

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, May 10, 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. ROLL CALL.

Village Board members present: Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Chris St. Clair, Village Trustee Edward Wreh, Village Trustee Michael Flaherty

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, Public Works Director Jim Hessling, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Parks Superintendent Sayer Larson.

3. PROCLAMATION

- a. Proclaiming May 15th through May 21st as Public Works week in the Village of McFarland.

Village President Clow proclaimed May 15th through May 21st as Public Works week in the Village of McFarland.

4. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS

- a. McFarland Public Works Open House & Food Drive - Saturday May 21, 2022 - 8:00 a.m. to Noon.
- b. Letter from McFarland Food Pantry

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 25, 2022 Village Board meeting.
- 2) Motion to approve checks in the amount of \$511,122.30.
- 3) Motion to approve an Event Permit for Karben 4 to hold Bands by the Boardwalk Pop-Up Biergarten event in McDaniel Park on Saturdays from June 11, 2022 through September 17, 2022, excluding July 2, 2022, and September 3, 2022, and a request for a variance to allow minors to be present where alcohol is served with the conditions provide by the Police Chief, Fire & Rescue Chief, and Public Works Director.

- 4) Motion to approve a request to fill the vacancy for the Public Works Crewperson position within the Public Works Department.
- 5) Motion to approve Resolution # 2022-12: a resolution acknowledging the Village of McFarland as a Bird City community.
- 6) Motion to approve authorization for the renewal of the Clinical Affiliation Agreement with Madison Area Technical College and to authorize the Fire & Rescue Department to provide clinical training for Emergency Medical Technician (EMT) students.
- 7) Motion to approve the event permit and the temporary Class B retailer's licenses applications from the Matt Splinter Association, with the requested variances, and to approve the temporary alcohol beverage operator's licenses for John Cheramy and Sondra Splinter for the 14th Annual Matt Splinter Memorial Softball Tournament to be held on June 3, 2022 through June 5, 2022 at Brandt Park with the conditions provided by the Police Chief and Public Works Director..

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve the consent agenda as presented. Motion carries 7 - 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 village.clerk@mcfarland.wi.us to be included as part of the meeting.

None.

7. BUSINESS.

- a. Presentation on 2022 Community Service Day.
Katie Gletty-Syoen presented on the 2022 Community Service Day.
- b. Presentation and update on the construction progress for the Public Safety Center.
Jordan Schulz, owner representative with Huffman, provided an update on the construction progress for the Public Safety Center.
- c. Discussion and action regarding proposed Change Order #03 for the Public Safety Center to address changes to steel, masonry, access control, and roofing material.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the proposed Change Order #03 for the Public Safety Center to address changes to steel, masonry, access control, and roofing material. Motion carries 7

- 0 - 0 by acclamation.

d. Parks and Recreation Committee (Trustees Jerke & Nelson)

1) Discussion and action regarding the award of contract for Skate Park planning services.

Motion by Village Trustee TJ Jerke, second by Village Trustee Carrie Nelson, to approve the proposal from Parkitecture for Skate Park planning and design services. Motion carries 7 - 0 - 0 by acclamation.

8. REQUESTS FOR REFERRAL OF NEW ITEMS.

a. Discussion and action to make referrals to the Personnel Committee.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Edward Wreh, to refer to the Personnel Committee the combining of the Personnel Policy manual and Compensation and Benefits Manual and bringing forward revisions as recommended by the Compensation and Classification Study. Motion carries 7 - 0 - 0 by acclamation.

b. Discussion and action to make a referral to the Finance Committee.

Motion by Village Trustee Chris St. Clair, second by Village Trustee Stephanie Brassington, to refer to the Finance Committee the draft policies for the affordable housing fund and community grant fund. Motion carries 7 - 0 - 0 by acclamation.

9. CLOSED SESSION.

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

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)(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. Motion carries 7 - 0 - 0 by acclamation.

10. RECONVENE INTO OPEN SESSION

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to reconvene into Open Session at 8:57 p.m. Motion carries 7 - 0 - 0 by acclamation.

Trustee St. Clair left the meeting at 8:54 p.m.

11. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

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

No action taken.

12. SCHEDULE NEXT MEETING DATE.

a. May 24, 2022 - 7:00 p.m. - Village Board

13. ADJOURNMENT.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Edward Wreh, to adjourn at 8:57 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