

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, March 9, 2020 - 7:00 PM

1. CALL TO ORDER.

Village President Czebatar 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 Trustee Jerry Adrian, Village Trustee Stephanie Brassington, Village President Brad Czebatar, Village Trustee Dan Kolk, Village Trustee Eric Kryzenske, Village Trustee Mary Pat Lytle, Village Trustee Clair Utter

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Police Chief Craig Sherven, Community and Economic Development Director Andrew Bremer, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Spring Election - Absentee Voting - Monday March 16th through April 3rd

2) Candidate Forum - March 11 at 11 a.m.

b. Public Communications

Letter from WI DNR - Air Pollution Control Permit review for US Oil on Terminal Drive.

Letter from the Madison Area Transportation Planning Board - Major amendments to 2020-2024 Transportation improvement program

Letter from the Center for Disease Control regarding COVID19.

4. CONSENT AGENDA.

a. Motion to approve the minutes from the meeting held on February 24, 2020.

b. Motion to approve the minutes from the special meeting held on March 3, 2020.

c. Motion to approve pre-paid checks #76491-76501 in the amount of \$63,194.08 and current checks #76502-76596 in the amount of \$117,491.45.

- d. Motion to approve the alcohol beverage operator's license for Sebastian Espino (Loeder Oil), Amber Paprocki (Loeder Oil), and Scott Zeitler (Spartan Lanes) for the period ending June 30, 2020
Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the consent agenda with suggested revisions to item a. Motion on item a carries 6 - 0 - 1 with Trustee Mary Pat Lytle abstaining. Motion carries 7 - 0 - 0 by acclamation on items b through e.
- e. Motion to approve appointing Jim Mogden to serve on the Volunteer Committee for a term ending April 30, 2020.

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.
Carolyn Clow, 6603 Schneider Place, spoke in opposition of accepting the proposed strategic plan as presented.

6. BUSINESS.

- a. Committee of the Whole
 - 1) Discussion and action regarding the acceptance of the McFarland Strategic Plan 2020-2030.
Village President Brad Czebotar provided a report on the process to date to create the Village of McFarland 2020-2030 Strategic Plan.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to accept the McFarland Strategic Plan 2020-2030 with the following changes:

1. Change priority for goal B4 from 2 to 3.
2. Move the timeline of the library expansion and central plaza, identified as F3 from 2022 to 2024 and beyond.
3. Change Goal F3 priority to a two.

Motion carries 5 - 2 - 0 by acclamation with Trustee Eric Kryzenske and Trustee Clair Utter voting nay.

Motion carries 5 - 2 - 0 with Utter and Kryzenske voting nay.

b. Committee of the Whole
Finance Committee (Trustees Lytle & Kryzenske)

1) Discussion and action regarding acceptance of the Capital Improvement Plan for 2020-2024.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to table acceptance of the Capital Improvement Plan for 2020-2024 until additional information is available. Motion carries 7 - 0 - 0 by acclamation.

c. Personnel Committee (President Czebotar & Trustee Utter)

1) Discussion and action to revise Chapter 7 (Holidays) within the Compensation and Benefits Manual, and Chapter 16 (Compensation) within the Personnel Policy Manual regarding on-call pay.

Village President Czebotar provided an overview of the proposed revisions to the Compensation & Benefits Manual as well as the Personnel Policy Manual. He explained the issue of on-call pay was addressed in the previous union agreement and never carried forward when the manual was created. The proposed change creates the policy to continue the practice of paying employees for on-call pay.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve revising Chapter 7 (Holidays) within the Compensation and Benefits Manual, and Chapter 16 (Compensation) within the Personnel Policy Manual regarding on-call pay. Motion carries 6 - 1 - 0 by acclamation, with Trustee Clair Utter voting nay.

2) Discussion and action to conduct maintenance to the pay plan for all Village positions according to Section 3.05(2).

Village President Brad Czebotar provided an overview of the work performed by the consultant and staff to assess the Villages wages against the market. The results showed some positions were in line while others were not. He reported the recommendation from the Personnel Committee was to move all employees up one grade point.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve conducting maintenance to the pay plan for all Village positions according to Section 3.05(2) with the following conditions:

1. The pay of the positions who fall below the minimum 87% grid point as a result of the change shall be adjusted up to the minimum 87% effective with the next payroll after approval.
2. The pay of those positions who fall below the established grid points as a result of the change, shall be adjusted up to the nearest grid point effective the last pay period of 2020.

Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

d. Plan Commission (President Czebotar & Trustee Kolk)

1) Discussion and action regarding Ordinance 2020-09: an ordinance authorizing the annexation of lands from the Town of Dunn to the Village of McFarland.

President Brad Czebotar provided an overview of the request for annexation and reported on the WI DOA's findings that the annexation is in the public interest.

Motion by Village President Brad Czebotar, second by Village Trustee Dan Kolk, to approve Ordinance 2020-09: an ordinance authorizing the annexation of lands from the Town of Dunn to the Village of McFarland. Motion carries 7 - 0 - 0 by acclamation.

e. Discussion and action regarding Simultaneous Exchange Agreement of land between the Village of McFarland and School District of McFarland.

Motion by Village President Brad Czebotar, second by Village Trustee Mary Pat Lytle, to approve the Simultaneous Exchange Agreement of land between the Village of McFarland and School District of McFarland. Motion carries 6 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

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

Trustee Dan Kolk referred to the Public Safety Committee Act 166 and considering allow operator's licenses to be issued by the Village Clerk as opposed to the Village Board.

Trustee Dan Kolk referred to the Finance Committee review of the Village's debt limit policy.

7. ADJOURNMENT.

Motion by Village Trustee Dan Kolk, second by Village Trustee Stephanie Brassington, to adjourn at 7:34 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/Trea