

VILLAGE OF MCFARLAND
VILLAGE BOARD
Monday, January 11, 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, Stephanie Brassington, Brad Czebotar, Dan Kolk, Mary Pat Lytle and Clair Utter.
Absent: Trustee Tom Mooney
Staff Present: Interim Senior Outreach Director Lori Anderson, Village Clerk/Deputy Treasurer Tracey Berman, Community Development Director Pauline Boness, Senior Accountant/Budget Manager Kelsy Boyd, Fire/EMS Chief Chris Dennis, Cable Manager Eric Redding, Administrator Eric Rindfleisch, and Police Chief Craig Sherven.
Others Present: Tom Alesia.
3. PUBLIC APPEARANCE.
 - a. Welcome McFarland Fire Rescue Chief, Christopher Dennis. President Czebotar welcomed new McFarland Fire Rescue Chief Chris Dennis to the Village staff, noting Chief Dennis's credentials. President Czebotar thanked Tom Reiter for his work during the transition period.
4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - (1) Village offices closed January 18th.
 - b. Public Communications
 - (1) Recognition of Diane Reinstad for retirement after 6 years of service to the Village.
 - (2) Property Tax Bills - First Installment due by January 31st.
 - (3) Condolences for the passing of Patricia Davey Struck, the spouse of Village Attorney Lawrence Bechler.
5. CONSENT AGENDA. **Motion** by President Czebotar, second by Trustee Lytle and carried 6-0 by acclamation to approve consent agenda items.
 - a. Motion to approve the Village Board minutes of October 26, 2015, October 29, 2015, and November 9, 2015 as amended.
 - b. Motion to approve pre-paid checks #65233-65258 in the amount of \$47,848.25 (Note: checks 65235-65238 were voided) and current checks #65259-65332 in the amount of \$329,753.47.
 - c. Motion to appoint Zachary Keller to the Volunteer Committee with the term ending April 30, 2016.
6. BUSINESS.
 - a. PERSONNEL COMMITTEE (President Czebotar and Trustee Kolk) Discussion and action on approving organization charts and position descriptions for Senior Outreach Services, Communications & Technology, and Administration and Finance Departments. The Senior Outreach Services – **Motion** by President Czebotar, second by Trustee Utter and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the proposed Senior Outreach Services organizational chart. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the Communications and Technology organization chart. **Motion** by President Czebotar, second by Trustee Kolk, and carried 5-1 (Trustee Utter voting nay) by acclamation to approve the Administration and Finance organizational chart.
 - b. Discussion and action on filling vacant EMT position, new Communications Specialist position, and existing Case Manager Position. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve filling a vacant EMT position, new Communications Specialist position and existing Case Manager Position.
 - c. Discussion and action on adding Finance Director/Treasurer to list of Board-recognized Department Heads in the Personnel Policy Manual. This change makes the Finance Director and Clerk positions equals under the new organizational chart. **Motion** by President Czebotar, second

- by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve adding Finance Director/Treasurer to list of Board-recognized Department Heads in the Personnel Policy Manual.
- d. Discussion and action on appointing Kelsy Boyd to Finance Director/Treasurer position. **Motion** by President Czebotar, second by Trustee Kolk and carried 5-1 (Trustee Utter voting nay) by acclamation to approve appointing Kelsy Boyd to Finance Director/Treasurer position. The position has been approved and budgeted for.
 - e. Discussion and action on appointing Lori Andersen as Senior Outreach Services Director position. **Motion** by President Czebotar, second by Trustee Adrian and carried 5-1 (Trustee Utter voting nay) by acclamation to appoint Lori Andersen as Senior Outreach Services Director.
 - f. Discussion and action on Resolution #01-2016 approving and adopting the form of amended 457 Plan and Trust effective January 1, 2016 with Security Benefit. **Motion** by Trustee Utter, second by President Czebotar, and carried 6-0 by acclamation to approve Resolution #01-2016 approving and adopting the form of amended 457 Plan and Trust effective January 1, 2016 with Security Benefit. These changes are a result of Internal Revenue Service changes.
 - g. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
7. ADJOURNMENT. **Motion** by Trustee Adrian, second by Trustee Lytle and carried 6-0 by acclamation to adjourn the Village Board meeting at 7:51 pm.

Respectfully Submitted by,
Tracey Berman, Clerk