

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, April 25, 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 Chris St. Clair, Village Trustee Edward Wreh, Village Trustee Carrie Nelson, Village Trustee TJ Jerke

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 and Fire/EMS Director Chris Dennis.

3. PROCLAMATION

a. Designating the last Friday in April as Arbor Day.

President Clow proclaimed the last Friday in April as Arbor Day.

4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.

a. Public Announcements

1) Recognize Former Officials

President Clow thanked and recognized departing Village Trustee Justin Rupert. She thanked him for his two years of service to the Village.

b. Public Communications

5. 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 April 11, 2022 Village Board regular meeting.

2) Motion to approve the minutes of the April 19, 2022 Village Board special meeting.

3) Motion to approve checks in the amount of \$1,221,036.29.

4) Motion to approve the minutes of Committees dissolved as part of the Board, Committee, Commission restructuring including:

Minutes of the October 26, 2021 Communications and Technology Committee meeting.

Minutes of the March 24, 2022 Parks, Recreation, and Natural Resources Committee meeting.

Minute of the May 6, 2021 Volunteer Committee meeting.

Minutes of the August 13, 2021 Ad-Hoc Sustainability Committee.

Minutes of the January 18, 2022 Public Utilities Committee.

Minutes of the February 8, 2022 Public Works Committee.

Minutes of the March 8, 2022 Joint Public Works & Public Utilities Committee.

- 5) Motion to approve a Temporary Class B license for fermented malt beverages and wine for Edwards-Foye American Legion Post 534 for the Take a Vet fishing event to be held on June 11, 2022 with the conditions provided by Police Chief Chapin.
- 6) Motion to approve investment of \$7,538,327.63 in United States Treasury Bonds in accordance with section 5.03(3)(i) of the Village Investment Policy.
- 7) Motion to approve a request from Spartan Bowl Inc. located at 4711 Farwell Street to expand their licensed premise for the consumption of alcohol for an approximately 3,000 sq. foot outdoor area, including permission for an outdoor sporting activity with the conditions provided.
- 8) Motion to approve an application from the McFarland Soccer Club to hold the 'Shake the Shelter' event on May 14, 2022 from 6:00 pm to 10:00 pm at William McFarland Park including consideration for an event permit, event permit fee waiver, and a Temporary Class B license to sell fermented malt beverages and wine.
- 9) Motion to approve a Tourist Rooming House permit application from McFarland House Cafe Inc. for 5923 Exchange St. for unit one and conditionally approve issuance of a Tourist Rooming House permit for unit two with the condition an occupancy permit be issued for the second unit.
- 10) Motion to approve Kathleen Pakes to the Plan Commission for a term expiring April 16, 2024

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve the consent agenda as presented. Motion carries 6 - 0 - 0 by acclamation.

6. 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.

7. BUSINESS.

a. Parks, Recreation, and Natural Resources Committee (Trustee Nelson)

1) Discussion and action regarding the installation of BCycle at McDaniel Park to offer electric assist bicycle rentals.

Parks Superintendent Sayer Larson provided an overview of the proposal for installation of BCycle at McDaniel Park to offer electric assist bicycle rentals.

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to approve installation of BCycle at McDaniel Park to offer electric assist bicycle rentals. Motion carries 6 - 0 - 0 by acclamation.

b. Public Safety Committee (Trustees Brassington & Wreh)

1) Discussion and action to approve the plan from the Fire and Rescue Department to transition to paramedic level of ambulatory service and the creation of career Lieutenant positions.

Trustee Brassington provided an overview of the discussion and the unanimous recommendation of approval from the Public Safety Committee.

Chief Dennis provided an overview of the proposal to transition to a paramedic ambulatory service.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve the plan from the Fire and Rescue Department to transition to paramedic level of ambulatory service and the creation of career Lieutenant positions. Motion carries 6 - 0 - 0 by acclamation.

c. Discussion and action regarding the job description to create the Paramedic Lieutenant position within the Fire and Rescue Department, and authorization to fill three vacancies for this position.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the job description to create the Paramedic Lieutenant position within the Fire and Rescue Department, and authorization to fill three vacancies for this position. Motion carries 6 - 0 - 0 by acclamation.

d. Discussion and action regarding the job description to create the Firefighter/Paramedic position within the Fire and Rescue Department, and authorization to fill the vacancy thereof.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the job description to create the Firefighter/Paramedic position within the Fire and Rescue Department, and authorization to fill the vacancy thereof. Motion carries 6 - 0 - 0 by acclamation.

- e. Discussion and action regarding the job description for the Fire/EMS Chief within the Fire & Rescue Department.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the job description for the Fire/EMS Chief within the Fire & Rescue Department. Motion carries 6 - 0 - 0 by acclamation.

- f. Discussion and action on the updated organizational chart for the Fire & Rescue Department.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the updated organizational chart for the Fire & Rescue Department. Motion carries 6 - 0 - 0 by acclamation.

- g. Discussion and action regarding a side letter agreement with the International Association of Fire Fighters (IAFF) which establishes the wage scales and related contract parameters for the newly created Lieutenant and Paramedic/Firefighter positions.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve a side letter agreement with the International Association of Fire Fighters (IAFF) which establishes the wage scales and related contract parameters for the newly created Lieutenant and Paramedic/Firefighter positions. Motion carries 6 - 0 - 0 by acclamation.

- h. 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.

8. CLOSED SESSION.

- a. Discussion and action on entering into Closed Session in accordance with 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 for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village Trustee Carrie Nelson, to enter into Closed Session in accordance with 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 for the Village Administrator position. Motion carries 6 - 0 - 0 by acclamation at 8:19 p.m..

9. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to reconvene in open session at 8:54 p.m.. Motion carries 6 - 0 - 0 by

acclamation.

a. No further actionable items needed.

10. ADJOURNMENT.

Motion by Village President Carolyn Clow, second by Village Trustee Chris St. Clair, to adjourn at 8:58 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