

**PUBLIC UTILITIES COMMITTEE**

**Tuesday, May 17, 2016**

**6:00 P.M.**

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

**AGENDA – DRAFT**

1. Call to Order.
2. Public Comments.
3. Review and possible approval of draft Minutes from the Public Utilities Committee Meeting of April 19, 2016.
4. Discussion and possible recommendation regarding the Comprehensive Plan Update.
5. Staff Reports.
  - a. Update on activities
  - b. Financial Reports
  - c. Impact Fee Summary
6. 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 13<sup>th</sup> 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 the McFarland State Bank, 5990 Hwy. 51.*

**Public Utilities Committee  
Special Meeting Minutes – DRAFT  
April 19, 2016**

**Members Present:** Mary Pat Lytle, Stephanie Brassington, Marc Nielsen, Ernie Peterson and Craig Weiss

**Members Absent:** Ernie Peterson arrived at 6:10

**Staff Present:** Allan Coville and Linda Dieckhoff

**Others Present:** Brian Berquist (Town & Country), Tim Thorson (Royal Oak Engineering), Mark Shubak (Strand Associates, Inc.), Austin Gannon and Tom Gannon

1. **Call to Order.** The meeting was called to order at 6:01 p.m. by Chair Lytle in Conference Room "A" at the Municipal Center.
2. **Public Comments.** None
3. **Review and possible approval of draft Minutes from the Public Utilities Committee Meeting of March 8, 2016, and March 8, 2016, Special Joint Meeting of Public Works and Public Utilities.**

**Motion** by Nielsen, second by Brassington, to approve the draft minutes from the Public Utilities Committee Meeting of March 8, 2016 with changes. Motion carried 4-0 by acclamation.

Motion by Nielsen, second by Brassington, to approve the draft minutes from the Special Joint Meeting of Public Works and Public Utilities Meeting of March 8, 2016. Motion carried 4-0 by acclamation.

4. **Discussion and possible recommendation regarding the Prairie Place project.**

Gannon had a plat approved around 2007 and due to the economy did not proceed. Gannon is now resurrecting the previous plat and modernizing the plat. A concept plan was presented for review.

Tim Thorson of Royal Oak Engineering indicated that the sanitary sewer associated with the homes on the west side of Holscher will hook into the sewer on Holscher Road.

The new Lift Station #5 will take care of both subdivisions (Juniper Ridge and Prairie Place), but MMSD said this is only temporary and will eventually need to be gravity fed to the south.

Gannon wanted to get this plat out for the Committee to review and see what he has in mind. Pauline Boness recommended that he attend the Committee

Meetings before going before the Plan Commission in case there might be problems that should be addressed.

In the previous plat there were no issues relating to stormwater. Now due to DNR regulations, there has been a larger area identified as wetland that needed to be addressed. Even though the area has been farmed, it is now showed to be wetland.

The plan is to have the stormwater area as a prairie restoration wetland. This area will probably be a dry area. Stormwater along MN was required which will act as a means of storm water overflow.

Weiss asked who is responsible for mowing the stormwater area. Coville indicated it would become the Village responsibility. In the covenants the Village would like the wording to be like Juniper Ridge to indicate that there could be burning. The Village will not take over ownership until 80% is buildout.

The process is to meet with the Village committees, CARPC and get their approval then come to Village Board for final approval.

Gannon would like to break ground by late summer on the first phase.

5. **Staff Reports.**

- a. **Update on activities** –Siggelkow Road project we are replacing the water main between the railroad tracks and Terminal Drive. The curb and sidewalk work should be done by Memorial Day.

There is a preconstruction meeting tomorrow for the Broadhead/MN project. Since this is a county road the detour will be via county roads - going down AB over to Highway 12/18 and back to McFarland.

Lift Station #5 is almost complete. Looking into developing a Utility District to recoup the money the Village paid upfront for the Juniper Ridge development. The Utility is to receive payback from each building permit issued.

Staff is flushing hydrants. On Holscher water tower, ATT added some additional antennas. The sanitary sewer line under the Public Works building broke and we need to do some emergency repairs. The estimated cost is about \$25,000.

- b. **Financial Reports** – No Report.  
c. **Impact Fee Summary** – Placed on file.

6. **Adjournment.** Motion by Weiss, second by Brassington, to adjourn at 6:52 p.m. Motion carried 5-0 by acclamation.

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

## 2016 WATER SYSTEM IMPACT FEES

Collected In Month	2016 Fees	2015 Fees	2016 Impact Fee Distribution		
			Tower	Main	Well
January	2,600.00	0.00	1,465.92	416.00	718.08
February	7,151.00	650.00	6,300.44	312.00	538.56
March	3,250.00	1,300.00	1,832.40	520.00	897.60
<b>1st Quarter Total</b>	<b>13,001.00</b>	<b>1,950.00</b>	<b>9,598.76</b>	<b>1,248.00</b>	<b>2,164.24</b>
April	1,300.00	-	732.96	208.00	359.04
May	975.00	-	975.00	-	-
June	-	1,300.00	-	-	-
<b>2nd Quarter Total</b>	<b>2,275.00</b>	<b>1,300.00</b>	<b>1,707.96</b>	<b>208.00</b>	<b>359.04</b>
July	-	1,950.00	-	-	-
August	-	1,300.00	-	-	-
September	-	1,300.00	-	-	-
<b>3rd Quarter Total</b>	<b>0</b>	<b>4,550.00</b>	<b>0</b>	<b>0</b>	<b>0</b>
October	-	650.00	-	-	-
November	-	-	-	-	-
December	-	5,201.00	-	-	-
<b>4th Quarter Total</b>	<b>0</b>	<b>5,851.00</b>	<b>0</b>	<b>0</b>	<b>0</b>

### HISTORICAL WATER IMPACT FEE TOTALS

2016 Total	15,276.00		11,306.72	1,456.00	2,513.28
2015 Total	5,851.00		3,298.92	936.00	1,616.08
2014 Total	7,150.00		4,031.28	1,144.00	1,974.72
2013 Total	21,125.00		11,910.59	3,380.00	5,834.41
2012 Total	13,650.00		7,696.08	2,184.00	3,769.92
2011 Total	12,350.00		6,963.12	1,976.00	3,410.88
2010 Total	5,200.00		2,931.84	832.00	1,436.16
2009 Total	7,150.00		4,031.26	1,144.00	1,974.74
2008 Total	10,400.00		5,863.62	1,664.00	2,872.38
2007 Total	34,451.00		19,423.88	5,512.16	9,514.96
2006 Total	28,927.00		16,309.33	4,628.32	7,989.35
2005 Total	52,326.00		29,501.92	8,372.16	14,451.92
2004 Total	77,679.00		43,796.20	12,428.64	21,454.16
2003 Total	59,802.00		33,716.97	9,568.32	16,516.71
2002 Total	69,625.00		39,255.27	11,140.00	19,229.73
2001 Total	55,271.50		31,162.62	8,843.44	15,265.44
2000 Total	56,701.00		31,968.59	9,072.16	15,660.25
1999 Total	55,388.00		31,228.31	8,862.08	15,297.61
1998 Total	14,581.73		8,221.33	2,333.08	4,027.32
<b>Grand Total</b>	<b>\$ 602,904.23</b>		<b>\$ 342,617.85</b>	<b>\$ 95,476.36</b>	<b>\$ 164,810.02</b>

\$650=	\$868.16	\$104.00	\$179.62
\$1000=	\$732.96	\$208.00	\$359.04

Tower= .56381, Main=.16, Well=.27619



To: Village of McFarland Public Utilities Committee  
From: Colette Spranger and Rebecca Sergeant, Planning Consultants  
Date: May 10<sup>th</sup>, 2016  
Re: Comprehensive Plan Discussion for May 17<sup>th</sup> Meeting

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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, we 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 17<sup>th</sup>.

Finally, we 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. We 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.

We 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	Transportation
Economic development	Recreation and community activities
Redevelopment	Resource protection
Tourism	Community services
Housing	Public facilities
Neighborhood development	Utilities & stormwater management
Historic preservation	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](mailto: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>