

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, December 10, 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 Lowell J. Prill

Village Board members not present: Village Trustee Miguel Peña

Staff Present: Village 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 thanked the McFarland Chamber of Commerce for putting on the Winter Wonderland Event.

Deputy Administrator/Clerk Suettinger announced the nomination paper process had begun for Village offices. Information on the process is available on the Village website under elections.

Trustee Brassington highlighted the upcoming silent Santa event at the E.D. Locke Public Library.

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 November 26, 2024 meeting.

2) Motion to approve checks in the amount of \$359,059.08

3) Motion to approve Resolution 2024-24: A resolution dissolving the Communications and Technology 200 fund.

4) Motion to approve a service agreement with Dane County for funding to provide case management and nutrition services through the Senior Outreach Department as a Focal Point.

5) Motion to approve a Temporary "Class B" Wine and Class "B" Beer License for Friends of the McFarland Library to hold the Friends of McFarland Library Trivia Night on January 11, 2025, at the E.D. Locke Library (with a snow day make up date of January 25, 2025) with the conditions provided by the Police Chief.

6) Motion to approve the change of agent to appoint Michael Laures to serve as the new liquor license agent for Kwik Trip, Inc d/b/a Kwik Trip #766

7) Motion to approve appointing Karen Pominville to serve on the Plan Commission for a term ending April 30, 2025.

Motion by Village President Carolyn Clow, second by Village Trustee Lowell J. Prill, 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.

President Clow read into the record those wishing to register support but not wishing to speak: Melanie Ebert, 3356 Peterson Road, Penny Simmons, 2683 Bruce Parkway, Luann Bowens 2723 Ridge Court, Jill Runde 6201 Renee Court, President Clow read a letter of support from Gloria Frank 6215 Pheasant Run for the Village to work with the Youth Center on combining operations.

Tom Mooney, 6205 Pheasant Run, spoke in support of the Village taking over the youth center.

Becky Cohen, 5606 Curtis Street, spoke in support of the Village taking over the youth center.

Megan Lane, no address provided, spoke in support of the Village taking over the youth center.

Jean Papalia, Hidden Farm Road, spoke in support of the Village taking over the youth center.

6. BUSINESS.

a. Presentation by Dane County Land and Water Resources Department on the Lake Waubesa and Lake Kegonsa aquatic plant management plan.

Peter Jopke, presented on the Lake Waubesa and Lake Kegonsa aquatic management plan.

b. Discussion and action on selecting a carrier for the Village's insurance coverage portfolio.

Village Administrator Schuenke provided an overview on the RFP issued for insurance services and staff's recommendation.

Motion by President Clow, second by Trustee Brassington, to select MPIC (Baer) to provide Property/Inland Marine and Equipment Breakdown and Ansay (CIC) to provide General Liability, Crime, Auto Physical Damage, and Worker's Compensation subject to final review and approval by the Village Administrator to be effective as of January 1, 2025.

- c. Discussion on the communications and engagement plan for the project to update the Village's mission, vision, and value statements.

DEI strategist Krystal Johnson and Communication Manager Melanie Camellia provided an overview of the Comms and Engagement Plan surrounding the Village's mission, vision and value statements. The Board provided feedback and staff will carry out the outlined communications and engagement plan.

- d. Discussion and action on Ordinance 2024-27: an Ordinance amending Appendix A of the Code of Ordinances for 2025 Fee Changes.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Ordinance 2024-27: an Ordinance amending Appendix A of the Code of Ordinances for 2025 Fee Changes. Motion carries 6 - 0 - 0 by acclamation.

7. REQUESTS FOR REFERRAL OF NEW ITEMS.

- a. Discussion and action regarding request from McFarland Youth Center Board to continue planning transition of youth center services to Village operations.

MYC President Shawn Miller presented an overview of the request from the MYC for the Village to take over as of June 1, 2026.

Motion by President Clow, second by Trustee Fessler, to refer the request from the MYC Board to continue planning transition of youth center services to Village operations to the joint Village Board/Library Board meeting on January 28, 2025.

Motion carries 6 - 0 - 0 by acclamation.

8. SCHEDULE NEXT MEETING DATE.

- a. January 14, 2025 - 7:00 p.m. - Regular Village Board Meeting

- b. January 25, 2025 - 7:00 p.m. - Regular Village Board Meeting

9. ADJOURNMENT.

Motion by Village Trustee Luke Fessler, second by Village Trustee Stephanie Brassington, to adjourn at 8:50 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