

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Monday, October 22, 2018 - 5:30 PM

1. CALL TO ORDER.

Village President Czebotar called the regular meeting of the Committee of the Whole to order at 5:30 pm in Conference Room A of the McFarland Municipal Center.

2. ATTENDANCE/ROLL CALL.

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

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger.

3. PUBLIC APPEARANCES.

None.

4. APPROVAL OF MINUTES.

a. Discussion and action regarding minutes of the meeting held on October 8, 2018.

Motion by Village Trustee Mary Pat Lytle, second by Village Trustee Jerry Adrian, to approve the minutes of the meeting held on October 8, 2018. Motion carries 7 - 0 - 0 by acclamation.

5. BUSINESS.

a. Discussion regarding the proposed position description for the Public Works Director and Organizational Structure for the Public Works Department to be reviewed via Committee(s).

Village Staff presented changes to the job description for the Public Works Director position and revisions to the organizational chart for the Public Works Department. The Committee reviewed the job description discussing certain elements and requesting additional changes as discussed. Further discussion was had regarding the organizational chart and questions/comments regarding the changes presented. Direction was provided to Staff to update these items in order to place continued review of these items at the next Village Board meeting scheduled for October 29th. No action was take

b. Discussion regarding the study of future facility space needs within the Village.

No discussion was held on this matter due to time constraints.

6. SCHEDULE NEXT MEETING DATE.

a. To be determined.

Next meeting will be November 12, 2018 beginning at 5:30

7. ADJOURNMENT.

Motion by Village Trustee Shaun O'Hearn, second by Village Trustee Stephanie Brassington, to adjourn at 6:57 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,
Matthew G. Schuenke
Village Administrator