

VILLAGE OF MCFARLAND

**Public Works & Utilities Committee Minutes**

*Monday, October 27, 2025 - 6:00 PM*

**1. CALL TO ORDER, ROLL CALL.**

Trustee 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, Zach Freeman, Eric Kindschi

Members not present: n/a

Staff Present: Public Works Director Lee Igl, Village Administrator Matt Schuenke, 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](mailto: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 September 17, 2025, Public Works & Utilities Committee meeting.*

Motion by President Brassington, seconded by Freeman, to approve the minutes of the September 17, 2025, Public Works & Utilities Committee meeting. Motion carries 5 - 0 - 0.

**4. BUSINESS.**

*Discussion and action to make a recommendation to the Village Board regarding updates to Chapter 53 - Streets, Sidewalks and Other Public Places ordinance and Appendix A.*

Igl provided an overview of staff's recommended edits to Chapter 53 of the village ordinance and accompanying changes to Appendix A fees.

- Boness and President Brassington asked for clarification between renewal and re-submittal. Igl explained that a renewal would be applicable when an expired permit is being renewed with no changes, while a re-submittal includes changes to an already approved permit.
- Committee members recommended that the re-submittal fee be adjusted from \$75 as presented to \$100.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board for recommended changes to Chapter 53, including Appendix A, as presented to be effective January 1, 2026, changing the re-submittal fee to \$100 instead of \$75 as presented. Motion carries 5 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the draft 2026 Budget for the Utilities Fund (600).

Irwin provided an overview of the draft 2026 budget for the Utilities fund, which includes sewer and water. Igl presented proposed changes to the capital improvement plan due to recent financial data and a shift in project timelines. For the year of 2026 in the Capital Improvement Plan, Igl proposed removing the dollars for the sewer utility of \$25,000, increasing the water utility infrastructure dollars to \$1,001,300, decreasing the Off-Street water to \$4,550,000 for a net increase of \$126,400.

- Boness asked why the water utility infrastructure amount was increasing for Creamery Road. Igl explained that due to water main breaks along Creamery Road, it has been determined that the pipe was not wrapped during installation. Igl added that due to the groundwater in the area, the recommendation is to replace the water main and wrap the pipe.
- President Brassington asked if the additional dollars were not added to the project could additional emergency issues arise. Igl responded that additional emergency issues such as a water main break could occur without the pipe being wrapped.

Motion by President Brassington, seconded by Boness, to recommend to the Village Board approval of the draft 2026 Budget for the Utilities Fund (600), including an addition of \$126,400 for water and sewer improvements as presented. Motion carries 5 - 0 - 0.

c. Discussion and action to make a recommendation to the Village Board regarding the draft 2026 Budget for the Stormwater Utility Fund (605).

Irwin provided an overview of the draft 2026 budget for the Stormwater Utility fund. Igl presented proposed changes to the capital improvement plan due to recent financial data and a shift in project timelines. For the year of 2026 in the Capital Improvement Plan, Igl proposed increasing the off-street storm dollars to \$578,000, a net increase of \$150,000. Igl explained that the additional funds would be utilized for three stormwater pipes being lined which are in very poor condition.

- President Brassington asked if all three of the stormwater pipes are equal in

terms of their poor condition. Igl stated he would not be able to pick one that is in worse condition over the other.

- Freeman asked if bids had already been received for the stormwater pipe lining. Igl explained that bids had previously been received for this work, but amounts were higher than expected.

Motion by President Brassington, seconded by Trustee Prill, to recommend to the Village Board approval of the draft 2026 Budget for the Stormwater Utility Fund (605), including an addition of \$150,000 for stormwater facility lining. Motion carries 5 - 0 - 0.

d. Discussion and recommendation to make a recommendation to the Village Board regarding the Babcock Channel Water Main Crossing and authorize the project for bid.

Igl provided an overview of the Babcock Channel Water Main crossing project that will run from Yahara Drive under 51 through Babcock Park to South Court. Tim Stieve of Town & Country Engineering commented that there has been an increase in the project cost estimate resulting from comments from WisDOT and their plans for Highway 51.

- Boness asked if there would be any flow concerns with the angle. Stieve responded that he was not worried about any issues.
- President Brassington asked what the impact would be for South Court. Stieve explained that there would be some limited access to the bulb during construction.

Motion by President Brassington, seconded by Boness, to recommend approval to the Village Board regarding the Babcock Channel Water Main Crossing and authorize the project for bid. Motion carries 5 - 0 - 0.

e. Discussion and action to make a recommendation to the Village Board regarding the 2026 Stormwater Maintenance project and authorize the project for bid.

Igl presented the two basin areas that are planned for stormwater maintenance in 2026, which are the Farwell Lagoon and Highland Oaks basin. Stieve explained that sediment testing had occurred for the Farwell Lagoon due to the additional permitting requirements for this dredging work as the lagoon is connected to a navigable waterway.

- President Brassington asked if the bidding process should wait until a response is received from the Wisconsin DNR regarding the sediment disposal requirements. Stieve stated he hopes a response will be received soon from the DNR, but he does not anticipate any major additional costs for disposal based on the initial evaluation of the sediment testing results.
- Boness asked if de-watering would be needed after the sediment is removed from the Farwell Lagoon. Stieve explained de-watering may be needed, but the colder temperatures may be able to assist with that.
- President Brassington asked if there were records from the previous dredging that would provide guidance on disposal this time. Stieve explained that records are not very detailed from the previous dredging.
- Freeman asked if the cost estimate was comparable to last year's cost per cubic

yard. Stieve explained that the cost estimate is higher than last year's due to some unknown with the project sites.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board regarding the Farwell Lagoon and Highland Oaks Stormwater facility dredging and authorize the project for bid. Motion carries 5 - 0 - 0.

f. Discussion and action to make a recommendation to the Village Board regarding the Holscher Water Tower repainting project and authorize the project for bid.

Igl provided an overview of the tower project which includes repainting and recommended repairs based on the last inspection. Igl mentioned that the cost estimate for this project is at \$350,000 versus the original estimate of \$500,000 due to shrouding not being required.

- Brassington asked if painting could be split between the inside and outside and if the outside needed to be painted. Igl explained that you could split painting, but the last inspection's recommendation is to paint the exterior now to avoid having to blast the paint before repainting.

Motion by President Brassington, seconded by Freeman, to recommend approval to the Village Board regarding the Holscher Water Tower repainting project and authorize the project for bid. Motion carries 5 - 0 - 0.

**5. SCHEDULE NEXT MEETING DATE.**

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

**6. ADJOURNMENT.**

Motion by Boness, no second, to adjourn at 6:50 PM. By unanimous consent, the meeting was adjourned.

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