

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, January 10, 2023 - 7:00 PM

1. CALL TO ORDER.

Village President Clow called the regular meeting of the McFarland Village Board to order at 7:01 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, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. Proclaiming January 9th through 13th, 2023 as Crossing Guard Appreciation week in the Village of McFarland.*

Village President Clow proclaimed January 9th through 13th as Crossing Guard Appreciation week in the Village of McFarland. She thanked the crossing guards for the invaluable work they do for the Village.

Chief Chapin additionally provided a heartfelt thank you to the crossing guards and the work they do.

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 December 13, 2022 meeting.*
- 2) Motion to approve checks in the amount of \$2,743,985.48.*
- 3) Motion to approve appointing Andrea Anderson to serve as an Election Inspector for the 2022-2023 term.*
- 4) Motion to approve the design of Lift Station #2 and authorize the Village Engineer to bid for the project as recommended by the Public Works & Utilities Committee.*
- 5) Motion to reject the single bid received from Speedway Sand and Gravel Inc. for the 2023 Sidewalk Replacement project as recommended by the Public Works & Utilities*

Committee.

- 6) Motion to approve the design as presented for water main improvements along Taylor Road and authorize the Village Engineer to bid for the project as recommended by the Public Works & Utilities Committee.
- 7) Motion to approve the design, as presented, for the reconstruction of the skate park within William McFarland Park and authorize Parkitecture to bid for the project as recommended by the Parks & Recreation Committee.
- 8) Motion to approve the design and a change order for full in-ground irrigation at the Community Park as recommended by the Parks & Recreation Committee..
- 9) Motion to approve Ordinance 2023-01: An Ordinance amending Appendix A of the Village Code of Ordinances regarding fees.
- 10) Motion to confirm appointment of Village Board members to boards, commissions, and committees as recommended by the Village President in the report dated January 5, 2023.

Trustee Flaherty requested removal of consent agenda items 8 and 10. Trustee Nelson requested removal of consent agenda item 4

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve the consent agenda items 1,2,3,5,6,7,9 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 for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. 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. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. 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.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.
None.

6. BUSINESS.

The Board discussed consent agenda item 4) - Motion to approve the design of Lift Station #2 and authorize the Village engineer to bid for the project as recommended by the Public Works & Utilities Committee.

President Clow discussed the consideration the PW&U Committee provided for the resident

concerns. Town and Country provided a response to those specific concerns.

Motion by President Carolyn Clow, second by Trustee Hilary Brandt, to approve the design of Lift Station #2 and authorize the Village engineer to bid for the project as recommended by the Public Works & Utilities Committee. Motion carries 7 - 0 - 0 by acclamation.

The Board discussed consent agenda item 8) - Motion to approve the design and a change order for full in-ground irrigation at the Community Park as recommended by the Parks & Recreation Committee.

Motion by Trustee TJ Jerke, second by Trustee Carrie Nelson, to approve the design and a change order for full in-ground irrigation at the Community Park as recommended by the Parks & Recreation Committee. Motion carries 7 - 0 - 0 by acclamation.

The Board discussed consent agenda item 10) - Motion to confirm appointment of Village Board members to boards, commissions, and committees as recommended by the Village President in the report dated January 5, 2023.

Village Attorney Allen Reuter was present and answered questions from Board members regarding the appointments.

Motion by President Carolyn Clow, second by Trustee Hilary Brandt, confirm appointment of Village Board members to boards, commissions, and committees as recommended by the Village President in the report dated January 5, 2023. Motion carries 5 - 2 - 0 with Trustee Mike Flaherty and Trustee TJ Jerke voting nay.

a. Plan Commission (President Clow & Trustee Brassington)

1) Discussion and action on Ordinance 2022-16 an ordinance rezoning 6303 Jaeger Road, McFarland from R-1 residential to PD-I Planned Development Infill General Plan Approved. Rezoning requested by Jerry and Dawn Reiter.

Community & Economic Development Director Andrew Bremer provided an overview of the request and the Plan Commission recommendation for approval.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Ordinance 2022-16: an ordinance rezoning 6303 Jaeger Road, McFarland from R-1 residential to PD-I Planned Development Infill General Plan Approved. Rezoning requested by Jerry and Dawn Reiter with the following conditions:

1. Applicant to revise the General Plan (text) to include a statement that the maximum impervious surface ratio for any ownership Unit, and the property in total, will not exceed 0.50.

2. Applicant to revise the General Plan (text) to include a statement that the maximum floor area ratio of any ownership Unit, and the property in total, will not exceed 0.70.

3. Applicant to revise the General Plan (text) to include a statement that principal structures on Unit 1 will follow the minimum bulk requirements for similar structures in the R-1B District and principal structures on Units 2 and 3 will follow the minimum bulk requirements for similar structures in the R-1 District, with the exception that the minimum side yard setback shall be 14 feet for principal structures on Units 2 and 3, as measured from exterior boundaries of the condo plat.

4. Applicant to revise the General Plan (text) to include a statement that any proposed accessory structures on ownership Units 2-3 will follow the same standards and requirements as similar accessory structures in the R-1 District and R-1B District for Unit 1.

5. Applicant to revise the General Plan (site plan) to show the minimum setback requirements of the R-1B District as applied to ownership Unit 1 and the R-1 district as applied to ownership Units 2-3, including a minimum side yard setback of 14 feet for Units 2 and 3, as measured from the exterior boundaries of the condo plat.

6. Applicant to provide an archeological survey, from a certified professional, of the property for the presence of Native American mounds for submittal with the Detailed Implementation Plan.

7. Applicant to provide a permanent utility and access easement to the Village, at no cost, along the west lot line of the property to the Village's existing fire hydrant (H35). The detailed location and terms of the easement shall be included as part of the Detailed Implementation Plan.

Motion carries 7 - 0 - 0 by acclamation.

- 2) Discussion and action regarding a Condominium Plat and request from Jaeger Estates Condominium Association, Inc Jerry and Dawn Reiter for the property located at 6303 Jaeger Road, McFarland, WI

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve a Condominium Plat and request from Jaeger Estates Condominium Association, Inc Jerry and Dawn Reiter for the property located at 6303 Jaeger Road, McFarland, WI. Motion carries 7 - 0 - 0 by acclamation.

- b. Personnel Committee (Trustees Nelson, Jerke, & Wreh)

- 1) Discussion on creation of a Requests for Information Regarding Current or Former Employees Policy within the Personnel Policy Manual.

The Board discussed creation of a Requests for Information Regarding Current or Former Employees Policy within the Personnel Policy Manual and did not propose changes. This policy will come forward for approval with the updated manual.

- 2) Discussion on amendment to Chapter 23, Family and Medical Leave Laws, of the Personnel Policy Manual.

The Board discussed amendment to Chapter 23, Family and Medical Leave Laws, of the Personnel Policy Manual with no proposed changes. This policy will come forward for approval with the updated manual.

3) Discussion on amendment to Chapter 24, Unpaid Leaves of Absence, of the Personnel Policy Manual.

The Board discussed amendment to Chapter 24, Unpaid Leaves of Absence, of the Personnel Policy Manual with no proposed changes. This policy will come forward for approval with the updated manual.

4) Discussion on amendment to Chapter 27, Ethical Standards for Employees, of the Personnel Policy Manual.

The Board discussed amendment to Chapter 27, Ethical Standards for Employees, of the Personnel Policy Manual with no proposed changes. This policy will come forward for approval with the updated manual.

c. Personnel Committee (Trustees Nelson, Jerke, & Wreh)
Diversity, Equity, & Inclusion Committee (Trustees Brassington & Wreh)

1) Discussion and action to avoid scheduling any board, committee, commission, and authority meetings on the provided religious holidays in 2023.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to avoid scheduling any board, committee, commission, and authority meetings on the provided religious holidays in 2023. President Clow amended the motion to add 'and direct staff to reschedule meetings that conflict with the attached list.' Amendment accepted by Trustee Brassington and Wreh. Amended motion carries 7 - 0 - 0 by acclamation.

d. Discussion and action to accept a proposal in order to award a contract for managed information technology services.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to accept a proposal from simple networks in order to award a contract for managed information technology service subject to the preparation and approval of a contract by the village attorney. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

a. January 24, 2023 - Committee of the Whole - 5:30 p.m.

b. January 24, 2023 - Village Board - 7:00 p.m.

c. February 14, 2023 - Committee of the Whole - 5:30 p.m.

d. February 14, 2023 - Village Board - 7:00 p.m.

8. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to adjourn at 8:13 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