VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, August 22, 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 Michael Flaherty, Village Trustee TJ Jerke, Village Trustee Edward Wreh

   Village Board members not present: None

   Staff Present: Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Aaron Chapin, Community and Economic Development Director Andrew Bremer, 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 special August 2, 2023 Village Board meeting.*

   2) *Motion to approve the minutes of the August 8, 2023 meeting.*

   3) *Motion to approve checks in the amount of $1,920,228.96.*

   4) *Motion to approve an event permit application for the Aly Wolff Foundation to hold the Honky Tonk Hustle on September 29th and September 30th with the conditions provided by the Police Chief, Fire & Rescue Chief and Public Works Director.*

   5) *Motion to approve an application from the McFarland School District for an event permit to hold the homecoming parade on October 4, 2023 with the conditions provided by the Police Chief, Fire & Rescue Chief, and Public Works Director.*

   6) *Motion to approve Gaganpreet Singh as the agent of the liquor license for Handyspot 107 LLC located at 4701 Burma Road for the period ending June 30, 2024.*

   7) *Motion to approve entering into a Memorandum of understanding with the Wisconsin Elections Commission for the 2023 Absentee ballot envelope subgrant program.*

   8) *Motion to approve Resolution 2023-14: A resolution to combine Wards 1-5 for the*

purpose of voting.

9) *Motion to approve Resolution 2023-15: A resolution to combine Wards 6-10 for the purpose of voting.*

Trustee Wreh requested consent agenda items 8 and 9 be removed.

Motion by Village President Carolyn Clow, second by Village Trustee TJ Jerke, to approve the consent agenda as presented for items 1-7. 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.

Discussion and action to approve Resolution 2023-14: a Resolution to combine wards 1-5 for the purpose of voting.

Deputy Administrator/Clerk Suettinger provided an overview of Resolution 2023-14 and the proposal to split polling places for elections beginning in 2024.

Motion by Trustee Ed Wreh, second by President Carolyn Clow, to approve Resolution 2023-14: a Resolution to combine wards 1-5 for the purpose of voting. Motion carries 7 - 0 - 0 by acclamation.

Discussion and action to approve Resolution 2023-15: a Resolution to combine wards 6-10 for the purpose of voting.

Deputy Administrator/Clerk Suettinger provided an overview of Resolution 2023-15 and the proposal to split polling places for elections beginning in 2024.

Motion by President Carolyn Clow, second by Trustee TJ Jerke, to approve Resolution 2023-15: a Resolution to combine wards 6-10 for the purpose of voting. Motion carries 7 - 0 - 0 by acclamation.

a. *Community Development Authority (Trustees Brassington & Jerke)*
Plan Commission (President Clow & Trustee Brassington)

1) *Discussion and action on a proposal from MSA Professional Services for Land Use Planning for Redevelopment District Plans No. 1 & 2.*

Motion by President Carolyn Clow, second by Trustee Hilary Brandt, to approve a proposal from MSA Professional Services for Land Use Planning for Redevelopment District Plans No. 1 & 2 in the amount of 143,170. Motion carries 7 - 0 - 0 by acclamation.

b. *Discussion regarding process to revise and/or update the Village's mission, vision statement, and core values.*

The Board discussed it would like to revise the Village's mission, vision statement, and core values without the assistance of an outside consultant. The Board felt they had the skills and competency to complete the process themselves. The Board directed discussion on the revision be postponed until such time as the Communications and Engagement Plan is presented by Revelation and the Diversity, Equity, and Inclusion position is established. Additionally, the Board directed staff to remove the mission, vision statement and core values from the website and Board goals document.

c. *Discussion and action to consider the proposed goals and objectives with action plan to be accepted as the 2023-2024 McFarland Strategic Implementation Plan.*

Motion by President Carolyn Clow, second by Trustee Ed Wreh, to approve the proposed goals and objectives with action plan to be accepted as the 2023-2024 McFarland Strategic Implementation Plan with the following revisions:
1. Remove the sentence directing that all goals and objectives be in accordance with the mission and vision statement.
2. D.3 3 Add updating the mission, vision, and core values with cost to be determined and a timeline to begin the project in March of 2024.
3. Correct spelling of temporary on page 36 of the page,
4. Update action that planned renovations for Brandt Park include gender-neutral restroom facilities.
4. C 6 2 Correct spelling of County.

Motion carries 7 - 0 - 0 by acclamation.

The Board also requested a breakdown by department of the goals approve din the plan.

d. *Discussion and action to accept the McFarland 2024-2028 Capital Improvement Plan.*

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to accept the McFarland 2024-2028 Capital Improvement Plan. Motion carries 7 - 0 - 0 by acclamation.

e. *Discussion regarding the selection of the one floor option or the two floor option for the*

Municipal Center renovation as presented within the McFarland Municipal Center Campus Master Plan project.
President Clow provided an update on the process. The Board identified topics they would like staff to present on at the next Village Board to assist in the decision-making process. Those topics include future programming of the space, operational costs of the community center and temporary relocation plans.

7. SCHEDULE NEXT MEETING DATE.

a. Joint Village Board & Library Board Meeting - September 12, 2023 - 5:30 pm

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

c. Village Board - September 26, 2022 - 7:00 p.m.

8. ADJOURNMENT.
Motion by Village Trustee Michael Flaherty, second by Village Trustee TJ Jerke, to adjourn at 8:20 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