

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, May 24, 2021 - 6:00 PM

1. CALL TO ORDER.

Village President Clow called the regular meeting of the McFarland Village Board to order at 6:00 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 Trustee Edward Wreh

Village Board members not present: None.

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

3. CEREMONIAL SWEARING CEREMONY - McFarland Municipal Center Parking Lot - 6:00 p.m. to 6:30 p.m.

- a. Ceremonial swearing in of newly appointed Village Board Trustee Edward Wreh.
Clerk/Treasurer Suettinger ceremoniously swore in Village Board Trustee Edward Wreh.
- b. Ceremonial swearing in of newly appointed Police Chief Aaron Chapin
Dane County Sheriff Calvin Barrett ceremoniously swore in Police Chief Aaron Chapin.
- c. Ceremonial swearing in of newly appointed Police Lieutenant Jeremy Job.
Clerk/Treasurer Suettinger ceremoniously swore in Police Lieutenant Jeremy Job.

4. RECESS - 6:30 p.m. to 7:00 p.m.

The Board recessed from 6:30 p.m. to 7:00 p.m.

5. RECONVENE VIA ZOOM - COMMUNITY ROOM - 7:00 p.m.

President Clow reconvened the Village Board meeting at 7:00 p.m.

6. PROCLAMATION

- a. A Proclamation designating May 16 - 22, 2021 as Emergency Medical Services Week in the Village of McFarland.
President Clow proclaimed May 16 - 22, 2021 as Emergency Medical Services Week in the Village of McFarland.

7. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

- a. Public Announcements
- b. Public Communications

8. CONSENT AGENDA.

- a. Motion to approve the minutes of the May 10, 2021 Village Board meeting.
- b. Motion to approve Checks in the amount of \$410,703.51.
- c. Motion to approve an operator's license for Aaron Nash for the period of July 1, 2021 to June 30, 2022 with the conditions outlined in the letter from Lieutenant Jeremy Job dated April 30, 2021.
- d. Motion to approve an exception from Village Ordinance 8-52(a) for Kevin Williams, 3269 Freeway Court to have a private septic and well system with conditions provided on the Community & Economic Development Staff report dated May 24, 2021.
- e. Motion to approve Resolution 2021-17: a resolution authorizing the submittal of the Compliance Maintenance Annual Report for 2020 from the Public Utilities Committee.
- f. Motion to reject all bids received regarding the Request For Proposal for Forcemain locating services from the Public Utilities Committee.
- g. Motion to approve Ordinance #2021-05: an ordinance dissolving the Village of McFarland Emergency Management Committee.
- h. Motion to confirm Village President's amended appointments.
Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve the consent agenda as presented. Motion carries 7 - 0 - 0 by acclamation.

9. 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.

10. PUBLIC HEARING

- a. Public hearing regarding Resolution 2021-10: A Resolution Discontinuing a Portion of Johnson Street Abutting Lots 8 and 9, Block 1, Johnson's Addition to Village of McFarland as a Public Way.
President Clow opened the Public Hearing on Resolution 2021-10: A Resolution

Discontinuing a Portion of Johnson Street Abutting Lots 8 and 9, Block 1, Johnson's Addition Village of McFarland as a Public Way.

11. BUSINESS.

- a. Discussion and action regarding the 75% plan submittal for the Public Safety Center.
Village Administrator Schuenke provided an overview of the request for acceptance of the 75% plan set for the Public Safety Center.

The Board asked for clarification on the cost increase from Phase I to Phase II. Village Administrator Schuenke reported a majority of the cost increases are a result of the decision by the Village Board to pursue a net zero sustainable building.

Motion by Trustee Chris St. Clair, second by Trustee Edward Wreh, to accept the 75% plan submittal for the Public Safety Center including the site plan, floor plan, renderings, projected timeline, and estimated costs as presented. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and action regarding Ordinance #2021-06: an ordinance creating Section 23-95 of the McFarland Municipal Code establishing criteria for determining the qualification of bidders on Village contracts.

Motion by Village Trustee Chris St. Clair, second by Village Trustee Carrie Nelson, to approve Ordinance #2021-06: an ordinance creating Section 23-95 of the McFarland Municipal Code establishing criteria for determining the qualification of bidders on Village contracts.

Motion by Clow to amend the motion, second provided by discussion, with the correction to requirement (7) regarding an apprenticeship program to add the language 'if such a program exists for the trade being contracted.' Motion to accept the amendment carries 7 - 0 - 0. Amended motion carries 7 - 0 - 0 by acclamation.

- c. Discussion and action regarding owner's representation and construction management services for the Public Safety Center.

Village Administrator Schuenke provided an overview of the recommendation to select Huffman Facility Development, Inc of Cambridge to be owner's representation and construction management services.

Motion by Trustee Chris St. Clair, second by Trustee Justin Rupert, to accept the proposal from Huffman Facility Development, Inc. of Cambridge in the amount of \$171,000 for Owner's Representation and Construction Management Services for the Public Safety Center, and authorize the Village Administrator and Attorney to prepare a contract for execution of said services. Motion carries 7 - 0 - 0 by acclamation.

- d. Discussion and action regarding a proposal from Alliant Energy to participate in their Customer Hosted Renewable Energy Program for the Public Safety Center.

Village Administrator Schuenke provided background on the Customer Hosted Renewal Energy Program and its potential utilization for the Public Safety Center.

Alexander Harris, representative of HGA Madison, presented on the program options for renewal energy.

The Board expressed concern with entering into the lease with Alliant Energy as opposed to the Village pursuing the solar panels. Overall, the Board felt more information was needed to understand the full implications of each option as it relates to levy limits and operating costs. The Board requested additional information be brought back for consideration of the proposals.

e. Plan Commission (President Clow & Trustee St. Clair)

1) Discussion and action regarding Resolution 2021-15: A Resolution Accepting the Dedication of Right-of-Way at 6009 Johnson Street from the School District of McFarland.

Community and Economic Development Director Andrew Bremer presented an overview of resolution 2021-15: A Resolution Accepting the Dedication of Right-of-Way at 6009 Johnson St. from the School District of McFarland. He explained the additional road right-of-way is necessary for the Dan Chin project at 5411 Bashford St.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve Resolution 2021-15: A Resolution Accepting the Dedication of Right-of-Way at 6009 Johnson Street from the School District of McFarland. Motion carries 7 - 0 - 0 by acclamation.

f. Discussion and action regarding acceptance of the Village of McFarland updated Operational Reopening Plan dated May 20, 2021.

Village Administrator Schuenke provided a background on the Village's reopening plan and how it has evolved since the pandemic began. He reported the updated reopening plan calls for Village Hall to reopen on June 3rd, which will align with the expiration of Dane County's Public Health Orders. He noted most services would be accessible again, however, some services such as rental of rooms in the Municipal Center would not be possible immediately. He noted staff would continue to monitor the plans and make the additional services available as they were able.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve the Village of McFarland updated Operational Reopening Plan dated May 20, 2021. Motion carries 7 - 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.

President Clow referred to the Finance Committee re-looking at the process for contracts coming to the Village Board and a policy for that process.

12. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee Michael Flaherty, to

adjourn at 9:11 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