

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Monday, January 25, 2021 - 7:00 PM*

**1. CALL TO ORDER.**

Village President Czebotar called the regular meeting of the McFarland Village Board to order at 7:04 pm in the Community Room of the McFarland Municipal Center.

**2. ATTENDANCE/ROLL CALL.**

Village Board members present: Village Trustee Stephanie Brassington, Village Trustee Carolyn Clow, Village President Brad Czebotar, Village Trustee Michael Flaherty, Village Trustee Eric Kryzenske, Village Trustee Clair Utter

Village Board members not present: Village Trustee Justin Rupert

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Interim Police Chief Brian Redman, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Streets/Utilities Superintendent Lee Igl, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

**3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**

*a. Public Announcements*

*1) February 16, 2021 - Spring Primary - Absentee Voting Information*

*2) Village Candidates for Spring Election Certified*

*b. Public Communications*

None.

**4. CONSENT AGENDA.**

*a. Motion to approve the minutes of the January 11, 2021 Village Board meeting.*

*b. Motion to approve Checks in the amount of \$7,107,655.66.*

*c. Motion to approve appointing Isabella Gletty-Syoen to serve on the Ad-Hoc Sustainability Committee.*

*d. Motion to approve appointing Mona Nelson to serve on the Library Board for a term ending April 30, 2021.*

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

**5. PUBLIC APPEARANCES.**

*a. This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting*

platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and 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. Additionally, you may send your public comments to [cassandra.suettinger@mcfarland.wi.us](mailto:cassandra.suettinger@mcfarland.wi.us) to be included as part of the meeting.

Anne Byers, 4516 Field Avenue, expressed concerns with expansion of outdoor liquor license premise for the Green Lantern Restaurant with traffic and congestion issues already existing in the area..

## **6. BUSINESS.**

### *a. Public Safety Committee (Trustees Kryzenske & Brassington)*

#### *1) Discussion and action regarding Ordinance #2021-02: an ordinance regarding the requirement to clear snow around fire hydrants.*

Trustee Kryzenske provided an overview of the proposed Ordinance #2021-02. He reported the Village does not currently have an ordinance in place to require the clearing of fire hydrants.

Trustee Carolyn Clow requested the ordinance not be effective until after the 2021 snow season had concluded to allow the public time to prepare for the change. President Czebotar noted the ordinance could be effective immediately and the Village could be light on enforcement for the remainder of the 2021 snow season.

Motion by Village Trustee Eric Kryzenske, second by Village Trustee Stephanie Brassington, to approve Ordinance #2021-02: an ordinance regarding the requirement to clear snow around fire hydrants to be effective June 1, 2021. Motion carries 5 - 1 - 0 by acclamation with Trustee Utter voting nay.

### *b. Public Works Committee (Trustees Clow & Rupert)*

#### *1) Discussion and action regarding the creation of a Traffic Management Request Policy as Chapter 1 of the Public Works Policy Manual.*

Trustee Carolyn Clow provided an overview of the creation of a Traffic Management Request Policy as Chapter 1 of the Public Works Policy Manual. The newly created policy would provide a process for traffic management requests.

The Board discussed concerns with the draft policy. The Board requested additional work be done on the policy to clean up problematic references, review the petition section and create standards for decision making that include acceptance by the neighborhood, and create a more direct appeal process to go through the Village Board.

Motion by Village President Brad Czebotar, second by Trustee Clair Utter, to refer the Traffic Management Request Policy as Chapter 1 of the Public Works Policy Manual back to the Public Works Committee to work on revisions identified. Motion carries 6 - 0 - 0 by acclamation.

2) Discussion and action regarding the creation of a Street Light Policy as Chapter 2 of the Public Works Policy Manual.

Trustee Clow provided an overview of the creation of a Street Light Policy as Chapter 2 of the Public Works Policy Manual and the recommendation for approval from the Public Works Committee.

The Board discussed concerns with the 75% petition requirement and creating a more simplified process with criteria to use for decision making.

Motion by President Czebotar, second by Trustee Clair Utter, to refer the Street Light Policy as Chapter 2 of the Public Works Policy Manual back to the Public Works Committee to review the issues identified for additional revision and consideration. Motion carries 6 - 0 - 0 by acclamation.

c. Discussion and action regarding Resolution #2021-03: a resolution ratifying and approving an agreement for the sale of property located at 4900 Larson Beach Road, McFarland, WI.

Motion by Village President Brad Czebotar, second by Village Trustee Carolyn Clow, to approve Resolution #2021-03: a resolution ratifying and approving an agreement for the sale of property located at 4900 Larson Beach Road, McFarland, WI. Motion carries 5 - 1 - 0 by acclamation, with Trustee Clair Utter voting nay.

d. Discussion and action to approve Resolution 2021-02 Release of Development Agreement for Woodland Commons.

Community & Economic Development Director Andrew Bremer provided an overview of Resolution #2021-02: Release of Development Agreement for Woodland Commons.

Motion by Village President Brad Czebotar, second by Village Trustee Michael Flaherty, to approve Resolution #2021-02 Release of Development Agreement for Woodland Commons. Motion carries 5 - 1 - 0 by acclamation with Trustee Clair Utter voting nay.

e. Discussion and action to schedule annual review of the Village Administrator.

The Board set the annual review meeting of the Village Administrator on February 9, 2021 at 5:30 p.m.

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

1) Discussion and action to make a referral to the Public Works Committee to prepare a plan for annual street repaving and maintenance.

Trustee Clow expressed concerns with the referral being made to the Public Works Committee. She noted for the project to be successful staff would need to do the majority of the work and then bring it to the Public Works Committee for review.

Village Administrator Schuenke noted staff has a lot of tools available that they could begin this process and bring something to the Public Works Committee for review at their upcoming March meeting.

**7. ADJOURNMENT.**

Motion by Village Trustee Michael Flaherty, second by Village Trustee Stephanie Brassington, to adjourn at 8:23 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