

VILLAGE OF MCFARLAND

Public Works & Utilities Committee Minutes

Monday, January 26, 2026 - 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, Zach Freeman, Eric Kindschi

Members not present: CJ Behm

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

2. PUBLIC APPEARANCES.

a. *This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees 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 public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to public.works@mcfarland.wi.us to be included with the agenda materials.*

None.

3. APPROVAL OF MINUTES.

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

Motion by President Brassington, seconded by Trustee Prill, to approve the minutes of the November 24, 2025, Public Works & Utilities Committee meeting. Motion carries 5 - 0 - 0.

4. BUSINESS.

a. *Discussion and action to make a recommendation to the Village Board regarding the 2026 Street & Utility Improvements project and authorize the project for bid.*

Tim Stieve of Town & Country Engineering provided an overview of all the project areas included in the 2026 Street & Utility Improvements project set.

- President Brassington asked if the work along Creamery Road would help the drainage for Creamery Court residents that back up to Creamery Road. Stieve responded that it is difficult to determine if any of the work will impact the drainage and stated that it is not something specifically included in the scope of

the project.

- Boness asked if a storm sewer could be added to the backyards of the Creamery Court properties to help with drainage. Stieve responded that a storm sewer could potentially help. However, the area runs out of depth quickly for coverage. Igl added that the backyards and marsh are at the same level.
- Freeman asked if the project would be able to match the ditch bottom. Stieve stated that the ditch bottom would mostly be matched throughout the project.
- Freeman asked if the pathway running along Creamery Road would be redone. Stieve explained that the pathway will mostly be undisturbed as it's in good condition. Stieve added that a couple of locations will be replaced to replace corrugated metal pipe.
- President Brassington asked if the northern portion of the watermain replacement off of Dale Curtin along Highway 51 would be completed prior to the DOT project in the area. Stieve explained that the watermain replacement would be completed prior to the DOT project.
- Freeman asked if the DOT would be working near the Dale Curtin intersection in 2027. Stieve responded yes.
- President Brassington asked how long construction would take for the pulverize and overlay for the Freeway Manor Resurfacing portion of the project set. Stieve explained that work generally could be done quickly unless base course improvements are required.
- Freeman asked if the construction estimate amount included the recent bid pricing received for the Babcock Channel watermain crossing. Stieve responded that the construction estimate was based on the engineer's estimate, not the bid pricing received.

Motion by President Brassington, seconded by Freeman, to recommend approval to the Village Board regarding the 2026 Street & Utility Improvements project and authorize the project for bid. Motion carries 5 - 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the Well 5 Wellhouse project and authorize the project for bid.

Tim Stieve of Town & Country Engineering provided an overview of the Well 5 project, including the building renderings and site plan.

- Boness asked if there were houses on either side of the site. Stieve responded yes.
- Freeman asked about having concrete on the east side of the building instead of asphalt. Stieve stated that a change could be made from asphalt to concrete.
- President Brassington asked if the generator would run all the time or only during emergency situations. Stieve explained that the generator would need to be run regularly for testing, but is there for emergency purposes. Igl added that the generator would be tested on the first Wednesday of every month.

Motion by President Brassington, seconded by Trustee Prill, to recommend approval to the Village Board regarding the Well 5 Wellhouse project and authorize the project for bid with changing the asphalt drive to concrete. Motion carries 5 - 0 - 0.

c. Discussion and action regarding the updated Community Water System Emergency

Response Plan for EPA

Igl provided an overview of the Emergency Response Plan and explained that the DNR recommends annual updates.

- President Brassington recommended an edit for the Police Chief on page three of the document.

Motion by President Brassington, seconded by Freeman, to approve the updated Community Water System Emergency Response Plan for EPA with the discussed amendment. Motion carries 5 - 0 - 0.

5. SCHEDULE NEXT MEETING DATE.

a. Monday, February 23, 2026, at 6:00 p.m.

6. ADJOURNMENT.

Motion by President Brassington, seconded by Trustee Prill, to adjourn at 6:47 p.m.

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