

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, October 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. ROLL CALL.

Village Board members present: Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Edward Wreh, Village Trustee Hilary Brandt

Village Board members not present: Village Trustee Michael Flaherty

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Aaron Chapin, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Outreach Director Lori Andersen, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

None.

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 September 27, 2022 meeting.

2) Motion to approve checks in the amount of \$1,508,356.43.

Motion by Village President Carolyn Clow, second by Village Trustee TJ Jerke, 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.

Garrett Friedel, East Linden Parkway, spoke in support of the Village's pickle ball

courts. Garrett also spoke in support of moving renovations to the skate park forward.

6. BUSINESS.

a. Presentation by the McFarland Youth Center regarding prior year's operations.

Shawn Miller, President of the McFarland Youth Center, provided the annual report on operations and activities of the last year. Additionally, he submitted a budget request for the Village Board to consider as it creates its 2023 Budget.

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

Jordan Schulz, owner rep. for the Public Safety Center, provided an update on the Public Safety Center construction. He noted the project was progressing quite well and the building was starting to take shape.

c. Discussion and action regarding proposed Change Order #06 for the Public Safety Center to address changes to the door locking hardware.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve Change Order #06 for the Public Safety Center to address changes to the door locking hardware in the amount of \$102,888. Motion carries 6 - 0 - 0 by acclamation.

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

1) Discussion and action regarding the plan for the reconstruction of the Skate Park at William McFarland Park.

Motion by Village Trustee TJ Jerke, second by Village Trustee Carrie Nelson, to accept the plan for the reconstruction of the Skate Park at William McFarland Park. Motion carries 6 - 0 - 0 by acclamation.

e. Personnel Committee (Trustees Nelson, Jerke, & Wreh)

1) Discussion on amendment of Chapter 5, Position Classification and Administration, of the Personnel Policy Manual.

The Board discussed revisions to Chapter 5 regarding Position Classification and Administration, within the Personnel Policy Manual and approved of the policy as submitted.

2) Discussion on amendment of Chapter 7, previously titled Changes in Employee Status, now proposed as Transfer, Demotion, and Reductions of the Personnel Policy Manual.

The Board discussed revisions to Chapter 7 regarding Transfer, Demotions and Reductions within the Personnel Policy Manual and approved of the policy as submitted.

3) Discussion on amendment of Chapter 9, Employee Performance Evaluations, of the Personnel Policy Manual.

4) Discussion on amendment of Chapter 25, previously Worker's Compensation & Worker's Compensation Light duty, now proposed as Chapter 25, Worker's Compensation and Worker's Compensation Alternative Duty Policy.

The Board discussed revisions to Chapter 25, previously Worker's Compensation & Worker's Compensation Light duty, now proposed as Chapter 25, Worker's Compensation and Worker's Compensation Alternative Duty Policy and approved, of the policy as submitted.

- 5) Discussion on amendment of Chapter 36, previously Light Duty Policy for Non-Worker's Compensation Related Illness/Injury, now proposed as Chapter 36, Alternative Duty Policy for Non-Worker's Compensation Related Illness/Injury.

The Board discussed revisions to Chapter 36, previously Light Duty Policy for Non-Worker's Compensation Related Illness/Injury, now proposed as Chapter 36, Alternative Duty Policy for Non-Worker's Compensation Related Illness/Injury and approved, of the policy as submitted.

f. Public Works & Utilities Committee (Trustee Brandt & President Clow)

- 1) Discussion and action on an award of contract for Brush and Yard Waste Services.

Motion by Village Trustee Hilary Brandt, second by Village President Carolyn Clow, to award a contract for Brush and Yard Waste Services to Seasonal Solutions of Windsor for a one-year term, with two optional one-year extensions. Motion carries 6 - 0 - 0 by acclamation.

g. Discussion and review of the 2023 Budget including the following sections:

- 1) General Fund (100).

Department Heads presented their respective proposed 2023 budgets.

- 2) Youth Center Fund (210).

Village Administrator Schuenke presented and reviewed the proposed Youth Center Fund (210) budget for 2023.

- 3) Retiree Fund (700).

Deputy Administrator/Clerk Suettinger presented and reviewed the proposed 2023 budget for the Retiree Fund (700).

- 4) Canine Fund (800).

Police Chief Chapin presented and reviewed the proposed 2023 budget for the Canine Fund (800).

7. SCHEDULE NEXT MEETING DATE.

- a. October 25, 2022 at 7:00 p.m. - Village Board Meeting
- b. October 27, 2022 at 6:00 p.m. (Budget Meeting #5) - Special Village Board Meeting
- c. November 3, 2022 at 6:00 p.m. - (Budget Meeting #6) - Special Village Board Meeting
- d. November 10, 2022 at 7:00 p.m. - Village Board Meeting- MOVED DUE TO THE TUESDAY ELECTION

8. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee Stephanie Brassington, to adjourn at 9:22 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
Deputy Administrator/Clerk