

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Monday, November 22, 2021 - 5:30 PM

1. CALL TO ORDER.

Village President Clow called the Committee of the Whole to order at 5:30 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, Community and Economic Development Director Andrew Bremer, and Communications & Technology Director Stephanie Miller.

3. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Committee of the Whole. 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.

4. APPROVAL OF MINUTES.

- a. *Discussion and action regarding minutes of the meeting held on November 8, 2021.*
Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve the minutes of the meeting held on November 8, 2021. Motion carries 7 - 0 - 0 by acclamation.

5. BUSINESS.

- a. *Discussion and review of the roles and responsibilities of the following Village Boards, Commissions, and Committees:*

1) *Plan Commission*

Community and Economic Development Director Andrew Bremer presented an overview of the proposed changes regarding the Plan Commission. Overall, the duties and responsibilities of the Plan Commission are outlined by state statute. Most of the

proposed revisions bring the code up to date with the current statutes.

The Board approved moving forward with the Plan Commission as presented.

2) Landmarks Commission

Community and Economic Development Director Andrew Bremer presented an overview of the proposed changes regarding the Landmarks Committee. Most of the proposed revisions clean up the Commission to put it in line with the work it is currently doing.

The Board approved moving forward with the Landmarks Commission as presented.

3) Senior Outreach Committee

Village Administrator Schuenke presented an overview of the proposal for the Senior Outreach Committee.

The Board approved moving forward with the Senior Outreach Committee as outlined in the worksheet.

4) McFarland School Board and Village Board Joint Planning Committee

Village Administrator Schuenke provided an overview of the history behind the Committee and options for the future structure of the Committee.

The Board noted that they would like to see the Village and the School Board agree to preparing a Memorandum of Understanding to have a formal agreement between the bodies committing to the committee and a purpose. Village Administrator Schuenke noted he would follow up with the School District to pursue future discussions on the matter.

5) Diversity, Equity, and Inclusion Committee

Village Administrator Schuenke highlighted the discussion that has taken place thus far regarding creation of a standing Diversity, Equity, and Inclusion Committee. He proposed that the Board postpone discussion on the future of the Diversity, Equity and Inclusion Committee and hold a joint meeting with the Diversity, Equity and Inclusion sub-committee to discuss the matter in more detail. He also suggested this discussion could be partnered with the work being done by Rainey Briggs and Percy Brown.

b. Discussion and review of structural issues regarding Village Boards, Commissions, and Committees.

Village Administrator Schuenke reported he distributed an overview of structural issues that have been raised to date regarding restructuring within the packet. He requested Board members review the document and provide feedback to staff. He reported the Board will then take up discussion of the document and feedback at its next meeting on December 13, 2021.

6. SCHEDULE NEXT MEETING DATE.

a. Monday, December 13, 2021 at 5:30 pm.

7. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to adjourn at 6:51 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