

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, July 12, 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 Michael Flaherty, Village Trustee TJ Jerke, 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, and Street/Utilities Superintendent Lee Igl.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. Village Board, Committee, & Commission Openings.

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 June 22, 2022 Special Village Board meeting.

2) Motion to approve the minutes of the June 28, 2022 Village Board meeting.

3) Motion to approve checks in the amount of \$243,157.42.

4) Motion to approve a three-year agreement (2023-2025) with Dane County to participate in the CDBG and HOME program.

5) Motion to approve Resolution 2022-19: Dane County Hazard Mitigation Plan Annex

6) Motion to approve an event permit for Melissa A Luhrs for the Halloween Parade to be held on October 29, 2022 from 3:00 p.m. to 3:30 p.m. with the conditions provide by the Police Chief and to approve the request to waive the event permit fee for a Community Organization.

7) Motion to nominate Tammy Olson to the Joint Review Board for TIF 3, TIF 4, and TIF 5.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie

Brassington, to approve the consent agenda as presented. Motion carries 6 - 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 village.clerk@mcfarland.wi.us to be included as part of the meeting.*

None.

6. BUSINESS.

- a. *Discussion and action regarding final design and permission to proceed to bidding for new Gateway Signs.*

The Board reviewed the updated concepts and felt E4 was the preferred choice.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the preferred concept E4 and to postpone project bidding to a date to be determined based on continued project coordination with Dane County and the WisDOT. Motion carries 6 - 0 - 0 by acclamation.

- b. *Update on progress on the construction of the Public Safety Center*

Jordan Schultz, owner representative, provided an update on the Public Safety Center Project. He noted the steel is currently being installed and the project is progressing accordingly.

- c. *Discussion and action on Ordinance 2022-09: A Charter Ordinance Repealing Section 23-94 Of the McFarland Municipal Code Relating to Public Construction Projects.*

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve Ordinance 2022-09: A Charter Ordinance Repealing Section 23-94 Of the McFarland Municipal Code Relating to Public Construction Projects. Motion carries 6 - 0 - 0 by acclamation.

- d. *Discussion and action on filling the vacancy of Village Trustee.*

President Clow reported former Trustee Chris St. Clair tendered his resignation and the Board would need to decide on how to proceed to fill the seat. She provided an overview of the options for filling it, and recommended the Board utilize the process it has historically used to appoint someone to the position.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to proceed with filling the vacancy by appointment and the process and timeline outlined in the packet . Motion carries 6 - 0 - 0 by acclamation.

e. Public Works and Utilities Committee (President Clow)

1) Discussion and action to make a recommendation to the Village Board regarding a proposal for sidewalk and general pedestrian maintenance.

Motion by Village President Carolyn Clow, second by Trustee Brassington, to approve to expend up to \$75,000 with Fahrner Asphalt for sidewalk replacement. Motion carries 6 - 0 - 0 by acclamation.

7. REQUESTS FOR REFERRAL OF NEW ITEMS.

a. Discussion and action to refer review of the Village's Tourist Rooming House Ordinance to the Public Safety Committee.

The Board discussed the request from Trustee Wreh to refer the Village's Tourist Rooming House Ordinance to the Public Safety Committee. The Board discussed and requested Trustee Wreh refine the request to provide a process, stakeholder feedback desired, and bring the refined scope back to the Board to refer.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to postpone a request to refer review of the Village's Tourist Rooming House Ordinance to the Public Safety Committee. Motion carries 5 - 1 - 0 by acclamation with Trustee Edward Wreh voting nay.

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 a request to fill a Police Officer position within the Police Department.

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 a request to fill a Police Officer position within the Police Department at 8:48 p.m. Motion carries 5 - 0 - 0 by acclamation at 8:47 p.m. Trustee Mike Flaherty stepped away from the table at 8:45 p.m. and was not present for the vote.

9. RECONVENE INTO OPEN SESSION.

Motion by President Carolyn Clow, second by Trustee Carrie Nelson to reconvene in open session at 9:38 p.m.

10. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

a. Discussion and action regarding a request to fill a Police Officer position within the Police Department.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve a request to fill a Police Officer position within the Police Department. Motion carries 6 - 0 - 0 by acclamation.

11. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, July 26, 2022 at 5:30 pm - Committee of the Whole meeting
- b. Tuesday, July 26, 2022 at 7:00 pm - Village Board Regular Meeting
- c. Wednesday, August 3, 2022, at 6:00 pm - Village Board Annual Retreat (Special Meeting)
- d. Thursday, August 11, 2022 at 7:00 pm - Village Board Regular Meeting (Special Date due to Fall Partisan Primary)

12. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Michael Flaherty, to adjourn at 9:43 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