

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, May 23, 2023 - 7:00 PM

1. CALL TO ORDER.

Village President Clow called the regular meeting of the McFarland Village Board to order at 7:02 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 Luke Fessler, Village Trustee Edward Wreh, Village Trustee TJ Jerke, Village Trustee Michael Flaherty

Village Board members not present: Village Trustee Hilary Brandt

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, Outreach Director Lori Andersen, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

Wednesday, May 31st, The Village will be raising the pride flag at the McFarland Municipal Center.

a. Community Service Day 2023 Report

Katie Gletty-Syoen provided a report on Community Service Day 2023. She noted it was the most well attended event they have ever had.

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 April 25, 2023 meeting.

2) Motion to approve the minutes of the special Village Board School District meeting held on May 3, 2023.

3) Motion to approve the minutes of the May 9, 2023 Village Board meeting.

4) Motion to approve checks in the amount of \$743,610.65.

5) Motion to approve entering into a Memorandum of Understanding with the Wisconsin Elections Committee regarding the 2023 Accessible Voting Equipment Subgrant Reimbursement Program.

6) Motion to approve amending approval of the Event Permit for the Community Band changing dates from July 13th and August 17th to June 29th and August 17th with the conditions provided by the Public Works Director.

- 7) Motion to approve Resolution 2023-09: A Resolution approving the renewal of applications for liquor and fermented malt beverage licenses for 2023-2024.
- 8) Motion to approve a "Class A(Cider Only)" and Class "A" alcohol license for Ameer Investment Inc; D/B/A WI0100 Larson Beach, located at 4800 Larson Beach Road, with Bayarmaa Wey acting as agent for the period ending June 30, 2023 as recommended by the Public Safety Committee.
- 9) Motion to approve a "Class A" and Class "A" alcohol license for Ameer Investment Inc; D/B/A WI0102 Burma, located at 4701 Burma Road, with Tammy Downing acting as agent, for the period ending June 30, 2023 as recommended by the Public Safety Committee.

Motion by Village President Carolyn Clow, second by Village Trustee Luke Fessler, 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.
Patrick Bugles, spoke to being harassed in the community.

Kathy Lyons, 6323 Johnson St, spoke in favor of the Board pursuing option #2 of the McFarland Municipal Center Campus.

6. BUSINESS.

- a. Discussion and action regarding the acceptance of the 2022 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause.
Andrea Jansen, partner at Baker Tilly Virchow Krause, presented an overview of the 2022 Municipal Financial Statements and Audit.

Motion by Village President Carolyn Clow, second by Village Trustee Michael Flaherty, to accept the 2022 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause. Motion carries 6 - 0 - 0 by acclamation.

- b. Update on progress on the construction of the Public Safety Center.
Jordan Schulz, owner's representative for the Public Safety Center construction project,

provided an overview of the progress of the Public Safety Center construction project.

- c. Discussion and action regarding proposed Change Order #14 for the Public Safety Center project regarding overhead doors, driveway approach, and miscellaneous expenses.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve proposed Change Order #14 for the Public Safety Center project regarding overhead doors, driveway approach, and miscellaneous expenses. Motion carries 6 - 0 - 0 by acclamation.

- d. Public Safety Committee (Trustees Wreh & Brandt)

- 1) Discussion and action on Ordinance 2023-05: an Ordinance updating Tourist Rooming House Regulations.

Public Comments:

Adam Crowley, 6008 Lake Edge Road, submitted a letter in opposition to changes to the Village's Tourist Rooming House Ordinance,
Alisha Leamy, 6606 Sleepy Hollow Road, submitted a letter of opposition regarding changes to the Village's Tourist Rooming House Ordinance not being strict enough.
Shaun O'Hearn, 5205 Linden Parkway, spoke in opposition of the proposed changes to the Village's Tourist Rooming House Ordinance and the notification process of the proposed ordinance amendment.

Motion by President Carolyn Clow, second by Trustee Mike Flaherty, to refer Ordinance 2023-05 back to the Public Safety Committee to specifically address how the residency requirement for minimum stays applies to businesses, grand fathering businesses for the next permitting period, and notifying all TRH permit holders and those within the TRH mailing notification area.

Motion by President Clow, to consider Ordinance 2023-05 at the Board's next meeting, with notification to all permit holders and those within the notification area. Motion dies for lack of second.

Original motion carries 5 - 1 - 0 with Trustee Ed Wreh voting nay.

- e. Community Development Authority (Trustees Brassington & Jerke)
Plan Commission (President Clow & Trustee Brassington)

- 1) Discussion and action on a Request for Proposals for Land Use Planning for Redevelopment Districts 1 & 2.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve a Request for Proposals for Land Use Planning for Redevelopment Districts 1 & 2. Motion carries 6 - 0 - 0 by acclamation.

- f. Finance Committee (Trustees Brandt, Brassington, & Flaherty)

- 1) Discussion and action to create Chapter 13 of the Fiscal Policy Manual as the

Community Grant Policy.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Michael Flaherty, to create Chapter 13 of the Fiscal Policy Manual as the Community Grant Policy to approve the policy with changes noted. Motion carries 4 - 2 - 0 by acclamation with President Carolyn Clow and Trustee Ed Wreh voting nay.

g. Discussion and action to terminate the award of contract for the 2023 McDaniel Park Beach Improvements Project.

Administrator Schuenke reported the Wisconsin Department of Natural Resources has informed the Village that they will not be issuing a permit required to complete the 2023 McDaniel Park Beach Project. He reported the recommendation at this time is to terminate the project, and continue to work on getting approval from the WI DNR for required permitting.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to terminate the award of contract for the 2023 McDaniel Park Beach Improvements Project. Motion carries 6 - 0 - 0 by acclamation.

h. Discussion and action to terminate the agreement with Dane County for the improvement of the beach within McDaniel Park.

i. Discussion and action to accept the McFarland Municipal Center Campus Master Plan.

Julie Woodward, 5604 Cardinal Drive, spoke in favor of advancing the McFarland Municipal Center Master Plan and having a 2-story Community Center in the Village. Joan Jacobsen, 5604 Cardinal Drive, spoke in favor of advancing the McFarland Municipal Center Master Plan and having a 2-story Community Center in the Village.

Motion by Village President Carolyn Clow, second by None, to accept the McFarland Municipal Center Campus Master Plan. Motion carries 6 - 0 - 0 by acclamation.

j. Introduction to and discussion of the proposed McFarland 2024-2028 Capital Improvement Plan.

Village Administrator Schuenke introduced the McFarland 2024-2028 Capital improvement Plan. He noted the Board will review the document over the summer and as the Board looks ahead to the 2024 budget.

7. SCHEDULE NEXT MEETING DATE.

a. May 31, 2023 - Special Village Board (Strategic Planning Meeting #1) - 5:30 pm

b. June 13, 2023 - Committee of the Whole - 5:30 p.m.

c. June 13, 2023 - Village Board - 7:00 pm

d. June 21, 2023 - Special Village Board (Strategic Planning Meeting #2) - 5:30 p.m.

e. June 27, 2023 - Village Board - 7:00 p.m.

8. ADJOURNMENT.

Motion by Village Trustee TJ Jerke, second by Village Trustee Stephanie Brassington, to adjourn at 10:06 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