

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, February 11, 2019 - 7:00 PM

1. CALL TO ORDER.

Village President Czebotar called the regular 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, Community Development Director Pauline Boness, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

b. Public Communications

4. CONSENT AGENDA.

a. Motion to approve the minutes of the January 28, 2019 Village Board meeting.

b. Motion to approve pre-paid checks #73704-73710 in the amount of \$85,079.76 and current checks #73711-73804 in the amount of \$487,830.73.

c. Motion to approve the alcohol beverage operator's license for Mai Vang (Loeder Oil) for the period ending June 30, 2019

d. Motion to approve appointing Nancy Vidlak to serve as Election Inspector for the term ending December 31, 2019.

e. Motion to approve the appointment of Jason Jasinski to the Communications & Technology Committee for a term ending April 30, 2019.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the consent agenda as presented. Motion carries 7 - 0 - 0 by acclamation.

5. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Village Board. Members of the public who wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit.*

Richard Kelly, 5114 Card Avenue, spoke on the issue of discontinuing public ownership of the Edwards Park promenade.

6. BUSINESS.

- a. *Community Development Authority (Trustee Brassington & O'Hearn)*

1) Discussion and action regarding applications from Ryan Quam requesting Tax Increment Financing assistance in order to redevelop 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2).

Village Administrator Schuenke provided an overview on the request for tax increment financing assistance in order to develop 4703 Terminal Drive for apartments (phase 1) and offices (phase 2).

Ryan Quam, presented an overview of phase 1 and phase 2 and his request for TIF financing on the project.

Andrew Bremer, senior planner with MSA Professional services, provided an overview of his financial analysis of the TIF request request along with recommendations to consider given the closing date of TID #3 and the payback arrangement.

Village Administrator Schuenke reported the Community Development authority reviewed the request and recommended approval of the application with several specific conditions. The Board expressed concerns with the vagueness of some of the conditions and requested the Village Attorney provide a final reivew.

Motion by Trustee Shaun O'Hearn, second by Trustee Stephanie Brassington, to approve the applications from Ryan Quam requesting Tax Increment Financing assistance in order to redevelop 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2), with the following conditions:

1. Amount not to exceed \$1,100,000 for phases 1 and 2.
2. Contribution will utilize cash and not borrowed money for funding.
3. Developer will cause to construct enclosed private improvements in order to guarantee the necessary value to generate increment to pay back this contribution prior to the closer of TID #3.
4. Private financing will have to be confirmed prior to execution between the Village and Developer.
5. Anchor tenant participation within the Phase 2 Office Building will have to be confirmed prior to execution between the Village and Developer, subject to approval from the Village Attorney.
6. Proposed project will receive all necessary approvals from the Village Board, Plan Commission, Community Development Authority, other Village Committees, and all other external agencies as may be necessary to implement the project as proposed.

Motion carries 7 - 0 - 0 by acclamation.

b. Personnel Committee (President Czebotar & Trustee Kolk)

1) Discussion and presentation regarding the 2018 Employee Performance Evaluations.

President Czebotar provided an overview of the 2018 performance evaluation program and fund distribution. He highlighted the addition of the "above average" category seemed to help balance out the re performance evaluation appraisals.

2) Discussion and action regarding the position description, classification, and authorization to fill the vacancy for the Assistant to the Public Works Director position within the Public Works Department.

President Czebotar provided an overview of the evolution of the Assistant to the Public Works Director position that was presented before the Board for consideration.

Trustee Adrian expressed concern with providing approval and authorization to fill the vacancy with the Public Works Director position still being vacant. He felt the Board had approved the organization chart as a draft, to provide the new Public Works Director an opportunity to provide their input before it is finalized.

The Board discussed dissenting opinions on the intent of approving the Public Works organization chart as a draft and how to proceed with establishing and authorizing filling the vacancy of the Assistant to the Public Works Director position. The Board discussed that it had been established that this position is an unmet need that continues to be unmet. The Board agreed they could approve the position description and classification and delay the authorization to fill the vacancy until the Public Works Director position is filed.

Motion by President Brad Czebotar, second by Trustee Dan Kolk, to approve the position description, classification, and establishing the position to grade 15 for the Assistant to the Public Works Director position within the Public Works Department. Motion carries 6 - 0 - 1 by acclamation with Trustee Adrian voting nay.

3) Discussion and action in order to conduct a comparable market survey of wages for Village positions contained within the current wage grid.

Village President Czebotar provided an overview of the request to conduct a comparable market survey of wages for all Village positions. He reported this would not change the program, but provide analysis of the wage grid to ensure it is in line with the Village's established comparables. He reported the Personnel Committee recommended approval of conducting the survey based on the necessity and affordability of the update at only \$5,000.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to approve conducting a comparable market survey of wages for Village positions contained within the current wage grid with a cost not to exceed \$5,000. Motion carries 7 - 0 - 0 by acclamation.

c. Discussion and action regarding the Storm Drain Mural Application.

Village Administrator Schuenke provided an overview of the request to submit an application to the storm drain mural program for 2019. The program is lead by the Madison Area Stormwater Partnership as a way to educate the public on where storm water ends up. He highlighted there is no cost to the Village and it would be a nice project to market clean stormwater and provide education.

Motion by Village President Brad Czebotar, second by Village Trustee Shaun O'Hearn, to approve an application to be part of the storm drain mural program. Motion carries 7 - 0 - 0 by acclamation.

- d. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
None.

7. CLOSED SESSION.

- a. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss the ongoing public ownership of the promenade located within the Edwards Park Subdivision.
- b. Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding a filed lawsuit by the City of Madison against the Village of McFarland concerning lands previously annexed from the Town of Blooming Grove.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to enter into Closed Session:

a. Wis. Stats 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss the ongoing public ownership of the promenade located within the Edwards Park Subdivision.

b. Wis. Stats. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically regarding a filed lawsuit by the City of Madison against the Village of McFarland concerning lands previously annexed from the Town of Blooming Grove.

Motion calls on a roll call vote all voting aye.

- c. Discussion and action to reconvene into Open Session.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to enter back into Open Session at 9:33 p.m. Motion carries 7 - 0 - 0 by acclamation.

- d. Discussion and action regarding the ongoing public ownership of the promenade located within the Edwards Park Subdivision.

Motion by Village President Brad Czebotar, second by Village Trustee Jerry Adrian, to discontinue the ongoing public ownership of the promenade located within the Edwards Park Subdivision. Motion carries 7 - 0 - 0 by acclamation.

8. ADJOURNMENT.

Motion by Village Trustee Shaun O'Hearn, second by Village Trustee Mary Pat Lytle, to adjourn at 9:35 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/Treasurer