

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, February 28, 2023 - 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 (joined at 7:12 p.m.)

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Aaron Chapin, Public Works Director Lee Igl, Fire/EMS Director Chris Dennis, and Communications & Technology Director Stephanie Miller.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. Resilience Expert Tasha Scuch will present to the McFarland Community on Wednesday March 1, 2023 at 6 p.m. addressing mental health.

Village President Clow announced that Tasha Schuch will be presenting to the McFarland Community on March 1, 2023 at 6 p.m.

- b. Results from the February 21, 2023 Spring Primary.

Deputy Administrator/Clerk Suettinger provided an overview of the results of the February 21, 2023 Spring Primary.

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 February 14, 2023 Village Board meeting.

- 2) Motion to approve checks in the amount of \$4,128,655.39.

- 3) Motion to approve an event permit for Meg Chin, with Dan Chin Homes, for the Easter Egg Hunt to be held in William McFarland Park on Saturday April 8th beginning at 11 a.m. with a 9 a.m. set up time.

- 4) Motion to approve installation of new shade structures at the bocce courts.

- 5) Motion to adopt Ordinance 2023-02, an ordinance amending Sec. 20-25 regulations concerning noxious weeds and lawn height to allow participation in No Mow May activities as recommended by the Sustainability & Natural Resource Committee.

- 6) Motion to approve the purchase of a pickup truck for the Public Works Department.
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 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.

- a. Discussion and action on Resolution 2023-02: A resolution of commendation for Wendy Motl.
Motion by Village President Carolyn Clow, second by Village Trustee TJ Jerke, to approve Resolution 2023-02: A resolution of commendation for Wendy Motl. Motion carries 6 - 0 - 0 by acclamation.
- b. Presentation of Resolution 2023-02: A resolution of commendation for Wendy Motl.
President Clow presented Wendy Motl with Resolution 2023-02: A Resolution of commendation for Wendy Motl and thanked her for service to the Village.
- c. Presentation and discussion from the McFarland Lion's Club on fundraising efforts to support the reconstruction of the skate park within William McFarland Park.
Motion by President Clow, second by Trustee Brassington, to postpone presentation and discussion of the McFarland Lion's Club on fundraising efforts to support the reconstruction of the skate park within William McFarland Park. Motion carries 6 - 0 - 0 by acclamation.
- d. Discussion and action regarding the plan for borrowing in order to fund the 2023 Capital Improvement Plan as presented by Carol Wirth of Wisconsin Public Finance Professionals.
Carol Wirth, representative of Wisconsin Public Finance Professionals, presented an overview of the proposed borrowing to fund the 2023 Capital Improvement Plan. Based on market conditions, along with the village's history of success and rating, it was recommended that the bonds be sold by public safe.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to

approve the plan for borrowing in order to fund the 2023 Capital Improvement Plan as presented by Carol Wirth of Wisconsin Public Finance Professionals. Motion carries 7 - 0 - 0 by acclamation.

- e. Personnel Committee (Trustees Nelson, Jerke, & Wreh)
Diversity, Equity, & Inclusion Committee (Trustees Brassington & Wreh)
- 1) Discussion and recommendation on amendments to the Personnel Policy Manual and Compensation and Benefits Manual as it pertains to vacation and paid holidays, which would include:

Amendment and consolidation of chapter 18, "Vacation Policy for Non-Represented Positions," of the Personnel Policy Manual, and chapter 8, "Vacation Policy for Department Head Positions," and chapter 9, "Vacation Policy for Non-Represented Positions other than Department Heads," of the Compensation and Benefits Manual.

Amendment and consolidation of chapter 17, "Holidays," of the Personnel Policy Manual, and chapter 7, "Holidays," of the Compensation and Benefits Manual.

The Board reviewed the proposed revisions to the Personnel Policy manual regarding vacation and holidays and approved the addition of adding Juneteenth and Indigenous People's Day as celebrated holidays.

- f. Discussion and action on updates to the Village Board Handbook.
Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve updates to the Village Board Handbook. Motion carries 7 - 0 - 0 by acclamation.
- g. Discussion and action to reschedule the Tuesday, April 11, 2023 regular Village Board and Committee of the Whole meetings for Monday, April 10, 2023 at their respective times to be determined in observance of Passover.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to reschedule the Tuesday, April 11, 2023 regular Village Board and Committee of the Whole meetings for Monday, April 10, 2023 at their respective times to be determined in observance of Passover. Motion carries 7 - 0 - 0 by acclamation.

7. CLOSED SESSION.

Motion by President Clow, second by Trustee Stephanie Brassington to enter into Closed Session in accordance with the following: 1) Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider 2022 performance evaluation data and applicable compensation for the Village Administrator position at 8:41 p.m. Motion carries on a roll call vote with all voting aye.

Trustee Flaherty did not join closed session.

8. RECONVENE INTO OPEN SESSION.

Motion by President Carolyn Clow, second by Trustee Ed Wreh, to reconvene in open session at 9:59 p.m. Motion carries 6 - 0 - 0 by acclamation.

9. SCHEDULE NEXT MEETING DATE.

- a. March 14, 2023 - Committee of the Whole - 5:30 p.m.
- b. March 14, 2023 - Village Board - 7:00 p.m.
- c. March 28, 2023 - Committee of the Whole - 5:30 p.m.
- d. March 28, 2023 - Village Board - 7:00 p.m.

10. ADJOURNMENT.

Motion by Trustee Stephanie Brassington, second by Trustee TJ Jerke, to adjourn at 10:04 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Cassandra Suettinger
Deputy Administrator/Clerk