

VILLAGE OF MCFARLAND
Committee of the Whole Minutes

Tuesday, July 26, 2022 - 5:30 PM

1. CALL TO ORDER.

Village President Clow called the regular meeting of the Committee of the Whole to order at 5:33 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 Edward Wreh

Village Board members not present: Village Trustee Carrie Nelson

Staff Present: Administrator Matt Schuenke, Clerk/Treasurer Cassandra Suettinger, and HR Generalist Andrea Anderson.

3. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Committee of the Whole. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the Committee 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 Committee for their consideration. Members of the public who are present in person and wish to address the Committee 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.

4. APPROVAL OF MINUTES.

- a. *Motion to approve the minutes of the June 28, 2022 meeting.*
Motion by President Clow, second by Trustee Wreh, and unanimously carried by the Committee of the Whole to approve the minutes of the June 28, 2022 meeting. Motion carries 5 - 0 - 0 by acclamation.

5. BUSINESS.

- a. *Introduction of new HR Generalist.*
Andrew Anderson was present and introduced as the new Human Resources (HR) Generalist for the Village working within the Administration Department. She began in this new role on July 18, 2022 and will be assisting the Clerk/Treasurer whom will be serving as the Personnel Officer for the Village. No action was needed on this item.
- b. *Update and Discussion regarding the McFarland Municipal Center Campus Master Planning Project.*
Consultants with SEH and EUA were present to provide updates on the McFarland Municipal Center Campus Master Planning Project. Since the last presentation in May

they have worked on public engagement, studying the existing facility, and completing the traffic study. All of this information was summarized in the meetings with discussion centering around key pieces of their findings. Additional discussion was held on sustainability, universal design concepts, and social infrastructure. Next steps for the project include scheduling a concept development workshop with the board members, departments, and key stakeholders as applicable. No action was taken on this item.

6. SCHEDULE NEXT MEETING DATE.

a. Tuesday, August 23, 2022 at 5:30 pm.

This meeting is presently not needed and will not be scheduled.

7. ADJOURNMENT.

Motion by Trustee Flaherty, second by Trustee Brassington, to adjourn at 6:51 pm.

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,
Matthew G. Schuenke
Village Administrator