

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, July 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: Village President Brassington, Trustee Prill, Pauline Boness, Chris Fredrick, Zach Freeman, Eric Kindschi (arrived at 6:02 pm), Timothy Goers

Members not present: n/a

Staff Present: Public Works Director Lee Igl, Assistant to the Public Works Director Aimee Irwin.

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 June 23, 2025, Public Works & Utilities Committee meeting.

Motion by President Brassington, seconded by Trustee Prill, to approve the minutes of the June 23, 2025, Public Works & Utilities Committee meeting. Motion carries 5-0-1, with Fredrick abstaining.

4. BUSINESS.

Discussion and action to make a recommendation to the Village Board regarding a proposal for 2025 sidewalk inventory and maintenance.

Igl provided an overview of the proposal received from Safe Step for 2025 sidewalk maintenance.

- Boness inquired if grinding occurred last year. Igl responded that both grinding and replacements occurred last year.
- Trustee Prill asked what the red pins identified in the proposal. Igl stated these pins show priority one locations.
- Fredrick asked if there would be a way to assure that Safe Step would not take advantage of the funds available. Igl stated he will review Safe Step's proposed locations prior to any work occurring.
- President Brassington asked if it was common to only receive one proposal. Igl explained that over the years there has been very little interest in this type of work.
- Fredrick asked if other contractors were unavailable due to their other commitments. Igl explained he began exploring contractors last fall and, overall, there was a lack of commitment by the contractors rather than availability.
- Goers asked if the budget amount was identified when seeking proposals. Igl stated this information was not included.
- Fredrick suggested more competitive bidding in the future for this type of work.

Motion by Fredrick, seconded by President Brassington, to recommend approval to the Village Board regarding a proposal from Safe Step for 2025 sidewalk maintenance, not to exceed \$100,000. Motion carries 7 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the proposed McFarland 2026-2030 Capital Improvement Plan.

Igl reviewed Appendix C, which is the Paving and Utility Plan, focusing on projects planned for 2026.

- President Brassington asked how many hydrants are not operable. Igl responded that about five are in need of repairs.
- Fredrick asked if projects such as Dale Curtain Rd are related to the Highway 51 project. Igl responded that some of the projects identified are being completed in preparation for Highway 51 construction.
- Fredrick shared his concerns related to the amount of debt that the village had taken on and suggested being conscious of the debt going forward. President Brassington responded that the finance committee is aware of the amount of debt and discussions have occurred. Trustee Prill added that the rising debt had been noticed over the last few years.

Motion by President Brassington, seconded by Boness, to recommend approval to the Village Board regarding the 2026-2030 Capital Improvement Plan. Motion carries 7 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding Resolution #2025-21, a resolution to finalize the special assessment for the 2021 East Side Sanitary Sewer Extension Assessment Report.

President Brassington stated that this business item was not ready for committee review.

Motion by President Brassington, seconded by Fredrick, to table Resolution #2025-21, a resolution to finalize the special assessment for the 2021 East Side Sanitary Sewer Extension Assessment Report until the item is ready for review. Motion carries 7 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Wednesday, August 27, 2025, at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Boness, to adjourn at 6:27 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