

VILLAGE OF MCFARLAND
VILLAGE BOARD
Monday, October 10, 2016

1. **CALL TO ORDER.** Village Board President Brad Czebotar called the regular meeting of the McFarland Village Board to order at 7:00 p.m. in the Community Room of the McFarland Municipal Center.
2. **ATTENDANCE ROLL CALL.**
Village Board members present: Trustees Jerry Adrian, Brad Czebotar, Dan Kolk, Mary Pat Lytle, Tom Mooney, and Clair Utter.

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

3. **PUBLIC APPEARANCE.**
Shawn Miller and Megan Beckler provided an update on activities and operations of the McFarland Youth Center in 2016. Mr. Miller additionally requested the Village keep the McFarland Youth Center in mind as conversations regarding a community center move forward. The current MYC building will be demolished as part of phase three of the Farwell Place development project.
4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**
 - a. **Public Announcements**
 - (1) Clerk's Office Absentee Voting for November 8, 2016 Presidential Election to begin September 26, 2016.
 - (2) Special Clerk's office absentee voting hours Saturday October 29, 2016 from 9 a.m. to 12 p.m.
 - b. **Public Communications**
5. **CONSENT AGENDA.**
 - a. **Motion to approve pre-paid check #67304-67313 in the amount of \$2,611.53 and current checks #67314-67393 in the amount of \$127,580.51.**
 - b. **Motion to approve the minutes of the September 26, 2016 Village Board meeting.**
 - c. **Motion to approve the Street Use Permit Application from McFarland Fire and Rescue Department for use of Milwaukee Street from Bashford to Anthony Street on October 12, 2106 from 4:30 p.m. to 9:00 p.m.**

Motion by President Czebotar, second by Trustee Lytle, to approve the consent agenda. Motion carries 6-0 by acclamation.

6. **BUSINESS.**
 - a. **PERSONNEL COMMITTEE**
 - 1) **Discussion and possible action regarding the Organizational Chart for the Administrative Office as it relates to the structure under the Finance Director.**

Motion by President Czebotar, second by Trustee Kolk, to approve the organizational chart for the administrative office as it related to the structure under the Finance Director. Motion carries 5-1 with Utter voting nay.

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

- 1) **Budget Review Process**
- 2) **Changes since last distribution**
- 3) **Village Board**
- 4) **Legal**
- 5) **General Administration**
- 6) **Facilities**
- 7) **Cable Fund.**

Administrator/Treasurer along with Department Heads as listed presented the above list of draft 2017 Department Budgets to the Village Board. Each Department budget was presented by Staff as listed and the Village Board asked questions of Staff based on the budget requests included in the draft submittal. Trustees were reminded that they should note any changes they would like the Village Board to consider on their change sheet that is due by October 31st to the Administrator/Treasurer in order for these changes to be discussed at the last review meeting on November 10th. Changes should be kept to \$250 and above. No action was taken on this agenda item.

The following changes were requested:

1. Wage adjustments be divided into grid point adjustments and merit pay. Additionally the incremental reduction of longevity pay should be reflected in the merit section.
2. Review process for showing pass through of expenses and revenues for the McFarland Youth Center.

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

No action taken.

7. ADJOURNMENT.

Motion by Trustee Utter, second by Trustee Kolk, to adjourn at 7:35 p.m. Motion carries 7-0 by acclamation.

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