

VILLAGE OF MCFARLAND  
**VILLAGE BOARD**  
**Monday, October 24, 2016**

1. **CALL TO ORDER.** Village Board President Brad Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 p.m. in the Community Room of the McFarland Municipal Center.

2. **ATTENDANCE ROLL CALL.**

Village Board members present: Trustees Jerry Adrian, Brad Czebotar, Dan Kolk, Mary Pat Lytle, Tom Mooney, and Clair Utter.

Staff Present: Village Administrator Matt Schuenke, Village Clerk/Deputy Treasurer Cassandra Suettinger, Community Development Director Pauline Bonness, Fire/EMS Chief Chris Dennis, Police Chief Craig Sherven, Finance Director Kelsy Boyd, Senior Outreach Services Director Lori Andersen, and Communications and Technology Manager Eric Redding.

3. **PUBLIC APPEARANCE.**

Gail Poser, 5822 Lake Edge Road, *spoke in opposition* of the proposal from Beachhouse Properties LLC regarding the Waubesa Shores apartments and condominium project (the former Beach House property).

Stuart Allbaugh, 5622 Lake Edge Road, *spoke in opposition* of the proposal from Beachhouse Properties LLC regarding the Waubesa Shores apartments and condominium project (the former Beach House property).

Bonnie Allbaugh, 5622 Lake Edge Road, *spoke in opposition* of the proposal from Beachhouse Properties LLC regarding the Waubesa Shores apartments and condominium project (the former Beach House property).

Scott Smith, 5624 Lake Edge Road, *spoke in opposition* of the proposal from Beachhouse Properties LLC regarding the Waubesa Shores apartments and condominium project (the former Beach House property).

Dawn Faust, 5426 Bremer Road, *spoke in opposition* of the proposal from Beachhouse Properties LLC regarding the Waubesa Shores apartments and condominium project (the former Beach House property).

4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**

- a. Public Announcements**

- (1) Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016.

- (2) Special Clerk's office absentee voting hours Saturday October 29, 2016 from 9 a.m. to 12 p.m.

- b. Public Communications**

- (1) 2016 WI DOA Population Estimate for the Village – The final estimate of the January 1, 2016 population for the Village of McFarland is 8,044.

- (2) Dues for Wisconsin Tax Payers Alliance – The Board requested to decrease the subscriptions to three and make a copy of the publication available for review.
- (3) Draft of the 2017 plan for the Madison Areas Transportation Board is available for review and comment.
- (4) The Village recognized and congratulated Bill Rice on the naming of the football field at Lloyd Schneider Stadium as Williams J Rice field.
- (5) The Board extended their condolences to McFarland Police Officer Nate Jacobsen at the passing of his wife.

## 5. CONSENT AGENDA.

- a. **Motion to approve pre-paid check #67394-67404 in the amount of \$2,506.80 and current checks #67405-67493 in the amount of \$101,365.27.**
- b. **Motion to approve the minutes of the October 10, 2016 Village Board meeting.**
- c. **Motion to approve the minutes of the October 13, 2016 Special Village Board meeting.**  
*As amended*
- d. **Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Kady Wolfe (McFarland Liquor), Lindsay Frazier (Parkside Pub), and Justin Oldeburg (5100).**

Motion by President Czebotar, second by Trustee Lytle, to approve the consent agenda with item c as amended. Motion carries 6-0 by acclamation with Trustee Brassington abstaining on items b and c.

## 6. BUSINESS.

### a. FINANCE COMMITTEE

**1) Discussion and possible action on resolution 09-2016: A Resolution authorizing the issuance and awarding the sale of \$1,710,000 general obligation refunding bonds; providing the form of the bonds; and levying a tax in connection there with.**

Carol Wirth, Wisconsin Public Finance Professionals, LLC, provided an overview of the proposal. She noted the final net savings on the issuance of the bonds shall be approximately \$86,943. She clarified this is a non-callable bond because of the short 4 year duration. She also noted WFPF will continue to request further clarification on the "Aa3" bond rating

Motion by Trustee Lytle, second by Trustee Mooney, to approve resolution 09-2016: A Resolution authorizing the issuance and awarding the sale of \$1,710,000 general obligation refunding bonds; providing the form of the bonds; and levying a tax in connection there with. Motion carries 7-0 by acclamation.

**2) Discussion and possible action on resolution 10-2016: A Resolution authorizing the redemption of the \$2,635,000 taxable general obligation promissory notes dated December 15, 2008.**

Motion by Trustee Lytle, second by Trustee Mooney, to approve resolution 10-2016: A Resolution authorizing the redemption of the \$2,635,000 taxable general obligation promissory notes dated December 15, 2008. Motion carries 7-0 by acclamation.

## 7. PLAN COMMISSION

a. **Discussion and possible action on Ordinance No. 2016-06. AN ORDINANCE TO REZONE LANDS AT 5306 FALLING LEAVES LANE FROM THE R-1 RESIDENTIAL DISTRICT TO R-1A RESIDENTIAL DISTRICT.**

Cindy Weber, 5306 Falling Leaves Lane, provided an overview of the proposal to rezone the lands at 5306 Falling Leaves Lane from R-1 to R-1A. She explained they would like to divide the property into two lots. The lot with the current house would be sold, and they would build a retirement home on the second lot. She noted they do not have the required square footage for the land division in the current R-1 zoning. The permitted uses for the R-1A zoning district are the same as the R-1 zoning district.

Motion by President Czebotar, second by Trustee Kolk, to approve Ordinance No. 2016-06. AN ORDINANCE TO REZONE LANDS AT 5306 FALLING LEAVES LANE FROM THE R-1 RESIDENTIAL DISTRICT TO R-1A RESIDENTIAL DISTRICT.

Motion carries 6-1 with Trustee Utter voting nay.

Trustee Kolk explained there was concern with whether this land division would cause spot zoning; however, this is not the case due to the fact the permitted land uses remain the same.

8. **PUBLIC WORKS COMMITTEE**

a. **Discussion and possible action on awarding the contract for curb side pickup of brush and yard waste and service of the brush and yard waste site.**

Motion by Trustee Mooney, second by Trustee Adrian to award the three year contract to Barnes Inc. at a rate of \$63.45 per hour for curb side pickup of brush and yard waste and service of the brush and yard waste site. Motion carries 7-0 by acclamation.

9. **PERSONNEL COMMITTEE**

a. **Discussion and possible action regarding the Organizational Chart for the Administrative Office as it relates to the structure under the Clerk/Deputy Treasurer.**

Motion by President Czebotar, second by Trustee Kolk, to approve the organization chart for the administrative office as it relates to the structure under the Clerk/Deputy Treasurer. Motion carries 6-1 with Trustee Utter voting nay.

10. **Discussion and action regarding consideration of a proposal to replace the file server(s) at the McFarland Municipal Center.**

Administrator Schuenke explained the servers have reached 97% of their capacity. Current lack of capacity is causing workstations to crash and software application to underperform or fail. He noted they are requesting \$25,000 to replace the servers immediately.

The Board expressed concern with the project cost being \$25,000. The Board requested a fully developed description of the the project will entail, and noted if the project cost will exceed \$25,000 it must be brought back for bidding.

Motion by Trustee Kolk, second by Trustee Mooney, to approve the replacement of the file server(s) at the McFarland Municipal Center for a total project cost not to exceed \$25,000. Motion carries 6-1 by acclamation with Trustee Utter voting nay.

11. **Discussion and review of the 2017 Budget including the following sections:**

**a. Changes since last distribution**

Administrator Schuenke provided an overview of the changes since the last budget meeting including a decrease in the DOCOMM State Fire Insurance payment for 2017.

**b. Senior Outreach**

Outreach Director Lori Andersen provided an overview of the Senior Outreach budget submitted. She clarified this would put staffing levels slightly over what they were prior to Lori assuming the Director role.

**c. Community Development**

Community Development Director Pauline Bonness provided an overview of the of 2017 Community Development budget. She highlighted it includes increasing hours for the clerk and an additional enforcement inspector assist with ordinance violations.

**d. Library**

Library Director Heidi Cox provide an overview of the Library budget as submitted.

**e. Capital Projects Fund**

Department heads provide information on the capital projects fund expenditures for 2017.

**f. Parks Fund**

Director Allan Coville provide an overview of the proposed 2017 expenses from the Parks Fund

**g. Utilities Fund**

Postponed to November 10<sup>th</sup> Special Village Board Meeting.

**h. Stormwater Utility Fund**

Postponed to November 10<sup>th</sup> Special Village Board Meeting.

**i. TID #3 Fund**

Postponed to November 10<sup>th</sup> Special Village Board Meeting.

**j. TID #4 Fund**

Postponed to November 10<sup>th</sup> Special Village Board Meeting.

**12. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.**

President Czebotar requested the Finance Committee review the current revenues received by the Village and analyze their future sustainability.

**13. ADJOURNMENT.**

Motion by Trustee Utter, second by Trustee Adrian, to adjourn at 9:56 p.m. Motion carries 7-0 by acclamation.

Respectfully Submitted by,  
Cassandra Suettinger, Village Clerk/Deputy Treasurer