

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, November 22, 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 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, Streets/Utilities Superintendent Lee Igl, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

- 1) Circulation of nomination papers begins December 1st - Information available at: <https://www.mcfarland.wi.us/477/Nomination-Paper-Process>*

b. Public Communications

President Clow announced the McFarland Chamber of Commerce would once again holding Winter Wonderland (formerly Christmas in the Village) on Saturday December 4th.

Communications & Technology Director Stephanie Miller reported McFarland natives Becca Hamilton, Nina Roth, and Matt Hamilton have once again qualified to compete in the Olympics for curling.

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 November 4, 2021 Village Board special meeting.*
- 2) Motion to approve the minutes of the November 8, 2021 Village Board regular meeting.*
- 3) Motion to approve checks in the amount of \$228,972.48.*
- 4) Motion to approve appointing Kitty Brussock to serve on the Parks, Recreation, and Natural Resource Committee.*

- 5) Motion to approve appointing Amy Johnson to serve on the Senior Outreach Committee.
- 6) Motion to approve an event permit for the McFarland Chamber of Commerce to hold the Winter Wonderland event on December 4, 2021 from 4:30 p.m. to 6:30 p.m. with the conditions outlined by the Police Chief, Fire & Rescue Chief and Director of Public Works.
- 7) Motion to approve a service agreement with Dane County for funding to provide case management and nutrition services through the Senior Outreach Department as a Focal Point.
- 8) Motion to approve a request to fill the vacancy for the Public Works Crewperson position within the Public Works Department.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve the consent agenda as presented. Motion carries 7 - 0 - 0 by acclamation.

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 to consider acceptance of the Classification/Compensation Study and Staffing Analysis for the Village of McFarland prepared by GovHR USA.
Rachel Skaggs, representative from GovHR USA, presented an overview of the draft Classification/Compensation Study and staffing analysis compiled for the Village.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve acceptance of the Classification/Compensation Study and Staffing Analysis for the Village of McFarland prepared by GovHR USA and direct GovHR to issue the final plan. Motion carries 7 - 0 - 0 by acclamation.

- b. Communications and Technology Committee (Trustees Flaherty & Wreh)
 - 1) Discussion and action to approve the Underwriting Policy for the McFarland Cable Channel.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Carrie Nelson,

to approve the Underwriting Policy for the McFarland Cable Channel. Motion carries 7 - 0 - 0 by acclamation.

c. Parks, Recreation, and Natural Resources (Trustees Nelson & Rupert)

1) Discussion and action regarding Community Park Phase 1 Design/Bidding Services.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Justin Rupert, to approve the proposal from Parkitecture in the amount of \$26,596 for the Community Park Phase 1 Design/Bidding Services. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding a proposal from the Waubesa Sailing Club to replace the decking for the McDaniel Park pier.

George Keeler, of the Waubesa Sailing club, presented an overview of the proposal to cost share with the Village for the replacement of the decking at the McDaniel Park pier. He highlighted the long standing relationship the club has had with the Village regarding the pier and park.

Motion by Trustee Nelson, second by Trustee Flaherty, to approve the proposal from the Waubesa Sailing Club to replace the decking for the McDaniel Park Pier. Motion carries 7 - 0 - 0 by acclamation.

d. Public Works Committee (Trustees Rupert & St. Clair)

Public Utilities Committee (Trustees Wreh & Nelson)

1) Discussion and action regarding the 2022 Sidewalk Replacement project and authorize for bid.

Motion by Village Trustee Justin Rupert, second by Village Trustee Edward Wreh, to approve the 2022 Sidewalk plan and authorize the project for bidding. Motion carries 7 - 0 - 0 by acclamation.

e. Discussion and action regarding the State/Municipal Financial Agreement for a State-Let Highway Project with the Wisconsin Department of Transportation for the reconstruction of US Highway 51 through the Village of McFarland.

Motion by Trustee Clow, second by Trustee Nelson to approve the State/Municipal Financial Agreement for a State-Let Highway Project with the Wisconsin Department of Transportation for the reconstruction of US Highway 51 through the Village of McFarland. Motion carries 7 - 0 - 0 by acclamation.

f. Discussion and action on Ordinance 2021-12: an ordinance approving the budget for the year 2022 and establishing the 2021 payable in 2022 property tax levy for the Village of McFarland.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve Ordinance 2021-12: an ordinance approving the budget for the year 2022 and establishing the 2021 payable in 2022 property tax levy for the Village of McFarland with the correction in section 13 that the per unit special charge for solid waste be updated to \$148.20 per unit. Motion carries 7 - 0 - 0 by acclamation.

g. 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.

None.

7. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to adjourn at 8:27 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