

**VOLUNTEER  
COMMITTEE**

**Thursday, January 2, 2020**

**6:00 PM**

**McFarland Municipal Center**  
*Conference Room A*

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
  - a. Minutes from October 3, 2019 meeting attached
4. BUSINESS.
  - a. Review Event, "Love McFarland Lakes, Don't Leaf Them" on Saturday, October 19th.
  - b. Review event, "Leaf Raking for Seniors," with McFarland High School Ambassadors on 10/22/19 and 11/2/19 (cancelled for weather).
  - c. Discuss McFarland Community Service Day 2020: Redesign of graphics for posters/banners outreach to McFarland High School; pricing quotes for printing new banners; and task list for preparing for event.
  - d. Discuss Volunteer Spotlight submissions for next McFarland Outlook
5. SCHEDULE NEXT MEETING DATE.
  - a. Discuss Setting Next Meeting Date for Thursday, February 6th, 2020.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or [cassandra.suettinger@mcfarland.wi.us](mailto:cassandra.suettinger@mcfarland.wi.us).

**VILLAGE of McFARLAND**  
**Draft - VOLUNTEER COMMITTEE**  
**October 3, 2019**

**Call to order:**

Chairman Kryzenske called the October 3, 2019 meeting of the Volunteer Committee to order at 6:00 P.M. in Conference Room A of the McFarland Municipal Center.

**Members present:** Village Board Trustee Eric Kryzenske (chair), Village Board President Brad Czebotar and citizen member: Ken Brost, Susan Smith, and Jennifer Tryzna.

**Members absent:**

**Staff absent:** Senior Outreach Director, Lori Andersen.

**Volunteer Coordinator present:** Outreach Case Manager, Katie Gletty-Syoen.

**1. Review and possible approval of the Minutes of the September 5, 2019 Volunteer Committee meeting.**

Motion by Czebotar, seconded by Brost, and carried 3-0 with 2 abstentions to approve the amended minutes of the September 5, 2019 meeting.

**2. Business: Updates and discussion on “Love McFarland Lakes, Don’t Leaf Them” event. Review flyer, informational display, print materials, signage on Saturday, October 19<sup>th</sup> from 12:30pm to 2:30pm. Discuss refreshments. Collaboration with Ripple Effects, Dane County Land and Water Resources, Madison Area Municipal Stormwater Partnership: <https://www.ripple-effects.com/>**

Gletty-Syoen outlined a plan to spray the slogan “Don’t Leaf the Lakes” on selected drain grates throughout the village as a fall volunteer event. She contacted several Dane County agencies and was able to recruit a representative to help give an orientation and acquire kits of supplies for the volunteers to use. Listed below are some aspects of the plan.

- The event would occur on Saturday, October 19, 2019 from 12:30pm to 2:30pm (rain or shine) and groups will meet at the Village Hall for training and receiving supplies.
- The purpose of the project is to promote sustainability by preventing phosphorus from leaves and grass to pollute the lakes and rivers. Also, Czebotar thought that this activity could serve as a springboard to future fall sustainability activities.
- Refreshments would consist of apple cider, coffee, and doughnuts from Kwik Trip.
- Information about the event will appear on flyers, news articles, social media contacts, an informational display, and other signage.

**3. The next scheduled meeting is at 6:00 P.M. on Thursday, November 14, 2019.**

**4. Adjournment**

Motion by Brost, seconded by Czebotar, and carried 5-0 by acclamation to adjourn the meeting at 6:45 P.M.

Respectfully submitted,  
Jackie Burger (citizen), Volunteer Recorder



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, January 2, 2020

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Review Event, "Love McFarland Lakes, Don't Leaf Them" on Saturday, October 19th.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

1. Love McFarland Lakes Summary
2. Dane County Equipment Reservation Form 10.19.19 event



# LOVE MCFARLAND LAKES

**The Love McFarland Lakes event on Saturday, October 19th was a collaboration between McFarland Volunteer Program, Dane County Land and Water Resources, and Madison Area Municipal Stormwater Partnership. Twenty-nine community volunteers gathered at the McFarland Municipal Center for a presentation by Christal Campbell, Stormwater Education Coordinator of MAMSP. She shared an informational video and had participants engage in a simulation demonstrating the effects of stormwater runoff on different variations of turf.**



## Love McFarland Lakes, Don't Leaf Them!

Volunteers Needed to support clean & healthy waterways in McFarland. Teams will install informational decals on stormwater drains and distribute educational materials to residents about best practices to minimize leaf litter in our lakes.

Saturday, October 19th  
12:30pm to 2:30pm  
Meet at McFarland  
Municipal Center

Interested? Contact us at:  
608-838-7117 or  
[katie.gletty-syoen@mcfarland.wi.us](mailto:katie.gletty-syoen@mcfarland.wi.us)



Event is a collaboration of Village of McFarland Volunteer Committee, Dane County Land and Water Resources, & Madison Area Municipal Stormwater Partnership

Clockwise: Stormwater Simulation; Christal Campbell demonstrating effects of leaves in water; flyer for event

# Leaf Free Streets for Healthy Lakes

**Volunteers marked 60 Storm Drains in the Village of McFarland on 6 different popular pedestrian/bike routes, including: Farwell, Exchange, Johnson, Broadhead, Milwaukee, Anthony, and Main Streets, Marsh Road, Red Oak Trail, Leanne Lane, Marsh Woods Drive, and Pheasant Run.**



Storm Drain with new Decal, rated to last 10-12 years



MHS Eco-Club returns after marking stormwater drains. Displaying a yard sign available for community members

**29 community volunteers (15 adults/14 youth) representing the following service organizations:**

- **Girls Scouts**
- **Cub Scouts**
- **Boy Scouts**
- **Venture Scouts**
- **McFarland Sparks 4-H**
- **MHS Eco-Club**
- **McFarland Volunteer Committee**

**Village of McFarland Volunteer Outreach**  
**5915 Milwaukee Street**  
**608-838-7117**  
**[katie.gletty-syoen@mcfarland.wi.us](mailto:katie.gletty-syoen@mcfarland.wi.us)**

# Dane County Natural Resource Education Center (NREC) Equipment Reservation

Please return this form with your equipment Monday – Friday (7:45 a.m. – 4:15 p.m.)

Name: Katie Gletty - Syoen Phone Number: 838-7117  
 Organization: Village of McFarland Date Borrowed: 10/14/19  
 Address: 5915 Milwaukee St. P.O. Box 110 Return Date: 10/28/19  
McFarland, WI 53558  
 E-mail: katie.gletty-syoen@mcFarland.wi.us

How many people did you use this educational equipment with? Include the total number of people in the following categories. \*

<u>15</u> youth	<u>15</u> <del>15</del> Male	<u>20</u> White
<u>14</u> adults	<u>14</u> <del>14</del> Female	<u>4</u> Black
		<u>5</u> Asian
		_____ Hispanic
		_____ American Indian

\* This information will be used to help fine tune a nondiscriminatory educational outreach program.

### Return Policy

Equipment should be returned promptly, clean and ready for the next use. The hip boots must be returned with dry interiors. No fees will be charged for the normal use of materials or equipment. However, a fee will be imposed for materials returned in an unacceptable manner (i.e. wet hip boots, spilled chemicals, or groundwater model not drained and cleaned). A typical fee is \$2-\$10.

### Safety

The Dane County Natural Resource Education Resource Center emphasizes the idea of safety first at all times in the field and in the laboratory. **YOU** must make safety your primary concern through the use of proper procedures and precautionary measures. It is best to demonstrate chemical test kits in a controlled setting, such as a classroom before the same tests are used in the field. Emphasize correct lab procedures and safety concerns during the demonstration. Wear safety goggles or other certified protective eyewear when doing chemical tests. Vinyl or latex gloves should be made available for any chemical test. If you would like copies of material safety data sheets, contact me at the Dane County UW-Extension Office. We hope you have a safe and enjoyable learning experience.

I have read the above information and reserved the following equipment: \_\_\_\_\_

<u>Number of Items</u>	<u>Items Borrowed</u>	<u>Number of Items</u>	<u>Items Borrowed</u>
_____	Hip boots	_____	D-frame nets
_____	Dissolved oxygen test kit	_____	White basins (for aquatic insect studies)
_____	Wide range pH test kit	_____	Aquatic insect sheets
_____	Phenol red pH test kit (range: pH 6.5 to 8.5)	_____	Stream thermometers
_____	Bromocresol purple pH test kit (range: pH 5.2 to 6.8)	_____	Ground water model
_____	Water ecology test kit (measures pH, dissolved oxygen, alkalinity, total acidity, carbon dioxide)	<u>10</u>	100 ft measuring tape
_____	Nitrate-nitrogen test kit	<u>10</u>	Bottom sampler
_____	Secci discs plus rope	_____	Traffic cones
_____	Safety goggles	_____	Storm drain stencil kits
_____	Magnifying lenses	_____	Home composting display
_____	Turbidity tube	_____	Pollinator display
_____	Petri dishes	_____	Soil probe for taking soil sample
		_____	Enviroscape model
		_____	Other items:

*+ 5 sets instructions + forms*

*100 markers "Lakes"  
10 new tubes address*



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, January 2, 2020

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Review event, "Leaf Raking for Seniors," with McFarland High School Ambassadors on 10/22/19 and 11/2/19 (cancelled for weather).

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, January 2, 2020

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Discuss McFarland Community Service Day 2020: Redesign of graphics for posters/banners outreach to McFarland High School; pricing quotes for printing new banners; and task list for preparing for event.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, January 2, 2020

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Discuss Volunteer Spotlight submissions for next McFarland Outlook

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None