VILLAGE OF MCFARLAND

Village Board Minutes

Monday, August 9, 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 Carrie Nelson, Village Trustee Edward Wreh

Village Board members not present: Village Trustee Michael Flaherty

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, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. *Public Announcements*

b. *Public Communications*

4. CONSENT AGENDA.

a. *All items listed under the Consent Agenda will be approved in one motion unless a Board member requests that the item be removed for individual discussion and action. Any item(s) removed for individual consideration shall be considered in the same order in which they were originally listed on the agenda under Business.*

1) *Motion to approve the minutes of the July 26, 2021 Village Board meeting.*

2) *Motion to approve the minutes of the August 2, 2021 Special Village Board meeting.*

3) *Motion to approve checks in the amount of $398,786.89.*

4) *Motion to approve appointing Chris Reynolds to serve on the Plan Commission for a term ending April 30, 2022.*

5) *Motion to appoint Tammy Olson to serve as the public member on the Joint Review Board for TID #3, #4, and #5, subject to approval by the McFarland Joint Review Board.*

6) *Motion to approve appointing Tanya Lancaster and TJ Jerke to serve on the Parks, Recreation and Natural Resources Committee.*

7) *Motion to approve deeming the 1999 Sterling Dump Truck as surplus Village property in accordance with Village Ordinance 2-932.*

8) *Motion to approve the event permit application from Steve Schoenberger for the Matt Splinter Memorial Softball tournament to be held August 27-29, 2021 with a variance to have amplified sound after 10 p.m. and to approve the Temporary Class "B" Alcohol License with a variance to allow for the presence of minors where alcohol is served with the conditions outlined by the Director of Public Works and Police Chief.*

9) *Motion to approve Jennifer Richards as agent for Ultra Mart Foods, LLC (d/b/a/ Pick 'N Save) for the Class A alcohol license for the period ending June 30, 2022*
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 for items 4a(2) through 4a(9) and 5 - 0 - 1 by acclamation with Trustee Wreh abstaining from item 4a(1).

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. *Public Safety Committee (Trustees Brassington & Trustee Wreh)*
Plan Commission (President Clow & Trustee St. Clair)

1) *Discussion and action on an expansion of the licensed premise for the Green Lantern Restaurant Inc., 4412 Siggelkow Road, for an approximately 1,600 square foot outdoor consumption area, including associated Limited Liability Agreement.*
Community & Economic Development Director Andrew Bremer presented an overview of the request from the Green Lantern to have an outdoor consumption area in front of the restaurant. He also highlighted because of where the road right-of-way is located, they would need a Limited Liability Agreement for the area.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve expansion of the licensed premise for the Green Lantern Restaurant Inc., 4412 Siggelkow Road, for an approximately 1,600 square foot outdoor consumption area, including associated Limited Liability Agreement with the following

conditions:
1. To install protective bollards along the perimeter of the fencing along Siggelkow Road and McDaniel Lane spaced out 4’ apart.
2. Obtaining a fence permit from the Building Inspector.
3. To have the fence extend no closer than approximately 4’ to the back of the curb along McDaniel Lane.
4. The occupant load within the outdoor patio area must be posted per the International Fire Code (IFC) 1004.3.
5. Maintaining the current on-street parking restriction in front of the property unchanged.
6. Providing security cameras to monitor the outdoor consumption area.

Motion carries 6 - 0 - 0 by acclamation

b. *Discussion and action regarding an Easement requested by Wisconsin Power and Light & Alliant Energy for a natural gas regulator station located approximately at the northwest corner of Creamery Road and Elvehjem Roads on Grand View Lot 3 (Parcel #0610-023-5350-7).*

Community & Economic Development Director Andrew Bremer provided an overview of the request. He noted the Plan Commission has granted approval for the conditional use permit and site/design,the easement is the last remaining portion of the project that requires approval to proceed.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to approve an Easement requested by Wisconsin Power and Light & Alliant Energy for a natural gas regulator station located approximately at the northwest corner of Creamery Road and Elvehjem Road on Grand View Lot 3 (Parcel #0610-023-5350-7) with the condition that the applicant provide site invasive tree/brush removal services as outlined in the Village Engineer's staff review letter dated May 5, 2021. Applicant shall contact the Director of Public Works to coordinate removal prior to completion of said services.

Motion carries 6 - 0 - 0 by acclamation.

c. *Discussion and action to create a second Detective position within the Police Department, revise its job description, and grant approval to fill the vacancy.*

Police Chief Aaron Chapin provided an overview of the request. He noted current Police Officer Joshua Barnier has been filling the role for several years, and it has become clear that the Village has a need for the work and a second detective. Approval from the Village Board would allow the Police and Fire Commission to move forward with a recruitment process.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve creation of a second Detective position within the Police Department, revise its job description, and grant approval to fill the vacancy. Motion carries 6 - 0 - 0 by acclamation.

d. *Discussion and action to consider acceptance of the proposed action plan to address the 2021-2022 McFarland Strategic Implementation Plan as Village Board goals and objectives for the coming year.*

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve proposed action plan to address the 2021-2022 McFarland Strategic Implementation Plan as Village Board goals and objectives for the coming year. Motion carries 6 - 0 - 0 by acclamation.

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

7. CLOSED SESSION.

a. *Discussion and action in order to convene in Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session including the sale and purchase of property and the investment of public funds, specifically regarding the following:*

1) *Acquisition of property located at 4908 Terminal Drive, Tax Increment District #3.*

Motion by Village President Carolyn Clow, second by Trustee Justin Rupert, to convene into Closed Session at 7:35 p.m. in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session including the sale and purchase of property and the investment of public funds, specifically regarding the following:

Acquisition of property located at 4908 Terminal Drive, Tax Increment District #3.

Motion carries 6 - 0 - 0 on a roll call vote with all voting aye.

8. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to reconvene into open session at 8:37 p.m. Motion carries 6 - 0 - 0 by acclamation.

a. *Discussion and action regarding acquisition of 4908 Terminal Drive, Tax Increment District #3.*

No action taken.

9. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to adjourn at 8:39 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