

VILLAGE BOARD

Monday, May 09, 2016

7:00 P.M.

**McFarland Municipal Center
Community Room**

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE ROLL CALL.
3. PUBLIC APPEARANCES.
4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
 - a. Public Announcements
 - (1) EMS Pancake Breakfast – May 15 from 7:00am-Noon
 - (2) Board of Review – June 7 from 9:00am-11:00am
 - (3) Library Summer Reading Program Begins – June 1st
 - (4) Village wide garage Sales – June 10 - 11
 - b. Public Communications
5. CONSENT AGENDA.
 - a. Motion to approve pre-paid checks #66335-66342 in the amount of \$19,815.22 and current checks #66343-6641 in the amount of \$402,764.89.
 - b. Motion to approve draft Village Board minutes of March 28, 2016 and draft Special Village Board minutes of April 19, 2016.
6. BUSINESS.
 - a. Discussion and possible action on approving the schedule for the Village Administrator recruitment process.
 - b. Discussion and possible action on approving the selection process of finalists for the Village Administrator position.
 - c. Report from the Volunteer Committee on Community Service Day.
 - d. Discussion and possible action to appoint Kelsy Boyd as acting Village Clerk.
 - e. Discussion and potential items for the joint McFarland School Board and Village Board meeting scheduled for May 16, 2016.
 - f. Report on proposed gas station/convenience store on the corner of Siggelkow and Freedom Ring in the City of Madison.
 - g. Report on Chamber of Commerce village update breakfast meeting scheduled for June 14, 2016.
 - h. PUBLIC SAFETY COMMITTEE (Trustees Adrian & Mooney) Action on a recommendation from the Public Safety Committee that the Alcohol Beverage Operator's License application submitted by Stewart Wilson (Kwik Trip) be approved and the license be issued.
 - i. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
7. ADJOURNMENT.

NOTES:

- 1) Persons needing special accommodations should call 838-3153 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 838-3153.

This agenda was posted, or caused to be posted, by my hand on the 6th day of May, 2016 the following three (3) posting places in the Village of McFarland, to wit: McFarland Municipal Center, 5915 Milwaukee Street; E.D. Locke Public Library, 5920 Milwaukee Street; and McFarland State Bank, 5990 Hwy 51.

(Prepaid)

Check Issue Dates: 4/29/2016 - 4/29/2016

Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/29/2016	66335	2173	BAER INSURANCE SERVICES L	NOLTEMAYER-NOTARY BOND RENEWAL	NOTARY-04	1	100-51-4141-320	50.00
Total 66335: 50.00									
04/16	04/29/2016	66336	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	1	600-56-0040-840	165.58
04/16	04/29/2016	66336	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	2	600-57-0060-903	165.58
04/16	04/29/2016	66336	759	POSTMASTER	POSTAGE-UTILITY BILLING	POSTAGE-0	3	650-53-3040-340	165.58
Total 66336: 496.74									
Grand Totals: 546.74									

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-2120	.00	50.00-	50.00-
100-51-4141-320	50.00	.00	50.00
600-2120	.00	331.16-	331.16-
600-56-0040-840	165.58	.00	165.58
600-57-0060-903	165.58	.00	165.58
650-2120	.00	165.58-	165.58-
650-53-3040-340	165.58	.00	165.58
Grand Totals:	546.74	546.74-	.00

Report Criteria:
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	ELECTION SUPPLIES	BMO-041816	1	100-51-4142-300	304.66
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUNERAL FLOWERS	BMO-041816	2	100-51-4141-310	62.19
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LINKED-IN	BMO-041816	3	100-51-4141-300	199.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LUNCH	BMO-041816	4	100-51-4141-310	59.27
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LUNCH	BMO-041816	5	100-51-4141-310	44.30
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONTROLLER PC	BMO-CABLE	1	200-51-0049-820	649.99
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	EOC CONTROLLER CONN	BMO-CABLE	2	200-51-0049-820	13.98
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	EOC WHITEBOARD ACCESS	BMO-CABLE	3	200-51-0049-820	61.92
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	WHITEBOARD SUPPLIES	BMO-CABLE	4	200-51-0049-340	29.78
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CREAT CLOUD SUBSCR	BMO-CABLE	5	200-51-0049-320	52.74
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DVDS	BMO-CABLE	6	200-51-0049-340	49.98
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CREAT CLOUD SUBSCR	BMO-CABLE	7	200-51-0049-320	52.74
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SOFTWARE	BMO-CABLE	8	200-51-0049-345	126.59
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BATTERIES	BMO-FIRER	1	100-52-2020-340	27.41
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	NFPA MEMBERSHIP	BMO-FIRER	2	100-52-2020-320	175.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	WSFA MEMBERSHIP	BMO-FIRER	3	100-52-2020-320	40.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	4	100-52-2020-351	13.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	UNIVORMS	BMO-FIRER	5	100-52-2020-346	119.40
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	UNIFORMS	BMO-FIRER	6	100-52-4040-346	119.40
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	TAX REFUND	BMO-FIRER	7	100-52-2020-346	3.30
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	TAX REFUND	BMO-FIRER	8	100-52-2020-346	11.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	9	100-52-2020-351	40.07
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	10	100-52-2020-351	47.56
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	TRUCK SUPPLIES	BMO-FIRER	11	100-52-2020-340	103.80
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL REBATE	BMO-FIRER	12	100-52-2020-351	.40
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL REBATE	BMO-FIRER	13	100-52-2020-351	.48
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CAMERA BATTERY	BMO-FIRER	14	100-52-2020-241	31.34
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	15	100-52-2020-351	11.19
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL REBATE	BMO-FIRER	16	100-52-2020-351	.11
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	17	100-52-2020-351	21.20
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL REBATE	BMO-FIRER	18	100-52-2020-351	.21
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	UNIFORMS	BMO-FIRER	19	100-52-2020-346	118.50
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	UNIFORMS	BMO-FIRER	20	100-52-4040-346	118.50
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL	BMO-FIRER	21	100-52-2020-351	14.82
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BATTERIES	BMO-FIRER	22	100-52-2020-241	71.94
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	REHAB SUPPLIES	BMO-FIRER	23	100-52-2020-340	94.38

(Prepaid)

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CHAPLIN PROGRAM	BMO-FIRER	24	100-52-2020-330	215.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FUEL REBATE	BMO-FIRER	25	100-52-2020-351	.15
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BATTERIES	BMO-FIRER	26	100-52-2020-241	38.33
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BUS CARDS	BMO-LIBR04	1	900-55-0011-310	41.95
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DVD'S	BMO-LIBR04	2	900-55-0011-396	70.96
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CREDIT	BMO-LIBR04	3	900-55-0011-396	.03
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CREDIT	BMO-LIBR04	4	900-55-0011-396	6.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DVD'S	BMO-LIBR04	5	900-55-0011-396	53.97
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	STAPLES	BMO-LIBR04	6	900-55-0011-310	57.52
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	AMAZON CREDIT	BMO-LIBR04	7	900-55-0011-396	2.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-LIBR04	8	900-55-0011-310	284.60
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BOOK	BMO-LIBR04	9	900-55-0011-395	31.22
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	AMAZON CREDIT	BMO-LIBR04	10	900-55-0011-396	.09
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	11	900-55-0011-330	7.97
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	12	900-55-0011-330	10.25
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	13	900-55-0011-330	22.53
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	14	900-55-0011-330	28.59
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	15	900-55-0011-330	29.24
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	16	900-55-0011-330	44.55
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DVD'S	BMO-LIBR04	17	900-55-0011-396	73.96
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFER FOOD	BMO-LIBR04	18	900-55-0011-330	20.63
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	HOTEL	BMO-LIBR04	19	900-55-0011-330	113.01
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	HOTEL	BMO-LIBR04	20	900-55-0011-330	113.01
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	HOTEL CREDIT	BMO-LIBR04	21	900-55-0011-330	4.52
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	HOTEL CREDIT	BMO-LIBR04	22	900-55-0011-330	4.52
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-POLIC	1	100-52-1010-310	31.64
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-POLIC	2	100-52-1010-340	61.64
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-POLIC	3	100-52-1010-340	61.64
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-POLIC	4	100-52-1010-340	61.64
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	FLAG	BMO-POLIC	5	100-52-1010-336	170.84
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SUPPLIES	BMO-POLIC	6	100-52-1010-340	85.58
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	ADOBE	BMO-POLIC	7	100-52-1010-310	15.81
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	RIFLE SIGHT	BMO-POLIC	8	100-52-1010-330	539.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	GIFT	BMO-POLIC	9	100-52-1010-336	105.95
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SUPPLIES	BMO-POLIC	10	100-52-1010-310	49.03
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SUPPLIES/TOOLS	BMO-POLIC	11	100-52-1010-340	69.48
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SUPPLIES	BMO-POLIC	12	100-52-1010-340	23.67
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	SUPPLIES	BMO-PW041	1	100-53-3030-340	57.44
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LUNCH	BMO-PW041	2	100-55-6050-342	35.39

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LUNCH	BMO-PW041	3	100-55-6050-341	27.27
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	LUNCH	BMO-PW041	4	100-55-6050-343	18.33
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DNR PERMIT	BMO-PW041	5	600-57-0070-930	12.50
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DNR PERMIT	BMO-PW041	6	600-57-0070-930	500.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	UTILITY SUPPLIES	BMO-PW041	7	600-57-0070-933	122.97
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	CONFERENCE	BMO-PW041	8	600-57-0070-930	264.54
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	PROGRAM	BMO-SOS04	1	100-55-5520-336	7.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BDAY PROGRAM	BMO-SOS04	2	100-55-5520-336	13.44
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	NUTR EXPENSES	BMO-SOS04	3	100-55-5530-349	27.34
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	OFFICE SUPPLIES	BMO-SOS04	4	100-55-5510-310	7.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	NUTR EXPENSES	BMO-SOS04	5	100-55-5530-349	27.00
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	NUTR EXPENSES	BMO-SOS04	6	100-55-5530-349	16.75
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	BDAY PROGRAM	BMO-SOS04	7	100-55-5520-336	19.98
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	DECOR	BMO-SOS04	8	100-55-5520-336	28.87
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	NUTR EXPENSES	BMO-SOS04	9	100-55-5530-349	89.97
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	PROGRAM EXPENSE	BMO-SOS04	10	100-55-5520-336	10.07
05/16	05/04/2016	66337	566	BMO HARRIS BANK NA	PROGRAM EXPENSE	BMO-SOS04	11	100-55-5520-336	12.03
Total 66337: 6,609.68									
05/16	05/04/2016	66338	439	HJ PERTZBORN	TEST-NEW FIRE ALARM SYSTEMS	185028	1	100-51-8080-340	115.00
05/16	05/04/2016	66338	439	HJ PERTZBORN	TEST-NEW FIRE ALARM SYSTEMS	185028	2	100-51-8081-340	115.00
05/16	05/04/2016	66338	439	HJ PERTZBORN	CROSS-CONNECTION TESTING	186921	1	100-51-8080-340	140.23
05/16	05/04/2016	66338	439	HJ PERTZBORN	CROSS-CONNECTION TESTING	186921	2	100-51-8081-340	140.23
05/16	05/04/2016	66338	439	HJ PERTZBORN	CROSS-CONNECTION TESTING	186921	3	100-51-8081-221	140.22
05/16	05/04/2016	66338	439	HJ PERTZBORN	CROSS-CONNECTION TESTING	186921	4	900-55-0011-240	140.21
Total 66338: 790.89									
05/16	05/04/2016	66339	618	MCFARLAND TRUE VALUE	S. ELMER RESTITUTION	REST-04251	1	100-2645	225.00
Total 66339: 225.00									
05/16	05/04/2016	66340	748	PITNEY BOWES INC	POSTAGE	043016	1	100-1622	2,020.99
05/16	05/04/2016	66340	748	PITNEY BOWES INC	PB CHARGES	050316	1	100-51-4151-330	61.20
Total 66340: 2,082.19									
05/16	05/04/2016	66341	16300	SECURITY BENEFITS	CUPERY-VEBA RETIREE PAYOUT	PLAN#77010	1	100-51-4195-525	9,393.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66341:									
05/16	05/04/2016	66342	1011	VERIZON WIRELESS	CELL BILL	9763635253	1	100-52-1010-225	167.72
Total 66342:									
Grand Totals:									
									9,393.00
									167.72
									19,268.48

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
100-1622	2,020.99	.00	2,020.99
100-2120	47.29	16,251.03	16,203.74
100-2645	225.00	.00	225.00
100-51-4141-300	199.00	.00	199.00
100-51-4141-310	165.76	.00	165.76
100-51-4142-300	304.68	.00	304.68
100-51-4151-330	61.20	.00	61.20
100-51-4195-525	9,393.00	.00	9,393.00
100-51-8080-340	255.23	.00	255.23
100-51-8081-221	140.22	.00	140.22
100-51-8081-340	255.23	.00	255.23
100-52-1010-225	167.72	.00	167.72
100-52-1010-310	64.84	31.64	33.20
100-52-1010-330	539.00	.00	539.00
100-52-1010-336	276.79	.00	276.79
100-52-1010-340	363.65	.00	363.65
100-52-2020-241	141.61	.00	141.61
100-52-2020-320	215.00	.00	215.00
100-52-2020-330	215.00	.00	215.00
100-52-2020-340	225.59	.00	225.59
100-52-2020-346	237.90	14.30	223.60
100-52-2020-351	147.84	1.35	146.49
100-52-4040-346	237.90	.00	237.90
100-53-3030-340	57.44	.00	57.44

Report Criteria:
 Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/09/2016	66343	16291	A & A ENVIRONMENTAL	TERMINAL DEMO	5564	1	400-51-0070-240	3,235.00
05/16	05/09/2016	66343	16291	A & A ENVIRONMENTAL	LEWIS SHELTER ENVIRON REMED	5576	1	500-55-0050-857	750.00
Total 66343:									3,985.00
05/16	05/09/2016	66344	1730	ACCURATE APPRAISAL LLC	APPRAISAL SVC	APRIL2016	1	100-51-4154-210	13,540.00
Total 66344:									13,540.00
VOIDED									
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	LIBRARY	041116	1	900-55-0011-220	1,893.03
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	WELL #4	041116	2	600-57-0030-622	1,404.30
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	LIFT #1	041116	3	600-56-0020-821	107.62
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	LIFT #5	041116	4	600-56-0020-821	32.12
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	* LEWIS PARK SHELTER ELECT	042016	1	500-55-0050-857	1,160.85
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	MUNIC CENTER	043016	1	100-51-8080-220	2,879.25
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	PW FACILITY	043016	2	100-51-8080-220	694.82
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	WELLS & WATER TOWERS	043016	3	600-57-0030-622	1,381.53
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	WELLS GAS USAGE	043016	4	600-57-0030-623	34.12
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	LIFT STATIONS ELECT	043016	5	600-56-0020-821	178.20
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	BRAND PARK PAV	043016	6	100-55-6050-220	157.82
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	LEWIS PARK	043016	7	100-55-6050-221	8.50
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	CEDAR GLADE AERATOR	043016	8	650-53-3040-220	7.80
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	STREET LIGHTING	043016	9	100-53-3030-222	260.68
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	TRAFFIC FLASHERS	043016	10	100-53-3030-222	7.77
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	TRAFFIC FLASHERS	043016	11	100-53-3030-222	8.67
05/16	05/09/2016	66345	16289	ALLIANT ENERGY	SIRENS	043016	12	100-51-8081-220	18.70
Total 66345:									10,235.78
05/16	05/09/2016	66346	44	ANDERSEN, LORI	MILEAGE EXP REIMBURSEMENT	LA-041816	1	100-55-5510-353	148.50
Total 66346:									148.50
05/16	05/09/2016	66347	2216	ANDRES MEDICAL	AMBULANCE FEES	137576	1	100-4523	997.16

Replaced w/ck # 66437 & # 66440 (* = needed separate check)

CK # 66440

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66347:									
05/16	05/09/2016	66348	10	ARAMARK	mat rental	73084-99720	1	900-55-0011-240	139.29
Total 66348:									
05/16	05/09/2016	66349	74	BAKER & TAYLOR BOOKS	BOOK COLLECTIONS	5014057474	1	900-55-0011-395	1,984.04
05/16	05/09/2016	66349	74	BAKER & TAYLOR BOOKS	AV MATERIALS	B14589010	1	900-55-0011-396	92.80
Total 66349:									
05/16	05/09/2016	66350	1019	BAKER TILLY VIRCHOW KRAUS	2015 AUDIT	BT948327	1	650-53-3040-212	1,908.20
05/16	05/09/2016	66350	1019	BAKER TILLY VIRCHOW KRAUS	2015 AUDIT	BT948327	2	600-56-0050-852	3,816.40
05/16	05/09/2016	66350	1019	BAKER TILLY VIRCHOW KRAUS	2015 AUDIT	BT948327	3	600-57-0070-923	3,816.40
Total 66350:									
05/16	05/09/2016	66351	16304	BLANCHE, CASEY	REFUND PARKING CITATION	CB-050316	1	100-2131	20.00
Total 66351:									
05/16	05/09/2016	66352	1256	BOUND TREE MEDICAL, LLC	EMS SUPPLIES	82118196	1	100-52-4040-345	188.98
05/16	05/09/2016	66352	1256	BOUND TREE MEDICAL, LLC	EMS - SUPPLIES	82124989	1	100-52-4040-345	184.83
Total 66352:									
05/16	05/09/2016	66353	2277	BRANDT, STEVE	S.BRANDT-SUPPORT	SB-050616	1	100-2159	334.63
Total 66353:									
<p style="text-align: center;"><i>Voided - replaced w/ ck # 66439</i></p>									
05/16	05/09/2016	66354	2207	BUCKYS PORTABLE TOILETS I	LEWIS PARK PORTABLE	75078	1	100-55-6050-341	95.00
Total 66354:									
05/16	05/09/2016	66355	157	CHAMPIONSHIP AWARDS	PLAQUE W/LOGO	49889	1	100-51-4141-300	67.05
Total 66355:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/09/2016	66356	158	CHARTER COMMUNICATIONS	INTERNET	8441-042116	1	100-51-4141-225	534.12
05/16	05/09/2016	66356	158	CHARTER COMMUNICATIONS	PW CHARTER	PW-042316	1	100-51-8080-240	89.04
Total 66356: 623.16									
05/16	05/09/2016	66357	161	CHASE LUMBER AND FUEL INC	BLOCK ADHESIVE	353140	1	100-55-6050-342	8.98
Total 66357: 8.98									
05/16	05/09/2016	66358	172	CITY OF MADISON TREASURE	SIGNS	5218	1	600-56-0020-828	454.27
05/16	05/09/2016	66358	172	CITY OF MADISON TREASURE	SIGNS	5218	2	600-57-0070-933	454.26
Total 66358: 908.53									
05/16	05/09/2016	66359	16303	CLARK, KATHARINE	HOTEL	KC-040716	1	900-55-0011-330	393.69
05/16	05/09/2016	66359	16303	CLARK, KATHARINE	WLA MEETING	KC-041416	1	900-55-0011-330	92.88
Total 66359: 486.57									
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	SOFTWARE	20142378	1	100-51-4170-311	6,016.45
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	1	100-51-2121-210	88.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	2	100-51-4170-311	616.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	3	100-52-1010-240	1,056.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	4	100-52-2020-241	484.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	5	100-52-4040-241	220.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	6	100-55-5520-240	44.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	7	100-55-5510-315	132.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	8	100-51-7272-240	132.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	9	100-53-3030-240	132.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	10	600-57-0070-923	88.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	11	600-56-0050-852	88.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	12	650-53-3040-310	88.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	13	100-52-5050-292	44.00
05/16	05/09/2016	66360	193	COMPUTER MAGIC INC	MONTHLY IT SUPPORT	MSP-2348	15	100-51-4170-311	864.50
Total 66360: 10,092.95									
05/16	05/09/2016	66361	194	CONCENTRA	A.CRAFT-PD PHYSICAL	102496181	1	100-51-4141-300	598.50

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66361:									
05/16	05/09/2016	66362	1989	CORPORATE BUSINESS SYSTE	COPIER LEASE	18572990	1	100-51-4141-240	194.62
Total 66362:									
05/16	05/09/2016	66363	16298	COVILLE, ALLAN	TRAVEL EXPENSES	AC-040116	1	600-57-0070-930	17.50
Total 66363:									
05/16	05/09/2016	66364	1978	COX, HEIDI	MILEAGE REIMBURSEMENT	HC-040616	1	900-55-0011-330	117.27
Total 66364:									
05/16	05/09/2016	66365	228	DANE CO CITIES & VILLAGES	CZEBOTAR-DCCVA ANNUAL MTNG	DCCVA-0511	1	100-51-1111-330	30.00
05/16	05/09/2016	66365	228	DANE CO CITIES & VILLAGES	BOYD - DCCVA ANNUAL MTNG	DCCVA-0511	2	100-51-4151-330	30.00
Total 66365:									
05/16	05/09/2016	66366	16296	DANE CO DEPT OF HUMAN SV	2015 REFUND	CONTR 8292	1	100-4256	647.00
Total 66366:									
05/16	05/09/2016	66367	247	DANE CO TREASURER	GARDENING PROGRAM	1000	1	900-55-0011-350	25.00
Total 66367:									
05/16	05/09/2016	66368	16302	DANN & WENDT INC	WM. MCF PARK AG LIME	21332	1	100-55-6050-342	295.81
Total 66368:									
05/16	05/09/2016	66369	261	DECKER SUPPLY CO INC	WATER SUPPLY PARTS	891103	1	600-57-0040-635	83.50
Total 66369:									
05/16	05/09/2016	66370	267	DEMCO INC	LIBRARY SPECIALIZED SUPPLIES	S849777	1	900-55-0011-345	124.10

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66370:									
05/16	05/09/2016	66371	16210	DENNIS, CHRIS AND MELISSA	WI FIRE CHIEF'S CONF	CD-041916	1	100-52-2020-330	245.00
Total 66371:									
05/16	05/09/2016	66372	341	ENVIRONMENT CONTROL	JANITORIAL SERVICES	1067266	1	900-55-0011-210	1,179.00
Total 66372:									
05/16	05/09/2016	66373	1200	EZ OFFICE PRODUCTS	OFFICE SUPPLIES	202585	1	100-51-4141-310	90.38
05/16	05/09/2016	66373	1200	EZ OFFICE PRODUCTS	XEROX-TONER/INK	206971	1	100-51-4141-300	440.93
05/16	05/09/2016	66373	1200	EZ OFFICE PRODUCTS	TONER-FINANCE PRINTER	206990	1	100-51-4151-310	233.98
Total 66373:									
05/16	05/09/2016	66374	353	FERGUSON ENTERPRISES INC	McDaniel Park SUPPLIES	3342508	1	100-55-6050-342	23.14
Total 66374:									
05/16	05/09/2016	66375	361	FIRST SUPPLY LLC.MADISON	HYDRANT PARTS	7987887-00	1	600-57-0050-654	718.85
Total 66375:									
05/16	05/09/2016	66376	16297	FLYNN, SARA	TRAINING	SF-042816	1	100-52-4040-348	149.52
Total 66376:									
05/16	05/09/2016	66377	1921	FRONTIER	TELEPHONE	042216	1	900-55-0011-225	89.55
Total 66377:									
05/16	05/09/2016	66378	2197	FUTURE ENVIRONMENTAL INC	WASTE OIL CHANGE	WH13938	1	300-57-0020-290	75.00
Total 66378:									
05/16	05/09/2016	66379	395	GENERAL COMMUNICATIONS I	EQUIP INSTALL	223588	1	500-52-0010-810	12,806.66
05/16	05/09/2016	66379	395	GENERAL COMMUNICATIONS I	CAR MAINT.	224361	1	500-52-0010-810	775.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
		Total 66379:							13,681.66
05/16	05/09/2016	66380	16299	GILBANK CONSTRUCTION, INC	LEWIS PARK SHELTER	042716	1	500-55-0050-857	61,371.00
		Total 66380:							61,371.00
05/16	05/09/2016	66381	408	GRAINGER INC	WELL#3 SOLENOID	9085418953	1	600-57-0050-641	177.50
		Total 66381:							177.50
05/16	05/09/2016	66382	16293	GROUP HEALTH COOPERATIV	REFUND-DOUBLE PMT	INC#16-0319	1	100-4523	60.45
		Total 66382:							60.45
05/16	05/09/2016	66383	16273	HAAG, MALCOLM	INSERVICE TRAINING	MH-042816	1	100-52-1010-330	7.00
		Total 66383:							7.00
05/16	05/09/2016	66384	442	HOMETOWN NEWS LIMITED PA	VB MEETING NOTICE	4184-033116	1	100-51-1111-321	151.40
05/16	05/09/2016	66384	442	HOMETOWN NEWS LIMITED PA	ELECTION NOTICE	4184-033116	2	100-51-1111-321	371.93
05/16	05/09/2016	66384	442	HOMETOWN NEWS LIMITED PA	BID ADVERTISING-MULTIPLE PROJECTS	4184-033116	3	100-51-1111-321	48.98
05/16	05/09/2016	66384	442	HOMETOWN NEWS LIMITED PA	MAINT POS	4184-033116	4	100-51-1111-321	136.80
		Total 66384:							709.11
05/16	05/09/2016	66385	1175	HORTON GROUP INC THE	AD&D INSURANCE	1299	1	100-52-2020-510	3,364.00
		Total 66385:							3,364.00
05/16	05/09/2016	66386	1904	HUMPHREY SERVICE PARTS I	CONCRETE SAW	1110363	1	100-53-3030-352	10.70
		Total 66386:							10.70
05/16	05/09/2016	66387	452	HYDRITE CHEMICAL	WATER CHEMICALS	01901638	1	600-57-0040-631	1,157.79
		Total 66387:							1,157.79
05/16	05/09/2016	66388	476	JEFFERSON FIRE & SAFETY IN	FIRE ALARM INSP	226170	1	900-55-0011-240	400.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66388:									
05/16	05/09/2016	66389	492	KAYSER AUTOMOTIVE GROUP	TRUCK #16 PARTS	965833P	1	100-53-3030-352	400.00
05/16	05/09/2016	66389	492	KAYSER AUTOMOTIVE GROUP	TRUCK #16 PARTS	CM965833P	1	100-53-3030-352	66.13
05/16	05/09/2016	66389	492	KAYSER AUTOMOTIVE GROUP	FIRE CAR 3 REPLACEMENT	G0540	1	500-52-0020-841	36.65-
Total 66389:									
05/16	05/09/2016	66390	2254	KELLY, LAUREN	TRAINING	LK-042116	1	100-55-5510-330	10.80
05/16	05/09/2016	66390	2254	KELLY, LAUREN	TRAVEL/TRAINING	LK-042116	2	100-55-5510-353	55.08
Total 66390:									
05/16	05/09/2016	66391	512	KRIS' CUSTOM SEWING	TURNOUT REPAIR	23478	1	100-52-2020-346	51.25
05/16	05/09/2016	66391	512	KRIS' CUSTOM SEWING	TURNOUT REPAIR	23497	1	100-52-2020-346	40.50
05/16	05/09/2016	66391	512	KRIS' CUSTOM SEWING	TURNOUT PANTS	23532	1	100-52-2020-346	6.25
Total 66391:									
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	FIRE BADGES	219158	1	100-52-2020-346	98.00
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	EMS BADGES	219158	2	100-52-4040-346	354.65
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	REDMAN-ALLOWANCE	219173	1	100-52-1010-346	354.65
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	MAURER-ALLOWANCE	219651	1	100-52-1010-346	145.80
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	INITIAL ISSUE-HAAG	219652	1	100-52-1010-346	118.90
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	CRAFT-INITIAL ISSUE	220044	1	100-52-1010-346	230.85
05/16	05/09/2016	66392	531	LARK UNIFORM OUTFITTERS	JOB-ALLOWANCE	220093	1	100-52-1010-346	143.95
Total 66392:									
05/16	05/09/2016	66393	14073	LEHMAN, LAWRENCE	PROP TAX OVERPMT	123115	1	100-2364	1,386.30
Total 66393:									
05/16	05/09/2016	66394	548	LIBRARY PETTY CASH	SUPPLIES	041516	1	900-55-0011-310	41.35
05/16	05/09/2016	66394	548	LIBRARY PETTY CASH	FOOD	041516	2	900-55-0011-350	57.94
Total 66394:									
									92.75

Board Report
Check Issue Dates: 5/9/2016 - 5/9/2016

VILLAGE OF MCFARLAND

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
05/16	05/09/2016	66395	575	MADISON MET SEWERAGE DIS	1ST Quarter SEWER	IN000012463	1	600-56-0020-820	146,392.70
Total 66395:									
05/16	05/09/2016	66396	581	MADISON TRUCK EQUIPMENT I	FRONT END LOADER/SNOW PLOW	16705	1	500-53-0030-660	28,844.00
Total 66396:									
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	VEH SUPPLIES	95094-03311	1	100-53-3030-352	117.50
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	PARKS EQUIPMENT	95094-03311	2	100-55-6050-345	160.44
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	PW BLDG SUPPLIES	95094-03311	3	100-51-8080-340	159.87
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	MC BLDG SUPPLIES	95094-03311	4	100-51-8081-340	28.56
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	WATER TOOLS	95094-03311	5	600-57-0070-930	989.96
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	SEWER SUPPLIES	95094-03311	6	600-56-0020-827	44.49
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	HYD. PAINT TRAILER SUPPLIES	95094-03311	7	600-57-0050-654	96.51
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	VEHICLE MAINT	95094-03311	8	100-52-2020-352	32.87
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	MISC SUPPLIES	95094-03311	9	100-52-1010-340	9.67
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	ORGANIZER SQUAD	95094-03311	10	100-52-1010-340	31.49
05/16	05/09/2016	66397	618	MCFARLAND TRUE VALUE	MISC SUPPLIES	95094-03311	11	900-55-0011-310	15.20
Total 66397:									
05/16	05/09/2016	66398	16184	MDROFFERS CONSULTING LL	PROG BILL-COMP PLAN UPDATE	201604008	1	500-51-7272-820	3,629.38
Total 66398:									
05/16	05/09/2016	66399	640	MGE	LIFT #5 GAS HOOK UP	0150245	1	600-1800	562.00
Total 66399:									
05/16	05/09/2016	66400	2058	MICROMARKETING LLC	AUDIO BOOKS	615746	1	900-55-0011-396	50.00
05/16	05/09/2016	66400	2058	MICROMARKETING LLC	AUDIO BOOKS	615930	1	900-55-0011-396	6.00
05/16	05/09/2016	66400	2058	MICROMARKETING LLC	AUDIO BOOKS	617342	1	900-55-0011-396	60.00
05/16	05/09/2016	66400	2058	MICROMARKETING LLC	AUDIO BOOKS	618144	1	900-55-0011-396	39.99
Total 66400:									
05/16	05/09/2016	66401	2089	MIDWEST METER INC	METER SUPPLIES	0076679-IN	1	600-1824	140.83

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66401:									
05/16	05/09/2016	66402	1941	MIDWEST TRAILER SALES	EXHAUST FILTER FLUID	1078646-00	1	100-52-2020-352	140.83
05/16	05/09/2016	66402	1941	MIDWEST TRAILER SALES	VCH BATTERIES	1078731-00	1	100-53-3030-352	17.36
05/16	05/09/2016	66402	1941	MIDWEST TRAILER SALES	SQUAD 5 ANNUAL	1078732-00	1	100-52-2020-352	38.55
05/16	05/09/2016	66402	1941	MIDWEST TRAILER SALES	BRUSH TRUCK FUEL FILTER	1078733-00	1	100-52-2020-352	42.32
05/16	05/09/2016	66402	1941	MIDWEST TRAILER SALES	UTILITY VEH INHIBITOR	1078940-00	1	600-57-0070-930	3.45
Total 66402:									
05/16	05/09/2016	66403	1976	MURPHY DESMOND SC	GENERAL LEGAL MATTERS	8011299	1	100-51-2161-210	476.18
05/16	05/09/2016	66403	1976	MURPHY DESMOND SC	LEGAL	8011300	1	600-56-0050-852	2,505.85
05/16	05/09/2016	66403	1976	MURPHY DESMOND SC	UTILITY DISTRICT	8011300	2	600-57-0070-923	425.73
05/16	05/09/2016	66403	1976	MURPHY DESMOND SC	LEGAL-BILL JUNIPER	8011301	1	100-2640	425.72
Total 66403:									
05/16	05/09/2016	66404	1896	NAPA AUTO PARTS	VEH PARTS	190-444238	1	100-53-3030-352	3,654.55
05/16	05/09/2016	66404	1896	NAPA AUTO PARTS	VEH PARTS	190-446581	1	100-53-3030-352	170.12
05/16	05/09/2016	66404	1896	NAPA AUTO PARTS	TRUCK #2 PARTS	190-446581	2	100-53-3030-352	137.44
Total 66404:									
05/16	05/09/2016	66405	2082	NASSCO INC	MC SUPPLIES	S1882243.00	1	100-51-8081-240	355.23
05/16	05/09/2016	66405	2082	NASSCO INC	MC SUPPLIES	S2003679.00	1	100-51-8081-240	56.56
Total 66405:									
05/16	05/09/2016	66406	2080	OLSEN, SUE	DUPLEX-STOVE PARTS	SO-042516	1	650-53-3040-260	146.28
Total 66406:									
05/16	05/09/2016	66407	2102	ONKEN, JASON	INSERVICE LUNCH	JO-042816	1	100-52-1010-330	53.54
Total 66407:									
05/16	05/09/2016	66408	725	ORGANIZATIONAL DEV CONSU	A. CRAFT-PD PSYCH EVAL	11663	1	100-51-4141-300	7.00
Total 66408:									
05/16	05/09/2016	66408	725	ORGANIZATIONAL DEV CONSU	A. CRAFT-PD PSYCH EVAL	11663	1	100-51-4141-300	7.00
Total 66408:									
05/16	05/09/2016	66408	725	ORGANIZATIONAL DEV CONSU	A. CRAFT-PD PSYCH EVAL	11663	1	100-51-4141-300	765.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66408:									
05/16	05/09/2016	66409	748	PITNEY BOWES INC	AGREEMENT CHARGE	656647	1	100-51-4141-310	94.75
Total 66409:									
05/16	05/09/2016	66410	1245	PROFESSIONAL PEST CONTR	PW PEST CONTROL	238888	1	100-51-8080-240	37.00
05/16	05/09/2016	66410	1245	PROFESSIONAL PEST CONTR	MC PEST CONTROL	238889	1	100-51-8081-240	44.00
05/16	05/09/2016	66410	1245	PROFESSIONAL PEST CONTR	PARKS PEST CONTROL	240022	1	100-55-6050-342	45.00
Total 66410:									
05/16	05/09/2016	66411	800	RELIANT FIRE APPARATUS INC	06 ENGINE SEAT BELT	116-15341	1	100-52-2020-352	161.58
05/16	05/09/2016	66411	800	RELIANT FIRE APPARATUS INC	97 LADDER WINDOW HANDLE	116-15342	1	100-52-2020-352	23.87
Total 66411:									
05/16	05/09/2016	66412	9137	RICOH USA INC	COPIER RENTAL	5041707447	1	100-52-1010-240	115.04
Total 66412:									
05/16	05/09/2016	66413	2213	RIVISTAS LLC	MAG SUBSCRIPTIONS	3583	1	900-55-0011-395	4,284.20
Total 66413:									
05/16	05/09/2016	66414	863	SHRED-IT USA LLC	MISC SUPPLY	9410313101	1	100-52-1010-340	36.92
05/16	05/09/2016	66414	863	SHRED-IT USA LLC	MISC SUPPLY	9410313101	2	100-52-2020-340	18.46
05/16	05/09/2016	66414	863	SHRED-IT USA LLC	MISC SUPPLY	9410313101	3	100-51-4141-310	18.46
05/16	05/09/2016	66414	863	SHRED-IT USA LLC	MONTHLY SHREDDING SVC	9410399140	1	100-52-1010-340	69.28
Total 66414:									
05/16	05/09/2016	66415	879	SOUTH CENTRAL LIBRARY SY	MOVIE LICENSE	16-434	1	900-55-0011-296	199.00
Total 66415:									
05/16	05/09/2016	66416	1165	SPRANG, SARA	HV	SS-042916	1	100-55-5510-353	61.02

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
Total 66416:									
05/16	05/09/2016	66417	1738	STATE OF WI TREASURER	MONTHLY COURT FEES FOR APRIL	043016	1	100-4411	61.02
Total 66417:									
05/16	05/09/2016	66418	2297	STATE OF WISCONSIN	AD-VILLAGE CLERK	505-00000005	1	100-51-4141-300	2,855.11
Total 66418:									
05/16	05/09/2016	66419	2132	STEELE, DIANNE	UNIFORM ALLOW- SHERVEN	CS-040416	1	100-52-1010-346	45.00
Total 66419:									
05/16	05/09/2016	66420	16301	STRAIN, SHAWN	REIMBURS DUE TO ID THEFT	SS-050316	1	100-4411	161.80
Total 66420:									
05/16	05/09/2016	66421	1462	TASC	JUNE 2016 TASC FEE	IN774289	1	100-51-4195-528	159.60
Total 66421:									
05/16	05/09/2016	66422	926	TASER INTERNATIONAL	TRAINING CARTRIDGES	CN 095292	1	100-52-1010-330	338.96
05/16	05/09/2016	66422	926	TASER INTERNATIONAL	AMMO	SI1435550	1	100-52-1010-347	351.17
Total 66422:									
05/16	05/09/2016	66423	957	TOM'S AUTO CENTER INC	TAURUS TIRES	0032554	1	100-52-2020-352	372.56
Total 66423:									
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	DESIGN/LAYOUT/BID DOCS	16403	1	500-53-0030-845	716.31
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	MC86=DWGS/LAYOUT/MTGS/BID DOCS	16488	1	100-2640	552.50
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	MC86=DWGS/LAYOUT/MTGS/BID DOCS	16489	1	500-53-0030-850	802.50
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	PROJECT ADMIN	16490	1	600-1800	3,972.05
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	DESIGN/LAYOUT/BID DOCS	16491	1	500-55-0050-858	4,991.66
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	MC91-LAYOUTS/BID DOCS & PROCESS	16492	1	500-53-0030-850	4,512.02
05/16	05/09/2016	66424	958	TOWN & COUNTRY ENGINEER	DESIGN/LAYOUT/BID DOCS	16493	1	500-53-0030-845	7,045.42



McFarland Fire & Rescue Department

5915 Milwaukee Street • PO Box 110 • McFarland, WI 53558-0110
(608) 838-3278 • Fax: (608) 838-3619

Emergency: 911

April 2016 Fire & Rescue Department Report

• General

- On April 9th the EMT Association and Firefighter Association held their annual appreciation dinner for members, spouses and retired members. This is an event that everyone enjoys and has been an annual event for the Firefighter Association for years and became a combined event a few years back. It allows the members to gather in a social atmosphere and reflect on the past year. Additionally, the Department is able to recognize members for their accomplishments and celebrate anniversaries.
- On April 30th the Department assisted with the Bike Rodeo that was held by the Police Department and the Optimist Club. The Department had several members in attendance and was well attended by the public.
- The EMT Association has kicked off their annual fundraising with the mailing of their newsletter and will finish it with the pancake breakfast on May 15th. The pancake breakfast is an event the community looks forward to and the Department is excited to see the membership coming forward to support this event. We are having a record number of members signing up to assist with it.
- The Firefighters Association is completing their final plans for a fundraiser with Pizza Hut. Additionally they have secured donations to cover the cost of the fuel for the event.

• Air Quality Report

- In October of 2015 Bessa & Associates, Inc. conducted an industrial hygiene study to address air quality complaints in the Fire Apparatus Bay and Administrative Offices. The testing did not test for every pollutant of concern, but rather used representative pollutants to see if there is a concern or if further study was required.
- The testing did find that the apparatus bay does not have adequate dilutive ventilation to remove contaminants of concern such as nitrogen dioxide and diesel particulate. Furthermore, diesel particulate is suspected of being a suspected human carcinogen.
- The report recommends that further air testing be conducted and that considerations be made to implement source capture exhaust for the apparatus bay to reduce both the concentration and time staff is exposed to contaminants. Again, the study is an indicator of the problem and does check to verify that exposure thresholds are being exceeded for the hundreds of compounds that make up diesel exhaust.
- In effort to address this concern the department has submitted a 2015 AFG grant application in support of installing a source capture exhaust system in the apparatus bay and we are awaiting those results. However, the department recommends that the board consider making plans to fund the source capture exhaust system if our grant efforts are unsuccessful.

- **Staffing**

- Staffing of the ambulance continues to be a challenge. We currently have three volunteers and one fulltime 40-Hour EMT on medical restrictions. One fulltime 24-Hour EMT position remains vacant. We have extended a conditional offer to an individual for the vacant 24-Hour EMT position. That individual is tentatively scheduled to start May 23rd. Additionally, the current shortage of staff in the administration department places a greater demand on the 40-hour EMT position. This greater demand results in additional time placed on Fire Inspector / Public Education Specialist and the Fire Rescue Chief providing coverage on the ambulance.
- Current Staffing Levels
 - Fulltime Fire Rescue Chief – 1
 - Fulltime Fire Inspector/Public Education Specialist – 1
 - Fulltime EMTs – 4 currently employed (1 position vacant)
 - Volunteers – 67 (27 EMTs, 29 Firefighters & 11 EMT/Firefighters)
 - Cadet – 1
 - Total Staffing Level - 74
- The fulltime EMT that injured their shoulder and neck returned to light / office duty. We are hoping for return to full duty in the coming weeks
- We completed our initial round of interviewing for volunteers and five candidates are moving onto Chief's interview. Four are licensed as EMT – Basic and one is licensed as Advanced EMT.

- **Staff Achievements**

- EMT Firefighter Colton Havey has successfully completed driver certification for the Ambulances.
- Firefighter Kyle Beldowski, EMT Firefighter Sam Nepple and Firefighter Mike McBain have successfully completed driver certification for driving department staff cars.
- Firefighter Davin Blazek has successfully completed driver certification for the Brush truck.

- **Training Activity**

- April Completions
 - Firefighters completed annual live wildland fire training during prescribed burns, Firefighter CPR, standpipe hose deployment, driver progression and initial scene command for fire operations.
 - EMTs completed initial scene command for EMS operations, hazardous awareness refresher and toxicology.
 - Lt. Molenaar is coordinating instructors for the pediatric education for prehospital providers (PEPP) advanced life support (ALS) training for our members. After completing instructor training the program will be rolled out to all EMTs.
- May Schedule
 - Firefighters will complete their annual air consumption drill. This drill provides invaluable cardiac training in Self Contained Breathing Apparatuses (SCBA's) for the firefighters. Additionally this drill places an emphasis on the amount of air the firefighters consume while working. This is very beneficial knowledge for firefighters.
 - Firefighters will drill on ground ladder usage and rope/knot usage with emphasis of hoisting equipment during ground ladder operations.
 - The EMT training for the month will be pediatrics to refresh EMTs in the core pediatric assessment prior to the planned PEPP training.

- **Budget**

- The 2016 budget expenditures are progressing as expected. The EMS overtime account will be over budget for 2016 with majority of the account expended during the first quarter. The EMS salaries account should have a surplus to aid in covering this due to the fulltime staffing vacancies.
- The membership has been requested to provide budget requests for the upcoming 2017 budget process.
- The large capital budget for the department is nearing completion with the completing the Car 3 replacement with a Ford Police SUV. The project is nearing completion and currently projected to be 19 – 20% under budget. The surplus will be requested to be allocated for future staff car replacements. The next staff car requiring replacement will most likely be the 2003 sedan.
- The specification committee for 1992 engine replacement has begun meeting to develop a specification and more importantly developing a more thorough project budget.

- **Apparatus**

- The annual DOT inspections have begun with the completion of the 1995 Tender, 2015 Tender, 2000 Squad (Heavy Rescue), 1996 Brush Truck, 2007 pick-up (Utility Car) and 2012 SUV (Command Car).
- 2003 Sedan had a flat tire and during the inspection by the Village Mechanic all the tires on the car were deemed needing to be replaced. The tires were replaced by local vendor utilizing Wisconsin State bid pricing.
- 1997 Ladder had to have a rear window handle replace due to wear and age.
- 2006 Engine is pending work to replace a worn out seat belt and all of the pump intake valves at no cost due to a concern by the valve manufacturer on the design. The valve manufacturer has requested samples from the truck manufacturer and due to the sales representative knowing our engine had valve concerns he offered our truck to be part of the program. The valve manufacturer will inspect and implement new design based on the old valve failures. Once the new design is released it is expected that the new design will be provided to our truck. This will all be at no charge and only cost will be taking to the truck to the truck manufacturer's repair facility in DeForest.
- 2001 Chevy Tahoe was removed from service, all equipment removed and sent to auction. The replacement 2016 SUV has been placed into service. It is still pending a couple final items that are expected to be finished in the next few weeks. This vehicle is assigned to the Fire Rescue Chief and will be available to members for class or conference attendance also.

<u>Inspection/Prevention Activity</u>	<u>Completed</u>	<u>Year to Date Total</u>
Building Inspections	41	280
Re-Inspections	0	0
Special Inspections	0	0
Fire Code Violations Identified	20	161
Fire Code Violations Corrected	1	3
Plan Reviews	1	3

Incident Summary

Incident Type	2016		2015	
	March	Year to Date Total	March	Year to Date Total
EMS – Falls	9	49	12	42
EMS – General Medical	26	92	31	129
EMS – Motor Vehicle Crash	2	13	3	12
EMS – Trauma Other	5	11	8	17
EMS – Other types	11	57	5	18
EMS – Total	53	222	59	218
Fire – Building, vehicle or outside	10	18	6	14
Fire – Assist EMS Crew	9	31	8	36
Fire – Motor Vehicle Crash	1	6	1	5
Fire – Alarms	1	12	4	13
Fire – Other types	2	19	3	13
Fire – Total	23	86	22	81

- **Significant Incidents**

- On April 5th we received a call of an individual that was found in their home in cardiac arrest. Town of Madison Medic 66 responded with our crews as automatic ALS. Rescue 84 arrived on scene and found the patient receiving chest compressions from a by-stander. The crew began life saving measures that included use of the defibrillator. Our crew treatment was augmented with the Town of Madison Paramedic's care which included the application of a chest compression system (Lucas Device). The patient's pulse was reestablished prior to transport and was present at completion of the pre-hospital care when care was transferred to the hospital. In the following days it was determined the outcome for the patient was poor and the family decided to remove care. The patient passed away shortly after the removal of care.
- On April 8th we were requested to respond on County Highway AB at an address on Lake Kegonsa for car crash involving a single car into a tree. Lieutenant Tripalin was in the area within a few minutes of the page being received and was unable to locate the incident. The communications center was able to contact the caller and able to provide information the car was off the roadway and near the home at the incident address. We were then able to locate crash that was approximately 150 feet from the roadway and between two homes. The car had significant frontal damage from the tree and it appears the tree stop the car from entering the lake. Our crews had to extricate the passenger of the vehicle and the driver had self-extricated. UW Med-Flight and Flight For Life were contacted for possible helicopter ambulance for the passenger and both were unable to fly due to weather conditions. The driver was transported by our backup ambulance Rescue 82 to UW hospital. A paramedic crew was requested and City of Madison Medic 6 arrived at the scene as the passenger was extricated. The passenger was then transported to UW hospital by our primary ambulance Rescue 84 with City of Madison Paramedics assisting in care. One of the individuals did pass away in the days following the incident with indication being due to previous health conditions compounded with the crash injuries.

-
- On April 21st we received a call for an individual that became unresponsive with a 911 call taker. We responded to the address and found the patient in the kitchen of the home with McFarland Police performing chest compression and AED advising no shock. We assumed patient care and began our life support measures including an advanced airway tube being placed and nebulized medication being given. The medication was intended to treat an underlying respiratory condition that caused the patient to arrest. The Town of Madison Medic 66 responded as the auto ALS unit. Upon their arrival the chest compression system (Lucas Device) was applied. The patients pulse was reestablished prior to transport and was present at completion of the pre-hospital care when care was transferred to the hospital. In the following days it was determined the patient had limited brain activity and the family decided to stop care. The patient passed away shortly after care was stopped.
 - As an additional note, the month of April seen an increase in fire type calls that was primarily from the grass fire season. The department received complaint calls and calls that were determined to be prescribed burns. The department did respond into the Town of Dunn for a controlled burn that the home owner lost control of. It was extinguished with primarily the Brush Truck.
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Industrial Hygiene Survey

McFarland Fire and Rescue Department

Completed On: October 16, 2015

Completed By: Sharon Bessa, CIH

Bessa & Associates, Inc.

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5.2 Equipment and Methods	
5.3 Quality Assurance	

Appendix

- Table I Carbon and Diesel Particulate
- Table II Polyaromatic Hydrocarbons
- Table III Aldehydes
- Table IV Total Volatile Organic Compounds
- Table V Nitrogen Dioxide and Carbon Monoxide
- Table VI Vehicles Operated During the Sample Period

This report should be accompanied by an Excel file of the following:
Particle Counts

This report should be accompanied by pdf files of the following:
Industrial Hygiene Analytical Test Request Forms
Pump Calibration Form
Wisconsin Occupational Health Laboratory Analytical Laboratory Reports
ID#9592715, 9593045, 9592928, 0592693

Industrial Hygiene Survey

This survey was conducted by Sharon Bessa, RN, CIH of Bessa & Associates, Inc.

1.0 Purpose of Survey

This survey was conducted to measure air quality during a “worst case” scenario with the maximum number of vehicles started, leaving, and returning in the Apparatus Bay of this fire station. The odor of diesel exhaust has been reported in the Apparatus Bay as well as the surrounding offices and dormitory rooms in this building. Emergency responders may also have additional exposure to diesel exhaust while traveling to and from the site of an emergency.

Acute exposure to diesel exhaust can lead to symptoms including upper respiratory irritation and headache. Chronic exposure to diesel exhaust particulates is considered to be a “suspect human carcinogen” by the American Conference of Governmental Industrial Hygienists (ACGIH). This designation is based on evidence of carcinogenicity in animal studies and on studies of workers exposed to diesel exhaust. Diesel exhaust exposure appears to be related to an increase in lung inflammatory disease and lung cancer even after exposure to other carcinogens, e.g., asbestos and smoking, have been excluded.

2.0 Work Completed

2.1 Air samples were taken in six interior locations for:

- Diesel Particulate/Carbon
- Total Volatile Organic Compounds (TVOCs)
- Nitrogen Dioxide
- Carbon Monoxide

2.2 Air samples were taken in two locations for:

- Aldehydes
- Polyaromatic Hydrocarbon (PAHs)

2.3 A particle count was taken in the rear of the Apparatus Bay.

3.0 Findings and Observations

3.1 Background

This survey was triggered by concerns about air quality when vehicles are started in the Apparatus Bay (Bay). The number of vehicles can range for two to seven. The vehicles are diesel-fueled, with one exception.

Industrial Hygiene Survey

Bessa Associates, Inc.

for McFarland Fire and Rescue

April 14, 2016

Page 2

The building has a floor sweep at the rear of the Bay and an overhead make-up air unit. It is necessary to turn this unit on manually to make it operate. This unit was being worked on while the air monitoring was taking place. The ventilation design and function in the Bay and in the remainder of the building were not evaluated as part of this survey.

The air sample results represent the findings of one short term exposure period. Sampling results may differ based on the number of vehicles used, the service condition of the diesel engines, the fuel type, the number of vehicles started during an entire work shift, exhaust gas treatment, outside air temperature, and wind conditions.

During this survey outside air blew into the building as soon as the overhead door was opened in center of the Apparatus Bay. This provided some dilution ventilation that would not be present with calm conditions outdoors. Table VI is a summary of the vehicles that were started and driven in and out of the Apparatus Bay during the sample period.

3.2 Diesel Exhaust Emissions

Diesel exhaust emissions are a complex mixture of gases, vapors, and particulates. The gas and vapor components include carbon monoxide, carbon dioxide, oxides of nitrogen and sulfur, and hydrocarbons. Diesel particulates are composed of carbon cores produced during the combustion. The majority of these carbon particles are less than one micrometer in size allowing them to penetrate deeply into the lungs.⁽¹⁾ In addition to the carbon particulates, it is estimated that as many as 1800 different substances from the combustion process may be adsorbed onto the surface of the particulates. Many of these substances, including formaldehyde, benzene, and polycyclic aromatic hydrocarbons, are considered confirmed human carcinogens.⁽²⁾

3.3 Air Sample Results – Diesel Particulate Matter

Total carbon is the sum of elemental carbon and organic carbon. Total carbon is a logical surrogate for measuring diesel exhaust since diesel particulate matter is predominately (typically 80%) carbon. However, total carbon will also contain organic carbon which is not a good surrogate since there are many other sources of organic carbon in the environment. These other sources include chemicals from maintenance, cleaning and office products, unburnt fuel, and chemicals from building occupants including fragrances and personal hygiene products.

Elemental Carbon – (EC) is a better choice as a surrogate for diesel particulate matter (DPM) since it can be accurately measured at low concentrations and is considered to be derived primarily from the combustion of diesel fuel. Other sources of EC, such as coal combustion, exhaust from incinerators, or exhaust from diesel traffic are not likely to be present or would be recognized if they were in the vicinity of the environment where sampling was conducted. The fraction of EC in DPM may change depending on several factors including engine duty cycle and fuel type. Elemental (expected to be from diesel exhaust alone) and organic carbon (from diesel exhaust as well as other sources) are combined to make total carbon.

There are no occupational exposure limits for diesel particulate matter. In 2000 ACGIH was considering, but did not establish, a Threshold Limit Value of 0.05 milligrams per cubic meter of air for diesel particulate and concluded that diesel particulate was a suspect human carcinogen.⁽²⁾ Several other agencies have studied the health effects of diesel exhaust including the International Agency for Research on Cancer (IARC), the World Health Organization (WHO), and the US Environmental Protection Agency, and each has concluded that diesel exhaust is a probable or suspect human carcinogen.⁽³⁾

The U.S. Environmental Protection Agency has a Reference Concentration (RFC) that has been used as a health benchmark that is considered to be protective of chronic noncarcinogenic health effects for the public.⁽⁴⁾ Since individuals may be present in the fire station for 24 hours or longer, this Reference Concentration may be more relevant than an occupational exposure limit that assumes exposure is limited to eight hours as a typical work shift. This RFC is for diesel exhaust and not specifically for diesel particulate. The RFC, considered a “threshold of concern” for diesel exhaust, which includes diesel particulate, is 5.0 micrograms per cubic meter of air (0.005 milligrams per cubic meter of air). The levels of total and organic carbon in these samples exceed 0.005 milligrams per cubic meter of air in five of the six samples taken during this survey. However, elemental carbon was not detected. See Table I.

3.4 Air Sample Results – Polyaromatic Hydrocarbons

Two samples were set up in the Bay. There was no detection of these compounds. See Table II.

3.5 Air Sample Results – Aldehydes

There was detection of formaldehyde in a low concentration in the sample taken in mid Bay. The pump failed on the sample in the rear of the Bay. See Table III.

3.6 Air Samples Results – Total Volatile Organic Compounds

Low concentrations of volatiles were detected in the samples taken in the Bay and the Clerk Office. The pump used for the sample in the Village office failed. The highest concentration was detected in the Clerk office. The source of these volatiles is not known, however, this is not unusual finding since a typical office has many sources of volatile organic compounds including cleaning products, human fragrances, and office products. The concentrations detected in the Bay may come from the diesel exhaust or unspent fuel as well as other organic compounds. See Table IV.

3.7 Direct Reading Results – Carbon Monoxide (CO)

Carbon monoxide instruments registered CO in three locations but two of the locations had concentrations of only 1-2 parts per million (ppm) which is within the calibration accuracy of the instruments. The rear of the Bay was the location with detection above 2 ppm and this was detection of 3 ppm.

3.8 Direct Reading Results – Nitrogen Dioxide

The presence of diesel exhaust was confirmed by detection of nitrogen dioxide at 0.1 to 0.3 ppm in the readings taken in the Bay. The levels remained at 0.3 ppm in the mid Bay location until the sampling was discontinued. This may indicate the lack of dilution ventilation once the overhead doors were closed. See Table V. The Environmental Protection Agency in the Integrated Science Assessment for Oxides of Nitrogen⁵, published in January 2016 established a one-hour limit of 0.1 ppm for National Ambient Air Quality based on evidence of health effects. It is possible that exposure to low levels for short periods of time may result in symptoms such as headache, throat irritation, nausea and exacerbation of asthma in some individuals. ACGIH recommends an eight hour exposure limit of 0.2 ppm for nitrogen dioxide. If vehicles operate at intervals during the work shift it may be possible to reach or exceed this limit if someone is working in the Apparatus Bay. There may also be additional exposure to individuals as they respond to an emergency that would increase their eight hour average.

4.0 Conclusions

4.1 The concentration of nitrogen dioxide detected in the Apparatus Bay exceeded the 0.1 ppm one-hour limit established for ambient air quality. This limit was established to prevent respiratory effects including exacerbation of asthma at this low exposure concentration.

4.2 The concentration of the substances detected, nitrogen dioxide and formaldehyde, were below the exposure limits recommended (and enforced for public sector employees) by the American Conference of Governmental Industrial Hygienists if it is assumed that the exposure measured during this time period was the only exposure during an eight hour work shift. However, since the "work shift" can extend for longer periods of time and since additional exposure to diesel exhaust may occur during response to an emergency, it is possible that the ACGIH exposure limit could be reached or exceeded if the nitrogen dioxide concentrations are not diluted and removed from the building as rapidly as possible.

4.3 The concentration of total volatile organic compounds detected was typical of those found in an occupied building.

4.4 The concentration of total and organic carbon exceeds the Reference Concentration used by EPA as a "threshold of concern" for diesel particulate. It can be assumed that some of this carbon was generated in the diesel exhaust but it is not possible, from these samples, to distinguish the organic carbon that came from the exhaust from the carbon that came from other sources.

4.5 Two facts indicate a lack of dilution ventilation in the Apparatus Bay; The concentration of nitrogen dioxide was high enough to be detected by odor and this odor remained detectable in the Bay when the sampling was discontinued. The concentration that was detected (0.2 to 0.3 ppm) did not drop by the time the monitoring was discontinued.

Particle counts also remained elevated at approximately ten times the concentration that was detected prior to the vehicles being started.

4.6 Occupational exposure limits have not been determined for diesel exhaust by OSHA or ACGIH. However, several agencies have designated diesel particulate as a suspect human carcinogen. Although this was one brief sampling event, the fact that the nitrogen dioxide and particulates levels were raised when the vehicles were started and did not decrease during the time they were monitored is an indication of the need for more dilution ventilation or source capture. Since the concentrations did not decrease during a thirty minute period following the vehicle start up, air contaminants may build up over the course of a work day when more than one emergency response event takes place.

4.7 It is best practice, in fire stations as well as other buildings where diesel exhaust is generated, e.g. Wisconsin Army Reserve National Guard maintenance building, to capture diesel exhaust using local source capture. The typical system is attached to the exhaust of the vehicles and is released when the vehicles leave the station. It is also best practice to have a system that is not dependent upon manual start-up.

4.8 Additional air samples are not needed to establish that exposure to diesel exhaust is occurring at a concentration that could lead to respiratory health effects.

5.0 Recommendations

5.1 Conduct a thorough evaluation of the ventilation system in this building. The evaluation should include measurements of air flow of the floor sweep and the make-up air. The evaluation should also include identification of pathways for air to travel between the Apparatus Bay and other portions of the building.

5.2 Consider the implementation of source capture or an increase in dilution ventilation.

5.3 Consider automation of the makeup air unit. Make-up air to the Apparatus Bay should be carefully balanced with the exhaust to avoid pressurizing the Bay which would move air to other portions of the building unless pathways were eliminated.

6.0 Methodology

6.1 Sampling Strategy

Diesel exhaust is a complex mixture of gases, vapors, and particulates. The sampling was designed to capture and quantify the substances that are known to be present in the exhaust. The initial sampling strategy included collecting air samples during a worst case scenario with at least five vehicles leaving the Bay. When it was discovered that carbon monoxide and nitrogen dioxide were at very low concentrations in the Bay during the worst case scenario, the scenario using a smaller number of vehicles was not conducted. It should be noted that there was some manipulation of the floor sweep exhaust in the bay and the overhead makeup air during the air samples.

6.2 Equipment and Methods

The samples were taken using Gilian Low Flow and MSA Flo-lite high flow pumps that were calibrated before and after the sample using a TSI primary calibrator. The details on the sampling technique and the analytical methods can be found in the pdf files accompanying this report. The nitrogen dioxide readings were taken with SperianToxipro direct reading instruments. Carbon monoxide was measured in the rear of the Bay with a TSI Q Trak and in the other locations with MSA instruments provided by the city of McFarland. Particle counts were taken with a Met One HHPC particle counter.

6.3 Quality Assurance

Sampling was conducted according to OSHA protocols. Blanks were submitted for each sample type. All analysis was conducted at a laboratory accredited by the American Industrial Hygiene Association.

Table I
Carbon and Diesel Particulate
McFarland Fire and Rescue
October 16, 2015

Sample Number	Sample Location	Time On Off	Flow Rate Liters per Minute	Elemental Carbon mg/m ³	Organic Carbon mg/m ³	Total Carbon* mg/m ³
100	Blank in micrograms per filter			<5.1	29	29
101	Area 1 Rear Bay	1012-1113	2.0	<0.036	0.13	0.14
102	Area 2 Dorm	0955-1101	2.8	<0.028	<0.081	<0.081
103	Area 3 Clerk's Office	0958-1105	2.4	<0.032	0.21	0.22
104	Area 4 Mid Bay	0957-1115	3.0	<0.022	0.12	0.12
105	Area 5 Village Office	1000-1110	2.6	<0.028	0.13	0.13
106	Area 6 Corridor Police	0952-1056	2.5	<0.032	0.15	0.15

< = Less than, followed by the minimum quantity that could have been detected with the analytical method that was used. Differences in this quantity are based on the volume of air that was collected.

mg/m³ = milligrams per cubic meter of air

*Totals are rounded.

Samples are not blank corrected.

Table II
Monitoring for Polyaromatic Hydrocarbons
McFarland Fire and Rescue
October 16, 2015

Substance	Blank Sample 200*	Sample 201 Area 1 Rear Bay Flow Rate: 0.7 liters/minute 71 minutes micrograms/ cubic meter	Sample 202 Area 4 Mid Bay Flow Rate: 2.1 liters/minute 78 minutes micrograms/ cubic meter	OSHA** Exposure Limits micrograms/ cubic meter
Anthracene	<30	<0.60	<0.18	200
Benzo(a)pyrene	<19	<0.38	<0.11	200
Chrysene	<30	<0.60	<0.18	200
Phenanthrene	<150	<3.0	<0.92	200
Pyrene	<150	<3.0	<0.92	200

*nanograms per tube

<= Not Detected, Less Than followed by the minimum quantity that could have been detected.

**OSHA limits provided as a reference. ACGIH recommends exposure by all routes should be carefully controlled to levels as low as possible.

Table III
Monitoring for Aldehydes
McFarland Fire and Rescue
October 16, 2015

Substance	Blank Sample 300*	Sample 301 Area 1 Rear Bay Sample pump malfunctioned.	Sample 302 Area 4 Mid Bay Flow Rate: 0.4 liters/minute 78 minutes parts/million	ACGIH Exposure Limits parts/million
Acetaldehyde	<0.48		<0.0085	25C
Acetone	<0.96		<0.013	250 500S
Acrolein	<0.96		<0.013	0.1C
Benzaldehyde	<0.48		<0.0035	NE
Butyraldehyde	<0.96		<0.010	NE
Crotonaldehyde	<0.48		<0.0054	0.3C
Dimethylbenzaldehyde (2,5-)	<0.96		<0.0056	NE
Formaldehyde	<0.48		0.020	0.3 S
Hexanaldehyde	<0.96		<0.0075	NE
Isovaleraldehyde	<0.96		<0.0087	NE
Methyl Ethyl Ketone	<0.96		<0.010	200 300S
Propionaldehyde	<0.48		<0.0065	20
Tolualdehyde (M&P-)	<0.96		<0.0063	NE
Tolualdehyde (O)	<0.48		<0.0031	NE
Valeraldehyde	<0.48		<0.0044	50

*micrograms per tube

<= Not Detected, Less Than followed by the minimum quantity that could have been detected.

Exposure limits are for eight hour time-weighted average unless noted with "S" for 15 minute Short Term Exposure Limit or "C" for Ceiling Limit.

NE = Not Established

Table IV
Monitoring for Total Volatile Organic Compounds
McFarland Fire and Rescue
October 16, 2015

Sample Number	Sample Location	Time On Off	Flow Rate Liters per Minute	Total Volume in Liters	Concentration Micrograms per cubic meter of air
400	Blank in micrograms per tube				<1.3
401	Area 1 Rear Bay	1002-1113	0.18	12.78	210
402	Area 2 Dorm	0955-1100	0.24	15.6	<83
403	Area 3 Clerk Office	0958-1107	0.28	19.32	430
404	Area 4 Mid Bay	0957-1115	0.19	14.82	340
405	Area 5 Village Office				Pump Failed
406	Area 6 Corridor Police	0952-1057	0.25	16.25	<1.3
No effects expected					Less than 200
Effects unlikely only extraordinarily sensitive individuals would have effects.					201-350
Some sensitive individuals may have effects.					351-500

Adapted from Fike, RS "VOCs: The Sheep in Wolf's Clothing" Indoor Air Connections. Vol 8, August 2007.

< = Less than, followed by the minimum quantity that could have been detected with the analytical method that was used. The differences in this quantity are based on the volume of air that was collected.

Table V
Nitrogen Dioxide and Carbon Monoxide
McFarland Fire and Rescue
October 16, 2015

Time Activity	Parts per million	Locations					
		1 Rear Bay	2 Dorm	3 Clerk Office	4 Mid Bay	5 Village Office	6 Corridor to Police
10:20 3 Vehicles Exit	N ₂ O	0.2-0.3	0	0	0.3	0	0
	CO	1.0*	0	2	0	0	0
10:22 All Vehicles Out of Bay	N ₂ O	0.1-0.2	0	0	0.3	0	0
	CO	1.0	0	0	0	1	0
10:27 Doors remain closed	N ₂ O	0.2	0	0	0.3	0	0
	CO	1	0	1	0	0	0
10:40 Vehicles coming back in	N ₂ O	0.1-0.2	0	0	0.3	0	0
	CO	1	0	1	0	0	0
10:45 All vehicles back in, doors closed	N ₂ O	0.1-0.2	0	0	0.3	0	0
	CO	3	0	0	0	0	0
11:10 Samples discontinued	N ₂ O	0.2	0	0	0.3	0	0
	CO	0	0	0	0	0	0

*Within the calibration limits of the instrument.

Table VI

Vehicles Operated During Testing

Engine 1
Engine 2
Ladder 8
Rescue 84
Rescue 82
Tender 6
Car 1
Squad 5

References

1. National Institute for Occupational Safety and Health: Current Intelligence Bulletin No. 50 Carcinogenic Effects of Exposure to Diesel Exhaust. U.S. Department of Health and Human Services, Public Health Service, Centers for Disease Control, National Institute for Occupational Safety and Health, DHSS (NIOSH) Publication No. 88-116. Cincinnati, OH (1988).
2. American Conference of Governmental Industrial Hygienists: Draft Recommended TLV Documentation for Diesel Exhaust, Particulate. American Conference of Governmental Industrial Hygienists, Cincinnati, OH (2000).
3. International Agency for Research on Cancer. Diesel and gasoline exhausts and some nitroarenes. IARC Monographs on the Evaluation of Carcinogenic Risks to Humans, Vol 46. Lyon, France: World Health Organization International Agency for Research on Cancer. 1989.
4. Environmental Protection Agency EPA/600/8-90/057E Health Assessment Document for Diesel Exhaust. U.S. Environmental Protection Agency, Washington DC, July 2000.
5. U.S. EPA. Integrated Science Assessment for Oxides of Nitrogen – Health Criteria (2016 Final Report). U.S. Environmental Protection Agency, Washington, DC, EPA/600/R-15/068, 2016.

MCFARLAND POLICE DEPARTMENT



April 2016 Monthly Report

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APRIL 2016 MONTHLY REPORT

Introductory Information

As observed on the attached Call Summary Report, the McFarland Police Department logged 414 cases in April. This is compared to 616 cases for the same time period in 2015. Cases of interest for the month were: eight intoxicated drivers, four domestic disturbances, two disturbances, six juvenile complaints, five thefts, seven traffic accidents, fifty-three EMS/Fire assists, and responded to six alarms. Officers also logged 85 traffic incidents during this month.

Cases of Interest

04/07/2016 Officers were contacted by a subject who wanted to report his vehicle was stolen. Officers gathered the vehicle information and aired it over the radio for other officers. Fitchburg Police Officers were able to locate the vehicle and eventually arrested the driver for operating a motor vehicle without the owner's consent and operating while under the influence. The female suspect was booked into the Dane County Jail.

04/10/2016 Officers were dispatched to the 5200 block of Farwell Street for a domestic related disturbance. Officers arrived on scene and learned the suspect had fled prior to their arrival. The suspect was located a short distance away from the home. During the investigation it was learned the disturbance started because of drug use inside the home. The male suspect was eventually charged with domestic battery, criminal damage to property, disorderly conduct, intimidation of a victim, possession of marijuana, and possession of drug paraphernalia. Two other subjects were charged with drug related offenses.

04/11/2016 Officers on routine patrol observed a vehicle that had been reported as stolen from the City of Madison. Officers initiated a traffic stop but the vehicle did not stop. McFarland Officers, along with Dane County Sheriff's Deputies and City of Madison Officers, pursued the vehicle through the Village. The vehicle eventually stopped near Lewis Park and three subjects fled from it with the driver remaining in the vehicle. Officers arrested the female driver and two of the subjects who had run from the vehicle. The driver, a 13 year-old female, was charged with operating a motor vehicle without the owner's consent. The two subjects who ran from the vehicle were charged with obstructing/resisting arrest and being a passenger in a stolen vehicle. All three subjects were taken to the Juvenile Reception Center in Madison.

Staffing Report

- The patrol officer that began medical leave in early December and suffered a setback that required an additional surgery returned to active duty on April 6th.
- A dayshift patrol officer is currently on medical leave that will extend through the month of June.
- Our current recruitment process to fill one vacancy continues. To date:
 - Officer Haag is progressing nicely through the field training process, and is fitting into the Department and its culture very well. We anticipate his field training to be completed in May.
 - Officer Anthony Craft is also progressing well through field training, and is also a good fit for the department. We anticipate his field training to be completed in June.
 - A conditional offer of employment was made to a third candidate and subsequently withdrawn due to information obtained in the background investigation.
 - A conditional offer of employment has now been made to another candidate on the eligibility list received from the Police and Fire Commission. A background investigation will begin shortly. If this candidate does not advance, I will need to reconvene the Commission to interview additional candidates and provide me with another eligibility list.
- At present, we are operating with 12 of 16 sworn positions. This will improve greatly in May and June when we gain Officers Haag and Craft from field training.

Equipment Report

- No report.

Training Report

- Lt. Brian Redman attended training on the WI Open Records Laws. The training was held at Waukesha County Technical College.
- Several Officers attended Department in-service training. The training included rifle and pistol qualifications, use of force simulator, and defense and arrest tactics (DAAT) training. The training was held at the Madison Police Training Academy.

Budget Report

- As of the end of April, due to staffing shortages we are approximately 10% (\$6300) over budget in the overtime line item.
- That said, the estimated salary and benefit savings from unfilled positions puts us in a position of being approximately 8.5% under budget overall.
- As stated in previous reports, I am anticipating an overage in the uniform budget account this year as well, as we are hiring at minimum three and possibly four officer positions that were unanticipated at the time the budget was approved in 2015. These hires will require additional expenditures of roughly \$ 3,000 per officer, which could drive us over budget by as much as \$ 12,000 - \$13,000.

Other Information

- Eight department members will travel to the National Law Enforcement Memorial Ceremony between May 12th – 16th to honor Officer Copeland as his name is added to the memorial. We have contracted Dane Co. Sheriff's Deputies to cover six night shifts while staff attends the ceremonies. Remaining McFarland PD personnel will cover the remainder of the time as usual. This will be paid for out of funding raised through the Bowling for Boris event. More detailed information regarding this will be provided to Village Administration and the public prior to our departure.
- Additionally, a dayshift will be covered by the Sheriff's Office on Friday, May 20th to allow staff to attend the Wisconsin Law Enforcement Memorial Ceremony in Madison. This will also be paid for out of funding raised through the Bowling for Boris event.
- The department presented various officer awards at the April 11th, 2016 Village Board meeting. The following awards were presented:
 - Officer Jason Onken - Distinguished Service Award
 - Officer Ryan Copeland (Issued posthumously to Amanda Copeland) and Officer Matthew Schroeckenthaler - Life Saving Award
 - Officer John Miller, Officer Michael Showers and Sergeant Joseph Maurer - Life Saving Award
 - Officer Jacqueline Statz - Community Service Award
 - Amanda Copeland and Laurie Meehan (Officer Copeland's mother) - Medal of Ultimate Sacrifice



Incident Analysis Report Summary By Incident Type

McFarland Police Department
Official Case Report
Do Not Re-Release

Print Date/Time: 05/02/2016 16:04
Login ID: mcbgr
Incident Type: All
Call Source: All

From Date: 04/01/2016 00:00
To Date: 04/30/2016 23:59

McFarland Police Department
ORI Number: WI0137300

Officer ID: All
Location: All

Incident Type	Number of Incidents
911 Abandoned Call	14
911 Disconnect	5
Accident Hit and Run	1
Accident Private Property	1
Accident Property Damage	5
Adult Arrested Person	1
Alarm	6
Animal Complaint	1
Animal Complaint-Disturbance	3
Animal Complaint-Stray	4
Annoying/Obscene Phone Call	1
Arrested Juvenile	5
Assist Citizen-Vehicle Lockout	2
Assist Citizen	15
Assist Fire/Police	19
Assist Follow Up	4
Assist K9	5
Attempt to Locate Person	3
Check Person	17
Check Property	31
Civil Dispute	1
Damage to Property	2
Disturbance	2
Domestic Disturbance	4
Drug Investigation	8
EMS Assist	34
Escort Conveyance	1
Foot Patrol	4
Found Property	3
Fraud	4
Fraud/Identity Theft	1
Information	26
Intoxicated Person	1
Juvenile Complaint	1
Liquor Law Violation	1
Local Ordinance Violation	1
Misdialed 911 Call	5
Missing Adult	3



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McFarland Emergency Management

May 2016 Public Safety Report

Emergency Management Committee

Wednesday April 27 at 2:00 PM the Emergency Management Committee met and because of attendance, there was no formal meeting. Discussion involved availability of members of the committee in addition to storms and tornado training for emergency responders.

Training for Emergency Responders and Department Heads:

The chiefs of Fire, EMS, Law Enforcement, and the Public Works Director were forward the Storm Spotter Training for them and their personnel.

The videos emailed are from the National Weather Service and can be found at,

Storm Spotter Training on You Tube, National Weather Service, Norman Oklahoma, 2015. The videos of interest are titled:

- 1. Introduction to Storm Spotting*
- 2. Wall Clouds and Tornadoes*
- 3. Rotation Wall Clouds*
- 4. Night Spotting*

Webinar Training Attended: Reaching the Hard to Reach:

The Webinar was presented by the U.S. Fire Administration and involved awareness of those people within the community who are hesitant to react to emergencies as they have a negative perception and some distrust of authorities. Good webinar to remind of awareness of these folks in the community. I emailed both Chief Dennis and Outreach the information.

In-Class Workshop and Seminar Attended: GO191 ICS/EOC Interface:

This workshop on May 3 presented by FEMA was held at the Fitchburg City Hall involved the collaborative effort of the Incident Command System and the Emergency Operations Center in working together in an emergency situation or incident. Great information as a reminder of responsibilities and working together. In attendance were personnel and department heads from surrounding communities.

Old Business:

Emergency Response Plan: In Progress

Respectively Submitted,

Chuck M. Di Piazza,

McFarland Emergency Management Director

Minutes Plan Commission Meeting

February 15, 2016

Members Present: Brad Czebotar, Bruce Fischer, Kate Barrett, Cathy Kirby
Members Absent: Ron Berger, Dan Kolk, Steve Jackson
Staff Present: Pauline Boness, Eric Rindfleisch, Brian Berquist, Karen Knoll
Others Present: Kevin Urso, Richard Bee, Kathleen Smith, Dan Schudlach, Dan Martinez & Jerry Berquin Dimension IV Architects, Gail Posen, John Posen, Bob Newell, Mary Pat Lytle, Dea Larson Converse

1. **Call to order.** Chair Czebotar called the meeting to order at 7:00 p.m.
2. **Review and possible approval of draft Minutes from the January 19, 2016 Plan Commission meetings.**

Barrett asked for clarification on page 5 where Rindfleisch refers to "do we have a full comprehensive plan, no"

Czebotar moved to approve the January 19, 2016 minutes as amended, seconded by Barrett. Barrett unable to second the motion as Barrett was not present at the January 19, 2016 meeting. Motion to approve tabled postponed to March meeting due to lack of quorum from January meeting.

3. **Review and possible action regarding a 2-Lot Certified Survey Map (CSM), for property owned by Elaine Urso LLP. Legal description as follows: Lot 45, Parkview Estates lying in the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 02, T06N, R10E, Village of McFarland, Dane County, Wisconsin. The property addresses are 6310/20/30/40 Perrot Place, and are zoned R-3 General Residence.**

Kevin Urso, representing Elaine Urso LLP stated Urso Brothers were previously approved to build a four unit building on the site. The project was put on hold due to a busy schedule. Urso stated they reviewed the site and neighborhood, and feel two duplexes will better fit and the density will not change. In reviewing the site plan, the lots are large enough to build two duplexes with 10' side yards with no variances needed. Kirby felt this is a better fit for the area. Barrett inquired if they will be one or two story buildings. Urso responded they are in the drawing stage, and will most likely be two story buildings.

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4. Reconsideration, Review and possible action regarding a Conditional Use Permit (CUP), requested by Tim Neitzel, for approval of a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial. Date of original public hearing was January 19, 2016.

Fischer moved to reconsider the vote relating to approval of a conditional use permit to allow a 6 unit multifamily structure at 5611 Lake Edge Road, and indicated voted nay on this motion previously. Barrett seconded the motion, motion carried 4-0. Czebotar declared the request open for reconsideration.

Jerry Berquin of Dimension IV Architects in Madison is working with Tim Neitzel on this project which was approved in 2011 but, for various reasons, Neitzel did not move forward. They are back now seeking approval on a similar project for the site. The proposal is for a six unit townhome structure, each unit will have their own door facing the street. Four units will have enclosed 2 car garages and enclosed one car garages for the two flats. Twelve additional guest and visitor parking stalls are to the rear. The lot is currently vacant; there had been an older four unit building and garages which were torn down in 2013. Berquin reviewed the floor plans for the units, along with discussion of the exterior building materials. The structure will have a masonry base with vinyl siding, using multiple colors and texture. There will not be many side facing windows on the two end units. All six units will be broken up so they read as individual town homes.

At the January meeting there was a different site plan layout; they have curbed the driveway back a little, giving it a subtle change. Berquin reviewed the landscape and stormwater areas. The stormwater is designed per the DNR and state of Wisconsin requirements along with local ordinances.

Czebotar pointed out they are somewhat combining two agenda items, the CUP request and the site plan. Kirby stated she is not impressed with the project; she is not sure what was presented at the previous meeting, but did not find this appealing.

Gail Poser 5822 Lake Edge Road – She is concerned over the project being able to handle only one inch of rainfall. Brian Berquist, Village Engineer replied the focus of the discussion at the January meeting was mainly the stormwater runoff. These sites are considered redevelopment sites; there are different requirements for redevelopment vs new development sites which have much higher requirements for different forms of stormwater management including speed, quantity and quality of the water runoff. For redevelopment sites, the quantity is not considered as a requirement partly as an effort to encourage redevelopment. The infiltration swale for this site is designed for stormwater quality, and this focuses specifically on the first ½” of rainfall. Swales are designed for smaller events, after 1” they will start to pond up, after that with a 1 – 5 year event they will top off and water will head downstream. They are not

sized for a 5, 10, 20 year storm nor are they required to be. They are specifically set up for quality to scrub off the small suspended particles.

Poser is concerned as this area in 2013 had severe flooding both the entire lot and the road in front of it, along with neighboring lots across the street. Poser provided photos to the Plan Commissioners. She and her husband have lived in this area since the 1980's. Her concern is there is always discussion of the 100 year rains; she feels they have had 3 – 4 of those while she has lived in the area. Poser referred to a neighbor's letter which was submitted in regards to this proposal along with her concerns of the size of ponds to handle only one inch of rain, the majority of this water will runoff into the lake. She is not in approval of this proposal.

Dea Larson Converse – of the Clean Lake Alliance Community Board read the letter she submitted along with reviewing a list of suggested practices for use both during and after construction on a property. They are concerned about the increased in higher level rain storms, they feel it is time to go above and beyond when doing construction rather than just is what is required. They are commenting on this due to the close proximity to Lake Waubesa.

Kathleen Smith – 5624 Lake Edge Road – Her husband was at the previous month's meeting and they submitted a letter. They built their home with filtration systems and the knowledge of potential flooding due to heavy rain runoff. They are not as concerned about their home as they are about the current proposed plan meeting requirements; they feel we can do more than just what is required, the Village may have a current plan meeting requirements, we will get more rain, history has proven that, we need to do more than required if we want a top notch Village we need to look to the future for water control and quality rather than just the minimum standards. She would like the Village to look at the checklist and standards from the Clean Lake Alliance.

Dan Schmudlach 2425 County Hwy AB, Town of Dunn- he is the building contractor working with Mr. Neitzel in the past seven months, he feels the stormwater issue should be dealt with in the Public Works department.

Berquist summarized the intention of the ordinances when drawn and updated, is trying to balance a lot of issues. Many of the items suggested from Clean Lakes Alliance are above and beyond the ordinances, this can be a question for the Board at some point, if they want to make changes. The project as proposed does meet the ordinances. The amount of water coming through this area is significant as it comes from a large watershed. The project as it is proposed will be better than what is there today. This specific project will probably not have significant impact either way. We are trying to retrofit as we go, accumulatively over time, this will help alleviate some of the water issues. Over time, some of the large basin wide issues will be addressed. Barrett asked of Berquist, in response to some of the comments, are there plans to start looking Village wide at this problem, all you need to do is look at the retention pond by the bank to see there is a large quantity of water going through. Berquist responded they did look at it from a 30,000 foot level, and, they did identify some practice and policy suggestions to start working at these issues, they did not adopt any ordinance changes. In the past several years McFarland taken their cues from Dane County, we have not intended to ever fall behind; but, there is nothing currently in place to make any changes.

Kirby asked for a summary, what is proposed is better than what is currently there, and you do not feel it will have an impact one way or another. Berquist responded, yes it is better than what is there; but, he could not say it is going to have a measurable impact. With the major events which are occurring more and more frequency, they have designed the streets with overland flow in mind, to be used as a ditch, it is better to have the water in the streets for a short time period than in someone's home. All new subdivisions plan on the street flooding, in some areas it may be beneficial to purchase properties. It has been recommended the Village keep their eye on key parcels in some areas and purchase properties to take structures down creating overland flow areas to handle some of the water. Industry wise no one designs their pipes to handle the 100 year events, the pipes would be too large to use. Kirby asked of Smith, when they purchased the property and built their home, they knew of flooding issues, were there other suggestions made at the time of how water could be handled? Smith responded they knew of the flooding issues; and, they took steps to make sure that did not happen. They took the majority of the suggestions when building so this would be prevented. Kirby stated she understands the responsibility for flooding is on both sides of the street, is there something which could be done when a property is redeveloped, i.e. older home taken down and new one put up, is there something that we can do, were there suggestions from a Village perspective that were made, when they took out their permit did we make suggestions as to what could be done? Berquist responded yes as the property changed hands, he and the Public Works Dept. approached the new owners about creating a swale or drainage ditch on the property, but it is private property, from a single family perspective he does not know if the Village has the same type of review process as they do for commercial. You do not have an approval process, the Smiths were not interested at that time to have the swale installed. Smith responded her husband was more involved in that process, their concern was of the garbage and weeds in the proposed drainage ditch, and as their children swim or partake in water activities they would be doing so at the drainage point. They did work with their builder and paid for a process where the water which lands on their roof is taken care of. Kirby summarized there is the opportunity from a Village standpoint to have some input, while keeping in mind it is private property. Berquist confirmed this and did say there are a few sites he and Allan Coville, Director of Public works, are interested in.

Barrett asked in regards to the proposal before them, she would like to see the use of porous pavement, does Berquist know if this property would qualify for stormwater credit if they implemented any of the practices. Berquist responded if they implemented enough of them he believes they would. The permeable pavement is a great tool, it is more costly, and you do see it in more downtown areas. Barrett advised she would be interested in Neitzel looking into using this as the parking lot is a relatively large one, or is here a way to reduce the size of the parking lot? Berquist stated, they need the larger area due to the garages in the back, he is concerned about the porous pavement not being able to handle the weight of garbage trucks which will be using the area. The pavement will also handle oil and sediment from those using the parking lot, he is not sure how porous pavement handles this. Berquist stated the loads are a concern but they can handle them if designed properly, regarding the sediment what happens is those areas are vacuumed once or twice a year, the Village owns a vacuum truck. Kirby asked when the front area is expanded is there the opportunity to expand the retention area, could you just make one larger one to handle more water runoff? Berquist responded it will

actually be doubled, there will be another one on the east side when it is developed. Total volume would be the same whether one large retention pond or the two as proposed.

Smith stated she is all for development and the proposed project is much better than the former building, and later, the debris and vacant lot. Her concern is when this is built, coupled with the commercial site behind it, and redevelopment of the former Beach house site, is the accumulative effect. What will the impact be when these three projects have moved forward? She would like the Village to look at the plan overall and come up with something proactive. Berquist stated what they would expect is each site will have their own areas, it is easier to maintain, what is a challenge from the regulator side is the developments happen as the market demands it, Boness and her staff do a good job of getting parties together if they are developing as the same time. However this does not always happen at the same time, what he would expect is the Beach House site will have its own system. If the community wanted to really tackle this issue they would need to condemn properties and create space and open flow channels to collect the water. That is always expensive and a divisive proposal for a community. Kirby concurred, when they did the east side development, it was all open land, no one wants their property condemned in order to create this in an existing neighborhood. Berquist stated it is hard, yet the Village has had some successes, for example the site on Valley. Fischer wanted to comment he feels this is difficult and the public doesn't understand it is a balancing act. He has seen enormous sized homes being built on the lake with no area or plans to handle the runoff. He does feel the lakeshore property owners have their responsibilities also, you cannot have massive homes, and pristine lawns without doing damage to the lake, people seem to want their cake and to eat it too. He feels everyone needs to work together.

Barrett stated she agrees with his comments, the people are here because they love the lake, but there are ways to change the ordinances and ramp things up with how things are handled in the stormwater issue. These areas are being developed in small tight areas where there is not a lot of room and it is not just the quantity of water but the quality of water, the two issues go together. McFarland has had to buy property, and it is controversial, but rather than a piecemeal approach she would like to have the stormwater utility committee meet and take a look at what can be done and how can we evaluate this, come up with a plan for all to create a cumulative plan; stop using fertilizer, do things with your property as the Smiths have done, have commercial properties put practices into place, making it a positive for everyone, at what point do we start asking everyone to do a little bit more. There are little things we can do and she would like to see Neitzel look at this, and see what other things he can do with this site, they may not make a measurable improvement, but it would show he is willing to go the extra step on this process. Kirby commented this development meets every standard we have on the books, there is no reason to turn them down, having said that, it doesn't mean we cannot use the list to develop a better process, and have more parties play a part in the solution of this problem. By the attendance and interest it is apparent we need to review this and come up with better solutions.

Smith wanted to follow-up over some of the comments made, her intention was never to infer she did not want this project to move forward, she felt some of the comments about people on the lake wanting their cake and eating it too, being anti-development, were not appropriate, all they are asking for is for Neitzel to do like they did when they built their home, a little more

than is asked, it will be more economical and better for everyone in the future if all put in a little extra effort.

Converse wanted to summarize the Clean Lakes Alliance is not against this development, they are just asking for Neitzel, as his site is close to the lake, to consider doing a little more when doing this project and using some of their suggestions to help improve the quality of the lake for all in the Village.

Czebotar summarized it appears this project meets the ordinances both of McFarland and Dane County, and State requirements, the project itself will not exacerbate the situation which exists, it is something the Village needs to work on. The stormwater issue is not just a Village issue but one for everyone to be involved in.

Czebotar moved to approve a Conditional Use Permit (CUP), requested by Tim Neitzel, for approval of a 6-unit multi-family residential structure for property located at 5611 Lake Edge Road currently zoned C-G General Commercial. Kirby seconded. Motion carried 4-0.

5. Review and possible action on updated site design plan for a 6 unit multi-family residential structure at 5611 Lake Edge Road. Previous site plan was approved at the January 19, 2016 meeting. The property is currently zoned C-G General Commercial.

Berquin advised they have worked to move the driveway just a bit over to make it work better on the site, the landscape plan will remain the same, per plans submitted, Neitzel is trying to make this very affordable yet desirable. The townhome style apartments will have individual front doors, varied color schemes, masonry base and vinyl siding with traditional trim around the windows and dimensional shingles. He has worked with Boness to make some of the changes requested from their original plans, prior to submission. They will gladly go through the list provided by the Clean Lakes Alliance to see if they can work any of the items from the checklist into their development. They have not looked at porous pavement in the past due to the concern over weight issues. Barrett encouraged them to go through the list to see if they utilized enough of the items they may qualify for stormwater credit. Kirby asked if last month did they discuss the entryway design where there are little triangles over the door, and where there are three entryways tight together as it does not make for an attractive, or distinctive entryway. She understands the pattern of repeating but, it is done over 12 times on the front of this building, couldn't they come up with something more attractive, something to soften the entry way and make them more distinctive? Berquin advised he understood and they can work to move the entryway down a bit and give them more separation. Boness asked for clarification, the pillars on the entry ways will be ½ veneer brick. Berquin replied, yes, there will be brick veneer on the pillars.

Czebotar moved to approve the updated site plan for a 6 unit multi-family residential structure at 5611 Lake Edge Road. The property is currently zoned C-G General Commercial with the developer working with staff to redesign the entryway location of the two single flat entrances,

looking into the use of porous pavement and reviewing and utilizing items from the Clean Lake Alliance checklist. Kirby seconded the motion, motion carried 4-0.

6. Department Reports:

- a. **Highlights and Updates** – At the next meeting they will look at public participation, and they are trying to schedule a special meeting on March 31st with MDRoffers. There are already items for the March agenda and we will need 1 ½ hours of time for the Comprehensive Plan meeting. Czebotar suggested waiting to see how many items will be on the March meeting to see if it can be worked in.
- b. **Property Maintenance Report** – No report provided.

7. Adjournment –

Kirby moved to adjourn, Barrett seconded the motion, motion carried. Meeting adjourned at 8:30 p.m.

APPROVED

Minutes Plan Commission Meeting

March 21, 2016

- Members Present:** Brad Czebotar, Bruce Fischer, Cathy Kirby, Ron Berger, Dan Kolk, Steve Jackson
- Members Absent:** Kate Barrett
- Staff Present:** Pauline Boness, Eric Rindfleisch, Allan Coville, Karen Knoll
- Others Present:** David Jenneke, Harv Thompson, Anthony Barresi, Brock Roder; Spartan Bowl

1. **Call to order.** Chair Czebotar called the meeting to order at 7:00 p.m.
2. **Review and approval of draft Minutes from the January 19, 2016 Plan Commission meeting, tabled from the February 15, 2015 meeting) and the February 15, 2016 Plan Commission meeting.**

Czebotar called for the vote on the January 19, 2016 minutes postponed from the February 15, 2016 meeting. Motion carried 5 - 0 - 1 with Jackson abstaining.

Czebotar moved to approve the February 15, 2016 Plan Commission minutes, Kirby seconded the motion. Motion postponed until next meeting as no quorum of Commissioners present attended the February 15, 2016 meeting.

3. **Public Hearing - Review and possible recommendation to the Village Board regarding a 2-Lot Certified Survey Map (CSM), for property owned by Village of McFarland. The property addresses are 5524-5526 N. Cook Street, and 5100 Broadhead Street and are currently zoned R-2, Single and Two Family Residence.**

Czebotar opened the public hearing at 7:02 p.m. With no one wishing to speak, the public hearing was closed by Czebotar.

Czebotar moved to recommend to the Village Board approval of a 2-Lot Certified Survey Map (CSM), for property owned by Village of McFarland. The property addresses are 5524-5526 N. Cook Street, and 5100 Broadhead Street and are currently zoned R-2, Single and Two Family Residence. Jackson seconded the motion. Motion carried 6-0.

- 4. Public Hearing - Review and possible recommendation to the Village Board on a request by Timothy LeBrun, College Properties LLC for approval of a revised condominium plat and First Amendment to Declaration of Condominium for Storage Shop USA for expansion of current commercial condominium plat. The current addresses are 4901 – 4943 Ivywood Trail. The property is currently zoned C-H Highway Commercial.**

Czebotar opened the public hearing at 7:04 p.m.

Dave Jenneke - 6415 Exchange Street - Jenneke is in support of the expansion but wanted to know why the project is being revised at this time; he previously thought it had been approved. Boness replied it had not been recorded as an expandable condominium. Basically what is being done is straightening out paperwork identifying the expansion.

Czebotar closed the public hearing at 7:07 p.m.

Czebotar moved to recommend to the Village Board approval of a request by Timothy LeBrun, College Properties LLC for approval of a revised condominium plat and First Amendment to Declaration of Condominium for Storage Shop USA for expansion of current commercial condominium plat. The current addresses are 4901 – 4943 Ivywood Trail. The property is currently zoned C-H Highway Commercial. Kirby seconded the motion. Motion carried 6-0.

- 5. Review and possible recommendation to the Public Safety Committee and Village Board regarding an application for a 40' x 75' outdoor sports activity area with the consumption of alcohol by Carter Smith, Spartan Bowl at 4711 Farwell Street, McFarland, WI.**

Brock Roder of Spartan Bowl advised Commissioners they are close to what they want to do, there had been some issues with Ken's Automotive Repair and Village Ordinances needing to be worked out so they shifted the volleyball area to the western front of the building, where he feels it will be a good looking project. They will follow all Ordinances with lighting, activities done by 9:30 and no alcohol after 9:00 p.m. Czebotar stated when this project started it was going to be located on the east side of the building, could Roder elaborate why it has been changed from the first tentative proposal? Roder stated he had a meeting with staff; the apartment complex in the southeast corner of the property was too close if he wanted to go forward with the project, as he was designing it at that time. Kirby feels shifting the location at this time is unacceptable. It has been moved to one of the busiest traffic locations in McFarland. Commissioners and staff put many hours into the Kwik Trip project and getting it just right, the location being proposed is first and foremost a safety hazard being located next to a driveway, placing volleyball right on the street, the Ordinance states the majority of the play stays in the playing area, all it will take is one ball in the street or driveway to cause an accident. There is always the potential of someone pulling into the driveway, or, adjacent Kwik Trip and hitting the gas instead of the breaks risking the injuring of people. Roder stated they are having barriers to hopefully cut down on the risk, or, if a car went through it would go

through parking blocks and the volleyball netting. Kirby felt this was too great a risk with the number of people who would be in the area. Roder responded it would not be a lot of people, there would only be six people per side, and the number is not the matter, he did not feel a car would go completely through a barrier, volleyball netting and sand. Kirby stated in the best case scenario, in the worst case one person injured or worse is too many. Roder agreed. Kirby asked about the viewing stands. Roder stated they are no longer proposing benches or a seating area. Kirby felt they are not being realistic if they do not think people will gather outside of the netting to watch by standing in the driveway, parking lot or sidewalks. It's too much to expect, to assume the referees are going to monitor play as well as the drinking along with who is entering the area. Roder stated they will only have people playing volleyball in the volleyball area, those who will be drinking will be in the current patio area, and he will have his staff in charge of the drinking. It is his responsibility as the business manager to be in charge of what is going on at the establishment, there will be no congregating of people. Kirby referred back to when they originally applied for their outdoor drinking area and Spartan Bowl was adamant they wanted wrought iron when others were going for a solid wood. The problem you now have is people drinking on a patio with a wrought iron fence, and people standing on the other side of the fence watching volleyball. Kirby does not think this is a good combination, of location, placement, or safety. Roder did not want to discuss the patio area at this time. He feels the only people who will be in the volleyball area are the players. Kirby disagreed, and stated she cannot support the project in this location. Jackson asked how far the patio is from the proposed volleyball area. Roder replied the patio will essentially lead right into the volleyball area. Czebotar inquired how far from the street will they be? Roder replied he thinks it will be about 10' feet, he recently took a trip to a bowling center which has volleyball year-round. He showed Commissioners a photo of a 6' man with 18' netting in a dome with three courts, Roder stated they have six to eight balls a year which go over. Roder feels the odds are in his favor. Kirby replied it only takes one ball to go over the net, into the street, hit a car and cause an accident, or, something worse. Czebotar asked if Roder has spoken with staff from Kwik Trip. Roder stated he has spoken with Kwik Trip to see if they have any issues with closing off the street access from that location and they did not. Kolk inquired about the issue of spectators watching the games from around the netting, this would be a safety issue. Roder did not feel there would be, he feels staff can control this and would say the game does not get played with people standing around outside of the netting.

Czebotar asked Roder where the lights would be. Roder replied it will just be standard lights from the building. Czebotar stated when they were looking at the east side of the building there was going to be additional lighting, they are no longer going to add lighting? Roder replied it will just be building lighting; it is not their intention to add lighting. Kolk asked about the direction of the lights, there won't be more lights shining to try to accommodate the volleyball games? Roder responded no, however they are going to be updating lighting as it is inadequate. They are working with Focus on Energy to update lighting around the building, now knowing the volleyball will be on the north side of the building, they will be meeting with them to make sure there is proper lighting. The lighting for the parking needs to be updated. Kolk feels the driveway which connects to Kwik Trip is a potential safety problem, if there is anyone in the parking lot, it presents a safety issue, putting the volleyball in that location could create a safety issue, with it there you will now have parking which is only accessible from one

area of the building and customers will have to drive around the building to access it. Roder stated they can either access it by driving around or they can access it through the Kwik Trip lot. Kolk stated per the map provided there will be less parking. Roder agreed there will be less, but people can still access Spartans Bowl's lot through the Kwik Trip lot. The majority of the parking will be next to Kens Automotive repair.

Czebotar asked is there anything which is being proposed which is contrary to the Ordinance. Boness replied there is some language about traffic safety which would need to be decided. Czebotar asked if this is a Plan Commission decision or Public Safety. Boness responded Commissioners could make recommendations to that issue. The staff did not meet collectively to discuss the latest plan, there were some verbal comments received but nothing in writing. Public Works Director, Allan Coville responded to stormwater and debris issues. Roder replied there will be no runoff. Czebotar asked how he can make that guarantee. Roder stated he was working with builder Lou Cheramy who works with fabric for runoff. Roder will have fabric within the frame and tubing with a sock which will not allow sand to get out of the frame of the volleyball area. Czebotar inquired of Coville, if this is something which would be feasible, will this prevent the sand from running off, part of his concern is not only the backup and flooding which occurs, but this does add an additional expense to the Village if they have to clean this out. Coville stated what he thinks Roder is referring to is a corrugated pipe which will keep sand from running through but allow moisture through. Will this keep sand from ever coming through, he is not sure, wind would allow sand to come out of there, and a specific rain could. What he would suggest is to have them be put on some type of watch duty for the area. Coville stated as it is they have to go and clean out the inlet at least one time a year due to frozen road conditions, larger storms bringing paper blowing with it. From that standpoint, if Roder agrees to keep an eye on it and lets them know if there is an issue it can be addressed. It would be reasonable to say if it is sand, Roder would have to pay for the expense of clearing it out. Roder agreed. Kolk inquired where this is located. Coville replied between the bowling alley and Ken's automotive, it drains into the 5' drainage pipe.

Czebotar asked Roder how this will look. Roder replied they are trying to have it be the best looking, and keep the sand in. He showed a photo of materials from Menards which people use in their residences. He feels people will be excited about volleyball, when people drive into a town they look for bars, etc. that have volleyball; he himself looks around for bars or whatever having volleyball, right now McFarland does not offer this. He feels there are people who leave town to play volleyball. He feels they will put up something which will make them happy, it will look nice the way Commissioners want it. He feels it could be aimed at six year olds as they have a sand base and a daycare may want to come and build sand castles, they may hold kids beach parties out in the volleyball area. Kirby replied she hears what he is saying but on any other location other than one of the main streets, she might feel differently. This is not an issue of does McFarland need or want volleyball, but where, and she is not in agreement with such a high traffic location. She does not feel it is safe or appropriate. This is not an improvement from the original location.

Czebotar feels some of these issues need to be discussed at the Public Safety Committee. Czebotar asked Roder if they have lighting on around the building all night. Roder replied absolutely. Czebotar pointed out according to the Ordinance, the lighting must be turned off by at 9:30, how is that going to affect what he is proposing, will that create a potential hazard to those coming into the parking lot after 9:30 p.m.? Roder stated the lighting will be the same lighting year round, they are not adding any additional lighting. Czebotar stated the Ordinance does not differentiate how this will be handled. Roder stated they will not be adding additional lights; it will be the same for the parking as for the volleyball. Jackson felt if the activity is done it is not a lighting issue. Fischer inquired about the current lighting, what is the issue with it. Roder responded the current lighting is not adequate for the parking lot which is why they are upgrading, they wish to use the lighting for both issues. Fischer asked what they will do if it turns out the lighting is not adequate for volleyball. Roder replied he will come back next year with a lighting plan. Kolk stated Roder needs to be very clear with his intent to change the lighting for the building, they will not be competition lights, but they are for the parking lot and need to fall within those guidelines. Roder agreed.

Boness questioned on the explanation for the volleyball project, Roder originally spoke of having concrete blocks stacked for a frame to keep sand in play and now they are looking at composite timbers? Roder responded they are looking at the safety side of it, comparing the two and having people running around concrete blocks was scary for them. Boness asked how they will secure the netting as he originally had stated the netting would be secured between the blocks. Roder stated the netting will be also tucked between the timbers to make sure there is not the possibility of people going in and out of the area. Boness asked how the timbers will be anchored on the ground so they will be stable as they are fairly light weight timbers. Roder stated they will be anchored into the driveway. Boness stated given this plan she would insist on some type of bollard in front of this on the Kwik Trip side as previously it was designed with concrete block, which is no longer the case. Something needs to be in place to protect this. Roder agreed, he may use parking blocks, he is also thinking of changing the parking area. He understands this area needs to be closed off for safety reasons; they will definitely block it off with some sort of material.

Kolk stated we can all acknowledge this is a problematic area, he does not think the volleyball necessarily will create a problem. He does think the location is a safety concern and you need to have protection high enough to prevent someone losing control and driving into the area. Kolk does not think this creates a new safety risk, but the risk is for those using the court area and you have to anticipate any potential problem. He does agree there are different perspectives of on this; he feels we would know how it works out after it is started. Kirby stated because this has had many changes, location, materials, lighting, the need for bollards or jersey barriers, she would suggest this goes to Public Safety with a finalized plan. She would still like to hear from the Police and Fire Chiefs along with Coville with further information on the filtration system and issues. Give Roder the opportunity to draw up what would be a finalized plan, showing all details, parking blocks, timbers, materials used; have Public Safety look at the finalized submittal and then bring it back to the Plan Commission once it is in its final stage.

Berger stated with the information he has, it does appear there are many unanswered questions to this proposal, he would prefer the Plan Commission receive a finalized submittal with all variables answered before they are asked to vote on something.

Roder did not feel Public Safety needed to see it again. Kirby replied this submission has changed greatly from the first one, if this was a submission for a condominium, or some other project we would be asking them for a finalized plan before any action was taken. There are key important components which are missing.

Kirby moved to take the application for a 40' x 75' outdoor sports activity area with the consumption of alcohol by Carter Smith, Spartan Bowl at 4711 Farwell Street, McFarland, WI. and send the proposal to the Public Safety Committee for their comment and review of the finalized plan and it then be returned to the Plan Commission. Berger seconded the motion. Boness informed the dates for the next Public Safety Committee meeting is April 13th, the Plan Commission will then be meeting on April 18th and the Village Board will meet on the 25th of April. Roder stated he is then out of time and cannot do his project. Kolk asked what is expected from Public Safety. Kirby stated the key components have not been submitted which is why it should go to Public Safety, there are no safety components showing in any plan, there has been a change of location, and there has been no written feedback from either the Police or Fire Chief. You cannot approve a plan and hope that something is done; they can always change their mind after the approval if there is no firm plan submitted. These are items we can get from them when they review a finalized plan submitted from Roder. Kolk agreed. Boness pointed out we are not slowing down the process as typically the earliest this would go to the Village Board would be on the 25th. Czebotar asked of Roder what his timeline was. Roder stated he was under the impression from the Plan Commission it would go to the Village Board. Czebotar restated that his question was what Roder's timeline on this is. Roder stated if they cannot get it approved by the end of the month he cannot advertise and get teams set up. Berger stated his timeframe is all tied to the original plan, he does not feel the Plan Commission would be doing due diligence by approving it without a finalized plan submitted. Roder stated he felt he was waiting to work on his plans due to issues on wording which had to be worked out by the attorney, he has not moved forward on his drawings since December 28th, 2015. Czebotar clarified the process as it took place, there were a number of changes made as requested by Roder, the Plan Commission went forward with what they understood he originally was seeking and then that changed. Roder agreed there was some delay on his part in this process.

Kirby summarized the changes of the location has brought up a whole new set of safety issues, this discussion may not even be taking place if Roder had left the location as he originally submitted. It was due to him moving the location which has created the other issues and concerns.

Czebotar called for the vote, motion carried 5-1 with Kolk voting against.

6. Discussion – review of draft by MDRoffers for public participation procedures for the update to the Village of McFarland Comprehensive Plan.

Boness advised this will be scheduled for formal action in April, Commissioners have been provided materials to review for the March 31, 2016 meeting.

7. Department Reports:

a. **Highlights and Updates – No comments**

b. **Property Maintenance Report – No comments**

8. Adjournment –Kirby moved to adjourn, Czebotar seconded the motion, motion carried meeting adjourned at 8:08 p.m.

APPROVED

Community Development Highlights

April 2016

- April construction contributes to an already busy year with forty permits issued. Remodeling permits dominated with one permit issued for a new single family home on Overlook Drive.
- Worked with Kelsy Boyd on a letter of credit from Landmark Services which serves as a loan guarantee to the Village for a \$408,000 loan to 84 Lumber back in 2006. This letter of credit has been reduced over the years to \$52,000. The loan should be retired in 2017.
- Met with property owner Wayne Utterback to discuss future utility connections needed in order to develop his property east of the Village.
- Spoke with Kris Krentz of Skaalen Village regarding their purchase of the Babcock property. According to Mr. Krentz it may be 5 – 10 years before Skaalen decides to develop the 34 acre site.
- Work continues on the Comprehensive Plan update. The consultant has met with Plan Commission and Landmarks Committee and it will meet in May with CDA, Park, Recreation and Natural Resources, Public Works, Public Utilities and Public Safety.
- Tom Gannon has submitted his preliminary plat of Prairie Place Subdivision. He will be working with staff over the summer to secure approvals.
- Have met with Attorney regarding creation of a Utility District necessary to re-coup costs associated from the lift station.
- Met with McFarland School District representative regarding a CARPC application for future sewer service to the former Lecy property now under school district ownership. The CARPC application must be sponsored by

the Village, therefor this issue will be coming before Plan Commission and Village Board sometime in July.

- Tim Neitzel has submitted a site plan for a 3,000 square foot building on McFarland Court.
- 84 Lumber is looking into reopening their facility on Terminal Drive which is great news.
- Ryan Quam's (Waubesa Village) made his second draw on his \$552,000 loan. The draw amount was \$165,775.
- During the months of April attended the following municipal meetings.
 - Village Board
 - Plan Commission
 - Community Development Authority
 - Public Works
 - Park, Recreation and Natural Resources

Submitted by:
Pauline Boness
Community Development Director

VILLAGE BOARD REPORT
SENIOR OUTREACH SERVICES DEPARTMENT
April 2016 Activities

Our Earth Day celebration attracted 17 people for the event. Seedlings were distributed grown by the Youth Center. Earth Friendly prizes were given out after a Quiz on Earth Day topics.

Our last tax clinic was held on April 8th. Our clinics served approximately 100 seniors and low income persons, mostly from McFarland area in February/March/April.

Our cribbage and coloring group are still attracting regulars. We held a bowling event that attracted several individuals that haven't traditionally attended senior programs.

We hosted the Nutrition Committee from the Area Agency on Aging for lunch and a meeting. This committee is comprised of our County Nutrition Contacts and citizen members. After lunch I met with them to discuss our program. The topic of our attendance numbers came up and possible ways we are trying to attract new attendees. The committee really had a hard time categorizing us as we are not a do not a senior center yet we are often held to the same expectations of programming and staffing. One committee member was surprised to learn that Dane County only funds the nutrition part not the recreation part.

Another huge thing that came up this was our average cost of a meal (looking at real cost estimates across the different meal sites). Kelsey and I worked extensively on showing in-kind costs etc. per Dane County's request across the board to analyzed cost per meal per site. Our cost per meal was the second highest in Dane County at over \$15 a meal. I am sharing that information with the Outreach Advisory committee for further discussion.

We also had our annual Nutrition survey, several months earlier than expected. A few things stood out related to meal delivery. Temperatures for both our hot and cold food dropped as our routes have gotten longer. We have started using ice packs and heat packs are ordered. I also looked at recruiting more drivers and divided the routes differently. We will reevaluate this.

Our meal site had no deficiencies except for training of kitchen volunteers and staff. We are required to have 6 hours of training a year. I developed a volunteer orientation packet for new drivers and will be doing the same for kitchen help. I am also working on a training agenda so we can meet that goal. Sara and I will also be taking an online course on food safety required by Dane County. We are still in severe need of regular drivers and back up drivers. My solicitation yielded three, but two followed through.

We have had several overlapping incidents with the EMS and police department that involved three of our Meals on Wheels recipients- one a severe traffic incident (which eventually resulted in the persons death), a police intervention with a possible weapon and potential self-harm, and recently we had an EMS call for someone unresponsive found by our driver. We also followed up on two incidents in which the police department had gotten requests for welfare checks on individuals and then they referred them to us for follow-up services or coordination of services.

Respectfully Submitted,

Lori Andersen

VILLAGE OF MCFARLAND
MCFARLAND MUNICIPAL COURT
May, 2016

Monthly Court Docket

April 12, 2016 – Court Docket – Initial Appearances

25 cases scheduled for Initial appearances (30 citations)

- 4 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 5 Paid prior to Appearance
- 4 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for April 26, 2016
- 11 Default appearances – Scheduled for June 14, 2016 Indigency Hearing
- 1 Rescheduled Court date to April 26, 2016
- 0 Transferred to Dane County for Trial

April 12, 2016 - Juvenile Court – Initial Appearances

6 cases scheduled for Initial appearances (7 citations)

- 3 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 0 Not Guilty pleas – Citations adjudicated or Pretrial scheduled for April 26, 2016
- 1 Default appearances - Scheduled for June 14, 2016 Indigency Hearing
- 2 Rescheduled Court date to April 26, 2016
- 0 Transferred to Dane County for Trial

April 19, 2016 - Truancy Court – Initial Appearances

3 cases scheduled for Initial appearances (3 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 0 Not Guilty pleas – Citations adjudicated or Pretrial scheduled for April 26, 2016
- 1 Default appearances - Scheduled for June 28, 2016 Indigency Hearing
- 0 Rescheduled Court date to April 26, 2016
- 0 Transferred to Dane County for Trial

April 26, 2016 – Court Docket – Initial Appearances

37 cases scheduled for Initial appearances (40 citations)

- 2 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 3 Paid prior to Appearance
- 7 Not Guilty pleas - Citations adjudicated or Pretrial scheduled for May 10, 2016
- 24 Default appearances – Scheduled for June 28, 2016 Indigency Hearing
- 1 Rescheduled Court date to May 10, 2016
- 0 Transferred to Dane County for Trial

April 26, 2016 - Juvenile Court – Initial Appearances

3 cases scheduled for Initial appearances (3 citations)

- 0 No Contest or Guilty pleas – Citations adjudicated at Initial Appearance
- 0 Paid prior to Appearance
- 2 Not Guilty pleas – Citations adjudicated or Pretrial scheduled for May 10, 2016
- 0 Default appearances - Scheduled for June 28, 2016 Indigency Hearing
- 1 Rescheduled Court date to May 10, 2016
- 0 Transferred to Dane County for Trial

Court Activities

Monthly Financial Report

The Municipal Court received 86 payments for the month of April, 2016. Total revenue received by the Court was \$9,823.98. The Municipality retained \$5,921.50 in Court revenue, \$1,047.37 was sent to Dane County and \$2,855.11 was sent to the State.

The Municipal Court has signed up with the WI Department of Revenue State Debt Collections. The Court will be starting to send delinquent accounts to them with 30 days. There is no cost to the Municipality for using the service. The State Debt Collection will only certify accounts that are \$100.00 or over for collections, anything under \$100.00 will continue to be sent to the State Tax Intercept Program.

There were 8 credit card transactions for the month of April. The Court received a total of \$741.70 in payments from GPS on-line credit card payments.

From January, 2016, to April, 2016, the Municipal Court has received a total of \$28,565.47 in delinquent fines for the Department of Revenue Tax Intercept Program.

Year to date, \$38,126.64 in forfeitures have been ordered from 249 citations adjudicated in the Municipal Court. Of that, \$6,392.40 has been converted to classroom education and/or community service hours for juveniles, \$53,244.54 has been collected for 2016 and prior forfeitures.