

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, May 28, 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 Hilary Brandt, Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee Luke Fessler, Village Trustee Alisa Leamy, Village Trustee Miguel Peña, Village Trustee Lowell J. Prill

Village Board members not present: None.

Staff Present: Village Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Public Works Director Lee Igl, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. Village of McFarland recognized and winner of several awards at 2024 The Best of the Midwest Community Media Fest.

President Clow highlighted the work of Village Media Producer Ben Becs in winning of several awards at the 2024 Best of the Midwest Community Fest.

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 May 14, 2024 meeting.
- 2) Motion to approve checks in the amount of \$349,358.72
- 3) Motion to approve a Community Grant Application from the McFarland Equity Project as recommended by the Finance Committee.
- 4) Motion to reject bids for the Public Safety Center Battery Project.
- 5) Motion to approve a proposal from the Concord Group for commissioning services to develop a new net zero Community/Municipal Center.
- 6) Motion to approve appointing John Peirce to serve as an Election Inspector for the 2024-2025 term.

Trustee Leamy requested item 4 be removed from the consent agenda.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to approve the consent agenda as presented with item 4 removed. 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.

The Board discussed consent agenda item 4a. Discussion and action on rejecting bids for the Public Safety Center Battery Project.

Administrator Schuenke provided an overview of the purpose of the project. Overall, he reported the project was a good project; however, bids came in far in excess of the budget. Based on this, staff recommends rejecting bids at this time.

Motion by President Clow, second by Trustee Fessler, to reject bids for the Public Safety Center battery project. Motion carries 7 - 0 - 0 by acclamation.

- a. Discussion and action on Resolution 2024-08: A Resolution recognizing June as LGBTQIA+ Pride Month.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Resolution 2024-08: A Resolution recognizing June as LGBTQIA+ Pride Month. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and action regarding the acceptance of the 2023 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause.

Motion by Village President Carolyn Clow, second by Village Trustee Miguel Peña, to approve acceptance of the 2023 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause. Motion carries 7 - 0 - 0 by acclamation.

- c. Personnel Committee (Trustees Leamy, Fessler & Prill)

- 1) Discussion and action regarding the creation of a third Administrative Captain position and update of organization chart for the Fire & Rescue Department.

Motion by Village Trustee Alisa Leamy, second by Village Trustee Lowell J. Prill, to approve the creation of a third Administrative Captain position and update of organization chart for the Fire & Rescue Department. Motion carries 7 - 0 - 0 by acclamation.

- 2) Discussion and action regarding updates to Chapter 36, Vehicle Use Policy, of the

Personnel Policy Manual.

Motion by Village Trustee Alisa Leamy, second by Village Trustee Lowell J. Prill, to approve updates to Chapter 36, Vehicle Use Policy, of the Personnel Policy Manual. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

- a. June 5, 2024 (Wednesday) - 5:30 p.m.- Special Village Board Meeting
- b. June 10, 2024 (Monday) - 7:00 p.m. - Village Board Meeting
- c. June 25, 2024 - 5:30 p.m.- Special Village Board Meeting
- d. June 25, 2024 - 7:00 p.m.- Village Board Meeting

8. ADJOURNMENT.

Motion by Village Trustee Hilary Brandt, second by Village Trustee Luke Fessler, to adjourn at 7:59 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