VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, August 8, 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 Luke Fessler, Village Trustee TJ Jerke, Village Trustee Edward Wreh.

   Village Board members not present: Village Trustee Michael Flaherty

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

3. **PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.**

   None.

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 July 25, 2023 meeting.*

   2) *Motion to approve checks in the amount of $712,548.98*

   3) *Motion to approve appointing Ryli Brown to serve on the Diversity, Equity, and Inclusion Committee for a term ending April 30, 2024.*

   4) *Motion to approve appointing Alisa Leamy to serve on the Public Safety Committee for a term ending April 30, 2024.*

   5) *Motion to approve current and future disconnection procedures for unresponsive meter change-out customers as recommended by the Public Works & Utilities Committee.*

   6) *Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 106 LLC; D/B/A Handyspot 106 LLC, located at 4800 Larson Beach Road, with Bayarmaa Wey acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.*

   7) *Motion to approve a "Class A" and Class "A" alcohol license for Handyspot 107 LLC; D/B/A Handyspot 107 LLC, located at 4701 Burma Rd, with Tammy Downing acting as agent for the period ending June 30, 2024 as recommended by the Public Safety Committee.*

8) *Motion to approve entering into an agreement with Onbase for digitization of records software, including a cloud-based solution, with the final contract to be approved by the Village Attorney.*

9) *Motion to approve ordinance amendment 2023-07: an ordinance banning the sale of fireworks in the Village as recommended by the Public Safety Committee.*

10) *Motion to approve a Change Order for the Community Park Project to construct a new limestone trail within the Dog Park as recommended by the Parks and Recreation Committee.*

11) *Motion to approve a Community Grant Application from McFarland Community Festival as recommended by the Finance Committee.*

12) *Motion to approve the revised plat and relocation order for the 2024 Exchange Street Project from Sleepy Hollow Road to Farwell Street.*

    Consent agenda items 2, 9, and 12 were requested to be removed from the consent agenda

    Motion by President Carolyn Clow, second by Trustee Luke Fessler to approve the consent agenda as presented with the exception of items 2, 9 and 12. Motion carries 6 - 0 - 0 by acclamation with Trustee Brassington abstaining on item 11.

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.
   Mark Folco, Rustic Way, requested clarification on the width of the path and storm sewer drainage on the Paulson Road Project.

6. BUSINESS.

4a.2) Motion by President Carolyn Clow, second by Trustee Stephanie Brassington. Motion to approve checks in the amount of $708,848.80. Motion carries 6 - 0 - 0 by acclamation.

4a.9) Motion by President Carolyn Clow, second by Trustee Ed Wreh, to approve ordinance amendment 2023-07: an ordinance banning the sale of fireworks in the Village as recommended by the Public Safety Committee. Motion carries 6 - 0 - 0 by acclamation.

4a.12) Motion by President Clow, second by Trustee Ed Wreh, to approve the revised plat and relocation order for the 2024 Exchange Street Project from Sleepy Hollow Road to Farwell Street. Motion carries 6 - 0 - 0 by acclamation.

a. *Public Works & Utilities Committee (Trustees Wreh & Brandt)*

1) *Discussion and action regarding change order to the 2023 Paulson Road Project for the adjustment of and landscaping to the pedestrian path connection to Rustic Way.*
   Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to approve change order to the 2023 Paulson Road Project in the amount of for the adjustment of and landscaping to the pedestrian path connection to Rustic Way. Motion carries 6 - 0 - 0 by acclamation.

b. *Update on progress on the construction of the Public Safety Center.*
   Jordan Schulz, owners representative, provided an update on the construction of the Public Safety Center.

c. *Discussion regarding proposed Change Order #17 for the Public Safety Center project regarding additional sinkhole remediation.*
   Village Administrator Schuenke provided an update on Change Order #17 for the Public Safety Center project regarding additional sinkhole remediation. No action was taken on this item.

d. *Diversity, Equity, and Inclusion Committee (Trustees Brassington and Wreh)*

1) *Discussion and action on revisiting the approved "Religious Holidays and Government Meetings for 2023" document.*
   Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to prefer the approved "Religious Holidays and Government Meetings for 2023" document back to the DE&I Committee for clarification on language regarding 'recommending' and 'events'. Motion carries 6 - 0 - 0 by acclamation.

e. *Presentation and discussion regarding long term financial plan for facility improvements.*
   Village Administrator Schuenke presented on the long term financial plan for facility improvements. No action was taken on this item.

7. SCHEDULE NEXT MEETING DATE.

a. *Village Board - August 22, 2023 - 7:00 p.m.*

b. *Committee of the Whole - August 22, 2023 - 5:30 p.m.*

c. *Village Board - September 12, 2023 - 7:00 p.m.*

8. ADJOURNMENT.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to adjourn at 8:46 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