VILLAGE OF MCFARLAND *NOTICE OF PUBLIC MEETING*

PUBLIC WORKS COMMITTEE

Tuesday, March 8, 2016 **McFarland Municipal Center**
Training Room

Immediately Following the Joint Meeting

AGENDA

1. Call to Order.
2. Public Comments.
3. Review and possible approval of draft Minutes of the Public Works Committee meeting of February 9, 2016.
4. Staff update.
5. Discussion and possible recommendation on any other ongoing projects.
6. Set next meeting date and possible agenda items.
7. Adjournment.

NOTES:
1) Persons needing special accommodations should call 838-7287 at least 24 hours prior to the meeting.
2) A quorum of The Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village trustees. No matter shall be considered nor shall any action be taken by said Village Board members at this meeting.
3) More specific information about agenda items may be obtained by calling 838-7287.

This agenda was posted, or caused to be posted, by my hand on the 4th day of March, 2016 at the following three (3) posting places in the Village of McFarland, to wit: McFarland Municipal Center, 5915 Milwaukee Street; E.D. Locke Public Library, 5920 Milwaukee Street; and McFarland State Bank, 5990 Hwy. 51.

Tracey Berman, Clerk/Deputy Treasurer

Public Works Committee
Meeting Minutes – DRAFT
February 9, 2016

Members Present: Chair Clair Utter, Jerry Adrian (arrived at 6:45 p.m.), Bob Mecum, Don Miller (left at 7:04 p.m.) and Richard Vela

Members Absent: None

Staff Present: Allan Coville and Linda Dieckhoff

Others Present: John Obst, Brian Berquist (Town & Country)

1. **Call to Order.** The Public Works Committee meeting was called to order at 7:32 p.m. by Chair Utter in the Training Room at the McFarland Municipal Center.

2. **Public Comments.** John Obst acknowledged the Committee, Brian Berquist, Allan Coville, Linda Dieckhoff and staff for their help on the Broadhead/MN project.

3. **Review and possible approval of draft Minutes of the Public Works Committee meeting of January 12, 2016.**

   Motion by Mecum, second by Utter, to approve the draft Minutes of the Public Works Committee meeting of January 12, 2016 with addition. Motion carried 4-0 by acclamation.

4. **Update and possible recommendation regarding Broadhead/MN Road project.**

   Berquist indicated the project is now out for bids and the bid opening will be on February 25, 2016 with Village Board approval at the March 14, 2016 meeting. Berquist indicated that property owners who will be loosing village owned trees will be contacted. There is one property owner whose fence will have to be moved.

   The County wants a full county road detour which will be CTH AB to Hwy 12/18 to Hwy 51.

   The path on the north side of Broadhead from Holscher Road to Glenn Road will be eight foot wide and there is not enough room in the terrace to have parking on south side of the cemetery.

5. **Update and possible recommendation regarding Holscher Road construction project.**

   We still have no news regarding Mr. Gannon's plans for the project. Gannon is holding off until he hears from the DNR, CARPC and Dane county in regard to the new Prairie Place plat and its acceptance. There is a meeting next week with all parties to review the options.

Veridian is talking with the Smith's surveyor and his attorney. We put this on hold until we have something definite.

Holscher Road will now be bid as a separate project from Broadhead/MN. The specs are ready to go but there are too many variables to keep the two projects as one. We may have to wait until 2017.

Coville indicated that if the Holscher Road Project does not go through in 2016, then the Village will have to evaluate Holscher Road and determine what repairs will need to be made. This project will take at least 5 months so we would need to have bids returned by May 15.

Another option is to wait until 2017 and pair it up with the second phase of Broadhead/MN Project.

6. **Detail of railroad crossings.**

Utter would like the Committee to review the letter from the Railroad Commissioner and see what this means to the Village. Utter would like the Village to pursue working with the railroad to upgrade the crossings with arms for crossing and for sidewalk.

Berquist and Coville have had discussions with the railroad and they will not allow the Village to encroach on their right-of-way except for the last 150 feet of the Yahara River Trail Project which will extend south from McDaniel Park to the Siggelkow Road crossing. The railroad has our drawings for this crossing. The railroad gates do not include a gate for the sidewalk.

Utter would like the Village to put in the highest standard railroad crossings rather than the bare minimum. The Village would be responsible to pay for the additional improvements. For the safety of pedestrians Utter feels pedestrian gates are important.

Berquist will check on the cost for the Lower Yahara Trail pedestrian gates.

7. **Discussion and possible recommendation to Village Board on what role this Committee would like to play in the Village of McFarland Master Plan Update.**

Utter indicated that the Village has hired a firm to do the Comprehensive Plan update and has had meetings with the Department Heads. Utter wants the Committees to be involved. The contractor doing the update is supposed to meet with each committee independently to obtain the committees input.

8. **Review, discussion and possible recommendation to the Village Board regarding the adoption of standard construction specifications for street and utility projects.**

The Committee had the latest standard construction specification in their packet. Utter asked Berquist if there are any new items that should be updated in the

specifications. Berquist indicated that there are no updates at the present time and they always keep an eye on this and if any updates are needed they would let the committee know.

9. **Review, discussion and possible recommendation regarding proposal for convenience store/gas station at 4814 Freedom Ring Drive, Madison.**

A copy of the proposed plans was in the packet. This property is currently zoned neighborhood commercial and needs a conditional use permit from the City of Madison. Administrator Rindfleisch drafted a letter for the Committee to review, signed by the Committee Chair and then mailed to the City of Madison on behalf of the Public Works Committee.

It was recommended that a traffic analysis be completed by the City of Madison. Once the traffic analysis is completed, it should be reviewed by our Village Engineer.

Adrian arrived at 6:45 p.m. and Miller left at 7:04 p.m.

10. **Staff update.**

Staff has been patching roads, snow plowing, working on equipment and tree trimming.

Vela asked if we have enough room for salt storage. Coville indicated that we should be fine. We will have a full salt shed unless we have multiple snow events.

Utter indicated that the Lower Yahara Trail project is a Public Works project. It is a mess through McDaniel Park and there are piles of brush and chips left in the park. There is a large number of ash trees in the park and numerous other dead trees that should be removed. Utter said we should check into our budget and get rid of the trees as needed. Coville has talked with the contractor to negotiate a staging area in exchange for tree removals.

11. **Set next meeting date and possible agenda items.**

The next regular meeting will be held on March 8, 2016 at 5:30 p.m. A joint meeting with the Public Utilities Committee will then follow on March 8, 2016 starting at 6:00 p.m. to review the bid results and make a recommendation to the Village Board.

12. **Adjournment. Motion** by Mecum, second by Vela, to adjourn at 7:17 p.m. Motion carried 4-0 by acclamation.

Respectfully Submitted,
Linda L. Dieckhoff
Public Works/Utilities Clerk