

VILLAGE OF MCFARLAND

Village Board Minutes

Thursday, November 8, 2018 - 5:30 PM

1. CALL TO ORDER.

Village President Czebotar called the special meeting of the McFarland Village Board to order at 7:00pm in the Community Room of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

Village Board members present: Village President Brad Czebotar, Village Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village Trustee Carolyn Clow, Village Trustee Dan Kolk, Village Trustee Mary Pat Lytle, Village Trustee Shaun O'Hearn

Village Board members not present: None

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Community Development Director Pauline Bonness, Public Works Director Allan Coville, Assistant Public Works Director Jim Hessling, Outreach Director Lori Andersen and Fire/EMS Director Chris Dennis.

3. PUBLIC APPEARANCES.

None

4. BUSINESS.

a. Discussion and review of the 2019 Budget including the following sections:

i. Changes since last distribution.

Administrator Schuenke provided an overview of the changes to the draft budget since the last budget meeting.

ii. Presentation regarding the feasibility of future inclusion within the State Expenditure Restraint Program.

Village Clerk/Treasurer Suettinger provided an overview of the feasibility of future inclusion within the State Expenditure Restraint Program. As presented the Village appears to be compliant to receive expenditure restraint revenue in 2020.

iii. Review of the 2018 Municipal Levy Limit Worksheet as it relates to the proposed 2019 Budget.

Administrator Schuenke provided an overview of the 2018 Municipal Levy limit worksheet reporting the Village has only about \$1,100 remaining before it would reach its levy limit for the proposed 2019 draft budget.

iv. Utilities Fund (600)

Village Administrator Schuenke provided an overview of the draft budget for the Utilities fund.

v. Stormwater Utility Fund (605)

Village Administrator Schuenke provided an overview of the draft stormwater utility fund budget.

b. Discussion and action regarding proposed changes to the 2019 Budget presented by Village Board members:

i. General Fund (100):

1) Add funding for consultant services within the Village Board budget.

Motion by Village Trustee Clow, second by Village Trustee O'Hearn, to approve using \$10,000 of fund balance for using consultant services within the Village Board budget. Motion carries 7 - 0 - 0 by acclamation.

2) Reduce funding for training expenses within the Municipal Court budget.

Motion by President Czebotar, second by Trustee Kolk, to decrease the training expenses within the court budget by \$750 and increase the dues and subscription by \$750. Motion carries 7 - 0 - 0 by acclamation.

3) Reduce funding for training expenses within the Village Administrator budget.

Motion by Trustee Clow to reduce training expense budget from \$2,250 to \$750 to focus on in-state training in 2019. Motion fails for lack of second.

4) Reduce funding for support services within the Police Department budget.

No action taken.

5) Reduce funding for a seasonal summer help position within the Public Works budget.

Motion by President Czebotar to amend the budget to reduce summer help from two positions to one position. Motion fails for lack of a second.

ii. Library Fund (205):

1) Funding for wages and benefits to support additional Youth Services Librarian position.

No action taken.

2) Reduce funding for programming within the Library budget.

Motion by President Czebotar, second by Trustee Kolk, to reduce the library programming budget line by \$2000 to a \$6000 total budget. Motion carries 7 - 0 - 0 by acclamation.

iii. Youth Center Fund (210):

1) Add funding for community groups within the Youth Center budget.

Motion by Trustee Clow to increase the contribution to the McFarland Youth Center by \$4000. Motion fails for a lack of second

iv. Capital Projects Fund (400):

- 1) Reduce funding for consultant services within the Administration budget.
Motion by Village President Brad Czebotar, second by Village Trustee Carolyn Clow, to approve reduce funding for consultant services within the administration budget from \$30,000 to \$15,000 to remove the compensation and classification study. Motion carries 7 - 0 - 0 by acclamation.
- 2) Funding for facility improvements to the Community Room within the Facility budget.
Motion by Trustee Clow, second by Trustee Lytle, to reduce funding for facility improvements to the Community Room within the Facility budget from \$75,000 to \$10,000 and use applied capital fund balance for the purchase of a new Board table for the Community Room. Motion carries 7 - 0 - 0 by acclamation
- 3) Funding for technology within the Police Department budget.
Motion by President Czebotar, second by Trustee Lytle, to transfer \$25,000 of fund balance from the general fund to the capital projects fund to decrease borrowing by \$25,000 to fund radio replacements for the Police Department.

Motion by Trustee Clow to amend the motion to transfer \$75,000 of general obligation fund balance to capital projects to fund the entire radio replacement. Motion to amend carries 7 - 0. Amended motion carries 7 - 0 - 0 by acclamation.
- 4) Reallocation of funding for general Equipment Acquisition within the Police Department.
Motion by President Czebotar, second by Trustee Lytle, to use \$15,000 of 2018 anticipated police budget surplus to pay for the capital equipment needs that were outlined by the police department and reduce 2019 borrowing by \$15,000. Motion carries 7 - 0 - 0.
- 5) Reallocation of funding for ambulance vehicle within the Fire and Rescue Department.
Motion by President Czebotar, second by Trustee Clow, to approve decreasing borrowing by \$100,000 by using \$100,000 of general fund balance. Motion carries 7 - 0 - 0.
- 6) Reduce funding for technology within the Fire and Rescue Department.
Motion by Trustee Lytle, second by Adrian, to move that pagers will be purchased by using \$22,500 of 2018 excess funds and \$12,500 will be included in the 2019 budget. Motion carries 7 - 0 - 0.

The Board recessed at 8:02 p.m.

The Board reconvened at 8:10 p.m.

- 7) Reduce funding for leased equipment within the Public Works Department.
Motion by Trustee Adrian, second by President Czebotar, to reduce leased equipment within the Public Works Department by \$5000. Motion carries 7 - 0 - 0 by acclamation.

8) Reduce funding for facility improvements within the Library budget.

Motion by Trustee Brassington, second by Trustee Clow, to reduce borrowing by \$20,000 for facility improvements within the Library budget and transfer \$20,000 of fund balance from the general fund. Motion carries 7- 0 - 0.

9) Funding for property acquisition within the Parks budget.

Motion by President Czebotar, second by Trustee Adrian, to reduce the borrowing by \$2.5 million for the purchase of future parkland. Motion fails 2 - 5 with Brassington, Clow, Kolk, Lytle and O'Hearn voting nay.

10) Remove funding for Orchard Hill Park Development within the Parks budget.

Motion by President Czebotar, second by Trustee Adrian, to reduce borrowing for the Orchard hill Park Development by \$500,000, Motion fails 2 -5.

Motion fails 2 - 5 with Brassington, Clow, Kolk, Lytle and O'Hearn voting nay.

v. Capital Projects Fund (400) & Parks Fund (405):

1) Reduce funding for Brandt Park Development within the Parks budget.

Motion by President Czebotar, second by Trustee Clow, to reduce capital fund borrowing by \$100,000, and reduce the use of park funds by \$100,000, to remove funding for the Brand Park Development. Motion carries 6 - 1 with Kolk voting nay.

2) Reduce funding for McDaniel Park development within the Parks budget.

Motion by Trustee Adrian, second by President Czebotar, to reduce the borrowing for the McDaniel park development from \$117,500 to \$67,500.

Motion by Trustee O'Hearn, second by Trustee Kolk, to reduce the borrowing for the McDaniel Park Development by \$50,000 and increase the parks fund contribution by \$50,000 for McDaniel park. Motion carries 6-1 with Adrian voting nay.

vi. Solid Waste Fund (610):

1) Add funding for yard waste services within the Solid Waste budget.

No action taken.

vii. Discussion and action regarding funding for changes to the proposed Organizational Structure for the Public Works Department.

Motion by Trustee Kolk, second by Trustee Clow, to move to approve the organizational chart as presented.

Motion by Trustee Kolk, second by President Czebater, to amend the motion to submit the proposed organization chart to committees for comment and to bring the organizational chart back to the Board for final review. Motion carries 7 - 0 by acclamation.

Motion by Trustee Kolk, second by Trustee Clow, to fund the positions as proposed in the draft organizational chart with the funding structure and levels as proposed in the amended budget. Motion carries 7 - 0 by acclamation.

c. Discussion regarding amended budget summary following review of Village Board requested changes.

Village Administrator Schuenke provided a budget summary of the changes made in the meeting. A final draft will be brought forward for additional review by the Village Board at the November 12th regular Village Board meeting.

5. ADJOURNMENT.

Motion by Trustee O'Hearn, second by Trustee Brassington, to adjourn at 10:03 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra Suettinger
Clerk/Treas