

VILLAGE OF MCFARLAND

VILLAGE BOARD

Monday, April 25, 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, Tom Mooney, and Clair Utter.
3. **PUBLIC APPEARANCE.**

Sam Martino, 6405 Fox Run, appeared to thank the Village Board for the Parks, Recreation, and Natural Resources committee meeting held on April 21, 2016 regarding the proposed Grandview Conservancy Path Improvements. Mr. Martino spoke in opposition of the Grandview Conservancy Path Improvements.

Ron Berger, 6616 Merideth Way, spoke to inquire about the increase in vacancies that have occurred at the Village administrative office. Mr. Berger requested an explanation on the vacancies.

Sheila Plotkin, 5007 Falling Leaves Lane, thanked the Village Board for their service and congratulated new members on re-election. She also spoke on concerns regarding recent staffing issues at the Village administrative office. She requested an explanation on the matter.

President Czebotar explained the administrative office is in good hands and roles and duties have been filled. He also commented governmental positions have experienced a large amount of turnover statewide.
4. **PROCLAMATION.**
 - a. Designating the Month of May as Older American Month in the Village of McFarland - President Czebotar read the proclamation.
5. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**
 - a. Public Announcements
 - (1) EMS Pancake Breakfast May 15th, 2016.
 - b. Public Communications
 - (1) WI DOT letter regarding tier 1 environmental impact statement for I39-90 corridor.
 - (2) Letter from Dane County Public Health alert regarding mosquitos and applicable preventative measures regarding Zika and West Nile virus.
6. **CONSENT AGENDA.**
 - a. Motion to approve pre-paid checks # 66215-66272 in the amount of \$6,078.99 and current checks #66273-66334 in the amount of \$58,173.41.
 - b. Motion to approve street use permit application from the Aly Wolff Foundation, Inc. for the Aly's Honky Tonk Hustle 5K Run/Walk on Saturday, May 21, 2106 from 10:00 a.m. to noon.
 - c. Motion to approve Parade Permit Application from Mike Larson of the American Legion Post 534 for the annual Memorial Day Parade on Monday, May 30, 2016 from 11:00 a.m. to 1:30 p.m.
 - d. Motion to approve draft Village Board minutes of March 14, 2016 and draft Special Village Board minutes of April 7, 2016.

Motion by President Czebotar, second by Trustee Lytle, to approve consent agenda items with changes noted below. Motion carried 5-0-2 by acclamation with Trustee Adrian abstaining from item d and the change to paragraph 3 of the Village minutes from March 14, 2016

7. **BUSINESS.**

President Czebotar moved to item 7m, with no objection from the Board. After discussion on 7m, the Board immediately moved back to item 7a.

a. PUBLIC SAFETY COMMITTEE (Trustees Adrian & Mooney) Discussion and possible action on a recommendation regarding the Police Department compliance with the Use of Taskforce Report recommendation.

Trustee Adrian highlighted the report provided by Chief Shervan regarding the pre-existing compliance with the Use of Taskforce Report recommendation. Interest was shown in the potential of creating a restorative justice court. Chief Shervan will follow up with the courts on the matter.

b. PUBLIC SAFETY COMMITTEE (Trustees Adrian & Mooney) Discussion and possible action on a request from the McFarland Family Festival for a variance from Village Code of Ordinances Sec. 20-59 (b) to allow an 11:00 p.m. ending time, rather than a 10:00 p.m. ending time, for Christman Amusements to operate rides and concessions on Friday, September 16, 2016 and Saturday September 17, 2016 at the high school parking lot during McFarland Family Festival.

Motion by Trustee Adrian, second by Trustee Mooney, to approve the request from the McFarland Family Festival for a variance from Village Code of Ordinances Sec. 20-59 (b) to allow an 11:00 p.m. ending time, rather than a 10:00 p.m. ending time, for Christman Amusements to operate rides and concessions on Friday, September 16, 2016 and Saturday September 17, 2016 at the high school parking lot during McFarland Family Festival. Motion carries 7-0 by acclamation.

c. Action on the recommendation from Police Chief Sherven that the Special Event application from The Aly Wolff Foundation for Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road be approved.

The Board discussed and approved items c, d, and e together.

Motion by Trustee Adrian, second by Trustee Mooney, to approve the recommendation from Chief Sherven to approve the special event application, Temporary Class "B" Beer and Wine License application, and that minors be allowed for the Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road. Motion carries 7-0 by acclamation.

d. Action on the recommendation from Police Chief Sherven that the Temporary Class "B" Beer and Wine License application from The Aly Wolff Foundation for Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road be approved.

The Board discussed and approved item jointly with item 7c.

e. Action on the recommendation from Police Chief Sherven that the Temporary Class "B" Beer and Wine License application from The Aly Wolff Foundation for Aly's Honky Tonk.

The Board discussed and approved item jointly with item 7c.

- f. Action on the recommendation from Police Chief Sherven that minors be allowed at the Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road.**

The Board discussed and approved item jointly with item 7c.

- g. Discussion and possible action to approve Resolution #04-2016, terminating the Emergency Medical Services Length of Service Agreement (LOSA).**

Motion by President Czebotar, second by Trustee Lytle, to approve Resolution #04-2016, terminating the Emergency Medical Services Length of Service Agreement (LOSA). Motion carries 7-0 by acclamation.

- h. PLAN COMMISSION (President Czebotar & Trustee Kolk) Discussion and possible action to approve Ordinance 2016-02 to AMEND PROVISIONS OF SECTION 62-430(B) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING.**

Motion by President Czebotar, second by Trustee Kolk, approve Ordinance 2016-02 to AMEND PROVISIONS OF SECTION 62-430(B) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING. Motion carries 7-0 by acclamation.

- i. Discussion and possible action approving position description for Deputy Clerk position, including establishing pay grade and directing staff to fill position.**

Motion by President Czebotar, second by Trustee Lytle, to approve the position description for Deputy Clerk position, establishing the pay rate between \$18.33 and \$21.08 per hour, and directing staff to fill position. Motion carries 7-0 by acclamation.

- j. Final Report from the Ad Hoc Transportation Committee.**

Trustee Utter provided an overview on the final report from the Ad Hoc Transportation committee. The committee recommended the map by Town and Country Engineering, and the write up from Vandewalle and Associates, be included in the Village's 2016 comprehensive plan update. The committee further recommended a permanent committee be formed to address transportation needs.

- k. Discussion and possible action regarding the utilization of the Municipal Center lobby for Craigslist types of transactions by the public.**

Chief Sherven explained the Village could provide a public place for craigslist types of transaction types by the public. He emphasized the Village would not actually be participating in the transaction.

The Board noted they are open to the proposal, but would like additional information. Chief Sherven will bring the item back with additional information and a more specific proposal.

- l. Discussion and possible action regarding the publication of the Village's Outlook in May 2016 as well as future publication.**

The Board discussed the Village Outlook for May and the future of the publication. The Board noted the Outlook is an informative publication and reaches a portion of the Village demographics that cannot be reached through social media/electronic communication. Trustee Kolk noted social media will never serve and reach the entire community. While information can be placed on the website, the Outlook provides a variety of relevant

information quickly in one place. Until there is a well-structured plan for other communication, the Outlook should remain in place.

Communications and Technology Director Eric Redding highlighted the current costs associated with the Outlook, and discussed the need to examine providing more information via the website and supplementing with an Outlook that is published less frequently.

Senior Outreach Director Lori Anderson noted she uses the Outlook for a variety of senior outreach activities. She would like to be included on any discussions relating to the future of the Outlook.

The Board referred the matter to the Communications and Technology Committee for further consideration; however, due to a number of upcoming time-sensitive issues, the Village should still try to publish the May Outlook. The Board directed staff to publish the May Outlook if staff resources are available.

m. PARKS, RECREATION, AND NATURAL RESOURCES COMMITTEE (Trustee Kolk & Utter) Update and discussion on 2016 Grandview Conservancy Path Improvements.

Trustee Kolk provided an update on the 2016 Grandview Conservancy Path Improvements. The Village has obtained feedback from adjacent property owners and received official recommendations from the Wisconsin Department of Natural Resources regarding the project. The WI DNR has requested 6 additional culverts be added to the project (this will bring the total to 9), and also conduct a historical archaeological study to determine if there are any artifacts in the area that would necessitate further survey. Once this is complete, the Village could move forward with a public hearing on the path. There is concern the additional requests from the WI DNR will result in the project being delayed past the grant reimbursement deadline. The Village will contact the grant representative to request an extension.

n. Discussion and recommendation by Parks and Recreation Committee to accept the bid from McKay Nursery for 2016 street tree plantings in the amount of \$24,712.

Motion by Trustee Kolk, second by Trustee Mooney, to accept the bid from McKay Nursery for 2016 street tree plantings in the amount of \$24,712. Motion carries 7-0 by acclamation.

o. Discussion on scheduling date for the Village Board annual planning retreat.

The Board set the date for the annual planning retreat as June 29th.

p. Discussion on scheduling date for Village Board and McFarland School Board meeting.

The Board set the date for a Village Board and McFarland School Board meeting as May 16th at 5:30 p.m.

q. Action to confirm the appointment or reappointment of citizen members to various authorities, boards, committees, and commissions.

Motion by President Czebotar, second by Trustee Adrian, to reappointment of citizen members to various authorities, boards, committees, and commissions as submitted in the packet with the correction of adding Derik Bingner to the Finance Committee. Motion carries 7-0 by acclamation.

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

Motion by President Czebotar, second by Trustee Mooney, to move to

1. Refer to the Communications and Technology Committee the study of the outlook publication and the senior newsletter publication,
2. Have the volunteer committee provide a report on community service day at the next meeting.

Motion carries 7-0 by acclamation.

The Parks and natural resources committee will have a garlic mustard pulling session on Sunday May 1, 2016 at Indian Mounds.

8. **CLOSED SESSION. Motion to convene in 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 (hiring of Village Clerk) and Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session (Lease agreement with School District).**

Motion by President Czebotar, second by Trustee Kolk, to convene in closed session in accordance with 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 (hiring of Village Clerk) and Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session (Lease agreement with School District). Motion carries 7-0 on a roll call vote (Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-aye).

9. **OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and take action on items of business discussed in Closed Session.**

Motion by President Czebotar, second by Trustee Mooney, and carried on a roll call vote (Adrian-aye, Brassington-aye, Czebotar-aye, Kolk-aye, Lytle-aye, Mooney-aye, and Utter-aye) 7-0 to adjourn the Closed Session and reconvene in Open Session to discuss and take action on items of business discussed in Closed Session.

10. **ADJOURNMENT. Motion** by Trustee Kolk, second by Trustee Lytle and carried 7-0 by acclamation to adjourn the Village Board meeting at 9:34 pm.

Respectfully Submitted by,
Cassandra Suettinger, Village Clerk