

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, October 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. ROLL CALL.

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

Village Board members not present: Village Trustee Michael Flaherty

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, Public Works Director Jim Hessling, Outreach Director Lori Andersen, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. November Election Update - In-person absentee voting & Election Day items of note.
Deputy Administrator/Clerk Suettinger provided an update on in-person absentee voting & election day items of note.

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 October 6, 2022 Special Village Board meeting.

2) Motion to approve the minutes of the October 11, 2022 Village Board meeting.

3) Motion to approve the minutes of the October 13, 2022 Special Village Board meeting.

4) Motion to approve checks in the amount of \$1,746,355.58.

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. PUBLIC HEARINGS.

- a. On the proposed budget for the year 2023 and establishing the 2022 payable in 2023 property tax levy for the Village of McFarland.

At 7:05 p.m., with no objection, the Board moved to business item 7 d.

At 8:19 p.m. the Village Board returned to item 6. a. and opened the public hearing. No residents appeared to provide public comment. At 8:22 p.m. President Clow closed the public hearing.

7. BUSINESS.

- a. Community Development Authority (Trustees Brassington & Jerke)

- 1) Discussion and action regarding Amendment 1 to the Development Agreement, McFarland House Cafe, Inc., and O'Hearn Ventures LLC.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve Amendment 1 to the Development Agreement, McFarland House Cafe, Inc., and O'Hearn Ventures LLC. Motion carries 6 - 0 - 0 by acclamation.

- 2) Discussion and action regarding Amendment 1 to the Atwater LLC Development Agreement

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve Amendment 1 to the Atwater LLC. Development Agreement Motion carries 6 - 0 - 0 by acclamation.

- 3) Discussion and action regarding amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve amendments to the Village's Tax Increment Financing Development Incentives Policy Manual and Application as presented. Motion carries 6 - 0 - 0 by acclamation.

- b. Parks and Recreation Committee (Trustees Jerke & Nelson)
Sustainability and Natural Resources (Trustees Flaherty & Wreh)

- 1) Discussion and action regarding McDaniel Park water access and quality improvements.

Motion by Village Trustee TJ Jerke, second by Village Trustee Hilary Brandt, to approve McDaniel Park water access and quality improvements. Motion carries 6 - 0 - 0 by acclamation.

- c. Discussion and action regarding Resolution #2022-28: a resolution ratifying and approving a purchase agreement for 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 Hilary Brandt, to approve Resolution #2022-28: a resolution ratifying and approving a purchase agreement for property located at 5802 Main Street, 5804 Main Street, and 5307 Hough Street, Tax Increment District #4. Motion carries 6 - 0 - 0 by acclamation.

d. Discussion and action to accept a proposal for a communications audit.

Motion by President Clow, second by Trustee TJ Jerke, to postpone the item to the November 10th meeting.

President Clow withdrew her motion from the table, Trustee Jerke withdrew his second.

Motion by President Clow, second by Trustee Jerke to table discussion on the proposal for a communications audit. Motion carries 6 - 0 - 0 by acclamation.

e. Presentation and discussion to introduce the 2023-2032 Staffing Plan.

Village Administrator Schuenke introduced the 2023-2032 staffing plan. He outlined the process and the two studies that the Village used to create the plan. He noted at this point, the document is similar to the Capital Improvement Plan in that it is a planning document the Board will need to visit annually to determine what staffing changes it will fund through the annual budget process.

8. SCHEDULE NEXT MEETING DATE.

a. October 27, 2022 at 6:00 p.m. (Budget Meeting #5) - Special Village Board Meeting

b. November 3, 2022 at 6:00 p.m. - (Budget Meeting #6) - Special Village Board Meeting

c. November 10, 2022 at 7:00 p.m. - Village Board Meeting- MOVED DUE TO THE TUESDAY ELECTION

d. November 22, 2022 at 7:00 p.m. - Village Board Meeting

9. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, second by Village Trustee Hilary Brandt, to adjourn at 9:31 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