, but several requests have been received for the location.
- Nielsen asked if the RRFB would be activated with a push button. Igl stated the RRFB has push button activation.
- Boness asked if this would be reviewed by the Public Safety Committee. Igl responded that the relocation would not necessarily be reviewed by the committee, but the location was reviewed by Police, Fire & EMS, Public Works, and Community Development.

Motion by President Clow, seconded by Kindschi, to recommend approval to the Village Board regarding the relocation of the existing RRFB equipment from the Holscher/Broadhead to the bike crossing on Siggelkow Road in the Juniper Ridge Subdivision. Motion carries 7 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding Ordinance Amendment 2024-20: an ordinance to update Chapter 47 Cross Connection Control and Back Flow Prevention.

Irwin provided an overview of the suggested edits to the Cross Connection Control and Back Flow Prevention ordinance. Irwin also previewed the new form that would be sent to Commercial and Public Authority properties to allow for improved review of properties.

- Nielsen asked if the Cross Connection Control Manual was removed. Irwin responded that the Cross Connection Inspection Guideline is what has been followed, but that has left gray room in its interpretation. Therefore, the updates would replace the guideline going forward. Igl added that including this in ordinance language makes the process more enforceable.
- Fredrick asked if these updates were similar to other municipalities. Irwin stated that these updates mimic the Village of Oregon and the form is utilized by other municipalities as well.

Motion by President Clow, seconded by Trustee Prill, to recommend approval to the Village Board regarding Ordinance Amendment 2024-20: an ordinance to update Chapter 47 Cross Connection Control and Back Flow Prevention as presented. Motion carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, September 23, 2024 at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Boness, to adjourn at 6:42 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