

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, April 10, 2023 - 7:00 PM

1. CALL TO ORDER.

Village President Clow called the regular meeting of the McFarland Village Board to order at 7:00 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 Edward Wreh, Village Trustee Carrie Nelson, Village Trustee TJ Jerke

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, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. Results from the April 4, 2023 Spring Election.

Deputy Administrator/Clerk Suettinger presented an overview of the results from the April 4, 2023 Spring Election.

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 March 14, 2023 Village Board meeting.

2) Motion to approve checks in the amount of \$724,833.36.

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 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. Update on progress on the construction of the Public Safety Center.

With no objection, the Board moved immediately to item 6b at 7:14 p.m.

The Board returned to item 6 a. at 7:34 p.m.

Jordan Schulz provided an update on the construction of the Public Safety Center. He reported the electrical component had shipped and was on site. He highlighted an issue that had arose regarding a sinkhole on the Police Department side of the building. He noted the issue was being addressed, and the current date for substantial completion of the building was identified as May 26, 2023.

b. Discussion and action on Resolution #2023-03: a resolution approving the inclusion of the McFarland Youth Center within the McFarland Municipal Center Campus Master Plan as a Village service to be provided.

Shawn Miller, President of the McFarland Youth Center, spoke in favor of Resolution 2023-03. He highlighted the benefits of the Village taking over the Youth Center operations and bringing the services into the proposed community Center.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve Resolution #2023-03: a resolution approving the inclusion of the McFarland Youth Center within the McFarland Municipal Center Campus Master Plan as a Village service to be provided. Motion carries 7 - 0 - 0 by acclamation.

c. Public Safety Committee (Trustees Wreh & Brandt)

1) Discussion and action on an expansion of premise for Class "B" Beer and "Class B" Intoxicating Liquors license for Byrnes McFarland Tavern LLC, D/B/A Byrnes McFarland Tavern, to add the approximately 768 square foot garage area.

Motion by Village Trustee Edward Wreh, second by Village Trustee Hilary Brandt, to approve an expansion of premise for Class "B" Beer and "Class B" Intoxicating Liquors license for Byrnes McFarland Tavern LLC, D/B/A Byrnes McFarland Tavern, to add the approximately 768 square foot garage area with the following conditions:

1. A variance from the requirement that outdoor consumption be no greater than 50% of the license premises indoor capacity; and
2. A variance be granted from the requirement that no bar/counter service occur in the outside consumption area; finding neither condition is necessary to protect the public health, safety, or welfare, and
3. That the applicant meet all IBC requirements outlined in the letter from Chief Dennis dated March 30, 2023, including the requirement that both exists be required to swing outward, and emergency lighting be installed accordingly; and
4. Security cameras be installed in the new outdoor consumption area.

Motion carries 7 - 0 - 0 by acclamation.

d. Personnel Committee (Trustees Nelson, Jerke, & Wreh)

1) Discussion and action on adopting the revised Personnel Policy manual with an effective date of May 1, 2023.

Motion by Village Trustee Carrie Nelson, second by Village Trustee Edward Wreh, to adopt the revised Personnel Policy manual with an effective date of May 1, 2023. Motion carries 7 - 0 - 0 by acclamation.

7. CLOSED SESSION.

a. Discussion and action on entering 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.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to enter into closed session pursuant to 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. Motion carries 7 - 0 - 0 on a roll call vote at 8:13 p.m..

8. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to reconvene in open session at 8:25 p.m. Motion carries 7 - 0 - 0 by acclamation.

9. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

a. Discussion and action regarding the 2022 performance evaluation data and applicable compensation for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve an exceeds expectation rating and award merit in the amount of \$1250 with the previous increase authorized already. Motion carries 7 - 0 - 0 by acclamation.

President Clow thanked Trustee Carrie Nelson for her service on the Village Board for the last two years.

10. SCHEDULE NEXT MEETING DATE.

a. April 18, 2023 - Village Board - 5:30 pm (Annual Organizational Meeting)

b. April 25, 2023 - Committee of the Whole - 5:30 pm

c. April 25, 2023 - Village Board - 7:00 pm

d. May 3, 2023 - Joint Meet with School District - Land Acknowledgement - 6:00 p.m.

e. May 9, 2023 - Committee of the Whole - 5:30 pm

f. May 9, 2023 - Village Board - 7:00 pm

11. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, second by Village Trustee Edward Wreh, to adjourn at 8:28 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