VILLAGE OF MCFARLAND

Village Board Minutes

Monday, August 26, 2019 - 7:00 PM

1. **CALL TO ORDER.**

   Village President Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 pm 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 Dan Kolk, Village Trustee Mary Pat Lytle, Village Trustee Eric Kryzenske, Village Trustee Clair Utter

   Village Board members not present: None

   Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Public Works Director Jim Hessling and Fire/EMS Director Chris Dennis.

3. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**

   a. *Public Announcements*

   1) *WisDOT Update on US 51 Corridor Study and Schedule.*

   Village President Czebotar provided a report from the meeting attended on the US 51 corridor study. An environmental assessment will hopefully be completed and published by Spring 2020. The next public meeting is scheduled for September 26th at Stoughton High School.

   b. *Public Communications*

   Village President Czebotar reported he and Village Administrator Matt Schuenke joined twenty three other Dane County Cities and Villages in a meeting to discuss collaborative efforts to further sustainability.

   The 2020-2024 Madison Area Transportation Planning Board has released its 2020-2024 transportation improvement program. The draft is available for review and comment.

4. **CONSENT AGENDA.**

   a. *Motion to approve the minutes of the August 12, 2019 Village Board meeting.*

   b. *Motion to approve the minutes of the August 14, 2019 Village Board meeting.*

   c. *Motion to approve pre-paid checks #75043-75055 in the amount of $977,180.60 and current checks #75056-75135 in the amount of $117,334.40.*

d. *Motion to approve the Event Permit application from Lisa Seidel, Half Pint Resale for the Half Pint Resale Children's Consignment Sale on September 7 and September 8, 2019 with the conditions provided from the Police Chief and Fire & EMS Chief.*

e. *Motion to approve the alcohol beverage operator's license for Ronald Blum (Parkside Pub), Dawn Masche (Loeeder Oil), Timothy Kullmann (Loeder Oil), and Jenifer Brechtl (Parkside Pub) for the period ending June 30, 2020*

f. *Motion to approve appointing Blake Draper to serve on the Communications & Technology Committee for a term ending April 30, 2020 and the Board of Zoning Appeals for a term ending April 30, 2022.*

g. *Motion to approve appointing Scott Peters to serve on the Plan Commission for a term ending April 30, 2020.*
Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the consent agenda as presented with amendments to items a and b. 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.*
Dale Meier, 5801 Running Deer Trail, spoke in opposition of Village leadership.

6. BUSINESS.

a. *Parks, Recreation, and Natural Resources Committee (Trustees Kolk & Utter)*

1) *Discussion and action regarding the award of contract for the Orchard Hill Frisbee Golf Course project and approval for Change Order 2019-01.*
Trustee Kolk provided an overview of the Orchard Hill Frisbee Golf Course project. He reported the improvements to Orchard Hill Park are a three phased project. Phase 1 has been completed, and the Village is moving forward with Phase 2. Phase 2 includes the construction of a frisbee golf course. The project was originally bid early in the spring; however, all bids came in significantly in excess of what was budgeted. All bids were rejected. The project was altered and re-bid in June. All bids received were once again in excess of the budgeted amount. Staff worked with the contractor to supplement some of the project with Village staff as a way to reduce costs. The project is being presented to the Board at a total cost of $246,000, which is $104,000 under the budgeted amount.

Motion by Trustee Dan Kolk, to award the contract to MZ construction Inc, in the amount of $330,034, and accept change order 2019-01 to authorize the project in an amount not to exceed $246,000 with Village staff completing the remainder of the work,

Motion fails for lack of a second.

b. *Plan Commission (President Czebotar & Trustee Kolk)*

1) *Discussion and action on proposed Certified Survey Map from Lakestone Properties, LLC for the property located at 4719 Farwell Street in order to create two lots for a mixed use development.*
Motion by Village President Brad Czebotar, second by Trustee Dan Kolk, to approve of a Certified Survey Map from Lakestone Properties, LLC for the property located at 4719 Farwell Street in order to create two lots for a mixed use development. Motion carries 6 - 1 - 0 by acclamation, with Trustee Utter voting nay.

2) *Discussion and action regarding a Certified Survey Map from Jack Kapinus for the property located at 6116 Overlook Drive in order to combine residential parcels.*
Motion by Village President Brad Czebotar, second by Trustee Dan Kolk , to approve a Certified Survey Map from Jack Kapinus for the property located at 6116 Overlook Drive in order to combine residential parcels with the condition that the CSM list Cassandra Suettinger as the Village Clerk/Treasurer. Motion carries 6 - 1 - 0 by acclamation, with Trustee Utter voting nay.

3) *Discussion and action regarding a Condominium Plat and Declaration from Bizy Lou LLC for the property located at 4719 Siggelkow Road creating Park Woods Condominiums consisting for 6 residential duplex buildings.*
Motion by Village President Brad Czebotar, second by Village Trustee Clair Utter, to approve a Condominium Plat and Declaration from Bizy Lou LLC for the property located at 4719 Siggelkow Road creating Park Woods Condominiums consisting for 6 residential duplex buildings. Motion carries 7 - 0 - 0 by acclamation.

4) *Discussion and action regarding Ordinance #2019-15: an ordinance to amend the zoning code regarding definitions related to yards and the modification of yard setback requirements in the R1-B (Single Family Residence District).*

Motion by Village President Brad Czebotar, second by Trustee Dan Kolk, to approve Ordinance #2019-15: an ordinance to amend the zoning code regarding definitions related to yards and the modification of yard setback requirements in the R1-B (Single Family Residence District). Motion carries 6 - 1 - 0 by acclamation, with Trustee Clair Utter voting nay.

c. *Public Safety Committee (Trustees Adrian & Brassington)*

1) *Discussion and action regarding Ordinance #2019-16: an ordinance amending the fire prevention and protection code.*

The Village Board reviewed the ordinance as drafted and directed section 26-84(d)(4) be removed based on other revisions made to the ordinance.

Motion by Village Trustee Jerry Adrian, second by Village Trustee Stephanie Brassington, to approve Ordinance #2019-16: an ordinance amending the fire prevention and protection code as amend. Motion carries 7 - 0 - 0 by acclamation.

d. *Public Utilities (Trustees Lytle & Kryzenske)*

1) *Discussion and action regarding the approval of a simplified water rate increase with the Wisconsin Public Service Commission.*

Village Trustee Mary Pat Lytle provided a report on the recommendation to approve a simplified water rate increase. She noted the Village has not had a rate increase since 2010.

Motion by Village Trustee Mary Pat Lytle, second by Village Trustee Stephanie Brassington, to approve a simplified water rate increase with the Wisconsin Public Service Commission. Motion carries 7 - 0 - 0 by acclamation.

2) *Discussion and action regarding Change Order 2019-01 for the Main Street Water Main and Road Construction Project in order to replace fire hydrants and complete additional storm sewer improvements.*

Motion by Village Trustee Mary Pat Lytle, second by Village Trustee Eric Kryzenske, to approve Change Order 2019-01 for the Main Street Water Main and Road Construction Project in order to replace fire hydrants and complete additional storm sewer improvements. Motion carries 7 - 0 - 0 by acclamation.

e. *Senior Outreach Committee (Trustees Adrian & Lytle)*

1) *Discussion and action in order to proceed with contract development between the Village and those municipalities provided senior outreach services within the Focal Point.*

   Motion by Village Trustee Jerry Adrian, second by Village Trustee Mary Pat Lytle, to approve proceeding with contract development between the Village and those municipalities provided senior outreach services within the Focal Point. Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

f. *Discussion and action to approve the filling of a vacancy of 24 hour Emergency Medical Technician position within the Fire and Rescue Department.*

   Village Adminstrator Schunke provided an overview of the staffing challenges facing the Fire/EMS department. The proposed position has not yet been budgeted, but approving the recruitment now allows the Village to get a jump on the 3-4 month process it can take to fill these positions due to the statutory requirements.

   Chief Dennis provided a report on the staffing challenges faced by the department. They have found a steep decline in the number of qualified advanced EMTs available to staff nights and weekend hours, and are now requesting an additional EMT be added as part of the 2020 budget.

   Motion by Village Trustee Jerry Adrian, second by Village Trustee Clair Utter, to approve the filling of a vacancy of 24 hour Emergency Medical Technician position within the Fire and Rescue Department.

   Motion by Trustee Mary Pat Lytle, second by Trustee Clair Utter, to amend the motion to create a recruitment pool for the 24 hour emergency medical technician position with the fire and rescue department. Motion fails 1 - 6, with Kryzenske, Brassington, Kolk, Czebotar, Lytle, and Adrian voting nay.

   The Board voted on the original motion. Motion carries 7 - 0 - 0 by acclamation.

g. *Discussion and action to make a referral to the Public Safety Committee regarding desired changes to Section 11-64(n) for outdoor consumption as a condition of licensure.*

   The Board reviewed section 11-64(n) of the Village code of ordinance regarding outdoor consumption and proposed revisions to each section.

   Motion by Village President Brad Czebotar, second by Village Trustee Stephanie Brassington, to approve making a referral to the Public Safety Committee regarding desired changes to Section 11-64(n) for outdoor consumption as a condition of licensure. Motion carries 5 - 2 - 0 by acclamation with Trustee Clair Utter and Trustee Jerry Adrian voting nay.

h. *<u>Discussion and action to accept the 2019/2020 Goals and Objectives with action plan as prepared.</u>*

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve acceptance of the 2019/2020 Goals and Objectives with action plan as prepared. Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay .

i. *<u>Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.</u>*

Trustee Lytle requested item a1 of the agenda regarding the Orchard Hill Frisbee golf project be referred back to the Board for discussion at its next meeting.

Trustee Kolk referred the issue of the EMT challenges, and discussion on recommendations from the Public Safety Analysis to the Public Safety Committee.

7. CLOSED SESSION.

a. *<u>Discussion and action on entering into Closed Session pursuant to Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss the acquisition of land at 4900 Larson Beach Road.</u>*

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to enter into Closed Session pursuant to Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically to discuss the acquisition of land at 4900 Larson Beach Road at 8:50 p.m. Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

b. *<u>Discussion and action to reconvene into Open Session.</u>*

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to enter back into Open Session to reconvene into Open Session at 9:46 p.m. Motion carries 7 - 0 - 0 by acclamation.

c. *<u>Discussion and action regarding the acquisition of land at 4900 Larson Beach Road.</u>*

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Mary Pat Lytle, to authorize the Village Administrator to work with the Village Attorney to prepare an offer to purchase for 4900 Larson Beach Road in an amount of $250,000 and the Village Administrator is further directed to sign the offer. Motion carries 7 - 0 - 0 by acclamation.

8. ADJOURNMENT.

Motion by Village Trustee Dan Kolk, second by Village Trustee Mary Pat Lytle, to adjourn at 9:49 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
Village Clerk/Treasurer