

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, May 9, 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 Board Luke Fessler, Village Trustee Michael Flaherty, Village Trustee TJ Jerke, 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, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

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 \$655,658.36.

2) Motion to approve an event permit for the American Legion Post 534 to hold the Memorial Day Parade on May 29, 2023 with the conditions provided in the packet.

3) Motion to approve an event permit and a Temporary Class B license for beer and wine for the Shake the Shelter Event to be held on May 20, 2023 from 6 p.m. to 10 p.m with the conditions provided by the staff in packet.

4) Motion to approve a Temporary Class B license for fermented malt beverages and wine for the Edwards-Foye American Legion Post 534 for the Take a Vet Fishing event to be held on June 17, 2023 with the conditions provided by Police Chief Chapin and recommended by the Public Safety Committee.

5) Motion to approve a Temporary Class B license for fermented malt beverages for the Matt Splinter Memorial Softball Tournament for the event to be held on June 2, 2023, June 3, 2023, and June 4, 2023 with the conditions provided by Police Chief Chapin.

6) Motion to approve an event permit for the McFarland Pride Association to hold a picnic in Arnold Larson Park on June 25, 2023 from 10:00 a.m. to 4:00 p.m. with the conditions provided by the Public Works Director, Police Chief and Fire & Rescue Chief as recommended by the Public Safety Committee.

- 7) Motion to approve a proclamation designating the last Friday in April as Arbor Day in McFarland.
- 8) Motion to approve correction of the term of appointment for Jessica Tokar to serve on the Parks & Recreation Committee for a term ending April 14, 2025.
- 9) Motion to approve appointing Matthew Coan to serve on the Public Works & Utilities Committee for a term ending April 15, 2024.
- 10) Motion to approve an operator's license for Kendrick Watkins for the period ending June 30, 2023 with the condition that staff run quarterly background checks on Kendrick Watson and that any future offenses contained within the Operator's License Approval Policy, Section 4: Criteria for Denial that occur be grounds for staff to commence the revocation process with the additional recommendation that the conditions noted continue for all future licensing periods until the offenses noted drop off and that a public hearing not be required for the upcoming licensing periods
- 11) Motion to approve the award of contract for the 2023 Burma Tower repainting project as recommended by the Public Works/Utilities Committee.
- 12) Motion to approve a proposal from Town & Country Engineering to create a stormwater management area maintenance plan as recommended by the Public Works/Utilities Committee.
- 13) Motion to approve a proposal from Town & Country to conduct a stormwater rate study.
Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, 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. Finance Committee (Trustees Brassington, Brandt & Flaherty)

1) Discussion and action to create Chapter 13 of the Fiscal Policy Manual as the Community Grant Policy.

Village Administrator Schuenke provided an overview of the draft Community Grant Policy unanimously recommended for approval by the Finance committee.

President Clow requested 'Foundations' be added as (6) to the list of entities not eligible to apply in section 13.03(b). She noted a preference for insertion of this language to ensure the grant program does not become a pass through.

Trustee Wreh objected to the addition of Foundations as (6) in section 13.03(b) as it conflicted with his original 2022 request to provide \$5,000 of funds to the Dan Chin Foundation.

The Board discussed the issue and directed the matter be referred back to the Finance Committee for further review and discussion.

Motion by Village Trustee Stephanie Brassington, second by Village President Carolyn Clow, to refer the issue of creation of Chapter 13 of the Fiscal Policy Manual as the Community Grant Policy back to the Finance Committee. Motion carries 7 - 0 - 0 by acclamation.

President Clow clarified she would additionally like the committee to address whether the funds can be used for individuals or not and seek a legal opinion on the matter.

b. Sustainability & Natural Resources Committee (Trustee Flaherty & President Clow)

1) Discussion and possible action to approve a Vacant Land Lease Agreement with the McFarland School District for the purpose of subleasing parcel 154/0710-354-8341-1, near 3451 Siggelkow Road, to Wisconsin Power & Light Company for a solar photovoltaic generating facility.

Trustee Flaherty provided an overview of the unanimous recommendation of approval from the Sustainability and Natural Resource Committee.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve a Vacant Land Lease Agreement with the McFarland School District for the purpose of subleasing parcel 154/0710-354-8341-1, near 3451 Siggelkow Road, to Wisconsin Power & Light Company for a solar photovoltaic generating facility subject to review and final approval from the Village Attorney. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and possible action to approve a proposal from HGA for design, bid, and construction administration services for installation of a battery and microgrid at the Public Safety Center.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to approve a proposal from HGA for design, bid, and construction administration services for installation of a battery and microgrid at the Public Safety Center. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

- a. May 23, 2023 - Committee of the Whole - 5:30 pm
- b. May 23, 2023 - Village Board - 7:00 pm
- c. May 31, 2023 - Special Village Board (Strategic Planning Meeting #1) - 5:30 pm
- d. June 13, 2023 - Village Board - 7:00 pm

8. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to adjourn at 7:55 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