

VILLAGE OF MCFARLAND
Village Board Minutes
Monday, May 10, 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 Michael Flaherty, Village Trustee Justin Rupert, Village Trustee Chris St. Clair, Village Trustee Carrie Nelson

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Public Works Director Jim Hessling, Streets/Utilities Superintendent Lee Igl, Parks Superintendent Sayer Larson, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PROCLAMATION

- a. *A Proclamation designating May 16 - 22, 2021 as Public Works Week in the Village of McFarland.*

President Clow proclaimed May 16th through May 22nd as Public Works Week in the Village of McFarland.

4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

- a. *Public Announcements*

- 1) *Public Works Open House - May 22, 2021*

Public Works Director Jim Hessling announced the Village's Public Works Department would be holding it's annual Public Works Open House on May 22nd. He reported this years event will be a drive-through style event.

- 2) *Board of Review - May 27, 2021 - beginning at 9 a.m.*

Clerk/Treasurer Suettinger announced the 2021 Board of Review will take place on May 27, 2021 beginning at 9 a.m.

- b. *Public Communications*

5. CONSENT AGENDA.

- a. *Motion to approve the minutes of the April 20, 2021 Village Board Annual Meeting.*

- b. *Motion to approve the minutes of the April 26, 2021 Village Board meeting.*

- c. *Motion to approve Checks in the amount of \$478,657.44.*

- d. *Motion to approve appointing Evan Richards to serve on the Library Board for a term*

ending April 30, 2024.

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

6. 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.

7. BUSINESS.

- a. Interview of applicants for the vacant Village Trustee position as follows:

President Clow provided an overview of the format for the interviews. She reported candidates would each be provided 5 minutes to present information about themselves, and then Board members will have the opportunity to ask questions of applicants. She noted the first section of the agenda would be Trustees only opportunity to ask questions of applicants.

- 1) Edward Wreh

Candidate Edward Wreh provided an overview of himself and why he was interested in being appointed to fill the Village Trustee vacancy.

- 2) Daniel Kolk

Candidate Daniel Kolk provided an overview of himself and why he was interested in being appointed to fill the Village Trustee vacancy.

- 3) Clair Utter

Clair Utter provided an overview of himself and why he was interested in being appointed to fill the Village Trustee vacancy.

- 4) David Pagenkopf

David Pagenkopf provided an overview of himself and why he was interested in being appointed to fill the Village Trustee vacancy.

- b. Presentation and discussion on the 75% plan submittal for the Public Safety Center.

Village Administrator Schuenke reported on the process to date in presenting the 75% plans for the Public Safety Center.

Andrew Iverson and Matt Wolfert of Bray Architects presented the 75% plans for the proposed Public Safety Center.

Village Administrator Schuenke presented the schedule for the Public Safety Center project moving forward.

c. Parks, Recreation, and Natural Resources Committee (Trustees Nelson & Rupert)
Personnel Committee (President Clow & Trustee St. Clair)

1) Discussion and action regarding revisions to the job description and request to fill the vacancy for the Parks Crewperson position within the Public Works Department.

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to approve revisions to the job description and request to fill the vacancy for the Parks Crewperson position within the Public Works Department. Motion carries 6 - 0 - 0 by acclamation.

d. Personnel Committee (President Clow & Trustee St. Clair)

1) Discussion and action regarding a compensation and classification study.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve authorizing Village staff to contract with GovHR to complete the scope of services dated May 10, 2021. Motion carries 6 - 0 - 0 by acclamation.

e. Discussion and action regarding Ordinance #2021-05: an ordinance dissolving the Village of McFarland Volunteer and Emergency Management Committees.

President Clow presented an overview of Ordinance 2021-05: an ordinance dissolving the Village of McFarland Volunteer and Emergency Management Committee.

The Board discussed concerns with dissolving the Volunteer Committee and the message it would send to the Community. President Clow noted the intent of the dissolution of the Volunteer Committee would be to provide the Volunteer coordinator more time to spend on volunteer coordinator activities and reduce the amount of time needed preparing the Volunteer Committee meeting materials.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve Ordinance #2021-05: an ordinance dissolving the Village of McFarland Volunteer and Emergency Management Committees.

Motion by Trustee Stephanie Brassington, second provided by discussion, to postpone action on Ordinance 2021-05 by 6 months.

Motion by Trustee Chris St. Clair, second provided by discussion, to amend the motion to postpone Ordinance 2021-05: an ordinance dissolving the Village of McFarland Volunteer and Emergency Management Committees by 60 days.

Motion by Trustee Chris St. Clair, second provided by discussion, to amend the motion to postpone Ordinance 2021-05: an ordinance dissolving the Village of McFarland Volunteer and Emergency Management Committees for 60 days to provide the postponement be only for the Volunteer Committee dissolution and that dissolution of the Emergency Management Committee be brought forth for consideration at the next Village Board Meeting.

Motion to replace the motion on the floor with the motion provided by Trustee Chris St. Clair carries 6 - 0 - 0 by acclamation. Amended motion carries 6 - 0 - 0 by acclamation.

f. Discussion and action to make appointment into the vacant Village Trustee position.

President Clow outlined that the Village Clerk/Treasurer would email the Board all of the feedback received on Village Trustee candidates through the online forum and that the Board would take a five minute recess to review the comments and then return to make a decision on the appointment. The Board recessed at 9:53 p.m. The Board returned from its recess at 9:58 p.m.

Motion by Trustee Justin Rupert, second by Chris St. Clair, to appoint Edward Wreh as Village Trustee to serve our the remainder of the vacant trustee seat ending in 2022. Motion carries 6 - 0 - 0 by acclamation.

g. Future Authority, Board, Commission, and Committee agenda item requests and referrals - This is an opportunity for Village Board members to put forth Authority, Board, Commission agenda item requests and referrals, without discussion.

None.

8. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to adjourn at 10:12 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