

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Wednesday, August 27, 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, Chris Fredrick, Zach Freeman, Eric Kindschi

Members not present: Pauline Boness, Timothy Goers

Staff Present: Public Works Director Lee Igl, Village Administrator Matt Schuenke, Assistant to the Public Works Director Aimee Irwin

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 28, 2025 Public Works & Utilities Committee meeting.

Motion by President Brassington, seconded by Fredrick, to approve the minutes of the July 28, 2025, Public Works & Utilities Committee meeting. Motion carries 5 - 0 - 0.

4. BUSINESS.

a. Introduction and discussion regarding the Well 5 project and conventional water rate case

Brian Berquist of Town & Country Engineering provided an overview of the Well 5 project, including details regarding the well site, DNR sanitary survey letter from 2022, and the 2023 Public Facilities Needs Assessment.

- Fredrick asked how water impact fees would be utilized for this project. Berquist provided an explanation of impact fees and stated existing funds would have been included in Baker Tilly's calculations for the rate case. Fredrick suggested evaluating and increasing the impact fees.
- President Brassington asked why Well 2 was abandoned. Berquist explained that a chemical found in Well 2 caused the well to be abandoned.
- President Brassington asked if there were ways to filter out PFAS from Well 1. Berquist stated that while there are filtration options, they are not cost-effective.
- President Brassington asked how long it would take to obtain the DNR funding for the project. Berquist explained that the process for obtaining funding began last year and the overall process takes two years. Brassington asked if the DNR funding was 100% of the funding. Berquist responded that the DNR funding is a loan for 100% of the cost of the project.
- President Brassington asked if an increase to the impact fees occurs, those would support future development. Berquist agreed that an increase to the impact fee would support future needs.

Schuenke spoke about the Public Information Meeting scheduled for Wednesday, September 3rd.

Igl reviewed the enclosed handout regarding the two-phase water rate case prepared by Baker Tilly. Igl explained that Town & Country will present a similar overview during the Public Information Meeting and Baker Tilly will provide an overview of the water rate case.

b. Discussion and action to make a recommendation to the Village Board regarding an award of contract for yard waste and drop-off site services.

Igl provided an overview of the proposals received from Barnes Inc and Pellitteri for yard waste and drop-off site services.

- Fredrick asked if the rates were per hour or per person. Igl stated that both were per person rates.
- President Brassington asked if there was a comparison to the current rate for Barnes. Igl explained it was about a 3% increase.
- Freedman asked for clarification regarding the time projections between Barnes & Pellitteri. Igl explained that the difference in hours is likely due to Barnes' process with trailers versus Pellitteri's process with dumpsters.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board for the award of contract to Barnes Inc. of Madison for yard waste and drop-off site services for a three-year term. Motion carries 5 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding issuing a Request for Proposals for installation of a photovoltaic system for Lift Station #2.

Igl provided an overview to issue a Request for Proposals for Lift Station 2 solar.

- Fredrick asked if this was being funded by the utility. Igl responded that it is funded by the utility. Fredrick provided comments regarding the duty of the utility and requested that data be provided to show that solar would lower costs.

Motion by President Brassington, seconded by Fredrick, to recommend to the Village Board issuing a Request for Proposals for installation of a photovoltaic system for Lift Station #2. Motion carries 5 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Wednesday, September 17, 2025, at 6:00 p.m.

6. ADJOURNMENT.

Motion by Fredrick, seconded by Trustee Prill, to adjourn at 6:51 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