

VILLAGE OF MCFARLAND
Public Works & Utilities Committee Minutes

Monday, January 27, 2025 - 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: President Clow, Trustee 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, and Town & 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.

None.

3. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the December 18, 2024, Public Works & Utilities Committee meeting.*

Motion by President Clow, seconded by Fredrick, to approve the minutes of the December 18, 2024, Public Works & Utilities Committee meeting. Motion carries 6 - 0 - 1 by acclamation, with Boness abstaining.

4. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding a rate adjustment to the fixed and variable sanitary sewer rates.*

Berquist reviewed the updated cash flow analysis including a review of the expenses section.

- Boness asked how the rate of increase percentage for MMSD compares to MMSD plans. Berquist responded that the rate of increase is conservative compared to estimates provided by MMSD.
- Boness asked if a note could be placed on the paper bill providing an explanation. Irwin stated that there is not enough room available on the paper bill and not all customers receive a paper bill. Igl explained that staff are working with Communications to develop public notification and an explanation prior to rates going into effect.
- Fredrick recommended information be made available on the village website to explain the need for the rate increase
- Nielsen asked why staff recommended waiting to adjust the rates until second quarter. Clow responded this is partially due to approvals as the Village Board will review this item in February. Fredrick recommended using the time before rates go into effect to provide explanation to customers.

Motion by President Clow, seconded by Fredrick, to recommend approval to the Village Board regarding a rate adjustment to the fixed fee of \$21.45 per month and a variable fee of \$7.15 for sanitary sewer rates as presented in the packet to start the second quarter of 2025. Motion carries 7 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the 2025 Street & Utility Improvements project and authorize the project for bid.

Berquist provided an overview of the proposed pavement, street, and utility improvements work for the 2025 Street & Utility Improvements project.

- Fredrick asked if it was discussed to separate out the directional bore work from South Ct to Yahara Dr. Berquist responded that it has become more common for larger contractors to have their own directional bore crew. Berquist believes it would be best to bid the work with the other components of the project.
- Freeman asked if the directional bore would be impacted by the future US Highway 51 work. Berquist stated the project is being setup to avoid conflict with the US Highway 51 work.

Motion by President Clow, seconded by Trustee Prill, to recommend approval to the Village Board regarding the 2025 Street & Utility Improvements project and authorize the project for bid. Motion carries 7 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding a request for proposals for sanitary sewer main cleaning and televising services.

Igl explained the desire to continue the program for sanitary sewer main cleaning and televising which is a part the village's MS4. Igl explained that the program cleans and televises about one third of the village each year. Igl clarified that an error was included on the summary sheet related to the approved CIP amount and the correct amount is \$100,00.

- Fredrick asked how many contractors were interested when this was completed

in 2020. Igl responded that three contractors were interested and two submitted proposals.

- Freeman clarified that the proposal request is for the cost to televise and clean. Igl stated that proposals could choose to provide the cost for both services combined or provide the estimate separately.
- President Clow asked if a reduction in I&I has been found with this maintenance work being performed. Igl explained that data isn't available to show that connection. Igl stated many corrections occurred in the field that would help with general reduction.

Motion by Fredrick, seconded by Boness, to recommend approval to the Village Board regarding a request for proposals for sanitary sewer main cleaning and televising services. Motion carries 7 - 0 - 0.

d. Update regarding the draft Babcock Channel and Stormwater Lagoon Restoration Plan from Lake Waubesa to the Yahara River.

President Clow provided an introduction to this history of the Babcock Channel and Stormwater Lagoon discussions. Schuenke explained that a summary of the elements of the draft plan are included within the summary sheet and that the area was last dredged in 1987. Berquist reviewed the area map which includes four areas. Berquist explained that area four is included in the stormwater maintenance plan.

- Boness asked what width is being used for the channel. Berquist stated staff are assuming a twenty foot width.
- Nielsen asked if water is able to flow to the lake. Berquist stated that bridges are wide enough to allow for the flow of water.

Schuenke reviewed the estimated financial expenses and explained that expenses could adjust based on the direction or selection of project components.

- Nielsen asked what the public benefit would be of this project. Schuenke explained that the project would create or improve capacity, could impact recreational activities, and have the lagoon functioning as it should.
- Freeman clarified if area 4 is included in the estimated expenses. Schuenke responded that area 4 expenses are included.
- President Clow asked what the impact would be if only the work in area four was completed. Berquist explained that nothing fatal would occur but recommended communication with residents regarding the future plans of the area.
- Fredrick expressed his concerns regarding the public benefit of the village taking on the expense of the entire project.
- Freeman asked if dredging conversations occurred with the county while they were in the area. Berquist stated conversations did occur but the equipment cannot navigate the area.
- President Clow explained her thoughts regarding special assessments for this work on the property owner in that it may not be sustainable.

- Kindschi asked if dredging would help the oxygen level and improve fishing. Berquist explained the work would not likely improve the fishing. Fredrick commented that the oxygen levels are impacted by the phosphorous levels in the lake.
- President Clow asked how long the dredging work would last before additional maintenance would be required. Berquist estimates 15 to 20 years.
- Boness asked if recreation grants were researched for a portion of this work. Berquist stated that grants had not been evaluated.
- Fredrick recommended a webpage to share the draft plan as well as data such as lake levels with the public.
- President Clow commented that the project is not included within the Capital Improvement Plan and the work would not be able to align with the county for 2026.
- President Clow asked if a public meeting would be held next. Schuenke responded that a public meeting could be scheduled and the draft plan released.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, February 24, 2025, at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Trustee Prill, to adjourn at 7:30 pm. Motion passed by unanimous consent.

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