

Monday, December 4, 2023

6:30 PM

McFarland Municipal Center  
Community Room

## AGENDA

You are invited to this meeting through a Zoom webinar. The public may attend in-person or remotely through the webinar or telephone options listed below.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/88228157855>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 882 2815 7855

Press \*9 to raise/lower hand. Press \*6 to mute/unmute.

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
  - a. This is an opportunity for members of the public to address the Public Safety Committee 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 Committee 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 Committee 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 Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to [public.safety@mcfarland.wi.us](mailto:public.safety@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.
3. APPROVAL OF MINUTES.
  - a. Motion to approve the minutes of the 9/7/2023 meeting.
4. BUSINESS.
  - a. Discussion on arranging panel discussion for the Community with the Fire & Rescue Chief and Police Chief.
  - b. Discussion and recommendation on ordinance amendment 2023-16: an ordinance requiring vehicles to stop for flashing lights on a school bus.
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.



VILLAGE OF MCFARLAND

**Public Safety Committee Minutes**

*Thursday, September 7, 2023 - 6:30 PM*

**1. CALL TO ORDER, ROLL CALL.**

Village Trustee Edward Wreh called the regular meeting of the Public Safety Committee to order at 6:30 PM in the Community Room

Members present: Edward Wreh, Hilary Brandt, Rich Staley, Dottie Olson, Meredith Hughey

Members not present: Shannon Morrison, Alisa Leamy

Staff Present: Deputy Administrator Cassandra Suettinger, Police Chief Aaron Chapin

**2. PUBLIC APPEARANCES.**

*This is an opportunity for members of the public to address the Public Safety Committee 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 Committee 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 Committee 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 Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to public.safety@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.*

There were no public appearances.

**3. APPROVAL OF MINUTES.**

*Motion to approve the minutes of the 7/31/2023 meeting.*

Motion by Village Trustee Edward Wreh, seconded by Village Trustee Hilary Brandt, to approve the minutes from the 7/31/2023 meeting. Motion carries 5 - 0 - 0 by acclamation.

**4. BUSINESS.**

*Discussion and recommendation on an application for a Class "B" Beer and Reserve "Class B" Liquor for the Winehouse Lounge LLC, D/B/A, The Winehouse, for the property located at 4719 Farwell St including an approximately 400 square foot outdoor consumption area.*

Village Trustee Edward Wreh introduced the item. Deputy Administrator Suettinger gave an overview of the item. Chief Chapin gave his review regarding public safety. Deputy Administrator Suettinger answered the committee's questions. Motion by Village Trustee Edward Wreh, second by Village Trustee Hilary Brandt, to recommend approval of the application for a Class "B" Beer and Reserve "Class B"

Liquor for the Winehouse Lounge LLC, D/B/A, The Winehouse, for the property located at 4719 Farwell St including an approximately 400 square foot outdoor consumption area with the listed conditions:

1. Successful issuance of occupancy from the Building Inspector.
2. Completion of the installation of the internal fence dividing the outdoor area of Winehouse from the outdoor area of the adjacent Grace Coffee.
3. The maximum occupant load of the area will be required to be posted per the International Building Code 2015 edition 1004.3 (IBC). Staff will assist in determining permissible load and posting location with the applicant.
4. Any latches for the egress gates shall swing with the path of travel and be operable in accordance with ADA and IBC requirements.

Motion carries 5 - 0 - 0 by acclamation.

*b. Discussion and recommendation on ordinance amendment 2023-08: An ordinance to prohibit false emergency calls.*

Village Trustee Edward Wreh introduced the item. Chief Chapin gave an overview of the item and answered the committee's questions.

Motion by Village Trustee Edward Wreh, second by Village Trustee Hilary Brandt, to recommend approval of ordinance amendment 2023-08: An ordinance to prohibit false emergency calls. Motion carries 5 - 0 - 0 by acclamation.

*c. Discussion and recommendation on ordinance amendment 2023-09: An ordinance amending regulations for mobile food establishments.*

Village Trustee Edward Wreh introduced the item. Deputy Administrator Suettinger gave an overview of the item. Chief Chapin explained public safety issues and answered questions.

Motion by Village Trustee Edward Wreh, seconded by Village Trustee Hilary Brandt, to recommend approval of ordinance amendment 2023-09: An ordinance amending regulations for mobile food establishments, with the recommended amendment removing the word *shall* to *may* as earlier stated. Motion carries 5 - 0 - 0 by acclamation.

**5. SCHEDULE NEXT MEETING DATE.**

*a. October 2, 2023, 6:30 p.m.*

**6. ADJOURNMENT.**

Motion by Village Trustee Hilary Brandt to adjourn at 7:13 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,  
Tricia Reimer  
Office Manager





# Village Board Trustee Referral Form

**Requested By** Trustee Wreh

## Item/Issue Referral

Include background information/issue to be referred.

Ex: The Bocce League is currently at capacity and unable to accept any more members due to lack of available space.

### Item/Issue Referral

A few months ago, Chief Chaplin and I briefly discussed having an event around educating the public about their rights. The concept was to have the police chief and an attorney have different discussions about commonly asked questions about policing. The objective is to educate the public while also continue our commitment to community policing. There is also added value to include the Fire Chief to educate the public on safety matters as well.

## Action/Referral Request

Insert action requested.

Ex: I request the issue of adding an additional Bocce Court be referred for recommendation.

### Action/Referral Request

I am requesting a referral to the Public Safety committee and DEI community to work with the Chiefs (in partnership with the school) to plan a panel discussion with the community. The timeline will be late April or Early May. Location could be the new Public Safety or the school's auditorium.

### Request Referral to (Please select all that apply)

- Diversity, Equity, and Inclusion Committee
- Public Safety Committee

## Attachments/Background Information

Insert relevant websites or attach any additional background information.

### Background Information

A few months ago, Chief Chaplin and I briefly discussed having an event around educating the public about their rights. The concept was to have the police chief and an attorney have different discussions about commonly asked questions about policing. The objective is to educate the public while also continue our commitment to community policing. There is also added value to include the Fire Chief to educate the public on safety matters as well.

  
**VILLAGE OF**  
**McFarland**  
**SUMMARY SHEET**

**MEETING DATE:** Monday, December 4, 2023

**SECTION:** Business

**DEPARTMENT:** Police

**CONTACT:** Aaron Chapin, Police Chief

**AGENDA ITEM:** Discussion and recommendation on ordinance amendment 2023-16:  
an ordinance requiring vehicles to stop for flashing lights on a school bus.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

The current ordinance mirrors State law, which allows for exemptions to when a driver must stop for a school bus with flashing lights and the stop arm activated. The revision would require vehicles to always stop for a bus with the lights and stop arm activated.

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

1. 2023-16 School Bus Warning Lights

**VILLAGE OF MCFARLAND  
ORDINANCE 2023-16**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE REGARDING THE USE  
OF SCHOOL BUS WARNING LIGHTS**

**PURPOSE:** To amend the Municipal Code to require school bus operators to use warning lights when loading and unloading pupils in all residence and business districts.

**SPONSOR:** Police Chief Aaron Chapin

**RECOMMENDED REFERRAL:** Public Safety Committee

**PUBLIC HEARING:;** None.

**WHEREAS,** the Village of McFarland Municipal Code regulates the use of school bus warning lights; and,

**WHEREAS,** the current Code is in need of updating and revision; and,

**WHEREAS,** the Public Safety Committee has reviewed the proposed ordinance and recommends it be approved by the Village Board; and

**WHEREAS,** the Village Board agrees with the recommendations, and that enacting the proposed ordinance is in the public interest; and,

**WHEREAS,** , the Village Board further finds that there is a public safety need for school bus operators to use flashing red or amber lights when loading and unloading pupils in the Village, and that pursuant to Wis. Stat. § 349.21(1), the Village Board intends by this ordinance to expand the area in residence and business districts in which warning lights are to be used.

**NOW THEREFORE,** be it ordained by the Village Board of the Village of McFarland, in the State of Wisconsin, as follows:

**SECTION 1:**        **AMENDMENT** “35-6 School Bus Warning Lights” of the Village of McFarland Municipal Code is hereby *amended* as follows:

AMENDMENT

35-6 School Bus Warning Lights

Notwithstanding the provisions of Wis. Stats. §§ 346.48(2)(b)2 and 346.48(2)(bm) adopted by Section 35-1 to the contrary:

(a) School bus operators shall use flashing red or amber warning lights when pupils or other authorized passengers are to be loaded or unloaded in residence and business districts, including, but not limited to, those areas where a sidewalk and curb are laid on both sides of the road. The requirements of this section do not apply to school grounds and to other areas where use of school bus warning lights is otherwise prohibited by law. This section is not a limitation on the lawful use of school bus warning lights in any other area in the Village.

- (a) ~~Pursuant to Wis. Stats. § 349.21(1), school bus operators shall use flashing red, and if so equipped, amber warning lights in residential and business districts when pupils or other authorized passengers are to be loaded or unloaded at locations at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded. Pursuant to Wis. Stats. § 349.21(2), the use of flashing red, and if so equipped, amber warning lights by school bus operators is prohibited when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds in a zone designated by school warning signs as provided in Wis. Stats. § 118.08(1), in which a street or highway borders the grounds of a school.~~

(Code 1998, § 10-1-5; Ord. No. 2011-12, §§ 1, 2, 7-25-2011; Ord. No. 2013-02, § 1, 2-25-2013)

**State law reference(s)**—School zone crossing, Wis. Stats. § 118.08.

PASSED AND ADOPTED BY THE VILLAGE OF MCFARLAND VILLAGE BOARD

\_\_\_\_\_.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Brandt	_____	_____	_____	_____
Brassington	_____	_____	_____	_____
Clow	_____	_____	_____	_____
Fessler	_____	_____	_____	_____
Flaherty	_____	_____	_____	_____
Jerke	_____	_____	_____	_____
Wreh	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Carolyn Clow, Village President,  
Village of McFarland

\_\_\_\_\_  
Cassandra Suettinger, Deputy  
Administrator/Clerk, Village of  
McFarland