

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, April 26, 2021 - 7:00 PM

1. CALL TO ORDER.

Village President Clow 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 Stephanie Brassington, Village President Carolyn Clow, Village Trustee Justin Rupert, Village Trustee Chris St. Clair, Village Trustee Michael Flaherty and Village Trustee Carrie Nelson

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Lieutenant Jeremy Job, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Recognize Former Officials

President Clow recognized former Trustee Clair Utter who served as a Village Trustee from 2015-2017 and just recently from 2019-2021. Additionally, she recognized departing Trustee Eric Kryzenske who served from 2019-2021. On behalf of the Village, she thanked both of them for their service to the Village.

b. Public Communications

1) Update on Community Service Day held on April 23, 2021.

Village Administrator Schuenke provided an overview of the Community Service Day held on April 23, 2021.

2) Village Trustee Vacancy Application Period ends May 6, 2021.

President Clow notified that the Village is currently taking applications for the Village Trustee Vacancy. All applications are due May 6, 2021 by noon.

4. CONSENT AGENDA.

a. Motion to approve the minutes of the April 12, 2021 Village Board meeting.

b. Motion to approve Checks in the amount of \$357,453.10.

c. Motion to appoint Ken Brost and Jerry Dietzel to the Community Development Authority for a 4-year term expiring April 31, 2024.

- d. Motion to appoint Mona Nelson and Peter Sobol to the Library Board for a 3-year term expiring April 30, 2024.
- e. Motion to appoint Vincent Wagner to the Police & Fire Commission for a 5-year term expiring April 30, 2026.
- f. Motion to approve appointing Gordon Kinder to serve on the Board of Zoning Appeals for a 3-year term ending April 30, 2024.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to approve the consent agenda as presented. Motion carries 6 - 0 - 0 by acclamation on items b - c, and 5 - 0 - 1 on item a with Trustee Carrie Nelson abstaining.

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 to be included as part of the meeting.

None.

6. BUSINESS.

- a. Discussion and action on Resolution 2021-11: A Resolution of Commendation for Brad Czebotar for his service to the Village of McFarland.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to approve Resolution 2021-11: A Resolution of Commendation for Brad Czebotar for his service to the Village of McFarland. Motion carries 6 - 0 - 0 by acclamation.

- b. Presentation of Resolution 2021-10: A Resolution of Commendation for Brad Czebotar for his service to the Village of McFarland.

President Clow presented former Village President Brad Czebotar with a framed copy of Resolution 2021-11: A Resolution of Commendation for Brad Czebotar for his service to the Village of McFarland and presented him with a ceremonial gavel and plaque.

Brad thanked the Board for their recognition, and thanked the Community for letting him serve. He noted serving as the Village President for the past nine years had been an honor and he wished the Board and staff looked forward to continued success.

- c. Sustainable McFarland Ad-Hoc Committee (Chairperson Freedman & Vice-Chair Tiboris)

1) Presentation and update regarding the work to develop the Sustainability Plan.

Community Development Director Andrew Bremer provided background on the Ad-Hoc Sustainability plan and the process for the creation of the current draft sustainability plan.

Jason Valerius, consultant with MSA, presented progress to date in developing the Village's sustainability plan.

The Board provided feedback on the sustainability plan expressing concern with ensuring the final Plan was ready to go by July with actionable initiatives.

d. Public Safety Committee (Trustee Brassington)

1) Discussion and action on Ordinance 2021-03: an Ordinance amending regulations concerning Tourist Rooming Houses.

Motion by Village Trustee Chris St. Clair, second by Village Trustee Stephanie Brassington, to approve Ordinance 2021-03: an Ordinance amending regulations concerning Tourist Rooming Houses. Motion carries 6 - 0 - 0 by acclamation.

2) Discussion and action on Ordinance amendment 2021-04: An Ordinance updating Appendix A regarding Chapter 17 of the Village Ordinance in regards to ambulance fees.

Chief Dennis provided an overview of the proposed increases for Village ambulance fees. He explained the proposed increases would bring the Village in line with the average charges for ambulances services. The Board expressed concerns with making sure hardship waiver information be transparently available as part of the billing process. Chief Dennis explained that the Fire & Rescue Department had a waiver process in place that it currently utilizes.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Ordinance amendment 2021-04: An Ordinance updating Appendix A regarding Chapter 17 of the Village Ordinance in regards to ambulance fees. Motion carries 6 - 0 - 0 by acclamation.

e. Public Safety Committee (Trustee Brassington)

Plan Commission (President Clow & Trustee St. Clair)

1) Discussion and recommendation on an expansion of licensed premise for the American Legion Post 534, 4911 Burma Road, for an approximately 576 square foot outdoor consumption area.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to approve the expansion of a licensed premise for the American Legion Post 534, 4911 Burma Road, for an approximately 576 square foot outdoor consumption area with the following conditions:

1. Installation of the emergency gate as recommended in the Fire & Rescue Staff Report dated March 26, 2021.
2. Installation of bollards, or similar alternative protective devices, on the east side of the proposed patio as recommended in the Community & Economic Development Director's

Staff Report dated April 7, 2021.

Motion carries 5 - 1 - 0 by acclamation with Trustee Chris St. Clair voting nay.

f. Public Utilities Committee (Trustee Nelson)

Public Works Committee (Trustees Rupert & St. Clair)

1) Discussion and action regarding the award of contract for the 2021 Street Paving and Stormwater Projects.

Motion by Village Trustee Justin Rupert, second by Village Trustee Chris St. Clair, to approve awarding of a contract for the 2021 Street Paving and Stormwater Projects to Raymond P. Cattell, Inc. of Madison in an amount of \$263,185.10 including the base bid plus alternate and approving total project costs of \$328,500 which includes a 10% contingency. Motion carries 6 - 0 - 0 by acclamation.

2) Discussion and action regarding 2021 Crackseal and Chipseal proposal for street maintenance.

Motion by Village Trustee Justin Rupert, second by Village Trustee Carrie Nelson, to approve awarding a contract for the 2021 Crackseal and Chipseal proposal for street maintenance to Fahrner Asphalt of Plover in an amount of \$78,275. Motion carries 6 - 0 - 0 by acclamation.

g. Discussion and action regarding revisions to the job description and request to fill the vacancy for the Police Sergeant position within the Police Department.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to approve revisions to the job description and a request to fill the vacancy for the Police Sergeant position within the Police Department. Motion carries 6 - 0 - 0 by acclamation.

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

Trustee Carrie Nelson referred the Public Safety Committee work with staff to review the availability/accessibility of use of the hardship process and policy for ambulance billing for the Fire & Rescue Department.

Trustee Mike Flaherty referred to the Ad-Hoc Sustainability Committee ensuring once the sustainability plan is complete, there are actionable items to take advantage of federal funding likely to become available.

7. ADJOURNMENT.

Motion by Village Trustee Chris St. Clair, second by Village Trustee Justin Rupert, to adjourn at 8:43 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