

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, March 28, 2022 - 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 Edward Wreh, Village Trustee Carrie Nelson, Village Trustee Chris St. Clair

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Community Service Day

Community Outreach Specialist Katie Gletty-Syoen provided an update of Community Service to be held on April 23, 2022. She reported the Village would be returning to the pre-COVID format doing more in-person opportunities. Sign-up Genius will be posted on April 1st and go live for volunteers.

2) Spring Election - April 5, 2022 - 7:00 a.m. to 8:00 p.m.

Clerk/Treasurer Suettinger reported on the April 5, 2022 Spring Election.

b. Public Communications

None.

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 March 14, 2022 regular Village Board meeting.

2) Motion to approve checks in the amount of \$749,934.70.

3) Motion to approve an event permit for the American Legion Post 534 for the Memorial Day Parade to be held on Monday May 30th, 2022 from 11 a.m. to 12:30 p.m. with the conditions provided for by Chief Chapin and to pursuant to Village Ordinance 36-16 waive the event permit fee for a Community Organization.

- 4) Motion to approve Low Income Household Water Assistance Program Agreement to assist individuals eligible with paying their Village utility bills.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, 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 regarding a proposal from Accurate Appraisal to serve as Village Assessor through 2026 with an option through 2031.

Clerk/Treasurer Suettinger provided an overview of the proposal from Accurate Appraisal for assessment services.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to approve a proposal from Accurate Appraisal to serve as Village Assessor through 2026 with an option through 2031. Motion carries 7 - 0 - 0 by acclamation.

- b. Plan Commission (President Clow & Trustee St. Clair)

- 1) Discussion and action regarding Ordinance 2022-03: An Ordinance Amending Various Provisions of the McFarland Municipal Code Relating to Powers and Duties of the Landmarks Commission.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to adopt Ordinance 2022-03: An Ordinance Amending Various Provisions of the McFarland Municipal Code Relating to Powers and Duties of the Landmarks Commission. Motion carries 7 - 0 - 0 by acclamation.

- c. Discussion and action regarding acceptance of the Village of McFarland updated Operational Reopening Plan as complete.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to accept the Village of McFarland updated Operational Reopening Plan as complete. Motion carries 7 - 0 - 0 by acclamation.

- d. Presentation and discussion regarding Fire and Rescue planning related to creating Lieutenant position and transitioning to paramedic level of service.

Fire & Rescue Chief Chris Dennis provided a presentation on the Village creating a Lieutenant position and transitioning to the paramedic level of service for the Department. He discussed the transition and what it would entail. The Board asked questions and requested additional information be provided regarding operational costs regarding the transition.

The item will be brought to the Public Safety Committee for additional discussion and brought back to the Village Board.

e. Discussion and action regarding design service proposals for the replacement of Village gateway signs on US Highway 51.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the design service proposal from SEH, as submitted, in the amount of \$28,900 for the replacement of Village gateway signs on US Highway 51. Motion carries 7 - 0 - 0 by acclamation.

f. Discussion and action to approve the handbook for Village Board members.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve the handbook for Village Board members. 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.

President Clow referred the issue of transitioning to paramedic services to the May Village Board meeting and requested the inclusion of operating budget implications.

7. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Michael Flaherty, to adjourn at 8:52 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
Clerk/Treasurer