VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, November 22, 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 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, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Aaron Chapin, and Outreach Director Lori Andersen.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. *Circulation of nomination papers begins December 1st*
Clerk/Treasurer Suettinger announced circulation of nomination papers begins December 1st.

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 checks in the amount of $1,293,066.93.*

2) *Motion to approve the appointment of Miguel Pena to the Diversity, Equity, and Inclusion Committee for a term expiring April 30, 2023.*

3) *Motion to approve the appointment of Austen Conrad to the Plan Commission for a term expiring April 30, 2023.*

4) *Motion to approve the appointment of Benjamin Tanko to the Community Development Authority for a term expiring April 30, 2023.*

5) *Motion to approve the appointment of Anthony Hennes to the Community Development Authority for a term expiring April 30, 2025.*

6) *Motion to approve an event permit for the McFarland Chamber of Commerce to hold the Winter Wonderland event on December 3, 2021 from 3 p.m. to 7 p.m. with the conditions outlined by the Police Chief, Fire & Rescue Chief and Streets & Utilities Superintendent.*

7) *Motion to approve a service agreement with Dane County for funding to provide case*

management and nutrition services through the Senior Outreach Department as a Focal Point.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the consent agenda as presented. Motion carries 7 - 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. *Personnel Committee (Trustees Nelson, Jerke, & Wreh)*

1) *Discussion on amendment of Chapter 21, previously titled Jury Duty/Civil Leave, and now proposed as Jury Duty and Witness Leave, of the Personnel Policy Manual.*

The Board discussed amendment of Chapter 21, previously titled Jury Duty/Civil Leave, and now proposed as Jury Duty and Witness Leave, of the Personnel Policy Manual. No revisions were suggested and the draft chapter will be included in the revised Personnel Policy manual to be approved at a later meeting once the project is complete.

2) *Discussion on amendment of Chapter 28, Political Activity, of the Personnel Policy Manual.*

The Board discussed amendment of Chapter 28, Political Activity, of the Personnel Policy Manual. No revisions were suggested and the draft chapter will be included in the revised Personnel Policy manual to be approved at a later meeting once the project is complete.

3) *Discussion on amendment of Chapter 30, Alcohol and Drug Use, of the Personnel Policy Manual.*

The Board discussed amendment of Chapter 30, Alcohol and Drug Use, of the Personnel Policy Manual. No revisions were suggested and the draft chapter will be included in the revised Personnal Policy manual to be approved at a later meeting once the project is complete.

4) *Discussion on amendment of Chapter 33, previously titled Policy on Use of Social Media, and now proposed as Use of Social Media, of the Personnel Policy Manual.*

The Board discussed amendment of Chapter 33, previously titled Policy on Use of Social Media, and now proposed as Use of Social Media, of the Personnel Policy Manual. No revisions were suggested and the draft chapter will be included in the

revised Personnal Policy manual to be approved at a later meeting once the project is complete.

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

1) *Discussion and action regarding design and bidding services for McDaniel Park site improvements.*
Motion by Village Trustee TJ Jerke, second by Village Trustee Michael Flaherty, to approve Town & Country's design and bidding services for McDaniel Park site improvements. Motion carries 7 - 0 - 0 by acclamation.

c. *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 approve an award of contract to Barnes Inc. for Brush and Yard Waste Services for a three-year term as presented. Motion carries 7 - 0 - 0 by acclamation.

d. *Discussion and action on Ordinance 2022-17 an ordinance approving the budget for the year 2023 and establishing the 2022 payable in 2023 property tax levy for the Village of McFarland.*
Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve Ordinance 2022-17 an ordinance approving the budget for the year 2023 and establishing the 2022 payable in 2023 property tax levy for the Village of McFarland. Motion carries 6 - 1 - 0 by acclamation, with Trustee Mike Flaherty voting nay.

7. REQUESTS FOR REFERRAL OF NEW ITEMS.

a. *Discussion and action on a request to donate $5,000 from the Community Grant Fund to the Dan Chin Foundation.*
Motion by President Clow, second by Trustee Jerke, to direct that the Finance Committee be formed and that it take up the community grant fund process as an agenda item.

8. SCHEDULE NEXT MEETING DATE.

a. *Tuesday, December 13, 2022 at 530 pm - Committee of the Whole*

b. *Tuesday, December 13, 2022 at 700 pm - Village Board (tentative last regular meeting of the year)*

c. *Tuesday, January 10, 2023 at 700 pm - Village Board*

d. *Tuesday, January 24, 2023 at 700 pm - Village Board*

9. ADJOURNMENT.
Motion by Village Trustee Stephanie Brassington, second by Village Trustee Hilary Brandt, to adjourn at 7:50 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 Village Administrator/Clerk