

PUBLIC WORKS COMMITTEE

Tuesday, May 10, 2016

6:00 P.M.

**McFarland Municipal Center
Conference Room "A"**

AGENDA

1. Call to Order.
2. Introduction of Committee Members.
3. Public Comments.
4. Review and possible approval of draft Minutes of the Public Works Committee meeting of April 12, 2016.
5. Discussion and possible recommendation regarding the Comprehensive Plan Update.
6. Discussion regarding dredging of channel by Babcock Park.
7. Staff update.
8. Discussion and possible recommendation on any other ongoing projects.
9. Set next meeting date and possible agenda items.
10. 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, on the 6th day of May, 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.

**Public Works Committee
Meeting Minutes – DRAFT
April 12, 2016**

Members Present: Chair Clair Utter, Jerry Adrian, Bob Mecum and Richard Vela

Members Absent: Don Miller

Staff Present: Pauline Boness, Allan Coville and Linda Dieckhoff

Others Present: Todd and Megan Berge (Burma Condos), John Blayer (5405 N. Cook Street), Michelle Gille (Burma Condos), Dan Lanpe (4604 Burma Road), Jim McNally (Burma Condos), Kurt Pederson (5404 N. Cook Street), Brett Riemen (2763 Tower Road), Jeff Schmidt (4604 Burma Road), Jenny Seffrood (Burma Condos), Brian Summers (Burma Condos), Jenny Summers (Burma Condos), Jordan and Jasa Wintrode (Burma Condos) and Jim Zirbel (6107 South Court)

1. **Call to Order.** The Public Works Committee meeting was called to order at 7:10 p.m. by Chair Utter in the Community Room at the McFarland Municipal Center.
2. **Public Comments.** None
3. **Review and possible approval of draft Minutes of the Public Works Committee meeting of March 8, 2016 and Joint Public Works/Public Utilities meeting of March 8, 2016.**

Motion by Adrian, second by Mecum, to approve the draft Minutes of the Public Works Committee meeting of March 8, 2016. Vela abstained. Motion carried 3 - 0 - 1.

Motion by Adrian, second by Mecum, to approve the draft Minutes of the Joint Public Works/Public Utilities meeting of March 8, 2016. Vela abstained. Motion carried 3 - 0 - 1.

4. **Discussion regarding dredging of channel by Babcock Park.**

Coville updated what had been discussed previously. It was previously recommended that dredging of the channel by Babcock Park would probably be a joint venture with Dane County. Dane County did not support this project at that time due to funding issues. This could be a Village project, joint project with the county and/or property special assessment.

Todd Berge of 4594 Burma Road – There is a lot of sediment running into the lagoon. The channel is not navigable anymore. At the current rate of sediment flowing into the channel, soon they will not be able to get boats to Babcock Park. There is a stanch and also a lot of mosquitoes. In the past the channel did not freeze and now it is freezing solid.

Dan Lanpe of Burma Road – The gabion wall has broken down and there is a 10-12 foot gap. This now does not hold silt and we should fix the wall.

Copy of map handed out.

Coville indicated that the gabion wall is meant to be notched out and is not meant to be a dam but to slow the water down.

Jim Zirkbel of 6107 South Court – The gabion wall design was best at that time. It is now damaged and should be checked out. The map shows the channel was 9 feet deep before and is now only 9 inches deep. This is a remediation issue that needs to be evaluated. Special assessments to property owners would create a lot of plaintiffs. The private residents should not be charged because run off is coming from the rest of the village. Another problem is that there is no flow so we now have algae blooms on top of toxic stuff that already exist. Perhaps there should be two gabion walls.

Michele Gille of 4596 Burma Road – It smells and by mid-summer the smell comes up through the concrete and is coming from the ground.

Todd Berge indicated that there used to be a lot of fish and now there is not much. The fish can't get through for spawning. It is also impacting the fishing at Lake Waubesa.

Kurt Peterson indicated he was here for another agenda item but was glad that the residents came. He indicated that now he knows why people are not coming to Babcock Park anymore. The park used to be full.

James McNeilly of 4620 Burma Road – He did not put his boat in the water last year.

Todd Berge has contacted the DNR to see about getting a permit to dredge.

Jordan Wintrode of 4624 Burma Road – There is not much water movement and the docks are now falling into the water because of the soil eroding.

Michelle Gille of 4596 Burma Road – Who has the records from the past which spells out who paid for the dredging before?

The Committee needs to look into this. Utter will work with Coville and work with the Public Utilities Committee for stormwater problem and will then schedule future meetings.

Adrian indicated this needs to get into the budget process and we need to determine who funds the project and who is responsible.

Vela indicated that the cost is determined on what type of material is there and who pays for what. Funding is the issue.

Per Chair Utter, this will be on the agenda next month.

5. **Discussion and possible recommendation regarding development of parcel located at 5401 Paulson Road to construct eleven (11) duplexes.**

Coville indicated that the parcel is across from Tom's Auto. This used to be a quarry. This is only a conceptual ideal now. The developer wants feedback such as concerns, likes or dislikes. The property address is 5401 Paulson Road. The property is owned by David Bisbee. Bisbee doesn't want to develop the property himself but has someone who is interested. The proposed developer is looking at duplexes. The proposed property buyer is in the due diligence stage and is looking to close at the end of May. The property is currently zoned light manufacturing.

Kurt Pederson of 5404 North Cook Street indicated this property is not zoned for residential use. It is zoned light manufacturing. The Village has been through this before and doesn't feel it should be rental property. By creating residential property it would increase the vandalism at Tom's Auto. This should be not be addressed for duplexes since it is not zoned for residential.

Public Works is only concerned about Public Works related items. The proposed buyer is only asking the Public Works Committee what the Committee may be expecting the owner of the property to pay for.

Jerry Adrian is concerned about Paulson Road. Making Paulson Road a through road will be very expensive to do. The development could be impacted if that road does go through.

Vela indicated that the intersection area may be a problem with traffic. The current proposed driveway would be unsafe to owners. Pauline indicated that the developer is only looking for input on the current design proposal.

Coville indicated there had been multiple meetings of sidewalk issues in that area and the previous recommendation from the Public Works Committee was to address sidewalks in the area when new development happened on this lot.

Adrian indicated we would have to deal with water drainage and be sure it is able to handle water runoff.

Utter said the Village could waive sidewalk and curb since it is a rural section now.

The Committee would need to address what kind of road improvements are needed since the road is in bad shape. Trucks do go down the road at the present time.

Utter wants a report from Police Department, Fire Department and Public Works on their thoughts of proposal.

Committee indicated that the sidewalk costs would be up front. Curb and gutter and sidewalks have been the responsibility of the developer. Town & Country will have to look at the runoff issue.

Developer could change internal road to be one way and not coming out on Paulson Road.

6. Staff update.

Coville updated the committee as follows: The Broadhead/MN project will be starting around April 25 and completed by mid-September. The Siggelkow Road water main has been replaced and has gone live today. New curb and gutter is completed and the binder course is complete. The Village part of the Lower Yahara Trail should be completed by Memorial Day. Street maintenance projects should be completed within the next month to two months.

Staff has been tree trimming and are opening up the shelters. In the Public Works building there is a sewer line break. We need to get estimates to tear up the concrete floor (approximately 15 to 20 feet) in the break room to replace the sanitary sewer lines.

Mecum asked about the development on Siggelkow Road across from Brandt Park - how many more units are there? Coville indicated that this will probably be done in three phases.

Lower Yahara trail should be completed in June of 2017.

Utter indicated that the power company was trimming oak trees by the park after the deadline date.

Coville updated the committee that Linda will be retiring.

7. Discussion and possible recommendation on any other ongoing projects.

Utter would like to review the Standard Specifications and incorporate the Subdivision Ordinance into the specs.

8. Set next meeting date and possible agenda items.

The next meeting will be held on May 10, 2016.

Vela made a request that we re-evaluate public comment procedures.

9. Adjournment. Motion by Mecum, second by Adrian, to adjourn at 7:25 p.m. Motion carried 4-0 by acclamation.

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



To: Village of McFarland Public Works Committee
From: Mark Roffers, Planning Consultant
Date: May 2nd, 2016
Re: Comprehensive Plan Discussion for May 10th Meeting

This memo provides context for the upcoming meeting related to the Village's Comprehensive Plan update. In brief, the Comprehensive Plan is a long-range guide for the growth, development, and preservation of McFarland, and will be used to make future decisions on public investments, zoning, intergovernmental relations, and a host of other matters.

To begin our meeting, I want to discuss the purpose and timeline for the Comprehensive Plan a bit more, and describe its relationship to the interests and roles of your group.

Next, our discussion will focus on identifying your vision and priorities that should be included in the Plan update—both from your individual perspective as a member of the McFarland community and from your group's perspective. Please see the attached worksheet called "Village of McFarland Comprehensive Plan; Community Group Priorities Exercise; Spring 2016." We'll go through the questions on that worksheet during our time together on the 10th.

Finally, I would like to present draft information from the Conditions and Issues volume of the Comprehensive Plan and invite comments. The updated Comprehensive Plan will be divided into two volumes. The Conditions and Issues volume contains background information about McFarland. The later Vision and Directions volume will focus exclusively on a future-focused vision, policies, and initiatives. I have provided you with the draft Introduction, Demographics and Trends, and Utilities and Community Facilities chapters of the Conditions and Issues volume, which most closely relate with your group's interests and role.

I will look forward to meeting with all of you!



Village of McFarland Comprehensive Plan Community Group Priorities Exercise Spring 2016

The Comprehensive Plan is a long-range guide to the physical development of the Village. It establishes an overall vision along with directions related to economic development, land use, downtown, community facilities and services, roads, trails and parks, and other components. The Village's current Comprehensive Plan, adopted in 2006, has provided a framework for decision making since then, but is now somewhat out-of-date.

Earlier this year, the Village began a process to complete an update to its Comprehensive Plan. The update will meet State requirements for 10-year update, combine and modernize past Village planning efforts, provide a dynamic vision for the Village's future, and establish a manageable set of initiatives for future community change and preservation. The process is being guided by the Village Plan Commission, with several chances for public and stakeholder input. Plan adoption is scheduled by the end of 2016.

We are seeking input from organized groups of stakeholders in the community to help form the direction of the updated Plan. We appreciate your help in answering the following questions for us, either individually or in a meeting setting.

1. WHAT IS YOUR VISION FOR THE FUTURE OF MCFARLAND? In answering this question, you might think about:

What McFarland in the year 2035 looks and feels like

How the community functions

What McFarland's best future features are

How the community inspires residents, land owners and businesses to improve their lives

2. WHAT INITIATIVES SHOULD THE VILLAGE PRIORITIZE OVER THE NEXT 5-10 YEARS? In answering this question, you might want to think about:

Land use or zoning

Economic development

Redevelopment

Tourism

Housing

Neighborhood development

Historic preservation

Transportation

Recreation and community activities

Resource protection

Community services

Public facilities

Utilities & stormwater management

Intergovernmental relations

Just one more question on the second page or other side of this sheet!

3. WHAT INITIATIVES DOES YOUR GROUP OR ORGANIZATION HAVE FOR THE NEXT 1, 5, OR 10 YEARS? How can these initiatives be advanced or coordinated through the Village and its updated Comprehensive Plan?

If you are unable to provide responses to some or all of the questions right now, we would appreciate your responses no later than June 15, 2016. You can drop them off at the Municipal Building during office hours or email them to community.development@mcfarland.wi.us.

Thank you for your participation! We encourage your continued involvement. There is more information on the Comprehensive Plan update at: <http://tinyurl.com/McFarlandPlan2016>