

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, February 27, 2024 - 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 TJ Jerke, Village Trustee Edward Wreh, Village Trustee Luke Fessler, Village President Carolyn Clow, Village Trustee Stephanie Brassington, Village Trustee Hilary Brandt

Village Board members not present: Village Trustee Michael Flaherty

Staff Present: Village Administrator Matt Shcuenke, Clerk/Treasurer Tanya O'Malley, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, and DEI Strategist Krystal Johnson.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

Trustee Fessler announced that there will be a Land Acknowledgment Done Better program by the McFarland UCC on March 5th and a Land Back in McFarland event by the Indigenous Solidarity Collective on March 9th.

DEI Strategist Krystal Johnson was introduced.

Public Works Director Igl announced that there would be a Public Hearing on March 20th at 2 p.m. on the PSC Rate Case Study.

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 February 13, 2024 regular meeting.

2) Motion to approve the minutes of the February 13, 2024 special meeting.

3) Motion to approve checks in the amount of \$5,796,311.69.

4) Motion to approve appointing Jeff Sorenson to serve on the Board of Zoning Appeals for a term ending April 30, 2024.

5) Motion to approve an Event Permit Application from McFarland Community Band for the Community Band Concerts to take place on July 11, 2024 and August 15, 2024 with the conditions provided by Village Staff.

6) Motion to approve an Event Permit Application, with a variance to allow the presence of minors where alcohol is served, from Dan Chin Homes for the Easter Egg Hunt to take place on March 16, 2024 with the conditions provided by Village Staff.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, 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.
None.

6. PUBLIC HEARINGS.

- a. *Public hearing regarding Ordinance 2024-05, An Ordinance to Amend the Municipal Code Concerning Impact Fees for the Public Safety Center.*

President Clow opened the Public Hearing at 7:06 pm. There were no members of the public wishing to be heard. President Clow closed the Public Hearing at 7:08 p.m.

7. BUSINESS.

- a. *Finance Committee (Trustees Brandt, Brassington, & Flaherty)*
 - 1) *Discussion and action accept the Library Impact Fee Study and Public Facilities Needs Assessment.*

Community & Economic Development Director Bremer provided information and answered questions.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to accept the Library Impact Fee Study and Public Facilities Needs Assessment from Baker Tilly dated February 19, 2024. Motion carries 6 - 0 - 0 by acclamation.

- 2) *Discussion and action accept the Public Safety Center Impact Fee Study and Public Facilities Needs Assessment.*

Community & Economic Development Director Bremer provided information and answered questions.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to accept the Public Safety Center Impact Fee Study and Public Facilities Needs Assessment from Baker Tilly dated February 19, 2024. Motion carries 6 - 0 - 0 by acclamation.

- 3) *Discussion and action to approve Ordinance #2024-05: An Ordinance to Amend the*

Municipal Code Concerning Impact Fees for the Public Safety Center.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve Ordinance #2024-05: An Ordinance to Amend the Municipal Code Concerning Impact Fees for the Public Safety Center. Motion carries 6 - 0 - 0 by acclamation.

b. Diversity, Equity, and Inclusion Committee (Trustees Brassington & Wreh)

1) Discussion and action regarding scheduling for the 2024 McFarland Observed Holidays.

DEI Strategist Johnson provided information and answered questions.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the 2024 McFarland Observed Holidays schedule including the definitions in that document. Motion carries 6 - 0 - 0 by acclamation.

c. Public Works & Utilities Committee (Trustees Wreh & Brandt)

1) Discussion and action regarding the 2024 Street & Utility Improvements project and authorize the project for bid.

Tim Stieve, Town & Country Engineering and Public Works Director Igl provided information and answered questions.

Motion by Village Trustee Edward Wreh, second by Village Trustee Hilary Brandt, to approve the 2024 Street & Utility Improvements project and authorize the project for bid. Motion carries 6 - 0 - 0 by acclamation.

d. Discussion and action to adopt Resolution 2024-05: A Resolution to Revise the Village of McFarland Ward Plan Following the Adoption of 2023 Wisconsin Act 94 and to Combine Municipal Wards for Voting Purposes.

Interim Clerk/Treasurer O'Malley provided information and answered questions.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to adopt Resolution 2024-05: A Resolution to Combine Municipal Wards for Voting Purposes. Motion carries 6 - 0 - 0 by acclamation.

8. REQUESTS FOR REFERRAL OF NEW ITEMS.

a. Discussion and action on a Trustee Referral from Trustee Jerke requesting amendment of Village Ordinance 2-187(a) to provide additional clarification on requirements for Trustees to serve on Village Boards, Committees and Commissions.

The Board discussed the referral request asking for clarification on Village Ordinance 2-187(a).

Motion by Village President Carolyn Clow, second by Village Trustee TJ Jerke, to bring the request to legal counsel for options on the request and to postpone the Trustee Referral from Trustee Jerke requesting amendment of Village Ordinance 2-187(a) to provide additional clarification on requirements for Trustees to serve on Village Boards, Committees and Commissions to a March meeting once legal counsel has provided additional information for consideration. Motion carries 6 - 0 - 0 by acclamation.

9. CLOSED SESSION.

- a. Discussion and action on entering into closed session in accordance with Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider 2023 performance evaluation data and applicable compensation for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village Trustee Edward Wreh, to convene into closed session in accordance with Wis. Stats. 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to consider 2023 performance evaluation data and applicable compensation for the Village Administrator position at 8:15 p.m. Motion carries 6 - 0 - 0 on a roll call vote.

10. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to reconvene into Open Session at 9:20 p.m. Motion carries 6 - 0 - 0 by acclamation.

11. SCHEDULE NEXT MEETING DATE.

- a. March 12, 2024 - Village Board - 7:00 p.m.
- b. March 26, 2024 - Village Board - 7:00 p.m.

12. ADJOURNMENT.

Motion by Village Trustee Edward Wreh, second by Village Trustee TJ Jerke, to adjourn at 9:23 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,
Tanya O'Malley
Interim Clerk/Treasurer