VILLAGE OF MCFARLAND

Village Board Minutes

Monday, February 25, 2019 - 6:30 PM

1. CALL TO ORDER (6:30 PM).

President Czebotar called the regular meeting of the McFarland Village Board to order at 6:30 pm in Conference Room A of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

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

Village Board members not present: Village Trustee Dan Kolk.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Community Development Director Pauline Boness, and Fire/Rescue Chief Chris Dennis.

3. CLOSED SESSION.

a. *Discussion and action on entering into Closed Session in accordance with Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider the employment of the Public Works Director position.*

Motion by President Czebotar, second by Trustee O'Hearn, to enter into Closed Session at 6:31 pm in accordance with Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider the employment of the Public Works Director position. Motion carries 6 - 0 - 0 on a roll call vote.

b. *Discussion and action to adjourn Closed Session into Open Session.*

Motion by President Czebotar, second by Trustee Lytle, to adjourn Closed Session and enter back into Open Session at 6:57 pm. Motion carries 6 - 0 - 0 by acclamation.

4. RECONVENE OPEN SESSION - BEGIN REGULAR MEETING (7:00 PM)

5. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. *Public Announcements*

1) *Village Candidate Forum - March 16th*

2) *In-Office Absentee Voting Begins March 11th*

b. *Public Communications*

6. CONSENT AGENDA.

a. *Motion to approve the minutes of the February 11, 2019 Village Board meeting.*

b. *Motion to approve pre-paid checks #73805-73823 in the amount of $2,696,370.09 and current checks #73824-73920 in the amount of $109,405.51.*

c. *Motion to approve the alcohol beverage operator's licenses for Kurt Grote (Hope Rod & Gun Club), Meggan O'Brien (Green Lantern) and Stephen Burke (McFarland Tavern) for the period ending June 30, 2019.*

d. *Motion to approve a street use permit application from Libby Pavelec for the Michael J. Fox Foundation run/walk to be held on April 20, 2019.*

e. *Motion to introduce Resolution 2019-02 in order to discontinue the Edwards Park Promenade as public right of way and approval to set public hearing date as April 22, 2019.*

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the consent agenda as presented. Motion carries 6 - 0 - 0 by acclamation.

7. 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.*

(none)

8. BUSINESS.

a. *Discussion and action to reconsider the conditional approval of applications from Ryan Quam requesting Tax Increment Financing assistance in order to redevelop 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2).*

Ryan Quam appeared before the Board to request reconsideration of the conditions placed on the approval of Tax Incremental Financing for 4703 Terminal Drive for phase 1 and phase 2. He asked the Board reconsider the requirement that a commitment be received from a tenant for the office building before phase 1 can commence. He felt the condition would hinder his ability to move forward with the project.

Motion by Trustee Carolyn Clow, second by Trustee Shaun O'Hearn, to reopen or reconsider the conditional approval of applications from Ryan Quam requesting TIF assistance in order to redevelop 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2). Motion carries 6 - 0 - 0 by acclamation.

Village Administrator Schuenke provided an overview of the rationale behind the original conditions put forth by staff. He noted the condition was purposeful, and was put in place to ensure the office building was constructed. He also explained the Board could consider the merits of residential only on the site does have challenges that may limit it from other development. There has also been very little interest in development of the parcel.

Mr. Quam explained as just phase 1 for a residential apartment building, the property is not a good investment. He explained the four buildings as planned are a good return on his investment. So while removing the condition provides that he would not be required to complete both phases to receive the TIF loan, it would not be a very satisfactory return on investment if he did not do so.

Motion by Trustee Mary Pat Lytle, second by Trustee Jerry Adrian, to rescind the previous motion to approve the request from Ryan Quam for TIF financing assistance in order to develop 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2) with conditions 1 through 6. Motion carries 5 - 0 - 1 with Clow voting nay.

Motion by Trustee Mary Pat Lytle, second by Trustee Stephanie Brassington, to approve the application from Ryan Quam requesting tax increment financing assistance in order to redevelopment 4703 Terminal Drive as apartments (Phase 1) and offices (Phase 2). with the following conditions:

1. Amount not to exceed $675,000 for phase.
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 pack 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. 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.

b. Plan Commission (President Czebotar & Trustee Kolk)

1) Discussion and action regarding Resolution #2019-03: a resolution amending the McFarland Comprehensive Plan future land use map regarding 4703 Terminal Drive from industrial to mixed use flex commercial.

The proposed amendment allows for residential use on the property to allow for the phase 1 one apartment building. The resolution as drafted provides the attorney to proceed with drafting an ordinance to make the change. A public hearing and action on the ordinance amendment will still be required to make the change.

Motion by President Czebotar, second by Clow, to approve Resolution #2019-03: a resolution amending the McFarland Comprehensive Plan future land use map regarding 4703 Terminal Drive from industrial to mixed use flex commercial and to set the public hearing for April 8, 2018. Motion carries 6 - 0 - 0 by acclamation.

c. Public Safety Committee (Trustees Adrian & Clow)

1) Discussion and recommendation on Ordinance Amendment 2019-02: An Ordinance consolidating the process for issuing permits for events on public property and streets.

Trustee Adrian provided an overview of the ordinance amendment to add events permit and the recommendation from the Public Safety Committee for approval.

Motion by Trustee Adrian, second by Trustee Carolyn Clow, to approve ordinance amendment 2019-02: an ordinance consolidating the process for issuing permits for events on public property and streets.

Trustee O'Hearn brought forth concerns regarding private functions such as family reunions and soccer tournaments would be subject to the ordinance and required to obtain a permit.

Motion by Trustee O'Hearn, second by Trustee Brassington, to postpone ordinance 2019-02 until Village Staff and attorney have had a chance to provide further review. Motion carries 5 - 1 with Adrian voting nay.

d. Discussion and action to confirm the appointment of the Public Works Director.

Motion by President Brad Czebotar, second by Trustee Carolyn, to appoint Jim Hessling to the position of Public Works Director. Motion carries 6 - 0 - 0 by acclamation.

e. *Discussion and action regarding a Parks Impact Fee Study to be conducted by the Village Auditor.*

Village Administrator Schuenke provided an overview of the proposal to undertake a parks impact fee study. The study would revisit the Village's fees and fees in lieu calculation currently used for developer to make update regarding recent State law changes.

Motion by Trustee Mary Pat Lytle, second by Trustee Jerry Adrian, to approve engaging Baker Tilly to perform a park impact fee study for a cost not to exceed 12,000. Motion carries 6- 0 - 0 by acclamation.

f. *Discussion and update on Village Board/Committee orientation program for new members.*

Clerk/Treasurer Suettinger provided an overview of the draft Village Board/Committee orientation program for new members.

g. *Discussion and action regarding an EMS Clinical and Field Internship Affiliation Agreement between the School of Human & Protective Services (MATC) and McFarland Fire and Rescue (Village).*

Motion by Trustee Jerry Adrian, second by Trustee Carolyn Clow, to approve a EMS Clinical and Field Internship Affiliation Agreement between the School of Human & Protective Services (MATC) and McFarland Fire and Rescue (Village). Motion carries 6 - 0 - 0 by acclamation.

h. *Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.*

Trustee Clow requested discussion on a resolution to join the green tier legacy program and create a sustainability committee to be added to the next agenda.

Trustee Shaun O'Hearn reminded Board members of Community Service Day April 20, 2019.

9. 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 possible acquisition of property in order to develop a community park.*

Motion by President Czebotar, second by Trustee O'Hearn, to enter into Closed Session at 9:17 pm 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 possible acquisition of property in order to develop a community park. Motion carries 6 - 0 - 0 by acclamation.

b. *Discussion and action to reconvene into Open Session.*

Motion by President Czebotar, second by Trustee Clow, to enter back into Open Session at 9:47 pm. Motion carries 6 - 0 - 0 by acclamation.

c. *Discussion and action to authorize the Village Administrator to negotiate for the purchase of lands for the development of a community park.*

Motion by Trustee Clow, second by Trustee Brassington, to authorize the Village Administrator to issue an offer to purchase the property located at 3234 County Highway AB in an amount of $750,000. Motion carries 6 - 0 - 0 by acclamation.

10. ADJOURNMENT.

Motion by Trustee O'Hearn, second by Trustee Lytle, to adjourn at 9:50 pm.

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
Village Clerk/Treasurer