

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, April 11, 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 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, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Annual Organizational Meeting & Food Drive - Tuesday April 19th

2) Spring Local Election Results - April 5, 2022

b. Public Communications

Open Book - April 14, 2022 - Clerk/Treasurer Suettinger announced details of Open Book for the 2022 assessment process.

Community Service Day - April 23, 2022.

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 28, 2022 Village Board meeting.

2) Motion to approve checks in the amount of \$657,623.20.

3) Motion to approve revisions to the Parks Superintendent Job Description to change the FLSA status from non-exempt to exempt effective with the hiring of a second parks crewperson.

4) Motion to approve the revisions to the position description to change the job title of Clerk III to Utility Billing Specialist within Public Works Department.

- 5) Motion to approve revisions to the organizational chart for the Public Works Department.
- 6) Motion to approve a request to fill the vacancy for the Public Works Crewperson position within the Public Works Department.
- 7) Motion to approve the purchase of a large format mower within the Public Works Department for parks, utilities, and drainage basins.

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. Presentation and update on the construction progress for the Public Safety Center.
Jordan Schultz, Huffman Owner Rep, provided an update and overview of the construction progress for the Public Safety Center. He reported the project is continuing to progress fairly well. He reported they are continuing to work through potential change orders as they arise. Any future change orders would be brought to the Village Board for review and possible approval.
- b. Discussion and action regarding proposed Change Order #02 for the Public Safety Center to address construction updates to the design following DSPS Plan Review, necessary foundation coordination revisions, grading issues, and bearing pad in the basement.
Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Change Order #02 for the Public Safety Center to address construction updates to the design following DSPS Plan Review, necessary foundation coordination revisions, grading issues, and bearing pad in the basement in the amount of \$136,492. Motion carries 7 - 0 - 0 by acclamation.
- c. Discussion and action on Resolution #2022-10: A Resolution providing for the issuance and sale of \$3,660,000 water and sewer system revenue bonds and providing for other details and covenants with respect thereto.

Carol Wirth, presented the results of the sale of the \$3,660,000 water and sewer system bonds. She noted the interest rate came in higher than initially forecasted which was driven by market conditions.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to adopt Resolution #2022-10: A Resolution providing for the issuance and sale of \$3,660,000 water and sewer system revenue bonds and providing for other details and covenants with respect thereto. Motion carries 7 - 0 - 0 by acclamation.

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

1) Discussion and action regarding Community Park Phase 1 design and authorize the project for bid.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Justin Rupert, to approve Community Park Phase 1 design and authorize the project for bid. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding an update to the Master Plan for the new Community Park.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Stephanie Brassington, to accept the updates to the site plan for the new Community Park within the 2021 William McFarland Park and new Community Park Master plan. Motion carries 7 - 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.

None.

7. CLOSED SESSION.

a. Discussion and action on entering into Closed Session in accordance with the following:

1) Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider 2021 performance evaluation data and applicable compensation for the Village Administrator position.

2) 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, specifically regarding the acquisition of property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4.

3) 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, specifically regarding the acquisition of property located at or around 3451 Siggelkow Road (Parcel #154/0710-

354-8341-1).

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to enter into closed session in accordance with the following:

Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider 2021 performance evaluation data and applicable compensation for the Village Administrator position.

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, specifically regarding the acquisition of property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4.

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, specifically regarding the acquisition of property located at or around 3451 Siggelkow Road (Parcel #154/0710-354-8341-1).

Motion carries 7 - 0 - 0 by on a roll call vote with all voting aye.

8. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to reconvene in open session at 10:58 p.m. Motion carries 7 - 0 - 0 on a roll call vote with all voting aye.

a. Discussion and action regarding the 2021 performance evaluation data and applicable compensation for the Village Administrator position.

Motion by President Carolyn Clow, second by Trustee Mike Flaherty, to approve the performance evaluation and a 2.5% wage increase. Motion carries 6 - 0 - 1 by acclamation with Trustee Ed Wreh abstaining.

b. Discussion and action regarding the acquisition of property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to issue an offer to purchase the property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4. Motion carries 6 - 1 - 0 by acclamation with Trustee Wreh voting nay.

c. Discussion and action regarding acquisition of property located at or around 3451 Siggelkow Road (Parcel #154/0710-354-8341-1).

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to issue an offer to purchase the property located at or around 3451 Siggelkow Road (Parcel #154/0710-354-8341-1). Motion carries 7 - 0 - 0 by acclamation.

Village President Clow thanked outgoing Trustee Justin Rupert for his service.

9. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Justin Rupert, to adjourn at 11:03 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