

**VILLAGE BOARD**

**Monday, August 22, 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) Results from the August 9, 2016 Partisan Primary
  - b. Public Communications
5. CONSENT AGENDA.
  - a. Motion to approve pre-paid check #66955 in the amount of \$1,626.72 and current checks #66956-67063 in the amount of \$261,767.33.
  - b. Motion to approve the minutes of the July 25, 2016 Special Village Board meeting.
  - c. Motion to approve the minutes of the August 8, 2016 Village Board meeting.
  - d. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Shari M Krzykowski (BP) and Tyler S Anderson (5100) be approved and licenses issued for the period of August 22, 2016 through July 31, 2017.
  - e. Motion to approve the recommendation from Police Chief Sherven that the Parade Permit application submitted by Tim Connor for the McFarland Family Festival Parade on September 18, 2016 from noon to 1:00 p.m. be approved and the permit be issued.
  - f. Motion to approve the Street Use Permit application from the McFarland Pool for the Family Fest Triathlon on September 17, 2016 from 8:00 a.m. to 12:00 p.m.
6. BUSINESS.
  - a. Public Safety Committee Report (Trustees Adrian & Mooney)
    - 1) Discussion and possible action to approve the installation of flashing lights adjacent to school sites.
    - 2) Discussion and possible action to deny the issuance of an original alcohol beverage operator's license for Anthony Michael Nelson(Pick N' Save).
  - b. Discussion and possible action on proposed ordinance amendment #2016-07 AN ORDINANCE TO UPDATE SCHOOL BUS WARNING LIGHT REGULATION TO INCLUDE AMBER LIGHTS.
  - c. Discussion and action to prioritize the facilities security upgrade as recommended by Police Chief Sherven.
  - d. Discussion and possible action on capital communications request recommended by fire department.
  - e. Report from Police Chief Sherven on internet safe sale zone policy
  - f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.

7. CLOSED SESSION. Motion to convene in closed session in accordance with Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session(consideration of an offer to purchase from the McFarland School District for the property known as 6009 Johnson Street, being tax parcel number 0610-034-0195-3).
8. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.
9. 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 19<sup>th</sup> day of August, 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.*

---

*Cassandra Suettinger, Clerk/Deputy Treasurer*



## Memorandum

To: Village Board of Trustees  
From: Matthew G. Schuenke, Village Administrator   
Date: August 18, 2016  
Re: **Village Board Meeting – August 22, 2016**

---

### 4. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS

#### a. Public Announcements

#### b. Public Communications

*(1) Results from the August 9, 2016 Partisan Primary:* There were 1,386 ballots cast in the primary which resulted in a turnout of approximately 25% of eligible electors. McFarland's participation in the election was nearly twice that of the Statewide turnout at 13% far exceeding expectations. The next election is the Fall General Election including the Presidential race scheduled for November 8<sup>th</sup>.

### 5. CONSENT AGENDA

a. Motion to approve pre-paid checks #66955 in the amount of \$1,626.72 and current checks #66956-67063 in the amount of \$261,767.33 – Presented for approval.

b. Motion to approve the minutes of the July 25, 2016 Special Village Board meeting – Presented for approval.

c. Motion to approve the minutes of the August 8, 2016 Village Board meeting – Presented for approval.

d. Motion to approve recommendation from Police Chief Sherven that the alcohol beverage operator's license for Shari M Krzykowski (BP) and Tyler S Anderson (5100) be approved and licenses issued for the period of August 22, 2016 through July 31, 2017 – Presented for approval.

e. Motion to approve the recommendation from Police Chief Sherven that the Parade Permit application submitted by Tim Connor for the McFarland Family Festival Parade on September 18, 2016 from noon to 1:00 p.m. be approved and the permit be issued – Presented for approval.

f. Motion to approve the Street Use Permit application from the McFarland Pool for the Family Fest Triathlon on September 17, 2016 from 8:00 a.m. to 12:00 p.m. – Presented for approval.

6. BUSINESS

**a. Public Safety Committee Report (Trustees Adrian & Mooney):**

*1) Discussion and possible action to approve the installation of flashing lights adjacent to school sites –* The Police Chief will present a proposal to install Rapid Rectangular Flashing Beacons (RRFB's) at three locations adjacent to school sites, mainly the High School. These pedestrian actuated advanced warning lights help grab the driver's attention as they attempt to cross through the crosswalk. The cost of the improvement is to be split between the Village and School to help provide safer crossings where crossing guards are currently not utilized. The Public Safety Committee has reviewed this proposal and recommends its approval.

*2) Discussion and possible action to deny the issuance of an original alcohol beverage operator's license for Anthony Michael Nelson (Pick N' Save) –* The Police Chief is recommending this Operator's (Bartender's) License be denied followed a review of the individuals background. Recommended action is to deny the application.

**b. Discussion and possible action on proposed ordinance amendment #2016-07 an ordinance to update school bus warning light regulation to include amber lights –** Recent changes to State Law have altered the way school bus's present advanced warning through their lighting which now includes amber lights. Local ordinance needs to be revised to also include this requirement in order to maintain local compliance. Recommended for approval.

**c. Discussion and action to prioritize the facilities security upgrade as recommended by Police Chief Sherven –** Included within your packet is an update on the security upgrades recommended by the Police Chief following his review of the Municipal Center and other facilities. This discussion is a follow up and expansion on the report provided earlier that includes several improvements designed to upgrade security and safety for all users of the listed facilities. These recommendations come in response to the \$75,000 that was approved in the 2016 Capital Budget to pay for such requests. The desired action on Monday night is for the Village Board to discuss these improvements with Staff and prioritize their importance for Staff to implement over time. They all cannot be implemented before the end of the year and will likely exceed the initial funds authorized for this purpose. The direction provided will allow Staff to begin their implementation (i.e. – request estimates, bids, quotes, etc.) as time is available.

2

**d. Discussion and possible action on capital communications request recommended by fire department** – The Fire Chief gave a presentation to the Village Board at its meeting on August 8<sup>th</sup> regarding upgrades to local radio communications as DaneCom gets closer to its launch date in November. The Village Board was supportive of these upgrades following the presentation and desired to consider approval at Monday's meeting as part of the discussion on security enhancements. The estimated costs for the upgrade are set at \$25,000 which can be paid out of the \$75,000 set aside for security improvements in the 2016 Capital Budget. A resolution to amend the budget is not needed as there are funds available within this line item to pay for the expense following board approval of proposal. All of the work recommended in the security enhancements cannot be completed in 2016 as intended and will likely take a few years of integration as these improvements are worked into the facilities over time. Staff recommends approval communications request as presented.

**e. Report from Police Chief Sherven on internet safe sale zone policy** – Online transaction through social media has become increasingly popular over the years with many people buying and selling personal property as complete strangers. As is sometimes the case, this is not always a safe situation for two parties who don't know each other to meet to conduct such a transaction at either their home or some other public place. A policy has been developed to create a safe sale zone at the Municipal Center to allow people a safe place to conduct these sorts of transactions. The Police Chief drafted the policy and will be present to go over these requirements.

**f. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates** – Requests for items of interest that need to be placed on future Village Board meeting agendas, referrals of issues to committees, and other general updates are appropriate at this time. Discussion and action of these interests and issues are discouraged as they have not been dually noticed on the official meeting agenda.

7. CLOSED SESSION

Motion to convene in closed session in accordance with Wis. Stats. §19.85 (l) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session (consideration of an offer to purchase from the McFarland School District for the property known as Outlot 135A, being tax parcel number 0610-034-0195-3).

8. OPEN SESSION

Motion to adjourn the Closed Session and reconvene in Open Session to discuss and possibly take action on items of business discussed in closed session.

Village of McFarland

**PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS**

August 22, 2016

**VILLAGE OF MCFARLAND  
PARTISAN PRIMARY ELECTION  
August 9, 2016**

**FINAL RESULTS**

|                              |             |
|------------------------------|-------------|
| <b>TOTAL BALLOTS CAST</b>    | <b>1388</b> |
| <b>OUTSTANDING ABSENTEES</b> | <b>20</b>   |

|                                 |               |
|---------------------------------|---------------|
| <b>VOTER TURNOUT</b>            | <b>24.95%</b> |
| <b>OUTSTANDING PROVISIONALS</b> | <b>0</b>      |

**CONGRESSIONAL**

| <b>UNITED STATES SENATOR</b> | <b>TOTAL VOTES</b> |
|------------------------------|--------------------|
| Ron Johnson-Rep              | <b>180</b>         |
| Russ Feingold-Dem            | <b>1042</b>        |
| Scott Harbach-Dem            | <b>93</b>          |
| Phillip N. Anderson-Lib      | <b>5</b>           |

| <b>REPRESENTATIVE IN CONGRESS DISTRICT 2</b> | <b>TOTAL VOTES</b> |
|--|--------------------|
| Peter Theron-Rep                             | <b>167</b>         |
| Mark Pocan-Dem                               | <b>963</b>         |
|  |                    |

**LEGISLATIVE & STATE**

| <b>STATE SENATOR DISTRICT 16</b> | <b>TOTAL VOTES</b> |
|----------------------------------|--------------------|
| Mark Miller-Dem.                 | <b>944</b>         |

| <b>REPRESENTATIVE TO ASSEMBLY 47TH DISTRICT</b> | <b>TOTAL VOTES</b> |
|---|--------------------|
| H. Tony Hartmann-Dem                            | <b>228</b>         |
| Julia Arata-Fratta-Dem                          | <b>326</b>         |
| Jimmy Anderson-Dem                              | <b>524</b>         |

**COUNTY**

| <b>DISTRICT ATTORNEY</b> | <b>TOTAL VOTES</b> |
|--------------------------|--------------------|
| Bob Jambois-Dem          | <b>331</b>         |
| Ismael Ozanne-Dem.       | <b>742</b>         |

| <b>TREASURER</b>     | <b>TOTAL VOTES</b> |
|----------------------|--------------------|
| Patrick Miles-Dem    | <b>756</b>         |
| Adam Gallagher-Dem.  | <b>187</b>         |
| Richard V. Brown Sr. | <b>57</b>          |

| <b>COUNTY CLERK</b> | <b>TOTAL VOTES</b> |
|---------------------|--------------------|
| Scott McDonell-Dem. | <b>868</b>         |

| <b>REGISTER OF DEEDS</b> | <b>TOTAL VOTES</b> |
|--------------------------|--------------------|
| Kristi Chlebowski-Dem.   | <b>814</b>         |

\*The above results are final results that included ballots counted at the MBOC on Monday August 15th.

Village of McFarland

**CONSENT AGENDA**

August 22, 2016

| Pay Period Date | Journal Code | Check Issue Date | Check Number | Payee             | Payee ID | Amount   |
|-----------------|--------------|------------------|--------------|-------------------|----------|----------|
| 08/06/2016      | PC           | 08/12/2016       | 66955        | SCHUENKE, MATTHEW | 12       | 1,626.72 |
| Grand Totals:   |              |                  | 1            |                   |          | 1,626.72 |

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 |
|--------------|------------------|--------------|---------------|-------------------------|---------------------------|----------------|------------------|--------------------|--------------|
| 08/16        | 08/22/2016       | 66956        | 16356         | AGT BATTERY SUPPLY, LLC | RADIO BATTERIES           | 83826          | 1                | 100-53-3030-292    | 716.90       |
| Total 66956: |                  |              |               |                         |                           |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66957        | 26            | ALERT-ALL CORPORATION   | FIRE PREVENTION SUPPLIES  | W12444         | 1                | 100-52-2020-311    | 985.00       |
| Total 66957: |                  |              |               |                         |                           |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66958        | 1397          | ALL COMFORT SERVICES    | MC HVAC REPAIRS           | 051116         | 1                | 100-51-8081-240    | 2,694.60     |
| 08/16        | 08/22/2016       | 66958        | 1397          | ALL COMFORT SERVICES    | BRANDT PARK ELECT REPAIR  | 550869         | 1                | 100-55-6050-340    | 327.49       |
| 08/16        | 08/22/2016       | 66958        | 1397          | ALL COMFORT SERVICES    | HVAC TROUBLE SHOOTING     | 551423         | 1                | 900-55-0011-240    | 568.50       |
| Total 66958: |                  |              |               |                         |                           |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | MUNICIPAL CENTER          | 081116         | 1                | 100-51-8081-220    | 4,071.55     |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | WELL #1                   | 081116         | 2                | 600-57-0030-623    | 19.05        |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | WELL #4                   | 081116         | 3                | 600-57-0030-623    | 11.31        |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LIFT #2                   | 081116         | 4                | 600-56-0020-821    | 158.50       |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LIFT #3                   | 081116         | 5                | 600-56-0020-821    | 100.82       |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LEWIS PARK                | 081116         | 6                | 100-55-6050-221    | 7.53         |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | STREET LIGHTING (1)       | 081116         | 7                | 100-53-3030-222    | 7,466.08     |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | TRAFFIC FLASHERS          | 081116         | 8                | 100-53-3030-222    | 7.93         |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | TRAFFIC FLASHERS          | 081116         | 9                | 100-53-3030-222    | 7.93         |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LIBRARY                   | 081816         | 1                | 900-55-0011-220    | 2,737.33     |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | WELL #1                   | 081816         | 2                | 600-57-0030-622    | 646.29       |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | WELL #4                   | 081816         | 3                | 600-57-0030-622    | 1,675.73     |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | WELL #1                   | 081816         | 4                | 600-57-0030-623    | 35.33        |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LIFT #5                   | 081816         | 5                | 600-56-0020-821    | 108.41       |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | LEWIS PARK SHELTER        | 081816         | 6                | 100-55-6050-221    | 30.67        |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | FLOWER CORNER             | 081816         | 7                | 100-55-6050-222    | 8.48         |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | GAZEBO                    | 081816         | 8                | 100-55-6050-222    | 26.18        |
| 08/16        | 08/22/2016       | 66959        | 30            | ALLIANT ENERGY/WP&L     | TRAFFIC FLASHERS          | 081816         | 9                | 100-53-3030-222    | 8.46         |
| Total 66959: |                  |              |               |                         |                           |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66960        | 44            | ANDERSEN, LORI          | MILEAGE EXP REIMBURSEMENT | LA-071816      | 1                | 100-55-5510-353    | 102.06       |
| Total 66960: |                  |              |               |                         |                           |                |                  |                    |              |

M = Manual Check, V = Void Check



| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                      | Description                    | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|----------------------------|--------------------------------|----------------|------------------|--------------------|--------------|
| Total 66960: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66961        | 2216          | ANDRES MEDICAL             | JULY CHGS                      | 138376         | 1                | 100-4523           | 1,198.59     |
| Total 66961: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66962        | 2030          | AVENET LLC                 | GOVT WEBSITE                   | 39329          | 1                | 200-51-0050-215    | 750.00       |
| Total 66962: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66963        | 2305          | BACKES, JOE                | ELECTION INSPECTOR             | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 66963: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66964        | 68            | BADGER WELDING SUPP INC    | OXYGEN                         | 3357245        | 1                | 100-52-4040-345    | 15.50        |
| Total 66964: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66965        | 9161          | BADGERLAND EXCAVATING LL   | 2015 ST & UTIL FINAL RETAINAGE | 020116         | 1                | 500-2125           | 11,916.77    |
| 08/16        | 08/22/2016       | 66965        | 9161          | BADGERLAND EXCAVATING LL   | MC 94 CONTRACT                 | 071216         | 1                | 500-53-0030-845    | 19,230.58    |
| Total 66965: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66966        | 76            | BAKK, SANDY                | ELECTION INSPECTOR             | 080916         | 1                | 100-51-4142-110    | 39.10        |
| Total 66966: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66967        | 1256          | BOUND TREE MEDICAL, LLC    | EMS SUPPLIES                   | 82218070       | 1                | 100-52-4040-345    | 453.47       |
| Total 66967: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66968        | 2207          | BUCKY'S PORTABLE TOILETS I | DOG PARK                       | 55732          | 1                | 100-55-6050-343    | 95.00        |
| Total 66968: |                  |              |               |                            |                                |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66969        | 1972          | BURNS, MELINDA             | ELECTION INSPECTOR             | 080916         | 1                | 100-51-4142-110    | 123.17       |

6

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                    | Description             | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|--------------------------|-------------------------|----------------|------------------|--------------------|--------------|
| Total 66969: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66970        | 2306          | BURNS, RUTH ANN          | ELECTION INSPECTOR      | 080916         | 1                | 100-51-4142-110    | 25.42        |
| Total 66970: |                  |              |               |                          |                         |                |                  |                    |              |
| Total 66971: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | ADMIN                   | 8441-072116    | 1                | 100-51-4141-225    | 163.98       |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | COMM & TECH             | 8441-072116    | 2                | 200-51-0049-215    | 131.64       |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | FIRE/EMS                | 8441-072116    | 3                | 100-52-4040-225    | 42.00        |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | FIRE/EMS                | 8441-072116    | 4                | 100-52-2020-225    | 42.00        |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | PD                      | 8441-072116    | 5                | 100-52-1010-225    | 101.00       |
| 08/16        | 08/22/2016       | 66971        | 158           | CHARTER COMMUNICATIONS   | CABLE                   | 8441-072116    | 6                | 200-51-0049-215    | 8.16         |
| Total 66971: |                  |              |               |                          |                         |                |                  |                    |              |
| Total 66972: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66972        | 16247         | CITY TREASURER           | MADISON STORMWATER CHGS | 00071006-07    | 1                | 650-53-3040-245    | 12.79        |
| Total 66972: |                  |              |               |                          |                         |                |                  |                    |              |
| Total 66973: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66973        | 2064          | COMPASS MINERALS AMERICA | ROAD SALT               | 71472048       | 1                | 100-53-3030-451    | 1,871.80     |
| 08/16        | 08/22/2016       | 66973        | 2064          | COMPASS MINERALS AMERICA | ROAD SALT-CREDIT        | 71472048       | 2                | 100-53-3030-451    | 1,792.51-    |
| 08/16        | 08/22/2016       | 66973        | 2064          | COMPASS MINERALS AMERICA | ROAD SALT               | 71472625       | 1                | 100-53-3030-451    | 13,437.06    |
| Total 66973: |                  |              |               |                          |                         |                |                  |                    |              |
| Total 66974: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66974        | 1989          | CORPORATE BUSINESS SYSTE | COPIER LEASE            | 19189212       | 1                | 100-51-4141-240    | 194.62       |
| 08/16        | 08/22/2016       | 66974        | 1989          | CORPORATE BUSINESS SYSTE | COPIER LEASE            | 19206168       | 1                | 900-55-0011-241    | 168.50       |
| Total 66974: |                  |              |               |                          |                         |                |                  |                    |              |
| Total 66975: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66975        | 16257         | CORPORATE BUSINESS SYSTE | COPIER LEASE            | 195106         | 1                | 100-51-4141-240    | 301.05       |
| 08/16        | 08/22/2016       | 66975        | 16257         | CORPORATE BUSINESS SYSTE | COPIER LEASE            | 195434         | 1                | 900-55-0011-241    | 58.12        |
| Total 66975: |                  |              |               |                          |                         |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66976        | 1780          | DANE CO CONSOLIDATED FOO | 8 OZ LIDS               | 72332          | 1                | 100-55-5530-340    | 12.36        |

M = Manual Check, V = Void Check



VILLAGE OF MCFARLAND

Board Report  
 Check Issue Dates: 8/22/2016 - 8/22/2016

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                    | Description                         | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|--------------------------|-------------------------------------|----------------|------------------|--------------------|--------------|
| Total 66976: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66977        | 247           | DANE CO TREASURER        | 08/16 JAIL & SURCHARGES             | 154-081616     | 1                | 100-4411           | 403.80       |
| Total 66977: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66978        | 249           | DANE COUNTY TREASURER    | MEAL SIT NUTRITION DONATION MCFARLA | MEALDONA       | 1                | 100-2435           | 2,528.17     |
| 08/16        | 08/22/2016       | 66978        | 249           | DANE COUNTY TREASURER    | MEAL SITE NUTRITION DONATION CAMBRI | MEALDONA       | 2                | 100-2435           | 471.50       |
| Total 66978: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66979        | 1933          | DENNIS, RON              | ELECTION INSPECTOR                  | 080916         | 1                | 100-51-4142-110    | 46.92        |
| Total 66979: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66980        | 280           | DIAMOND VOGEL CO         | PAINT BEADS FOR STREETS             | 255147212      | 1                | 100-53-3030-231    | 295.00       |
| Total 66980: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66981        | 16359         | DUO-SAFETY LADDER CORP   | ladder repair                       | 456658-00      | 1                | 100-52-2020-241    | 48.15        |
| Total 66981: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66982        | 314           | EDDINGTON, SHERI         | ELECTION WORKER                     | 080916         | 1                | 100-51-4142-110    | 95.00        |
| Total 66982: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66983        | 1146          | ENGRAVING & TROPHY SPECI | NAMEPLATES                          | 55904          | 1                | 100-52-2020-340    | 205.50       |
| Total 66983: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66984        | 341           | ENVIRONMENT CONTROL      | JANITORIAL SERVICES                 | 1053-613       | 1                | 900-55-0011-210    | 1,179.00     |
| Total 66984: |                  |              |               |                          |                                     |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS       | OFFICE SUPPLIES                     | 208776         | 1                | 100-52-4040-310    | 19.00        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS       | OFFICE SUPPLIES                     | 208776         | 2                | 100-52-2020-310    | 19.01        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS       | OFFICE SUPPLIES                     | 209156         | 1                | 100-51-4141-310    | 319.89       |

M = Manual Check, V = Void Check

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                     | Description            | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|---------------------------|------------------------|----------------|------------------|--------------------|--------------|
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209300         | 1                | 100-51-4141-310    | 54.47        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209300         | 2                | 100-52-2020-310    | 4.49         |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209831         | 1                | 100-51-4141-310    | 53.64        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209920         | 1                | 100-51-4141-310    | 33.00        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209920         | 2                | 100-52-2020-310    | 29.45        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 209920         | 3                | 100-52-4040-310    | 29.44        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 211896         | 1                | 100-51-4141-310    | 112.55       |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 211902         | 1                | 100-51-4141-310    | 14.94        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 214104         | 1                | 100-51-4141-310    | 54.39        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 215248         | 1                | 100-51-4141-310    | 494.11       |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 215248         | 2                | 100-52-2020-310    | 26.09        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 215348         | 1                | 100-51-4142-300    | 15.76        |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 215348         | 2                | 100-52-2020-310    | 6.27         |
| 08/16        | 08/22/2016       | 66985        | 1200          | EZ OFFICE PRODUCTS        | OFFICE SUPPLIES        | 215348         | 3                | 100-52-4040-310    | 6.26         |
| Total 66985: |                  |              |               |                           |                        |                |                  |                    | 1,292.76     |
| 08/16        | 08/22/2016       | 66986        | 350           | FASTENAL COMPANY          | WATER METER SET SCREWS | WINMAD3569     | 1                | 600-57-0050-641    | 15.46        |
| Total 66986: |                  |              |               |                           |                        |                |                  |                    | 15.46        |
| 08/16        | 08/22/2016       | 66987        | 2138          | FRANKLIN, SANDY           | ELECTION INSPECTOR     | 080916         | 1                | 100-51-4142-110    | 58.65        |
| Total 66987: |                  |              |               |                           |                        |                |                  |                    | 58.65        |
| 08/16        | 08/22/2016       | 66988        | 16234         | GALLS, LLC                | UNIFORM                | 005741919      | 1                | 100-52-4040-346    | 99.34        |
| 08/16        | 08/22/2016       | 66988        | 16234         | GALLS, LLC                | UNIFORMS               | 005748548      | 1                | 100-52-4040-346    | 66.58        |
| Total 66988: |                  |              |               |                           |                        |                |                  |                    | 165.92       |
| 08/16        | 08/22/2016       | 66989        | 395           | GENERAL COMMUNICATIONS I  | COMM REPAIR            | 228429         | 1                | 100-52-1010-240    | 241.00       |
| Total 66989: |                  |              |               |                           |                        |                |                  |                    | 241.00       |
| 08/16        | 08/22/2016       | 66990        | 2003          | GERICK, PATRICK           | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 66990: |                  |              |               |                           |                        |                |                  |                    | 43.01        |
| 08/16        | 08/22/2016       | 66991        | 16299         | GILBANK CONSTRUCTION, INC | LEWIS PARK SHELTER     | GC-072616      | 1                | 500-55-0050-857    | 86,986.80    |

M = Manual Check, V = Void Check

23

VILLAGE OF MCFARLAND

Board Report

Page: 6

Check Issue Dates: 8/22/2016 - 8/22/2016

Aug 18, 2016 01:14PM

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                      | Description            | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|----------------------------|------------------------|----------------|------------------|--------------------|--------------|
| Total 66991: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66992        | 408           | GRAINGER INC               | WATERHAND TAP          | 9166125485     | 1                | 600-57-0070-930    | 15.80        |
| Total 66992: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66993        | 1938          | HAMPTON, RITA              | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 66993: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66994        | 1694          | HEARTLAND LITHO            | CROSS CONN FORMS       | 63576          | 1                | 600-57-0070-930    | 128.21       |
| Total 66994: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66995        | 1876          | HEASTY, KELLY              | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 66995: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66996        | 1320          | HOPKINS, SANDY             | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 95.00        |
| Total 66996: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66997        | 16356         | HOYOS CONSULTING           | WIRELESS CONN-PW TO MC | 4798           | 1                | 500-51-0081-843    | 24,180.00    |
| Total 66997: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66998        | 452           | HYDRITE CHEMICAL           | WATER CHEMICALS        | 01926553       | 1                | 600-57-0040-631    | 525.36       |
| Total 66998: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 66999        | 1331          | J&L 4 WHEEL DRIVE CENTER L | 07 FD PUJ WINCH CABLE  | 20678          | 1                | 100-52-2020-352    | 125.51       |
| Total 66999: |                  |              |               |                            |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67000        | 2236          | KEEPRS, INC                | GLOCK PISTOL           | 316587         | 1                | 100-52-1010-347    | 442.99       |
| Total 67000: |                  |              |               |                            |                        |                |                  |                    |              |

M = Manual Check, V = Void Check

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                   | Description            | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|-------------------------|------------------------|----------------|------------------|--------------------|--------------|
| 08/16        | 08/22/2016       | 67001        | 503           | KLEIBER, KAREN          | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67001: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67002        | 1321          | KNUTSON, DENNIS         | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67002: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67003        | 1322          | KOSMO, SUE              | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 46.92        |
| Total 67003: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67004        | 1908          | KREPSKI, SYLVIA         | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67004: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67005        | 519           | LAFONTAINE, MARIE       | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 29.33        |
| Total 67005: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67006        | 2142          | LANDPIER, LAURA         | ELECTION INSPECTOR     | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67006: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67007        | 531           | LARK UNIFORM OUTFITTERS | CLOTHING ALLOW- MAURER | 218949         | 2                | 100-52-1010-346    | 116.40       |
| 08/16        | 08/22/2016       | 67007        | 531           | LARK UNIFORM OUTFITTERS | UNIFORM ALLOW-STATZ    | 226180         | 1                | 100-52-1010-346    | 156.85       |
| Total 67007: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67008        | 537           | LAVIN, MELISSA          | MILEAGE REIMB          | ML-081016      | 1                | 100-52-1010-340    | 44.51        |
| Total 67008: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67009        | 559           | LONG, BEA               | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67009: |                  |              |               |                         |                        |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67010        | 2005          | LYONS, KATHY            | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 37.15        |



VILLAGE OF MCFARLAND

Board Report  
 Check Issue Dates: 8/22/2016 - 8/22/2016

| GL Period             | Check Issue Date | Check Number | Vendor Number | Payee                   | Description          | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|-----------------------|------------------|--------------|---------------|-------------------------|----------------------|----------------|------------------|--------------------|--------------|
| Total 67010:          |                  |              |               |                         |                      |                |                  |                    |              |
| 08/16                 | 08/22/2016       | 67011        | 580           | MADISON SPRING CO INC   | PINTLE HITCH & BALL  | 103195         | 1                | 100-53-3030-352    | 23.06        |
| 08/16                 | 08/22/2016       | 67011        | 580           | MADISON SPRING CO INC   | 08-AMBO KING PINS    | 22035          | 1                | 100-52-4040-352    | 1,220.86     |
| Total 67011: 1,197.80 |                  |              |               |                         |                      |                |                  |                    |              |
| Total 67012:          |                  |              |               |                         |                      |                |                  |                    |              |
| 08/16                 | 08/22/2016       | 67012        | 601           | MCCANN'S UNDERGROUND IN | PW SEWER             | 15591          | 1                | 600-56-0050-852    | 855.00       |
| Total 67012: 855.00   |                  |              |               |                         |                      |                |                  |                    |              |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | POLICE CART          | 95094-07311    | 1                | 100-52-1010-340    | 6.29         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | TAPE MEASURE         | 95094-07311    | 2                | 100-52-2020-341    | 15.29        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | KEY RING TAGS        | 95094-07311    | 3                | 100-52-2020-341    | 8.99         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PRINTER RELOCATION   | 95094-07311    | 4                | 100-52-4040-349    | 15.43        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PRINTER RELOCATION   | 95094-07311    | 5                | 100-52-4040-349    | 12.06        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PRINTER RELOCATION   | 95094-07311    | 6                | 100-52-2020-390    | 18.70        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | FIRE FUEL            | 95094-07311    | 7                | 100-52-2020-351    | 106.96       |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | FIRE FUEL            | 95094-07311    | 8                | 100-52-2020-351    | 7.19         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | FIRE FUEL            | 95094-07311    | 9                | 100-52-2020-351    | 22.00        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | LOCKER MAINTENANCE   | 95094-07311    | 10               | 100-52-2020-340    | 1.44         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | FLARES               | 95094-07311    | 11               | 100-52-2020-340    | 12.58        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | HARDWARE FOR 92 ENG  | 95094-07311    | 12               | 100-52-2020-352    | 7.20         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | HARDWARE FOR 92 ENG  | 95094-07311    | 13               | 100-52-2020-352    | 1.80         |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | FIRE EQUIPMENT MAINT | 95094-07311    | 14               | 100-52-2020-395    | 13.48        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | CLEANING SUPPLIES    | 95094-07311    | 15               | 100-51-8081-340    | 32.38        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | CLEANING SUPPLIES    | 95094-07311    | 16               | 100-51-8081-340    | 15.08        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | CLEANING SUPPLIES    | 95094-07311    | 17               | 100-51-8081-340    | 10.15        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | LEWIS PARK SUPPLIES  | 95094-07311    | 18               | 100-55-6050-341    | 30.64        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PW FILTERS           | 95094-07311    | 19               | 100-51-8080-340    | 77.39        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | MC FILTER            | 95094-07311    | 20               | 100-51-8081-340    | 77.39        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | MC SUPPLIES          | 95094-07311    | 22               | 100-51-8081-340    | 56.92        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | VEHICLE SUPPLIES     | 95094-07311    | 23               | 100-53-3030-352    | 49.28        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | WATER SUPPLIES       | 95094-07311    | 24               | 800-57-0070-923    | 96.45        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | SEWER SUPPLIES       | 95094-07311    | 25               | 600-56-0020-827    | 157.93       |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PARK SUPPLIES        | 95094-07311    | 26               | 100-55-6050-340    | 120.52       |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | PW SUPPLIES          | 95094-07311    | 27               | 100-53-3030-350    | 33.83        |
| 08/16                 | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | STORM SEWER SUPPLIES | 95094-07311    | 28               | 650-53-3040-220    | 224.80       |

M = Manual Check, V = Void Check

(57)

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                   | Description            | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|-------------------------|------------------------|----------------|------------------|--------------------|--------------|
| 08/16        | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | LIBRARY FILTERS        | 95094-07311    | 29               | 900-55-0011-240    | 77.40        |
| 08/16        | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | LIBRARY FILTER         | 95094-07311    | 30               | 900-55-0011-240    | 120.00       |
| 08/16        | 08/22/2016       | 67013        | 618           | MCFARLAND TRUE VALUE    | LIBRARY SUPPLIES       | 95094-07311    | 31               | 900-55-0011-240    | 24.35        |
| Total 67013: |                  |              |               |                         |                        |                |                  |                    | 1,453.92     |
| 08/16        | 08/22/2016       | 67014        | 16184         | MDROFFERS CONSULTING LL | COMP PLAN UPDATE       | 201607009      | 1                | 500-51-7272-820    | 3,723.23     |
| Total 67014: |                  |              |               |                         |                        |                |                  |                    | 3,723.23     |
| 08/16        | 08/22/2016       | 67015        | 634           | MENARDS - MONONA        | BRANDT PARK FENCE      | 03992          | 1                | 100-55-6050-340    | 66.27        |
| Total 67015: |                  |              |               |                         |                        |                |                  |                    | 66.27        |
| 08/16        | 08/22/2016       | 67016        | 640           | MGE                     | HWY 51                 | 13010467-07    | 1                | 100-53-3030-222    | 31.59        |
| 08/16        | 08/22/2016       | 67016        | 640           | MGE                     | STREET LIGHTS-TRIANGLE | 14096945-07    | 1                | 100-53-3030-222    | 26.16        |
| 08/16        | 08/22/2016       | 67016        | 640           | MGE                     | LIFT #4                | 21056320-07    | 1                | 600-56-0020-821    | 41.90        |
| 08/16        | 08/22/2016       | 67016        | 640           | MGE                     | LIFT #5                | 27667872-07    | 1                | 600-56-0020-821    | 25.40        |
| Total 67016: |                  |              |               |                         |                        |                |                  |                    | 125.05       |
| 08/16        | 08/22/2016       | 67017        | 4             | MIDDLETON FORD          | 15' AMBO PAINT         | 132309         | 1                | 100-52-4040-352    | 16.92        |
| Total 67017: |                  |              |               |                         |                        |                |                  |                    | 16.92        |
| 08/16        | 08/22/2016       | 67018        | 2089          | MIDWEST METER INC       | METERS                 | 0079713-IN     | 1                | 600-1824           | 4,474.93     |
| Total 67018: |                  |              |               |                         |                        |                |                  |                    | 4,474.93     |
| 08/16        | 08/22/2016       | 67019        | 667           | MINNESOTA LIFE INS CO   | SEPT LIFE INSUR        | 002832L-SE     | 1                | 100-2157           | 1,170.93     |
| Total 67019: |                  |              |               |                         |                        |                |                  |                    | 1,170.93     |
| 08/16        | 08/22/2016       | 67020        | 682           | MORRIS, DELORIS         | ELECTION WORKER        | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67020: |                  |              |               |                         |                        |                |                  |                    | 41.06        |
| 08/16        | 08/22/2016       | 67021        | 16321         | NEW GLARUS HARDWARE     | UNIFORMS               | 063016         | 1                | 100-53-3030-346    | 425.89       |

M = Manual Check, V = Void Check

9

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                    | Description                   | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|--------------------------|-------------------------------|----------------|------------------|--------------------|--------------|
| Total 67021: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67022        | 705           | NFPA                     | FIRE PREVENTION WEEK SUPPLIES | 6762096Y       | 1                | 100-52-2020-311    | 58.55        |
| Total 67022: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67023        | 1315          | OPSAHL, CARLA            | ELECTION INSPECTOR            | 080916         | 1                | 100-51-4142-110    | 39.10        |
| Total 67023: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67024        | 727           | OVERHEAD DOOR CO OF MADI | MC FIRE DOOR REPAIR           | S8142          | 1                | 100-51-8081-240    | 180.00       |
| 08/16        | 08/22/2016       | 67024        | 727           | OVERHEAD DOOR CO OF MADI | DOOR REPAIR                   | S8245          | 1                | 100-51-8081-350    | 453.00       |
| Total 67024: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67025        | 2146          | PETERSON, DENISE         | ELECTION INSPECTOR            | 080916         | 1                | 100-51-4142-110    | 37.15        |
| Total 67025: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67026        | 740           | PETERSON, DON            | ELECTION INSPECTOR            | 080916         | 1                | 100-51-4142-110    | 39.10        |
| Total 67026: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67027        | 1263          | PLOTKIN, SHEILA          | ELECTION WORKER               | 080916         | 1                | 100-51-4142-110    | 15.64        |
| Total 67027: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67028        | 756           | POMP'S TIRE SERVICE INC  | R82 TIRES                     | 80110526       | 1                | 100-52-4040-352    | 813.15       |
| 08/16        | 08/22/2016       | 67028        | 756           | POMP'S TIRE SERVICE INC  | SCRAP TIRES                   | 80112483       | 1                | 100-52-4040-352    | 20.00        |
| Total 67028: |                  |              |               |                          |                               |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67029        | 1245          | PROFESSIONAL PEST CONTR  | PW PEST CONTROL               | 250936         | 1                | 100-51-8080-340    | 38.00        |
| 08/16        | 08/22/2016       | 67029        | 1245          | PROFESSIONAL PEST CONTR  | MC PEST CONTROL               | 250937         | 1                | 100-51-8081-340    | 45.00        |
| 08/16        | 08/22/2016       | 67029        | 1245          | PROFESSIONAL PEST CONTR  | PARK TREATMENTS               | 252077         | 1                | 100-55-6050-341    | 35.00        |
| Total 67029: |                  |              |               |                          |                               |                |                  |                    |              |
|              |                  |              |               |                          |                               |                |                  |                    | 118.00       |



| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                   | Description           | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|-------------------------|-----------------------|----------------|------------------|--------------------|--------------|
| 08/16        | 08/22/2016       | 67030        | 16357         | PROTECTION TECHNOLOGIES | LEWIS PARK SHELTER    | 19420          | 1                | 500-55-0050-857    | 11,405.00    |
| Total 67030: |                  |              |               |                         |                       |                |                  |                    | 11,405.00    |
| 08/16        | 08/22/2016       | 67031        | 1833          | PULSE CHECK PLUS LLC    | CPR CARDS             | 3777           | 1                | 100-52-4040-291    | 6.00         |
| Total 67031: |                  |              |               |                         |                       |                |                  |                    | 6.00         |
| 08/16        | 08/22/2016       | 67032        | 9137          | RICOH USA INC           | EQUIP RENTAL & MAINT  | 5043535985     | 1                | 100-52-1010-240    | 131.05       |
| 08/16        | 08/22/2016       | 67032        | 9137          | RICOH USA INC           | PW COPY MACHINE       | 5043536189     | 1                | 600-56-0050-852    | 143.18       |
| Total 67032: |                  |              |               |                         |                       |                |                  |                    | 274.23       |
| 08/16        | 08/22/2016       | 67033        | 2314          | RODECK, RENEE           | ELECTION WORKERS      | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67033: |                  |              |               |                         |                       |                |                  |                    | 41.06        |
| 08/16        | 08/22/2016       | 67034        | 1877          | SAUER, JUDY             | ELECTION WORKER       | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67034: |                  |              |               |                         |                       |                |                  |                    | 43.01        |
| 08/16        | 08/22/2016       | 67035        | 846           | SCHWAB, GAIL            | ELECTION WORKER       | 080916         | 1                | 100-51-4142-110    | 41.06        |
| Total 67035: |                  |              |               |                         |                       |                |                  |                    | 41.06        |
| 08/16        | 08/22/2016       | 67036        | 1776          | SEVERANCE, BEV          | ELECTION INSPECTOR    | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67036: |                  |              |               |                         |                       |                |                  |                    | 43.01        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | MONTHLY SHREDDING SVC | 8023148720     | 1                | 100-52-1010-340    | 69.19        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | POLICE SHREDDING SVC  | 9410313101-    | 1                | 100-52-1010-340    | 34.60        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | FIRE/EMS SHREDDING    | 9410313101-    | 2                | 100-52-2020-340    | 17.29        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | ADMIN SHREDDING SVC   | 9410313101-    | 3                | 100-51-4141-310    | 17.30        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | POLICE SHREDDING SVC  | 9411094649-    | 1                | 100-52-1010-340    | 31.54        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | PW SHRED              | 9411481134     | 1                | 600-57-0070-930    | 53.75        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | POLICE SHREDDING SVC  | 9411875051     | 1                | 100-52-1010-340    | 114.47       |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | EMS SHREDDING SVC     | 9411875051     | 2                | 100-52-2020-340    | 29.63        |
| 08/16        | 08/22/2016       | 67037        | 863           | SHRED-IT USA LLC        | ADMIN SHREDDING SVC   | 9411875051     | 3                | 100-51-4141-310    | 40.83        |





| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                     | Description                            | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|---------------------------|--|----------------|------------------|--------------------|--------------|
| Total 67037: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67038        | 1165          | SPRANG, SARA              | MILEAGE EXP REIM                       | SS-072916      | 1                | 100-55-5510-353    | 28.08        |
| Total 67038: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67039        | 886           | SPRINT                    | JULY PHONE                             | 5008416201     | 1                | 100-51-4141-225    | 166.88       |
| Total 67039: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67040        | 2004          | ST CLAIR, RUSSELL         | ELECTION WORKER                        | 080916         | 1                | 100-51-4142-110    | 54.74        |
| Total 67040: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67041        | 16361         | STAR SUPPLY               | BEVERAGE SERVER                        | 3234           | 1                | 100-55-5530-340    | 80.40        |
| 08/16        | 08/22/2016       | 67041        | 16361         | STAR SUPPLY               | TRASH CAN LINERS                       | 3240           | 1                | 100-55-5530-340    | 28.00        |
| Total 67041: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67042        | 1738          | STATE OF WI TREASURER     | 08/2016 MONTHLY COURT FEES FOR JULY    | 154-081616     | 1                | 100-4411           | 1,219.00     |
| Total 67042: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67043        | 1878          | STOFFEL-ROSALES, MICHELLE | ELECTION                               | 080916         | 1                | 100-51-4142-110    | 37.15        |
| Total 67043: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67044        | 904           | STOLARIK, TONI            | ELECTION WORKER                        | 080916         | 1                | 100-51-4142-110    | 46.92        |
| Total 67044: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67045        | 16301         | STRAIN, SHAWN             | REIMBURS DUE TO ID THEFT (LESS \$35 ST | 66420          | 1                | 100-4411           | 126.80       |
| Total 67045: |                  |              |               |                           |  |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67046        | 16256         | SUTTER, MITCHELL          | DUTY CLOTHING-SUTTER                   | MS-080416      | 1                | 100-52-4040-346    | 114.98       |

M = Manual Check, V = Void Check

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                    | Description                     | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|--------------------------|---------------------------------|----------------|------------------|--------------------|--------------|
| Total 67046: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67047        | 16360         | SYKES, STACY             | REFUND CHECK                    | SS-081216      | 1                | 100-1624           | 118.01       |
| Total 67047: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67048        | 944           | THE SHERWIN-WILLIAMS CO. | STREET PAINTS                   | 1828-5         | 1                | 100-53-3030-231    | 866.58       |
| Total 67048: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67049        | 2302          | THOMPSON, ERIC           | ELECTION INSPECTOR              | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67049: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67050        | 2042          | THOMSON REUTERS          | JULY WEST INFO CHARGES          | 834486804      | 1                | 100-52-1010-240    | 144.32       |
| Total 67050: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67051        | 955           | TODDLE-IN NURSERY        | PW LANDSCAPE                    | 17309          | 1                | 100-51-8080-340    | 48.00        |
| Total 67051: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67052        | 957           | TOM'S AUTO CENTER INC    | BUCKET TRUCK                    | 0033412        | 1                | 100-53-3030-352    | 915.62       |
| Total 67052: |                  |              |               |                          |                                 |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | JR-PHASE #2                     | 16794          | 1                | 600-1800           | 773.65       |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | BILL VERIDIAN                   | 16886          | 1                | 100-2640           | 1,581.60     |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | FORCEMAIN/LIFT STATION          | 16897          | 1                | 600-1800           | 415.00       |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | GRANDVIEW MARSH TRAIL           | 16898          | 1                | 500-55-0050-858    | 578.50       |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | CTY HWY MN                      | 16899          | 1                | 500-53-0030-850    | 23,346.64    |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | MCDANIEL/SIGGELKOW              | 16900          | 1                | 500-53-0030-845    | 4,227.90     |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | 2016 SLAMM UPDATE               | 16901          | 1                | 650-53-3040-215    | 971.25       |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | OMOM                            | 16902          | 1                | 600-56-0050-852    | 2,045.00     |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | SCHOOL DIST REVIEW              | 16903          | 1                | 100-53-3030-215    | 371.00       |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | GAS STATION-FREEDOM RING        | 16904          | 1                | 600-57-0070-923    | 2,248.95     |
| 08/16        | 08/22/2016       | 67053        | 958           | TOWN & COUNTRY ENGINEER  | BEACH HOUSE-BILL WAUBESA SHORES | 16905          | 1                | 100-2640           | 186.25       |

M = Manual Check, V = Void Check



VILLAGE OF MCFARLAND

Board Report  
Check Issue Dates: 8/22/2016 - 8/22/2016

Page: 14  
Aug 18, 2016 01:14PM

| GL Period    | Check Issue Date | Check Number | Vendor Number | Payee                 | Description        | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------|------------------|--------------|---------------|-----------------------|--------------------|----------------|------------------|--------------------|--------------|
| Total 67053: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67054        | 9140          | TRITECH FORENSICS INC | 100-LGE GLOVES     | 134427         | 1                | 100-52-1010-340    | 132.53       |
| Total 67054: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | FD PHONE           | 0147974826     | 2                | 100-52-2020-225    | 62.78        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | EMS PHONE          | 0147974826     | 3                | 100-52-4040-225    | 62.77        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | ADMIN PHONE        | 0147974826     | 4                | 100-51-4141-225    | 70.94        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | OUTREACH PHONE     | 0147974826     | 5                | 100-55-5510-225    | 26.25        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | PW PHONE           | 0147974826     | 6                | 100-53-3030-225    | 33.45        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | WATER: PHONE       | 0147974826     | 7                | 600-57-0070-921    | 33.45        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | SEWER: PHONE       | 0147974826     | 8                | 600-56-0050-851    | 33.45        |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | INSPECTIONS PHONE  | 0147974826     | 9                | 100-52-7230-225    | 6.15         |
| 08/16        | 08/22/2016       | 67055        | 992           | US CELLULAR           | PD PHONE           | 0147974826     | 10               | 100-52-1010-225    | 392.71       |
| Total 67055: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67056        | 1011          | VERIZON WIRELESS      | PD CELL PHONES     | 9770210427     | 1                | 100-52-1010-225    | 218.70       |
| Total 67056: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67057        | 2308          | VOELKER, BARBARA      | ELECTOIN INSPECTOR | 080916         | 1                | 100-51-4142-110    | 31.28        |
| Total 67057: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67058        | 2309          | VOELKER, KEITH        | ELECTION           | 080916         | 1                | 100-51-4142-110    | 29.33        |
| Total 67058: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67059        | 1931          | WEBER, DAWN           | ELECTION INSPECTOR | 080916         | 1                | 100-51-4142-110    | 64.52        |
| Total 67059: |                  |              |               |                       |                    |                |                  |                    |              |
| 08/16        | 08/22/2016       | 67060        | 2081          | WEISS, CRAIG          | ELECTION WORKER    | 080916         | 1                | 100-51-4142-110    | 43.01        |
| Total 67060: |                  |              |               |                       |                    |                |                  |                    |              |

M = Manual Check, V = Void Check

2

| GL Period                | Check Issue Date | Check Number | Vendor Number | Payee              | Description       | Invoice Number | Invoice Sequence | Invoice GL Account | Check Amount |
|--------------------------|------------------|--------------|---------------|--------------------|-------------------|----------------|------------------|--------------------|--------------|
| 08/16                    | 08/22/2016       | 67061        | 16241         | WI DEPT OF JUSTICE | BACKGROUND CHECKS | L1373T-0731    | 1                | 100-51-4141-310    | 147.00       |
| Total 67061: 147.00      |                  |              |               |                    |                   |                |                  |                    |              |
| 08/16                    | 08/22/2016       | 67062        | 1086          | WI SCTF            | ALIMONY           | 080616         | 1                | 100-2159           | 207.69       |
| Total 67062: 207.69      |                  |              |               |                    |                   |                |                  |                    |              |
| 08/16                    | 08/22/2016       | 67063        | 1910          | ZURBUCHEN OIL INC  | OFFROAD DIESEL    | 207596         | 1                | 100-53-3030-351    | 366.08       |
| Total 67063: 366.08      |                  |              |               |                    |                   |                |                  |                    |              |
| Grand Totals: 281,767.33 |                  |              |               |                    |                   |                |                  |                    |              |

Summary by General Ledger Account Number

| GL Account      | Debit    | Credit    | Proof     |
|-----------------|----------|-----------|-----------|
| 100-1624        | 118.01   | .00       | 118.01    |
| 100-2120        | 1,835.57 | 56,137.33 | 54,301.76 |
| 100-2157        | 1,170.93 | .00       | 1,170.93  |
| 100-2159        | 207.69   | .00       | 207.69    |
| 100-2435        | 2,999.67 | .00       | 2,999.67  |
| 100-2640        | 1,767.85 | .00       | 1,767.85  |
| 100-4411        | 1,749.60 | .00       | 1,749.60  |
| 100-4523        | 1,198.59 | .00       | 1,198.59  |
| 100-51-4141-225 | 401.80   | .00       | 401.80    |
| 100-51-4141-240 | 495.67   | .00       | 495.67    |
| 100-51-4141-310 | 1,342.12 | .00       | 1,342.12  |
| 100-51-4142-110 | 1,662.20 | .00       | 1,662.20  |
| 100-51-4142-300 | 15.76    | .00       | 15.76     |
| 100-51-8080-340 | 163.39   | .00       | 163.39    |
| 100-51-8081-220 | 4,071.55 | .00       | 4,071.55  |
| 100-51-8081-240 | 2,874.60 | .00       | 2,874.60  |
| 100-51-8081-340 | 236.92   | .00       | 236.92    |
| 100-51-8081-350 | 453.00   | .00       | 453.00    |
| 100-52-1010-225 | 712.41   | .00       | 712.41    |



VILLAGE OF MCFARLAND  
SPECIAL VILLAGE BOARD  
Monday, July 25, 2016

1. **CALL TO ORDER.** Village Board President Brad Czebotar called the special meeting of the McFarland Village Board to order at 5:30 p.m. in the McFarland District Office Board Room located at 5101 Farwell Street McFarland, WI 53558.
2. **ATTENDANCE ROLL CALL.**  
Village Board members present: Trustees Jerry Adrian, Stephanie Brassington, Brad Czebotar, Dan Kolk, Tom Mooney, and Clair Utter.
3. **BUSINESS**
  - a. **Discussion of McFarland School District long range facilities planning.**  
School district staff provided additional details to their revised plan that was presented to the village board on July 11, 2016. The revised plan would renovate the Conrad Elvehjem Early Learning Center (CEELC) by adding to the structure to accommodate K through 5 grade levels. The primary building would be torn down. The school district indicated an interest in purchasing land north of McFarland Park for placing baseball fields but need agreement from the City of Madison for such land use. In addition, the school district discussed placing two soccer fields at the village's McFarland Park for varsity and JV competition. The village board expressed some concern about the revised plan limiting options that the village has for a youth center and senior center. The boards discussed the idea of using existing school facilities for the youth center and senior center by having the youth center located at the middle school and senior outreach programming at the high school. The village board would prefer a location that would house both programs.
  - b. **\*Possible discussion of a lease or purchase agreement between the Village of McFarland and the School District of McFarland (Elementary Campus site).**  
*\*The Village Board and the School Board may recess into separate closed sessions pursuant to WIS Stats 19.85 (e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Elementary Campus site).*  
  
No action taken. Neither Board recessed into closed session.
  - c. **Discussion of next steps**  
The Village Board requested a follow up meeting with the school district to address:
    1. The difficulty in finding school crossing guards
    2. Coordinating construction schedules of CEELC and County Highway MN
4. **ADJOURNMENT**  
Meeting adjourned at 6:50 p.m.

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

DRAFT

VILLAGE OF MCFARLAND  
VILLAGE BOARD  
Monday, August 8, 2016

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

2. **ATTENDANCE ROLL CALL.**

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

Staff Present: Village Administrator Matt Schuenke, Village Clerk/Deputy Treasurer Cassandra Suettinger, Community Development Director Pauline Bonness, Fire & EMS Chief Chris Dennis, Finance Director Kelsy Boyd, and Senior Outreach Services Director Lori Andersen.

3. **PUBLIC APPEARANCE.** There were no public appearances.

4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**

a. **Public Announcements**

b. **Public Communications**

- (1) Fall Partisan Primary – August 9<sup>th</sup> (Voter ID Required). In office absentee voting begins July 25<sup>th</sup> and runs through August 5<sup>th</sup> at 5pm.
- (2) Village Offices Closed – August 9<sup>th</sup>
- (3) Beginning July 22, 2016 – New Public Works facility office hours Monday-Friday 8 a.m. to 12 p.m. All calls after 12 p.m. will be routed to the main office.
- (4) Letter from Officer of the Commissioner of Railroads. The WI DOT requested a modification of the previous order regarding the crossing at CTH MN (Exchange St.) to require adding detection at the siding crossing and installation of the northern signal to encompass both main and siding tracks.

5. **CONSENT AGENDA.**

- a. **Motion to approve pre-paid checks #66891-66906 in the amount of \$15,631.82 and current checks #66907-66954 the amount of \$13,065.80.**
- b. **Motion to approve the minutes of the July 25, 2016 Village Board meeting.**
- c. **Motion to approve recommendation from Police Sherven that the Alcohol Beverage Operator's License applications submitted by Emily McDonnell (Kwik Trip); Adam Rowe-Johnson (Kwik Trip); Jacob Green (Kwik Trip); Antonio Vegas Cruz (Palenque); Timothy Zeikert (McFarland Liquors); Jon Nitschke (Kwik Trip); Ryley Marty (Kwik Trip); Dayna Kirkendall (5100 Club) be approved and licenses issued for the period of August 9, 2016 through June 30, 2017.**

Motion by President Czebotar, second by Trustee Adrian, to approve the consent agenda. Motion Carries 7-0 with Lytle abstaining on item b.

6. **BUSINESS**

**a. Discussion and presentation regarding capital communications requested by fire department.**

Chief Dennis provided an update on DaneCom. DaneCom is scheduled to go live November 1<sup>st</sup>. Chief Dennis explained the system will be used by all of Dane County including County services (excluding the City of Madison). Considering the number of users, there appear to be some concerns with the number of frequencies that will be available to DaneCom users. He noted in the case of a larger incident, requiring multiple jurisdictions, there may not be enough frequencies available.

Chief Dennis explained they would like to create an analog tactical channel here in McFarland on the Burma Road water tower. We would need to purchase equipment to put at the water tower and purchase a controller that would be owned and maintained by the Village, but located at the City of Fitchburg. An additional piece of equipment would be a gateway. That system was purchased by the City of Fitchburg during the planning phase of DaneCom. We would pay 1/8 of the acquisition cost. The village would still use DaneCom channels but this would provide the Village the ability to keep coverage local, and have a radio channel dedicated to our use. In the event of a wide spread event where DaneCom becomes overloaded, the Village would have its own channel to operate on. Quotes for the project come out to approximately \$25,000. The Village could save money by purchasing equipment from the Town of Blooming Grove.

Chief Dennis also clarified the Village has to participate in DaneCom to get dispatching services.

**b. Update on the McFarland School District on the facilities planning process.**

Village Administrator Matt Schuenke provided an update on the meetings held with the McFarland School District regarding the facilities planning process. Currently the McFarland school district is planning to put a referendum question on the November ballot. They are still determining the question that will be on the ballot. The school district has indicated there is still information needed from the Village before the referendum can be finalized. He noted the Village will be working with the school district to work through the outstanding questions.

**c. Discussion and action regarding the 2017 Budget Goals, Objectives, Process and Schedule.**

Village Administrator Matt Schuenke went through the proposed budget schedule and dates. The Board provided feedback on the process, and set the date for the Department Head and Village Board meeting for August 29<sup>th</sup> at 3:00 p.m. The Board requested additional follow up meetings be planned to evaluate the budget process after completion.

**d. Discussion and possible action on Resolution 06-2016: A Resolution authorizing signatories for withdrawal of Village monies.**

Motion by Trustee Utter, second by President Czebotar, to approve Resolution 06-2016: A Resolution authorizing signatories for withdrawal of Village monies. Motion carries 7-0 by acclamation.

The Board noted Finance Director Kelsy Boyd and President Brad Czebotar will remain signers on the accounts.

**e. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.**  
No items referred.

**7. ADJOURNMENT**

Motion by Trustee Kolk, second by Trustee Adrian, to adjourn at 8:22 p.m. Motion carries 6-0 by acclamation.

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

DRAFT

VILLAGE OF MCFARLAND

FEE:

PARADE PERMIT APPLICATION

**I. APPLICANT**

|                           |                                    |  |
|---------------------------|------------------------------------|--|
| Name<br><i>Tim Connor</i> | Address<br><i>6320 Johnson St.</i> | Phone Number<br>Home: <i>838-8222</i><br>Work:<br>Cell: <i>295-9126</i><br>Email: <i>connortjb@yahoo.com</i> |
|---------------------------|------------------------------------|--|

**II. ORGANIZATION**

|   |   |  |
|---|---|--|
| Organization Name<br><i>McFarland Family Festival, Inc.</i> | Address<br><i>P.O. Box 110<br/>5915 Milwaukee St.</i> | Phone Number<br><i>843-1740</i>  |
| Organization Head<br><i>Carolyn Ninedorf</i>                | <i>same as above</i>                                  | Home:<br>Work:<br>Cell: <i>843-1740</i><br>Email: <i>mcfarlandfamilyfestival@gmail.com</i> |

**III. CONDUCTOR (IF OTHER THAN APPLICANT)**

|      |         |                                      |
|------|---------|--------------------------------------|
| Name | Address | Phone Number<br>Home<br>Work<br>Cell |
|------|---------|--------------------------------------|

**IV. DETAILS**

|                        |  |  |
|------------------------|--|--|
| Date<br><i>9-18-16</i> | Time (beginning/ending)<br><i>12:00-1:00pm</i> | Number and size of units in parade<br><i>75 units<br/>- cars, trucks, trailers</i> |
|------------------------|--|--|

**V. ROUTE (Include assembly area location, starting point, route, and termination point.)**

*see attached map*

**VI. REQUIRED DOCUMENTS**

Proof of Liability Insurance (minimum \$1,000,000 bodily injury; minimum \$1,000,000 property damage; Village of McFarland named as additional insured (attach copy))

**VII. RELEASE OF LIABILITY (Please read and sign below.)**

I, *Tim Connor*, indemnify and save harmless the Village from any and all liability for accidents or damage caused by reason of operations under said permit and will remove such encumbrance upon termination of the operations and will leave the vacated premises in a clean and sanitary condition and repair any and all damage to the streets, alleys, sidewalks, or public property resulting from such operations.

I, \_\_\_\_\_, also agree to pay the Parade Permit fee of \$ \_\_\_\_\_

*Tim Connor* *8-11-16*  
Signature Date

Office Use: \_\_\_\_\_ Date Paid \_\_\_\_\_ Amount Paid \_\_\_\_\_ Receipt # *08-17-16*

*[Signature]*  Approved \_\_\_\_\_  
Chief of Police  Denied Date

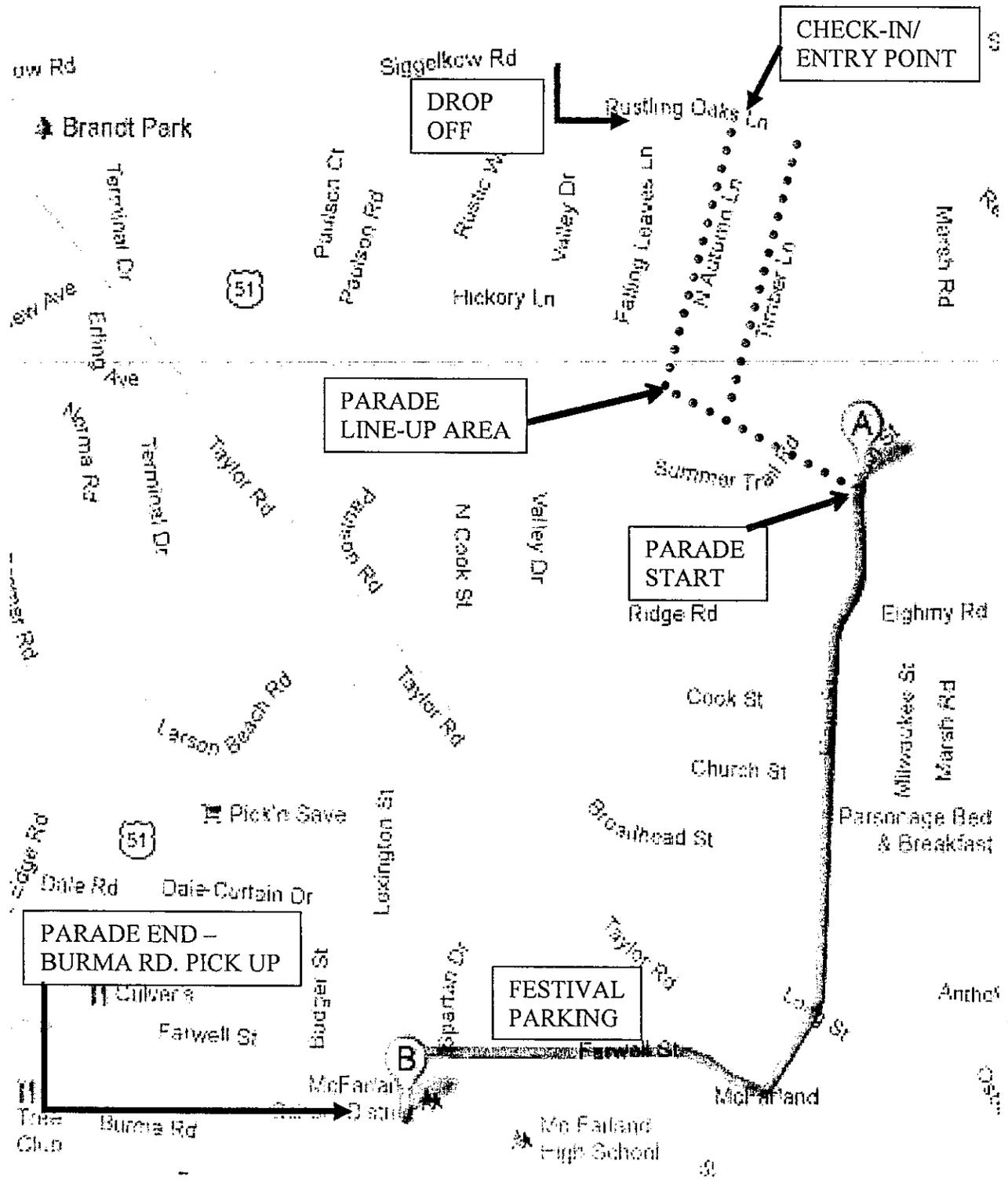
Permit Number (completed by Village Clerk): \_\_\_\_\_

Please provide a photocopy of this APPROVED application to the following departments:

Police Chief  Public Works Director  Village President  Fire  EMS

# 2015 McFarland Family Festival / Homecoming Parade Route

Take Hwy 51 going south of Madison about 1 mile  
 Exit Hwy 51 at Siggelkow Rd and go east (left)  
 After 3 blocks, turn right on North Autumn Lane





# Village of McFarland Police Department

5915 Milwaukee St. • P.O. Box 110 • McFarland, WI 53558 • 608/838-3151 • Fax 608/838-7954

Craig J. Sherven • Chief of Police

**To:** McFarland Village Board / McFarland Chamber of Commerce

**From:** Craig J. Sherven, Chief of Police

**Date:** 08-18-16

**Re:** Staffing Requirements for Family Fest Triathlon Run and Bike Event

My Recommendation to the McFarland Village Board is that approval of this permit be conditional to the acceptance of the below listed staffing requirements, to be staffed by the event organizer.

## For the run portion of the event:

- All staff members attending to intersections will wear a brightly colored traffic vest.
- It is highly recommended that these staff members have a continuous means of communications, such as walkie-talkies.
- ATV type vehicles (one person in each) with flashing lighting (likely school district vehicles) will be utilized. One will remain to the rear of the group to warn traffic overtaking from behind, one will remain mobile with basic medical supplies and water. It is recommended that this vehicle remain at the front at the beginning of the run, until participants spread out somewhat. These individuals will have a cell phone or other means of communication.
- At least four individuals will be mobile on bicycles with a cell phone or other means of communication. The organizer may consider using two of these to "leap frog" from one assigned location to the next in order to save on staffing numbers.
- One volunteer should be posted at the intersection of Exchange St. and Middle School driveway to stop or assist traffic approaching on Exchange St.
- One volunteer should be posted at the intersection of Exchange St. and Highland Ave. to stop or assist traffic approaching on Exchange St.
- One volunteer should be posted at the intersection of Highland Ave. and Schneider Place to stop or assist traffic approaching on Highland Ave.
- Two volunteers should be posted at the intersection of Highland Ave. and Lani Lane to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Marsh Woods and Lewis to stop or assist approaching traffic

- One volunteer should be posted at the intersection of Marsh Woods and Sighting to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Marsh Woods and Johnson to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Marsh Woods and Dennis to stop or assist approaching traffic
- Two volunteers should be posted at the intersection of Dennis and Lani to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Dennis and North Pass to stop or assist approaching traffic
- Two volunteers should be posted at the intersection of Dennis and Johnson to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Johnson and Sure to stop or assist approaching traffic
- Two volunteers should be posted at the intersection of Sure and Exchange to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Exchange and Renee to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Exchange and Lewis to stop or assist approaching traffic

### **For the bike portion of the event:**

- All staff members attending to intersections will wear a brightly colored traffic vest.
- It is highly recommended that these staff members have a continuous means of communications, such as walkie-talkies.
- At least four individuals will be mobile on bicycles with a cell phone or other means of communication. One will remain to the rear of the group to warn traffic overtaking from behind; two will remain mobile with basic medical supplies and water, and will be equipped with a flashing bicycle type warning light. The rider will wear a brightly colored traffic vest. A second will remain at the front at the beginning of the run, until participants spread out somewhat. The third and fourth will remain mobile. These individuals will have a cell phone or other means of communication. The organizer may consider using the two mobile units to “leap frog” from one assigned location to the next in order to save on staffing numbers.
- Some of the listed assignments are duplicates from the run recommendations. If the individual assigned from the run event will still be on location for the biking event, duplicate staff is not necessary.
- One volunteer should be posted at the intersection of Exchange St. and Middle School driveway to stop or assist traffic approaching on Exchange St.

- One volunteer should be posted at the intersection of Exchange and Lewis to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Sure and Exchange to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Exchange and Renee to stop or assist approaching traffic
- At least three volunteers should be posted at the 4-way intersection of Exchange / Farwell / Bashford.
- At least three volunteers should be posted at the 4-way intersection of Bashford / Johnson / Creamery / Milwaukee.
- One volunteer should be posted at the intersection of Creamery and Country Walk to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Elvehjem and Hidden Farm to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Elvehjem and Holscher to stop or assist approaching traffic
- One volunteer should be posted at the intersection of Elvehjem and Perrot Pl. to stop or assist approaching traffic
- Staff should remain at their locations for the return route.

### **Additional Comments:**

- The lead vehicle or bicycle units may consider "leapfrogging" ahead, meaning they stay at each intersection until the intersection is under control, and then moving ahead to the next major intersection. This may allow you to utilize only one less staff person at some of the locations where two or more are recommended.
- The rear vehicle or bicycle should remain at the rear as much as possible, and only leave that position in the event of a dire emergency.
- Volunteers should be equipped with a cell phone or other means of communication.
- The police department has a traffic management training power point available for use if you choose to do some pre-training.

Any questions, feel free to contact me.

Thanks,

Chief Sherven



August 1, 2016

Village of McFarland  
5915 Milwaukee St  
McFarland, WI 53558

To Whom It May Concern:

The McFarland Pool will be hosting its 21<sup>th</sup> Annual McFarland Family Festival Triathlon on Saturday, September 17, 2016 from 8:00am until 12pm for the youth and adult races. The bike and run route descriptions are enclosed, so you can see where we are requesting the use of the Village roads for a portion each race.

**This letter is an agreement to promise to indemnify and hold harmless the Village of McFarland.**

The Dane County Sheriff's Department has been notified of this event, and they will have two deputies posted on the course. Also, the McFarland Police Department and the Village EMS will be notified.

We will have the route posted clearly and all the residents whose driveways intersect with the course will be notified by flyer about the event. We will also have a significant number of individuals stationed throughout the course. They will have cell phones and walkie-talkies for communication, especially at intersections. All participants will be instructed to obey all traffic laws.

I have enclosed a description of the routes, a list of rules that the participants will follow, and a copy of the flyer alerting residents of the event. A copy of the Certificate of Insurance is also included in this letter.

Any questions should be directed to Stu Schaefer, McFarland Aquatic Director, at 838-3168.

Thank you so much. I'll be looking forward to hearing from you.

Sincerely,



Stu Schaefer  
Enclosures (4)

# McFarland Family Festival Triathlon

September 17<sup>th</sup>, 2016

General Race Rules and Information

**Registration** Participants must be pre-registered before Sept. 14, 2016 at 5pm

**Check-in** at McFarland High School

-6:45am -7:45am on 9/17/16 for adults

-10:00am-10:50am 9/17/16 for the youth

Briefing for the **adult race** will be at 7:45am on Saturday and the first wave will be at 8:00am.

Briefing for the **youth event** will be no earlier than 11am on Saturday and the first wave will begin at the completion of the adult triathlon.

**Swimmers will be required to have race officials mark both shoulders and thighs with their race numbers**

## **Swimming Rules:**

•The swim will be 16 lengths of the high school pool (400 meters) for the adults, 4 lengths (100 meters) for the 9-12 year olds, and 2 lengths for 8&unders (50meters)

Participants are required to touch the wall at the end of each length.

Certified lifeguards will supervise the swim with a guard in the water during the youth tri.

• Swimmers will be staged based on ability level and start swimming as soon as there is an open lane available.

•Use of swimming equipment is prohibited, however noodles are allowed during the youth triathlon.

*Participants are responsible for keeping track of their own distance. Race officials will not be counting individual laps.*

## **Bike Rules:**

•Participants bikes must be in safe and working condition.

•All participants **MUST** have an ANSI, Snell or Astm approved helmet, or they will not be allowed in the race.

•Roads will not be blocked off. Participants **are required** to follow all traffic laws. Please ride with traffic and always pass on the left. Please remember to announce yourself as you are passing. **There will be some signs on the course but please try and know the route before the start of the race.**

•There will not be water stations on the course. Please provide your own water bottles.

## **Running Rules:**

**Please know the routes in advance, however there will be some signs posted for directions.**

•Run against traffic and follow all traffic laws.

•No form of locomotion other than running/walking is allowed.

## **Awards:**

• Athletes will receive a finisher award upon completion of the race. Final results will be posted online at [www.mcfarlandcommunitypool.com](http://www.mcfarlandcommunitypool.com)

**The age groupings are as follows:**

**Individual Youth:** (Girls and Boys) 6 and Under, 7-8, 9-10, 11-12,

**Individual Adult:** (Male and Female) 19 and Under, 20-24, 25-29, 30-34, 35-39, 40-44, 45-49, 50-54, 55-above,

**Relay Teams: (New divisions this year!)**

Youth Divisions: Total added ages= 0-22, 23-30, 31-36, Family Only

Adult Division: (13 & Over) Male Only, Female Only, Mixed Sex and Family Only



## Bike Route 2016

1. Exit the transition area by walking your bike out to the service drive. Left onto service drive towards IMMS.
2. Ride through IMMS parking lot.
3. Exit parking lot left onto Exchange St.
4. Turn right at Creamery Road (Bashford).
5. Continue on Creamery Road.
6. Left onto Highway AB. (CAREFUL)
7. Right onto Highway MN.
8. Right onto Door Creek.
9. Left onto Koshkonong. (CAREFUL)
10. Right onto Williams Dr.
11. Continue on Williams and take a Right on Williams Point Rd.
12. Turn Right back onto Door Creek Rd.
13. Turn left onto Hwy MN (CAREFUL)
13. Turn left onto Highway AB. (CAREFUL)
15. Turn right onto Creamery Road.
16. Left onto Exchange. CAUTION (Four way stop)!!!
17. Right at IMMS-through the parking lot and down the service drive to the transition area. Make sure to walk your bike through the transition area.

**\*\*These routes are tentative pending permission by each Town and Village.**

## Run Route-2016

1. Leave transition area behind High School.
2. Left onto Service Drive. **Watch out for the bikers!**
3. Run down IMMS parking lot drive to Exchange St.
4. Right onto Exchange
5. Quick left onto Highland
6. Straight to Lewis Park and follow bike path to Marsh Woods Dr
7. Straight on Marsh Woods Dr-Pheasant Run- North Pass (up the hill)
8. Right onto Dennis
9. Right onto Johnson
10. Left onto Sure  
**BE VERY AWARE OF TRAFFIC!!**
11. Left onto Exchange
12. Turn right onto IMMS driveway and continue up to track
13. Enter track at gate, turn left and run around to finish line!!! Be sure to pass through the chip timing system for an accurate time.

**\*\*These routes are tentative pending permission by each Town and Village.**

Village of McFarland

**BUSINESS**

August 22, 2016

|   |   |
|---|---|
| Date: 08/09/2016<br>Company: TAPCO<br>Contact: Aaron Guilbault<br>Phone: (920) 728-1792<br>Email: | *Installation Address/Location:<br>(*Required for solar calculations. For more than one location, use additional pages)<br><br>Installation not Included<br>Shipping not included |
|---|---|

### RRFB SYSTEM

<http://www.tapconet.com/solar-led-division/rectangular-rapid-flash-beacons>

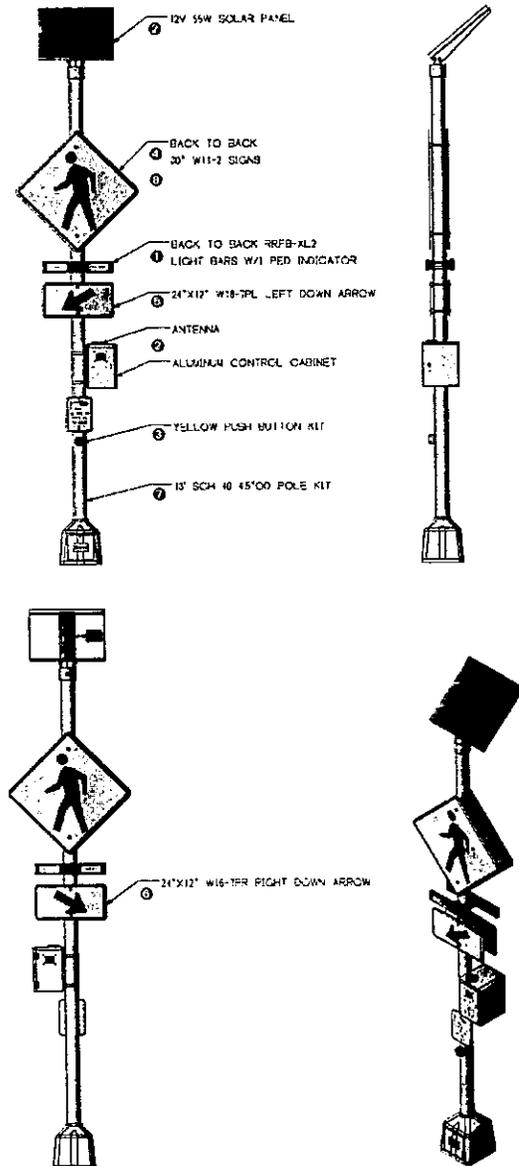
| QTY | DESCRIPTION   | EACH | BUDGETARY TOTAL |
|-----|---------------|------|-----------------|
| 1   | RRFBXLS-Solar | \$1  | \$8,500         |

**Includes:**

- 1 Qty 4- RRFBXL2-NA1  
Rectangular Rapid Flashing Beacons (RRFBs) light bars with wig-wag pattern, 30 second duration, one pedestrian indicator, black housing, mounted Back to Back on 4" - 4.5" OD poles
- 2 Qty 2- RRFB-1DERABWNNAA  
RRFB Controller Kit Containing: Aluminum Cabinet, Controller, 12V Battery, 55W Solar Panel, Wireless, No Modem, for 4.5" OD Pole
- 3 Qty 2- 101620  
BullDog Push Button Kits (Yellow Push Button with LED, Mounting, Cabling, 9" x 12" white 'Push Button To Turn On Warning Lights' with Hand Symbol (R10-25))
- 4 Qty 4- 373-05075  
30" FYG Pedestrian Crossing (W11-2) static sign, mounted Back to Back
- 5 Qty 2- 373-01759  
24"X12" FYG Left Diagonal Down Arrow (W16-7PL), mounted Back to Back with Left Diagonal Down Arrow
- 6 Qty 2- 373-01757  
24"X12" FYG Right Diagonal Down Arrow (W16-7PR), mounted Back to Back with Right Diagonal Down Arrow
- 7 Qty 2- 101919-18  
13' 4.5" OD Aluminum Pole Kit Containing: Poles, Pedestal Bases and 18" J-Bolts
- 8 Qty 4- 107265  
Back to Back Static Sign Mounting Kit Contains: Banded Flared Leg Brackets for Mounting Static Signs to 4.5" Pole

**Additional Information:**

- Solar region and the number of pedestrian activations/running time will affect the system's autonomy and may require a larger solar package
- Solar powered systems require an unobstructed view of the southern sky. A solar site survey is recommended if there are any obstructions such as trees, or buildings.



**RRFB SYSTEM, continued**

<http://www.tapconet.com/solar-led-division/rectangular-rapid-flash-beacons>

Please contact your TAPCO sales person for a formal quote with any of these common system variations:

- AC Powered
- Larger Solar Panel and Battery
- Larger or Taller Pole Size
- Painted Pole and Cabinet
- Larger Signs
- XAV Push Buttons with different cabinet
- Remote Pedestal with Push Buttons, wireless or wired
- Dimmable Light Bars and Controller
- Passive Pedestrian Detection (strongly recommend these only be used in addition to a push button):  
Motion Sensor, Pedestrian IR Bollards
- Advanced warning signs and light bars
- Median set up or One Way Road set up
- 30" FYG School Crossing (S1-1) static sign

**BUDGETARY QUOTE SUBJECT TO TAPCO STANDARD TERMS AND CONDITIONS**

- This quote is valid for        days from date of origination.
- Any system variations will affect pricing.
- FOB Factory (freight to be prepaid & added to invoice). Handling fee charged if customer requests carrier.
- TAPCO is not responsible for damages which occur during shipment. Insurance available at additional costs.  
Off-load of equipment is responsibility of customer.
- Quote does not include insurance, taxes, custom fees/duties, fuel surcharges, expedite fees, etc.
- Terms: 100% upon receipt of order, Net 30 with approved credit.
- Installation support and turnkey service to be provided by others unless otherwise noted.
- Concrete, conduit, electric service and other installation items not listed are to be provided by others.
- Only those items listed above are included. Components require field installation by others unless otherwise noted.
- Customer is responsible for ensuring equipment quoted meets project specifications.
- Quoted System does not include feedback for guaranteeing full system performance from the activation point. System is not Safe To Life rated.
- Does not include permits, bonding or licenses unless specifically indicated above.
- Standard manufacturer's warranty applies.
- Liquidated damages, back charges, penalties not accepted unless approved prior to and in writing.
- See full Terms & Conditions for details.
- Acceptance of order will only be valid once terms and conditions in the project submittals are read, approved and signed.



# Village of McFarland Police Department

5915 Milwaukee St. • P.O. Box 110 • McFarland, WI 53558 • 608/838-3151 • Fax 608/838-7954

Craig J. Sherven • Chief of Police

**DATE:** June 30, 2016

**TO:** Public Safety Committee

**FROM:** Craig J. Sherven, Chief of Police

**REFERENCE:** Alcohol Operators License for Anthony M. Nelson

On this date I reviewed a renewal application for an Alcohol Operator's License submitted by the above applicant. After completing my review of his application, my recommendation is that the Public Safety Committee further review the application for possible denial.

I base my decision on McFarland Village Ordinance 11-74 (C)(2), which states "*If a licensee is convicted of an offense substantially related to the licensed activity, the Village Board may act to revoke or suspend the license*". The general past practice has been to forward a recommendation of denial to the Committee when an unreported and related law violation has occurred since the last renewal period.

In reviewing this application, I discovered that since the last renewal period the applicant was convicted of Operating a Motor Vehicle While Intoxicated with a Minor in the Vehicle on August 28<sup>th</sup>, 2015. Based on my review of the applicant's record and the language found in our ordinance, I recommend further review and possible denial of this application.

Respectfully,

*Craig J. Sherven*

Craig J. Sherven  
Chief of Police



4. Have you ever had a license to serve alcohol beverages suspended or revoked, or surrendered the license in lieu of suspension or revocation?  yes  no  
If yes, provide the place and date \_\_\_\_\_
5. Have you been hospitalized or treated in the last five years for drug abuse or alcoholism?  yes  no  
If yes, explain and give dates. \_\_\_\_\_
6. Are you a citizen of the United States?  yes  no
7. Since when have you been a resident of the State of Wisconsin? 1991
8. List addresses and dates of residency for the past 5 years. 907 Sherman Drive Marshall WI 2011-2013 5168 Hwy 73 Marshall WI 2013-2016

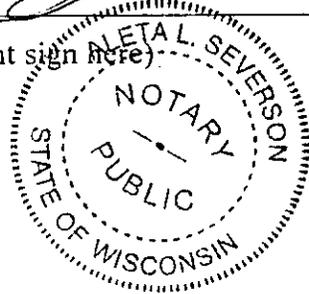
**[REDACTED]** I understand that the fee is not refundable should this application be denied.



STATE OF WISCONSIN **[REDACTED]**  
DANE COUNTY **[REDACTED]**

I, Aleta L. Severson, being first duly sworn on oath says that (s)he is the person who made and signed the foregoing application for an operator's license; that all the statements made by the applicant in the foregoing application are true.

X [Signature]  
(Applicant sign here)



Subscribed and sworn to before me this 13th day of April, 2016  
Aleta L. Severson  
Notary Public, Dane County, Wisconsin  
My commission  is permanent  
 expires October 16, 2017



Recommendation by McFarland Police Department:  
Approval  Denial

[Signature]  
Craig Sherven, Chief of Police  
5-3-16 (Date)

August 2016 PSC Meeting – School Bus Warning Light Statute Change Information

1. Here is the relevant state statute. The underlined language represents that which was added.

**349.21 Authority to regulate school bus warning lights.**

**349.21(1)** *The governing body of any town, city, village or county may by ordinance provide for the use of flashing red or amber warning lights by school bus operators in a residence or business district when pupils or other authorized passengers are to be loaded or unloaded at a location at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded.*

**349.21(2)** *The governing body of any town, city, village or county may by ordinance provide for the use of flashing red or amber warning lights by school bus operators when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right of way between the roadway and the school grounds in a zone designated by "school" warning signs as provided in s. 118.08(1) in which a street or highway borders the grounds of a school.*

2. Here is the current corresponding Village Ordinance.

**Sec. 35-6. - School bus warning lights.**

Notwithstanding the provisions of Wis. Stats. §§ 346.48(2)(b)2 and 346.48(2)(bm) adopted by Section 35-1 to the contrary:

(a)

Pursuant to Wis. Stats. § 349.21(1), school bus operators shall use flashing red warning lights in residential and business districts when pupils or other authorized passengers are to be loaded or unloaded at locations at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded.

(b)

Pursuant to Wis. Stats. § 349.21(2), the use of flashing red warning lights by school bus operators is prohibited when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds in a zone designated by school warning signs as provided in Wis. Stats. § 118.08(1), in which a street or highway borders the grounds of a school.

**3. Here is the suggested revised Village Ordinance. The underlined language represents that which will be added.**

**Sec. 35-6. - School bus warning lights.**

Notwithstanding the provisions of Wis. Stats. §§ 346.48(2)(b)2 and 346.48(2)(bm) adopted by Section 35-1 to the contrary:

(a)

Pursuant to Wis. Stats. § 349.21(1), school bus operators shall use flashing red, and if so equipped, amber warning lights in residential and business districts when pupils or other authorized passengers are to be loaded or unloaded at locations at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded.

(b)

Pursuant to Wis. Stats. § 349.21(2), the use of flashing red and if so equipped, amber warning lights by school bus operators is prohibited when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds in a zone designated by school warning signs as provided in Wis. Stats. § 118.08(1), in which a street or highway borders the grounds of a school.

**4. Here general state statute regarding specific requirements of bus drivers pursuant to the change.**

**346.48 Vehicles to stop for school buses displaying flashing lights.**

(1) The operator of a vehicle which approaches from the front or rear any school bus which has stopped on a street or highway when the bus is equipped according to s. 347.25 (2) and when it is displaying flashing red warning lights, shall stop the vehicle not less than 20 feet from the bus and shall remain stopped until the bus resumes motion or the operator extinguishes the flashing red warning lights. The operator of any school bus which approaches from the front or rear any school bus which has stopped and is displaying flashing red warning lights shall display its flashing red lights while stopped. This subsection does not apply to operators of vehicles proceeding in the opposite direction on a divided highway.

(2)

(a)

1. Except as provided in par. (b), the operator of a school bus equipped with only flashing red warning lights as specified in s. 347.25 (2) shall actuate the lights at least 100 feet before stopping to load or unload pupils or other authorized passengers, and shall not extinguish the lights until loading or unloading is completed and persons who must cross the highway are safely across.

2. Except as provided in par. (b), the operator of a school bus equipped with flashing red and amber warning lights as specified in s. 347.25 (2) shall do all of the following when stopping to load or unload pupils or other authorized passengers:

a. Actuate the flashing amber warning lights at least 300 feet before stopping in a 45 miles per hour or greater speed zone or at least 100 feet before stopping in a less than 45 mile per hour speed zone.

b. At the point of loading or unloading, bring the bus to a stop, extinguish the flashing amber warning lights, and actuate the flashing red warning lights.

c. After loading or unloading is completed and persons who must cross the highway are safely across, extinguish the flashing red warning lights.

3. Where the curb and sidewalk are laid on one side of the road only, the operator shall use the flashing red or flashing red and amber warning lights when loading or unloading passengers from either side.

**(b)** School bus operators shall not use the flashing red or amber warning lights in:

1. Special school bus loading areas where the bus is entirely off the traveled portion of the highway.

2. Residence or business districts when pupils or other authorized passengers are to be loaded or unloaded where a sidewalk and curb are laid on both sides of the road, unless required otherwise by municipal ordinance enacted under s. 349.21 (1).

**(bm)** Except as provided in par. (b) 2. or unless prohibited by municipal ordinance enacted under s. 349.21 (2), a school bus operator shall use the flashing red or amber warning lights as provided in par. (a) in a zone designated by "school" warning signs as provided in s. 118.08 (1) in which a street or highway borders the grounds of a school when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds.

**(c)** When a school bus is being used on a highway for purposes other than those specified in s. 340.01 (56) (a) and (am), the flashing red or amber warning lights shall not be used, and all markings on the front and rear of the bus indicating it is a school bus shall be removed or completely concealed; except that any time a motor vehicle is equipped as provided under ss. 347.25 (2) and 347.44 and is transporting children for any purpose, the school bus markings may remain unconcealed and the flashing red or amber warning lights may be used as provided in this section and when so used, sub. (1) applies to operators of other motor vehicles.

**ORDINANCE NO. 2016-07**

**AN ORDINANCE TO UPDATE SCHOOL BUS WARNING LIGHT REGULATION TO INCLUDE AMBER LIGHTS**

Purpose: To update Village ordinance 35-6 in accordance with updates made to WI State Statute 349.21(1) and 349.21 (2) to include Amber warnings lights as allowable school bus warning lights.

Sponsor: Police Chief Craig Sherven

Based on Referrals from: Public Safety Committee

Public Hearing: Not Required

The Village Board of the Village of McFarland do hereby ordain as follows:

1. Section 35-3 of the Village of McFarland Municipal Code is hereby amended to read as follows:

Notwithstanding the provisions of Wis. Stats. §§ 346.48(2)(b)2 and 346.48(2)(bm) adopted by Section 35-1 to the contrary:

(a) Pursuant to Wis. Stats. § 349.21(1), school bus operators shall use flashing red, and if so equipped, amber warning lights in residential and business districts when pupils or other authorized passengers are to be loaded or unloaded at locations at which there are no traffic signals and such persons must cross the street or highway before being loaded or after being unloaded.

(b) Pursuant to Wis. Stats. § 349.21(2), the use of flashing red, and if so equipped, amber warning lights by school bus operators is prohibited when pupils or other authorized passengers are loaded or unloaded directly from or onto the school grounds or that portion of the right-of-way between the roadway and the school grounds in a zone designated by school warning signs as provided in Wis. Stats. § 118.08(1), in which a street or highway borders the grounds of a school.

APPROVED:

\_\_\_\_\_  
Brad Czebotar, Village President

|                    |        |
|--------------------|--------|
| ORDINANCE 2016 -07 |        |
| MOTION             | SECOND |
| ACTION             | DATE   |
| Adopted            |        |
| Referred           |        |

ATTEST:

\_\_\_\_\_  
Cassandra Suettinger, Village Clerk

|                                     |        |
|-------------------------------------|--------|
| Tabled                              |        |
| Withdrawn                           |        |
| Defeated                            |        |
| Published                           |        |
| <b>INDIVIDUAL<br/>VOTING RECORD</b> |        |
| Adrian                              | Lytle  |
| Brassington                         | Mooney |
| Czebotar                            | Utter  |
| Kolk                                |        |
| <b>VOTING<br/>RESULTS</b>           |        |
| Motion Carried:                     |        |
| Motion Defeated:                    |        |

# Building Security Upgrade Project Details

## Community Development Department

- Replace current service window with a more substantial and secure, yet user friendly window
- Install camera in waiting area that captures customer interactions at service window
- Install new wall/doorway between Community Development waiting area and Village Administrator's office hallway to restrict public access to administrative offices
- Install panic alarm buttons at service window, and inside each of the two offices
- Make door from west public hallway into Community Development waiting area handicap accessible with electric door opener
- Place electronic key readers:
  - at main door from west public hallway into community development waiting area
- Install windows that open in each office

## Administration Department

- Remove flip-up divider between common employee area and the Administration waiting room area; install wall/doorway
- Install secure but user friendly service windows at front counter
- Place electronic key readers:
  - Door from west public access hallway into conference room E
  - Door from west public access hallway into mail room
  - New door that divides common employee area and the Administration waiting room area
  - Door from conference room A into common employee area
  - Door that divides common employee area and the mail room
- Install windows that open in each office and common employee area
- Install panic buttons in each office, at four workstations in common employee area, one in mailroom

## Fire Department

- Remove service window in west public access hallway, create solid wall
- Install secure but user friendly service window in wall to the same office, but located just inside the fire department hallway
- Remove door that currently restricts access into fire department area; place it further into the hallway, ending just before the first offices. This creates a small waiting area.
- Install panic buttons at front service window, in three offices, one in workout area
- Install cameras:
  - In the west public access hallway
  - Front service window
  - Training room

- Multiple in fire apparatus bays
- Two overlooking front bay entrances
- Outside south door
- Install electronic key access readers:
  - Chief's office
  - Fire inspector's office
  - Supply room door
  - Rear training room door
  - West kitchen door
  - Training and conference room doors
  - Radio tower door
- Door lock considerations
  - Install timed closing system for certain doors

## Library

- Install electronic key access readers:
  - Mechanical room
  - Custodial room
  - All exterior doors
- Install panic buttons:
  - Front desk workstations (4)
  - Director's office
  - Meeting room
  - Two in back work areas
- Install/upgrade to HD cameras:
  - Book dump
  - All entrances (linked to Municipal Center System)
  - Employee entrances/exits, with monitors inside doors (linked to Municipal Center System)
  - Parking lot (3) (linked to Municipal Center System)
  - Playground (linked to Municipal Center System)
  - Inside and book dump cameras cannot be linked with PD system due to state law

## Public Works Department

- Install wall in front waiting area to restrict public access to administration offices and employee workspaces; install doorway in this wall
- Install secure but user friendly service windows at front counter
- Install secure payment box at front counter
- Install panic buttons:
  - Front counter / workstations (2)
  - In all offices (3)
  - Shop area (3)

- Install electronic key access readers:
  - Door separating public access area to employee break room
  - Doors from shop area into administrative areas (2)
  - Exterior shop doors (4)
- Install cameras linked to Municipal Center System:
  - Front service counter
  - Employee entrance/exit door with monitor inside
  - Front public entrance exterior
  - Parking lot (2)
  - Replace 5 existing cameras with HD cameras
- Well / park shelters
  - According to Public Works Director, adequate security measures already exist
  -

## Community Outreach / Cable Departments

- Reconstruct current set-up to allow for a secure entrance into hallway. Currently must be left open to allow access for clients.
  - Install secure but user friendly service window in wall between first Comm. Outreach office and public hallway
  - Door into hallway remains locked, accessible only to employees, handicap accessible
- Install windows that open in Cable office area, Cable store room, (2) Outreach offices
- Install electronic key access readers:
  - East external door into from outside driveway into kitchen hallway
  - Front entrance door to cable/outreach hallway
  - Cable office
  - Cable storeroom
  - Door from community room into cable storeroom
- Install cameras linked to Municipal Center System:
  - Main service window
- Install panic buttons:
  - Gathering Place (2)
  - Offices (4)
  - Cable Storeroom

## Police Department

- Install electronic key access readers:
  - Southern most door from public access hallway into PD
  - Records room door
  - Weapons room door
  - Outer evidence room door
  - Chief's office door
  - Interior access door to citizen contact room
  - Door from squad room into conference room C

- Install panic buttons:
  - Front service window
  - Squad room
  - Interview rooms (3)
  - Prisoner transport bay
  - Booking / holding cell area
- Install cameras:
  - Evidence processing room
  - South public access hallway
  - Rear parking lot (2)

## General Recommendations

- Install camera overlooking transaction safe zone area in front parking lot
- Install electronic card readers:
  - Computer room
  - Mechanical room
  - Janitor storeroom
- Routinely lock south door and west door, make them employee only entrances. There is no reason the public needs to be entering the building from three different locations. This should be limited to one main entrance. No cost, more of a policy decision.
- Purchase an identification card printer, rather than contracting out for this service. Could generate cost savings and greater flexibility and efficiency in providing ID cards to employees.
- Departments should consider a screening procedure for visitors that are unknown, and issue visitor credentials to those individuals.
- Restrict public access to private, employee areas throughout the building as much as possible. The public should not be able to just wander in to these areas, as this is a recipe for disaster. Some of these changes can be made now without cost.

### Craigslist Safe Zone Recommended Regulations

- Public may utilize Municipal Center parking lot, lobby and outer lobby as designated Safe Zones for online transactions. The outer lobby is equipped with an emergency phone for contact with the 911 Center.
- The lobby will be available between the hours of 8am and 8pm, Monday through Friday.
- The outer lobby and parking lot are available outside of those hours, with recommended times of 7am-10pm, 7 days a week.
- Limited to those age 18 and over.
- Signage indicating the safe zone will be put up at both entrances to the Municipal Center, and a parking space will be designated by similar signage indicating the area in which video surveillance of the transaction is available.
- No items requiring a cart, hand-truck, more than one person to lift or carry the item, or gas operated items will be allowed inside of the lobby or outer lobby. Examples of prohibited items include:
  - Appliances
  - Generators/chainsaws/lawn trimmers
  - Motorcycles/moto-cross bikes
  - Furniture
  - Exercise equipment
- No liquids, flammable items or animals will be allowed inside the lobby or outer lobby.
- No firearms, ammunition, explosives or items that are prohibited by law will be allowed on or in any portion of the municipal center proper.
- Will be recorded by camera, but not physically monitored at all times.
- Police officers will generally not become involved in any way in this type of civil transaction between two private parties. An exception to this rule would be an instance in which the seller or buyer suspects criminal conduct, such as a scam attempt, involved in the transaction.
  - In this instance, the police department must be notified well in advance so that appropriate planning can take place and a proper determination of a course of action formed.
  - Buyers or sellers should not expect to show up minutes prior to the agreed upon meeting time with the suspect to request a police officer's presence.
  - In these circumstances, the buyer/seller will likely not be allowed any type of involvement in the initial contact with the suspect.

# AUTHORITY, BOARD, COMMISSION, AND COMMITTEE MINUTES

August 22, 2016

## AUTHORITIES

✓ Community Development Authority

## BOARDS

Board of Zoning Appeals

Ethics Board

Library Board

## COMMISSIONS

Landmarks Commission

Plan Commission

Police and Fire Commission

## COMMITTEES

Ad Hoc Committee to assess Senior Center/Community Center Facility Needs

Ad Hoc Volunteer Committee

Communications and Technology Committee

Emergency Management Committee

Finance Committee

Parks, Recreation and Natural Resources Committee

Personnel Committee

Public Safety Committee

✓ Public Utilities Committee

Public Works Committee

Senior Outreach Services Committee

## MINUTES

### Community Development Authority Meeting

May 4, 2016

Members Present: David Doll, Art Weber, Ken Brost, Stephanie Brassington, Clair Utter, Shawn O'Hearn, Eric Johnson (arriving at 7:04)

Members Absent:

Staff Present: Pauline Boness

Others Present: Jerry Bourquin, Dimension IV, Mark Roffers, MDRoffers and Associates

1. **Call to order.** Boness called the meeting to order at 7:00p.m. and asked for a nomination for a temporary chair. Brost nominated Weber, Doll seconded the motion. Motion carried.

2. **Review and possible approval of draft minutes from the April 6, 2016 Community Development Authority meeting.**

Brost moved to approve the April 6, 2016 Community Development Authority minutes, Doll seconded the motion. Motion carried 6:0 with O'Hearn abstaining.

3. **Discussion – Site/Design review requested by Tim Neitzel for approval of a single building office and warehouse structure for property located at 4761 McFarland Court.** Boness advised this project was approved in 2009, but did not move forward, they are using the same lot with a little different design. Jerry Bourquin reviewed the drawings and location. They have a contractor wishing to lease the space, Sunset Ridge Exteriors. Neitzel is proposing a 3000 sq. ft. building with a potential future addition. Bourquin reviewed the greenspace, wetland areas, and where dumpsters will be located. There will be bike parking stalls as well as additional parking space. The building will have overhead garage doors so the company can pull into the building. They will be using similar materials as other buildings in the area, with the building having a slightly sloped roof. The mechanical layout will be provided as soon as they have one. Bourquin reviewed the submittal checklist with CDA members, he feels they meet all requirements and the building is compatible with others in the area.

Doll inquired of the potential addition, the minutes from prior approval showed an addition, and, it showed a 5800 sq. ft. building, the drawings show 3,000 sq. ft., will this meet the requirements of the TIF. Bourquin replied there may be an addition; they are not asking for approval of one at this time. Boness responded she can check if it meets the requirements. There is room for one more building on McFarland Court.

Utter inquired if Town and Country was satisfied with the stormwater plan, and will there be enough parking for the site. Boness replied they are reviewing it, and it will be covered at the Plan Commission meeting. Doll inquired if the site can be seen from Hwy. 51? Boness replied it can be seen from the highway.

Doll moved to recommend to the Plan Commission approval of the site design/review. Brost seconded the motion, motion carried.

**4. Discussion – Updated Comprehensive Plan presentation by MD Roffers Consulting.**

Mark Roffers of MD Roffers and Associates is looking for broad input from CDA members. The Comprehensive Plan is a long range plan for the growth and development of McFarland. It covers future rezoning, what land should be annexed, natural resource protection, intergovernmental cooperation, development amongst other categories. He reviewed the process of the plan, and where they are at this point in the process. Roffers also reviewed the process of the survey which will be coming out in May and the technology used to complete the process; it will be more intimate than past. They hope to complete and have Village Board approval by the end of the year.

Roffers went over a few questions to get a general feel from CDA members as to where they want to see the Village in the future, what is their vision for the future, where do they see it in 2035, how does it function, and what are some of the best features you would like to see in McFarland in 2035. The plan not only helps with zoning and similar planning but this should help to make residents lives better and inspire people to want to live here. Doll inquired what is the required population to become a city? Roffers responded there is no requirement; there are cities with smaller populations than McFarland. Doll feels by 2035 McFarland will be surrounded by the City of Madison as we will be land locked. There will be no land to expand, we will only be able to do infill. Roffers reviewed boundaries and agreements with Madison and that Village and Cities cannot be the driving force with an annexation request, it has to be property owner driven. He feels there is a window of opportunity when some landowners could petition to annex to McFarland. There was discussion about interchanges, how sometimes they can be approved, but with the community having to cover the costs, they are not always paid for by the State. Members also discussed the need for large commercial lots in McFarland. It was suggested by Brost to allow agricultural zoning within the Village limits.

Members discussed the school district, issues, and concerns within the Village. Roffers advised he will be meeting with staff of both and feels there is a way to weave the Village and school district goals together.

Roffers reviewed the vision statement from the 2006 Comprehensive Plan, members concurred they feel it is still a viable statement. Members discussed farmland preservation, land with hydric soils and growth to the east.

Roffers reviewed the list of strengths and weakness some felt being a bedroom community is not a weakness and not allowing agricultural zoning is. Roffers encouraged developing negotiation strategies. Members discussed the diverse base of existing businesses, being able to attract more light industry & technology based businesses, as the Village is heavier on contractors, small manufacturers and service contractors. There was also discussion of attracting office buildings, but McFarland has little land available.

Roffers asked about the most important issues over the next 5- 10 years. Land acquisition, infill, and the possibility of trading land with Madison, for example the end of Terminal Drive? O'Hearn wanted to know what the benefit of expanding is to McFarland. Doll replied we need to grow businesses to help the tax base. If you only build residential housing you add more children and more financial needs, but not necessarily more tax money coming in. Roffers added and you are limited to what you can increase taxes per Wisconsin law, the way to contribute financially is through growth.

Members discussed the need for larger commercial lots for employment type centers, not for a big box store, but lots for current businesses to grow into. Roffers advised he will get back to the CDA when he has a draft plan.

**5. Updates – Dog Hut, Terminal Drive site, Prairie Place, Antique store**

Boness informed members the Dog Hut is applying for a permanent CUP on their site; they are currently under a temporary 5 year CUP. There is a possibility the Truck Movers site may have been sold, the buyer will be coming to a future CDA meeting. Prairie Place plat is coming before the Plan Commission, it has to be updated due to wetlands. The antique store has an accepted offer on it and may close by the end of August. 84 Lumber on Terminal Drive, the property was taken off the market and they have indicated they are looking to reopen.

**6. Adjournment:** Brost moved to adjourn, seconded by Doll, motion carried unanimously; meeting adjourned at 8:32 p.m.

## MINUTES

### Community Development Authority Meeting

June 1, 2016

Members Present: David Doll, Art Weber, Ken Brost, Stephanie Brassington, Clair Utter, Shawn O'Hearn

Members Absent: Eric Johnson

Staff Present: Pauline Boness

Others Present: Don Goben, Goben Cars, Dan Morrill, US Ventures, Inc.

1. **Call to order.** Boness called the meeting to order at 7:00p.m. and asked for a nomination for a temporary chair. Brost nominated Weber, Doll seconded the motion. Motion carried.

2. **Election of chairperson:**

Brost nominated Art Weber, Brassington seconded the motion. Motion carried unanimously.

3. **Discussion - 4313 Triangle Street – Truck Movers site by Don Goban**

Don Goben addressed members, his primary business is automotive but he likes to purchase parcels and improve them. Last summer he bought the former Dairy Queen site and fixed it up so it could be opened as a restaurant, Goben feels the tenant is doing well in that location.

4313 Triangle has been on the market and he has been considering it for a long time. Goben is interested in fixing it up, as it needs a lot of TLC, and, he is in need of using part of it for personal storage. Goben feels there is need in McFarland for storage of boats, campers, trailers etc., he would place a tall fence and gate along the front along with landscaping, some painting and eventually replace some of the tin. He feels this will solve a problem McFarland has with people storing these items in their yards, street etc. He will provide a more detailed plan in the future, is looking for feedback at this time. Goben does not see anything really big happening with that site in the near future and this can be a good thing for McFarland. Goben stated it is not his long

term goal to have a business at the site, he will use part of it for storage of business paperwork along with autos which he may not have room for, or those in transition. His main business is automotive, cars are mainly kept on the business site, but he would like the option of storing cars at this site in the winter months as he has storage for up to 200 cars at his new current site, but at times needs more room when bringing in additional autos.

Brost inquired if Goblen would be amenable to the master plan and what is designated for that site in the future. Goblen responded yes, his thought is of what he can do to solve his current storage problem, and if something does happen in the future he has no problem selling the site. Members discussed possible options for the site and asked Boness if the area is zoned for what is being proposed. Boness responded Goblen would have to apply for a Conditional Use Permit for the outdoor storage. Members discussed what the site currently looks like, the need for landscaping, the demand of storage for parties owning boats, RV's and the likes in the area and what other communities have for storage. Members generally felt this could be a good option, but would like to see a formal application. Goblen responded he would be putting one together, and will have plans on paper. Boness suggested Goblen speak to the neighbors in the area about his proposal and get their input in advance as there would be a public hearing. Goblen advised he would be in contact with the current neighbors. Members encouraged Goblen to bring a concept plan to the Plan Commission for their input.

**4. Review and possible recommendation to the Plan Commission regarding a Conditional Use Permit (CUP), requested US Ventures, Inc. for installation of propane bulk storage, rail car unloading and truck loading site at 4402 Terminal Drive, property zoned M-1C Manufactured Intensive.**

Dan Morrill with US Venture based out of Appleton WI addressed members— US Ventures wishes to install 2 tanks to store propane for the purpose of offloading rail cars and the loading of trucks for distribution in south central Wisconsin.

Morrill informed members there are standards needing to be met, with the standards there are safety valves, shut down procedures, and there is also a mechanical engineer on staff who has reviewed the plans along with annual reviews of the site. They meet the EPA, OSHA audits and annual reviews. The State has reviewed the plans along with them doing practice procedures with the Village of McFarland. They are planning on purchasing used tanks, which are built to the same burst pressure, but are actually a thicker steel than newer tanks; they are also tested and x-rayed for any damage. They carry a UNA certification for the state of Wisconsin. Morrill advised they will have about 8 – 12 truckloads per day.

Members reviewed the location of the storage units on maps and discussed tanks in McFarland and how long US Oil plans to be here, Morrill responded they are planning on staying in McFarland. There was discussion about the usage of high

pressure storage cars, and the rail system. Boness inquired what would happen in case of a spill, Morrill replied the liquid gas would evaporate, and they have procedures in place in case of such an event. Utter informed members the Emergency Management Team met last week and the Village has good plan in place.

Utter moved to recommend approval to the Plan Commission regarding a Conditional Use Permit(CUP) request by US Ventures, Inc. for installation of propane bulk storage, rail car unloading and truck loading site at 4402 Terminal Drive, property zoned M-IC, Manufactured Intensive subject to review by the Emergency Management Director and Fire Chief. Brost seconded the motion. Motion carried 6-0.

5. **Adjournment:** Brost moved to adjourn, seconded by Doll, motion carried unanimously; meeting adjourned at 7:59p.m.

Approved

**Public Utilities Committee  
Meeting Minutes  
July 19, 2016**

**Members present:** Mary Pat Lytle, Craig Weiss, Marc Nielsen, and Chris Frederick.

**Members absent:** Ernie Peterson arrived at 6:16 pm. Stephanie Brassington arrived at 6:20 pm.

**Staff present:** Allan Coville and Kelsy Boyd.

**Others present:** Jodi Dobson (Baker Tilly)

**1. Call to order:** The meeting was called to order at 6:00 p.m. by Chair Lytle in Conference Room A at the Municipal Center.

**2. Public comments:** None

**3. Review and possible approval of draft Minutes of Public Utilities Meeting of June 21, 2016:**

**Motion** by Lytle, second by Frederick, to approve the draft minutes with one minor change (Item 5. Motion; second sentence of motion should read: "Nielsen offered a friendly amendment to have utility staff review the system algorithms used to identify unusually high water usage." Motion carried 3-0-1 with Weiss abstaining as he was absent at the June meeting.

**4. Presentation of 2015 financial statements and audit results for the Water Utility, Sewer Utility and Stormwater Utility – Baker Tilly Virchow Krause.**

Jodi Dobson of Baker Tilly presented the Report to the Committee.

Water Utility – The water utility's sales decreased 1.0% in 2015. The decrease in gallons sold can be contributed to efforts to conserving water, which is consistent with the industry statewide.

The authorized rate of return for McFarland is set at 7.25%, which was established when the last rate case was completed back in the 90's. The rate of return currently being authorized by the PSC is 5.5%, which is tied to current long-term borrowing rates. The actual return for 2015 was 6.62%.

Sewer Utility – The sewer utility's revenues increased 7.6% in 2015, while expenses increased only 5.1%. The increase in both revenues and expenses is primarily attributed to an 8.64% increase in treatment expenses passed on to the Village from the Madison Metro Sewerage District. McFarland's sewer rates were increased on January 1, 2015 by an equal percentage to offset the increased expense.

Unrestricted cash on hand is equivalent to 6.26 billing cycles. The Government Finance Officers Association recommends cash on hand equal to a minimum of one billing cycle due to

the capital intensive requirements of utilities. Funds have been set aside as restricted or designated for capital improvements. The Village operates with two bi-monthly billing cycles.

The Utility incurred debt in 2015 to fund a new lift station and improvements along Holscher Road. In 2015, net plant assets were funded with 4% debt and 96% equity. The normal utility target is 50/50 debt to equity.

Stormwater Utility – Stormwater revenues increased 1.4% in 2015 while expenses decreased 1.9% from the prior year. Unrestricted cash on hand is equivalent to 6.76 billing cycles.

Overall, all three utilities are in a very positive position. Given the strength of the utilities, a brief discussion on utilizing the cash reserves versus increasing rates took place. This will be looked at in greater detail during the 2017 budgeting process.

**5. Discussion and possible action to move ahead with creating a Well Head Protection program for the Village's Municipal wells.**

Coville provided a brief background on the recently denied gas station proposal for Freedom Ring and Siggekkow located on the McFarland border in the City of Madison, and the proximity to McFarland's Well #3. In preparing to present the Village's opposition to the gas station proposal, the need for a Well Head Protection program became evident. The Village will need to attain an intergovernmental agreement with the City of Madison as part of this process. Given the current events and Madison's willingness to participate in this, the Village is anxious to get this completed as soon as possible. A quote was received from Town & Country Engineering for approximately \$13,000 with a 1-2 month turnaround time. The other option would be to enlist WI Rural Water Assn to create one for the Village. There would be no cost associated with this, however, the turnaround time would be 5-6 months. Weiss inquired whether or not Well Impact Fees could be used to pay for this. It was the committee's preference to use Town & Country since they've been a trusted and knowledgeable partner of the Village for several years. Coville suggested that the Well Head Protection Plan include a zone of influence of 20 years and a minimum of 1800' from any wells. Weiss suggested that be increased to 2400.'

**Motion** by Frederick, second by Nielsen to direct staff to recommend to the Village Board that a Well Head Protection Plan be created by Town & Country Engineering for the Village of McFarland. Motion carried 6-0.

**6. Discussion regarding office hours at the Public Works Building.**

The current utility clerk retired July 8. An individual was hired as a replacement, but that individual has decided to pursue other interests. Given the pending PSN implementation as well as a desire to introduce more internal control procedures, rather than backfilling a full-time position, office hours have been reduced to 8-12, M-F. One of the concerns about not having a full-time person in the office is monitoring the drop-off site. This is one area that will need to be discussed as part of the 2017 budget process.

**Adjournment: Motion** by Nielsen, second by Brassington, to adjourn at 7:00 p.m. Motion approved 6-0.