

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, November 14, 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, and Village Trustee Edward Wreh.

Village Board members not present: None.

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

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

President Clow announced that the Food Pantry thanked the Village for its annual contribution.

Speaker Mark Charles, a renowned Native American activist, scholar and author will be speaking at the Waubesa Intermediate School on November 18th at 6:30 p.m.

President Clow congratulated the Fire & Rescue Department on being rated as a Class 3/3Y Department through the ISO rating process.

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 October 24, 2023 Village Board meeting.

2) Motion to approve the minutes of the special October 26, 2023 Village Board meeting.

3) Motion to approve checks in the amount of \$1,651,198.98.

4) Motion to approve an Event Permit Application and a license application for a temporary Class B fermented malt beverage and wine license from the Madison Curling Club for the MadTown Double Down Event to take place January 4, 2024 through January 7, 2024 at the Madison Curling Club located at 4802 Marsh Road with the conditions provided by the Police Chief.

5) Motion to approve the change of agent to appoint Patricia Copeland to serve as the new liquor license agent for Walgreens Inc.

6) Motion to accept the Communications & Engagement Plan from Revelation, PR, Advertising and Social Media.

7) Motion to approve design engineering services agreement to conduct a traffic study for Broadhead/Holscher and Paulson/Ridge intersections.

8) Motion to authorize the Village Administrator to lease 5810 Milwaukee Street.

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.

6. PUBLIC HEARINGS.

a. On the proposed budget for the year 2024 and establishing the 2023 payable in 2024 property tax levy for the Village of McFarland.

President Clow opened the hearing for the 2023 payable 2024 property tax levy for the Village of McFarland.

Farrel Smith, 5116 Church Street, spoke in opposition of the 2nd floor option for the Municipal Center Master Plan project and the DEI position.

7. BUSINESS.

a. Parks and Recreation Committee (Trustees Jerke & Fessler)

1) Discussion and action regarding design services for lake access at Lewis Park.

Motion by Village Trustee TJ Jerke, second by Village Trustee Luke Fessler, to approve design services for lake access at Lewis Park. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding updates to Chapter 1 Parks and Park Facilities Naming Policy.

Motion by Village Trustee TJ Jerke, second by Village Trustee Luke Fessler, to approve updates to Chapter 1 Parks and Park Facilities Naming Policy. Motion carries 7 - 0 - 0 by acclamation.

b. Community Development Authority (Trustees Brassington & Jerke)

- 1) Discussion and action regarding updates to the Village's Tax Increment Financing Development Incentives Policy Manual.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee TJ Jerke, to approve updates to the Village's Tax Increment Financing Development Incentives Policy Manual. Motion carries 6 - 0 - 1 by acclamation, with Trustee Edward Wreh abstaining.

- c. Sustainability and Natural Resources Committee (Trustee Flaherty & President Clow)

- 1) Discussion and action to accept the Village of McFarland Community Center Net Zero Energy Predesign Report.

Motion by Village Trustee Michael Flaherty, second by Village President Carolyn Clow, to accept the Village of McFarland Community Center Net Zero Energy Predesign Report. Motion carries 7 - 0 - 0 by acclamation.

- 2) Discussion and action to accept the Comprehensive Energy Plan Report.

Motion by Village Trustee Michael Flaherty, second by Village President Carolyn Clow, to accept the Comprehensive Energy Plan Report. Motion carries 7 - 0 - 0 by acclamation.

- d. Discussion and action on approval of a Request for Proposals (RFP) for architectural services for the McFarland Municipal Center Campus project.

Motion by Village President Carolyn Clow, second by Village Trustee Luke Fessler, to approve a Request for Proposals (RFP) for architectural services for the McFarland Municipal Center Campus project. Motion carries 7 - 0 - 0 by acclamation.

- e. Discussion and action on proposed changes to the 2024 Budget presented by Village Board members:

- 1) Changes since the last distribution.

Village Administrator Schuenke provided an update on changes since the distribution of the budget.

- 2) General Fund (100)

- a. Add funding to the Village Board budget to address additional supplies for the Village's annual Community Service Day.

Motion by Village Trustee Michael Flaherty, second by Village Trustee Hilary Brandt, to add funding to the Village Board budget to address additional supplies for the Village's annual Community Service Day. Motion carries 7 - 0 - 0 by acclamation.

- b. Add funding to the Municipal Court budget to address increasing rate of pay for the Municipal Judge.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to add funding to the Municipal Court budget to address increasing rate of pay for the Municipal Judge. Motion carries 7 - 0 - 0 by acclamation.

- c. Remove funding for the DEI Strategist position or transition funding for position to communications responsibilities.

Motion by Trustee Mike Flaherty, second by Trustee TJ Jerke, to shift funding for the position from utility and TIF funding to the property tax levy. Motion fails 1 - 6 - 0 with President Clow, and Trustees Brandt, Brassington, Fessler, Jerke, and Wreh voting nay.

Motion by Trustee Mike Flaherty, second by Trustee TJ Jerke, to shift the DEI position to be part of the communications and engagement team. Motion fails 1 - 6 - 0 with President Clow, and Trustees Brandt, Brassington, Fessler, Jerke, and Wreh voting nay.

- d* Add funding to the Fires & Rescue budget to address *the Village participating in the CARES program.*

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to add funding to the Fires & Rescue budget to address the Village participating in the CARES program and to use 50,000 of fund balance. Motion carries 7 - 0 - 0 by acclamation.

3) Capital Projects Fund (400)

- a* Add funding to the Community Development capital projects budget to address additional funding to support planning services for the east side business park.

Motion by Village President Carolyn Clow, second by Village Trustee Luke Fessler, to add funding to the Community Development capital projects budget to address additional funding to support planning services for the east side business park and to increase funding by \$75,000. Motion carries 7 - 0 - 0 by acclamation.

- b* Add funding to the Community Development capital projects budget to address commemorating the McFarland Land Acknowledgement on four Village-owned facilities.

Motion by Village President Carolyn Clow, second by Village Trustee Luke Fessler, to add funding to the Community Development capital projects budget to address commemorating the McFarland Land Acknowledgement on four Village-owned facilities and increase borrowing by \$5,000. Motion carries 7 - 0 - 0 by acclamation.

4) Utility Fund (600)

- a* Remove funding within the Water Services budget to fix duplication within formula.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to remove funding within the Water Services budget to fix duplication within formula. Motion carries 7 - 0 - 0 by acclamation.

8. CLOSED SESSION.

- a.* Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically related to.

- 1) Resolution 2023-19: a resolution ratifying and approving a purchase agreement for the property located at 5810 Main Street, McFarland, WI.*

- 2) Resolution 2023-20: a resolution ratifying and approving a purchase agreement for the property located at 4903 Terminal Drive, McFarland, WI.*

- 3) Acquisition of property located at 4008 and 4012 Terminal Drive, including parcel 0710-273-8620-1, Tax Increment District #3.*

Motion by President Clow, second by Trustee Brassington, to enter into closed session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically related to:

- 1) Resolution 2023-19, a resolution ratifying and approving a purchase agreement for the property located at 5810 Main Street, McFarland, WI.
- 2) Resolution 2023-20, a resolution ratifying and approving a purchase agreement for the property located at 4903 Terminal Drive, McFarland, WI.
- 3) Acquisition of property located at 4008 and 4012 Terminal Drive, including parcel 0710-273-8620-1, Tax Increment District #3 at 8:40 p.m..

Motion carries on a roll call vote 6- 0- 1 : Brandt - Aye, Brassington - Aye, Clow - Aye, Fessler - Aye, Flaherty - Aye, Jerke - Aye, Wreh - Abstain.

Following the vote, Trustee Wreh removed himself from the table and did not participate in closed session deliberations.

9. RECONVENE INTO OPEN SESSION.

Motion by President Clow, second by Trustee Brandt, to reconvene into open session at 9:22 p.m.

10. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

- a. Discussion and action on Resolution 2023-19: a resolution ratifying and approving a purchase agreement for the property located at 5810 Main Street, McFarland, WI.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Resolution 2023-19: a resolution ratifying and approving a purchase agreement for the property located at 5810 Main Street, McFarland, WI. Motion carries 6 - 0 - 1 by acclamation with Trustee Wreh abstaining.

- b. Discussion and action on Resolution 2023-20: a resolution ratifying and approving a purchase agreement for the property located at 4903 Terminal Drive, McFarland, WI.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Resolution 2023-20: a resolution ratifying and approving a purchase agreement for the property located at 4903 Terminal Drive, McFarland, WI. Motion carries 6 - 0 - 1 by acclamation, with Trustee Wreh abstaining.

- c. Discussion and action on acquisition of property located at 4008 and 4012 Terminal Drive, including parcel 0710-273-8620-1, Tax Increment District #3.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve acquisition of property located at 4008 and 4012 Terminal Drive, including parcel 0710-273-8620-1, Tax Increment District #3. Motion carries 6 - 0 - 1 by acclamation, with Trustee Wreh abstaining.

Following the vote on item 10 c. Trustee Wreh rejoined the table.

11. SCHEDULE NEXT MEETING DATE.

- a. November 28, 2023 - 7:00 p.m. - Village Board

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

c. December 26, 2023 at 7:00 pm - Village Board - Planned for Cancellation.

12. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee TJ Jerke, to adjourn at 9:26 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