

VILLAGE OF MCFARLAND  
**Public Safety Committee Minutes**

*Monday, May 2, 2022 - 6:30 PM*

**1. CALL TO ORDER, ROLL CALL.**

Village Trustee Edward Wreh called the regular meeting of the Public Safety Committee to order at 6:30 PM in Conference Room A.

Members present: Edward Wreh, Stephanie Brassington, Rich Staley, Sandy Bakk, Dottie Olson, Shannon Morrison arrived at 6:33 p.m.

Members not present: None

Staff Present: Village Clerk Cassandra Suettinger, Police Chief Aaron Chapin, Fire Chief Chris Dennis

**2. PUBLIC APPEARANCES.**

Gary Huth of 5200 Linden Parkway was present and listed his questions for the committee regarding the tourist rooming house application at 5703 Red Oak Trail.

Pat Green of 5209 Leanne Lane was present to give his comments and questions to the board and to support the tourist rooming house at 5703 Red Oak Trail.

Sue Smith of 5434 Bremer Rd, was present to voice her issues regarding the tourist rooming house proposed at 5438 Bremer Road.

Lars Barber of 5434 Bremer Rd was present to reinforce points regarding the tourist rooming house proposed at 5438 Bremer Road.

Shaun Hearn of 5205 Linden Parkway was present regarding the tourist rooming house application at 5703 Red Oak Trail and to show support for Mr. Duffy.

- a. *This is an opportunity for members of the public to address the Public Safety Committee. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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 [public.safety@mcfarland.wi.us](mailto:public.safety@mcfarland.wi.us) to be included as part of the meeting.*

**3. APPROVAL OF MINUTES.**

- a. *Motion to approve the minutes of the 4/13/22 meeting.*

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the minutes of the 4/13/22 meeting. Motion carries 6 - 0 - 0 by acclamation.

#### 4. BUSINESS.

- a. Discussion and recommendation on a tourist rooming house permit application from Matthew Duffy for 5703 Red Oak Trail.

Village Trustee Edward Wreh introduced the item to the committee, to include some of the required updates that must be made according to the building inspector and fire inspector. Village Clerk Cassandra Suettinger gave an overview of the request for a tourist rooming house at 5703 Red Oak Trail. She gave an overview of the history of tourist rooming houses in McFarland and the ordinance that was developed in McFarland. She answered the questions asked in the public comment section. Applicant Matthew Duffy provided comments about the property and addressed the neighbors' concerns. Chief Chapin answered questions regarding how the police handle complaints at the residence and track issues.

Motion by Village Trustee Edward Wreh, second by Village Trustee Stephanie Brassington, to recommend approval of a tourist rooming house permit application from Matthew Duffy for 5703 Red Oak Trail. contingent upon correction of electrical outlets as identified by the building inspector and update of smoke detectors as identified by the fire inspector. Motion carries 6 - 0 - 0 by acclamation.

- b. Discussion and recommendation on a tourist rooming house permit application from Wendy Unke for 5438 Bremer Road.

Village Clerk Cassandra Suettinger gave an overview of the application and compliance with the ordinance. Wendy Unke was not present to answer questions. Village Clerk Suettinger addressed the citizen and board questions.

Motion by Village Trustee Edward Wreh, second by Village Trustee Stephanie Brassington, to recommend approval on a tourist rooming house permit application from Wendy Unke for 5438 Bremer Road, contingent upon correction of the electrical outlets identified by the building inspector. Motion fails 0 - 6 - 0.

The committee discussed the need for Wendy Unke to be present to answer questions.

Motion by Village Trustee Edward Wreh, second by Member Dottie Olson to postpone the recommendation on a tourist rooming house permit application from Wendy Unke for 5438 Bremer Road pending clarification from Mrs. Wendy Unke and the building inspector. Motion carries 6 - 0 - 0 by acclamation.

- c. Discussion and recommendation on 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.

Cassandra provided an overview regarding the event for Karben 4 to hold Bands by the Boardwalk. Shaun O'Hearn spoke about the difference between this year and last year, including housing everything out of the park space and amplifying the music due to the winds from the lake. Shaun O'Hearn also answered the questions from the board. Police Chief Chapin said there should not be any issues since the event is being run the same. He also spoke about the fact that this year wristbands would not be required, given the fact the event is not fenced and they are not carding everyone who enters the event. Chief Dennis gave his feedback and concern of access to the area during the event if an emergency arises.

Motion by Village Trustee Edward Wreh, second by Member Shannon Morrison, to recommend approval of 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, and approve the variance to allow minors to be present where alcohol is served, with the conditions provided by the Police Chief and Fire Rescue Chief and the Public Works Director. Motion carries 6 - 0 - 0 by acclamation.

d. Discussion and recommendation on a request from the McFarland House Cafe to expand their licensed alcohol premise for an approximately 8,225 square foot outdoor consumption area and the approximately 3,136 sq ft. Lily's Parlor.

McFarland House Cafe owner Shaun O'Hearn gave an overview of the project in the backyard of the business. Village Clerk Suettinger reviewed the application and the standards they went through and the compliance with ordinance requirements. The committee discussed the application, and Chief Chapin answered camera and traffic questions. Shaun O'Hearn answered additional questions from the committee.

Motion by Village Trustee Edward Wreh, second by Village Trustee Stephanie Brassington, to recommend approval of a request from the McFarland House Café to expand their licensed premise for an approximately 8225 square foot outdoor consumption area and the approximately 3136 Lily's parlor with the following conditions:

1. Security cameras, as deemed appropriate by the McFarland Police Department, be installed.
2. Approval of a variance from 11-64(n)(4) c regarding the requirement that the outdoor area be completely fenced finding that the variance would not affect public health and safety with the condition the area that is not fenced be clearly signed for 'no alcohol beyond this point.'
3. Approval of variance from 11-64(n)(4) f to allow a variance from the 50% indoor requirement with the condition that occupancy of the outdoor area be limited to 50% of the actual capacity of the 7,775 square foot area finding that the variance would not affect public health and safety.

Motion carries 6 - 0 - 0 by acclamation.

e. Discussion and recommendation to the Village Board on a Clinical Affiliation Agreement with Madison Area Technical College.

Village Trustee Edward Wreh gave a brief overview of the agenda item. Fire Chief Dennis explained they would be bringing in students to give a site for training. He answered additional questions from the committee.

Motion by Village Trustee Edward Wreh, second by Member Dottie Olson, to recommend to the Village Board on a Clinical Affiliation Agreement with Madison Area Technical College. Motion carries 6 - 0 - 0 by acclamation.

**5. SCHEDULE NEXT MEETING DATE.**

The next scheduled PSC meeting is June 6, 2022, at 6:30 p.m.

*a. Monday June 6, 2022*

**6. ADJOURNMENT.**

Motion by Village Trustee Edward Wreh, second by Village Trustee Stephanie Brassington, to adjourn at 8:44 p.m. Motion carries unanimously 6 - 0 - 0.

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,  
Tricia Reimer  
Office Manager