

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, April 28, 2025 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Village President Brassington 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 Brassington, Trustee Prill, Pauline Boness (arrived at 6:22 pm), Zach Freeman, Eric Kindschi

Members not present: Chris Fredrick, Timothy Goers

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

2. PUBLIC APPEARANCES.

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.

Motion to approve the minutes of the March, 24, 2025, Public Works & Utilities Committee meeting.

Motion by Trustee Prill, seconded by Freeman, to approve the minutes of the March, 24, 2025, Public Works & Utilities Committee meeting. Motion carries 3 - 0 - 1, with President Brassington abstaining.

4. BUSINESS.

Discussion and action to make a recommendation to the Village Board regarding the award of contract for 2025 Street & Utility Improvements project for storm sewer repairs

Town and Country staff, Tim Stieve, provided an overview of the 2025 Street and

Utility Improvements project for storm sewer repairs. Stieve stated a single bid was received from Visu-Sewer for the work. However, Visu-Sewer is not qualified based on their pre-qualifications documents and the village's bidders ordinance language due to an OSHA violation.

- Freeman asked what would be the consequences of rejecting the bid and waiting to complete these repairs. Stieve responded that eventually repairs would need to occur due to the conditions.
- Freeman asked if replacing the pipe was considered instead of lining. Stieve explained that replacement was being considered but the pipe on Lake Edge Road is very restrictive in terms of access due to its location between two properties. Igl added that a solution will need to be determined soon as sinkholes are present on the properties due to the failing pipe.

Schuenke stated that the village could pursue this work through the RFP process, in which the village would ask a handful of contractors for cost estimates or quotes.

Motion by President Brassington, seconded by Freeman, to recommend rejection to the Village Board regarding the award of contract for the 2025 Street & Utility Improvements project for storm sewer repairs. Motion carries 4 - 0 - 0.

b. Update regarding Well 5

Town and Country staff, Brian Berquist, provided an overview and history related to Well #5. The next steps in the process include submittal of a Public Service Commission (PSC) Construction Authorization and applying for DNR Safe Drinking Water funds. Berquist explained that the next steps would require an approved proposal for design and bidding services, which would be discussed in the next business item. Berquist presented the draft site plan and current design layout that has been developed with staff.

There were no questions or comments from committee members.

c. Discussion and action to make a recommendation to the Village Board regarding design services for Well #5.

Town and Country staff, Brian Berquist, reviewed their proposal for design and bidding services as it relates to Well #5.

- President Brassington asked for clarification regarding what the funds would be for. Berquist explained the funds would be for additional upcoming design engineering costs.
- Freeman asked if the Well #5 timeline aligns with the Capital Improvement Plan (CIP). Berquist stated that the timeline does align with the CIP.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board regarding a proposal from Town and Country Engineering for design and bidding services related to Well #5. Motion carries 5 - 0 - 0.

d. Discussion and action to make a recommendation to the Village Board regarding the

draft Babcock Channel and Stormwater Lagoon Restoration Plan.

Schuenke provided an explanation regarding the conceptual plan related to the Babcock Channel and Stormwater Lagoon Restoration. Schuenke explained that the plan would be used as a guide for future decision-making for a possible project in this area. Schuenke stated that the stormwater lagoon is planned for maintenance in 2026 as part of the Stormwater Management Plan that was previously approved by the committee and Village Board.

- Kindschi thanked all those who worked on the plan over the years.
- Freeman asked for clarification regarding the next steps. Schuenke responded that the project could be evaluated as part of the Capital Improvement Plan (CIP) process in June. Schuenke stated that the committee can evaluate and discuss if additional funds are needed for taking the plan into action, beyond the stormwater lagoon.
- President Brassington asked when the channel was last dredged. Berquist responded that the channel was last dredged in 2006.
- Boness asked who paid for the last dredging. Schuenke stated the village funded the project.
- President Brassington asked how often the channel would need to be dredged. Stieve explained that the stormwater lagoon itself would require dredging every 10 to 20 years. Stieve stated that the channel itself has not seen a lot of change or increase in sediment over the years. Schuenke added that the sediment has been tested, and the results are within appropriate ranges for soil.
- Boness inquired if any funds were available from developers for the project. Schuenke responded that the stormwater utility would fund the maintenance work at the stormwater lagoon, but no funds have been set aside for the channel.
- President Brassington asked what grants would be available. Schuenke responded that grants may be available through the County, but additional research could be done to see if other grant opportunities are available.
- Freeman asked if funding was discussed for other area projects, such as Monona. Stieve responded that the Monona project had a 70/30 split in which the residents funded 70% of the project cost.
- Freeman asked if dredging area 1 of the plan would allow for more natural flow. Berquist responded that this was discussed with residents as the area is not public property. Berquist added that from a technical perspective, he is unable to determine if dredging would help.
- President Brassington commented that the project cost is quite significant, which several committee members agreed with.
- Freeman asked if the dredging work should wait until the pipe is repaired under US Highway 51. Stieve explained that the pipe replacement is planned for 2027 and being conducted as part of the WisDOT project. Stieve does not recommend waiting for the dredging for the lagoon.

Motion by Boness, seconded by Kindschi, to recommend to the Village Board to accept the Babcock Channel and Stormwater Lagoon Restoration Plan. Motion carries 5 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Wednesday, May 28, 2025, at 6:00 p.m.

6. ADJOURNMENT.

Motion by Trustee Prill, seconded by Boness, to adjourn at 7:01 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