

**VILLAGE BOARD**

**Monday, April 25, 2016**

**7:00 P.M.**

**McFarland Municipal Center  
Community Room**

AGENDA

1. CALL TO ORDER.
2. ATTENDANCE ROLL CALL.
3. PUBLIC APPEARANCES.
4. PROCLAMATION.
  - a. Designating the Month of May as Older American Month in the Village of McFarland
5. PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.
  - a. Public Announcements
    - (1) EMS Pancake Breakfast May 15<sup>th</sup>, 2016.
6. CONSENT AGENDA.
  - a. Motion to approve pre-paid checks # 66215-66272 in the amount of \$6,078.99 and current checks #66273-66334 in the amount of \$58,173.41.
  - b. Motion to approve street use permit application from the Aly Wolff Foundation, Inc. for the Aly's Honky Tonk Hustle 5K Run/Walk on Saturday, May 21, 2106 from 10:00 a.m. to noon.
  - c. Motion to approve Parade Permit Application from Mike Larson of the American Legion Post 534 for the annual Memorial Day Parade on Monday, May 30, 2016 from 11:00 a.m. to 1:30 p.m.
  - d. Motion to approve draft Village Board minutes of March 14, 2016 and draft Special Village Board minutes of April 7, 2016.
7. BUSINESS.
  - a. PUBLIC SAFETY COMMITTEE (Trustees Adrian & Mooney) Discussion and possible action on a recommendation regarding the Police Department compliance with the Use of Taskforce Report recommendation.
  - b. PUBLIC SAFETY COMMITTEE (Trustees Adrian & Mooney) Discussion and possible action on a request from the McFarland Family Festival for a variance from Village Code of Ordinances Sec. 20-59 (b) to allow an 11:00 p.m. ending time, rather than a 10:00 p.m. ending time, for Christman Amusements to operate rides and concessions on Friday, September 16, 2016 and Saturday September 17, 2016 at the high school parking lot during McFarland Family Festival.
  - c. Action on the recommendation from Police Chief Sherven that the Special Event application from The Aly Wolff Foundation for Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road be approved.
  - d. Action on the recommendation from Police Chief Sherven that the Temporary Class "B" Beer and Wine License application from The Aly Wolff Foundation for Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road be approved.
  - e. Action on the recommendation from Police Chief Sherven that the Temporary Class "B" Beer and Wine License application from The Aly Wolff Foundation for Aly's Honky Tonk.

- f. Action on the recommendation from Police Chief Sherven that minors be allowed at the Aly's Honky Tonk Hustle event on May 21, 2016 from 6:00 p.m. to 12:00 a.m. at the Madison Curling Club, 4802 Marsh Road
  - g. Discussion and possible action to approve Resolution #04-2016, terminating the Emergency Medical Services Length of Service Agreement (LOSA).
  - h. PLAN COMMISSION (President Czebotar & Trustee Kolk) Discussion and possible action to approve Ordinance 2016-02 to AMEND PROVISIONS OF SECTION 62-430(B) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING.
  - i. Discussion and possible action approving position description for Deputy Clerk position, including establishing pay grade and directing staff to fill position.
  - j. Final Report from the Ad Hoc Transportation Committee.
  - k. Discussion and possible action regarding the utilization of the Municipal Center lobby for Craigslist types of transactions by the public.
  - l. Discussion and possible action regarding the publication of the Village's Outlook in May 2016 as well as future publication.
  - m. PARKS, RECREATION, AND NATURAL RESOURCES COMMITTEE (Trustee Kolk & Utter) Update and discussion on 2016 Grandview Conservancy Path Improvements.
  - n. Discussion and recommendation by Parks and Recreation Committee to accept the bid from McKay Nursery for 2016 street tree plantings in the amount of \$24,712.
  - o. Discussion on scheduling date for the Village Board annual planning retreat.
  - p. Discussion on scheduling date for Village Board and McFarland School Board meeting.
  - q. Action to confirm the appointment or reappointment of citizen members to various authorities, boards, committees, and commissions.
  - r. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.
8. CLOSED SESSSION. Motion to convene in closed session in accordance with Wis. Stats. § 19.85(1)(c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (hiring of Village Clerk) and Wis. Stats. §19.85 (1) (e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session (Lease agreement with School District).
  9. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and take action on items of business discussed in Closed Session.
  10. 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 22<sup>nd</sup> day of April, 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.*

# PROCLAMATION

## DESIGNATING MAY AS OLDER AMERICAN MONTH

**WHEREAS**, the Village of McFarland is committed to valuing individuals of all ages for their contributions to McFarland; and

**WHEREAS**, McFarland Senior Outreach is committed to helping all individuals live longer, healthier, productive lives; and

**WHEREAS**, the older adults in the greater McFarland area play an important role by continuing to contribute experience, knowledge and wisdom; and

**WHEREAS**, our older citizens remain active community members involved in volunteering, mentorship, arts and culture and civic engagement; and

**WHEREAS**, our community can provide opportunities to enrich the lives of citizen elders to remain healthy and active by:

- Emphasizing the numerous accomplishments of elders in their leadership
- Presenting opportunities for older Americans to share their wisdom, experience, and skills
- Recognizing older adults as a valuable asset strengthening this community, state, and country

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MCFARLAND VILLAGE BOARD:**

**THAT**, the month of May be designated Older American Month in McFarland; and

**THAT**, all citizens be encouraged to take the time this month to recognize older adults as vital citizens who have made countless contributions to ensure a better life for this and future generations in our community..

Proclaimed at a regular meeting of the McFarland Village Board this 25th day of April, 2016.

ATTEST:

APPROVED:

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Tracey Berman, Village Clerk

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Brad Czebotar, Village President

Report Criteria  
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/15/2016	66265	759	POSTMASTER	ANNUAL WATER CONSUMER CONFIDENCE	POSTAGE04	1	600-57-0070-923	672.55
Total									66265
Grand Totals									672.55

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
600-2120	00	672.55-	672.55-
600-57-0070-923	672.55	.00	672.55
Grand Totals	672.55	672.55-	.00

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Report Criteria:  
Report type: GL detail

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/12/2016	66215	2305	BACKES, JOE	ELECTION INSPECTOR	040516	1	100-51-4142-110	41.06
Total 66215:									
04/16	04/12/2016	66216	76	BAKK, SANDY	ELECTION INSPECTOR	040516	1	100-51-4142-110	39.10
Total 66216:									
04/16	04/12/2016	66217	88	BENISHEK, TAMMY	ELECTION WORKER	040516	1	100-51-4142-110	39.10
Total 66217:									
04/16	04/12/2016	66218	1972	BURNS, MELINDA	ELECTION INSPECTOR	040516	1	100-51-4142-110	109.48
Total 66218:									
04/16	04/12/2016	66219	2306	BURNS, RUTH ANN	ELECTION INSPECTOR	040516	1	100-51-4142-110	44.97
Total 66219:									
04/16	04/12/2016	66220	2136	CZEBOTAR, BRAD	ELECTION INSPECTOR	040516	1	100-51-4142-110	41.06
Total 66220:									
04/16	04/12/2016	66221	1933	DENNIS, RON	ELECTION INSPECTOR	040516	1	100-51-4142-110	46.92
Total 66221:									
04/16	04/12/2016	66222	314	EDDINGTON, SHERI	ELECTION WORKER	040516	1	100-51-4142-110	65.00
Total 66222:									
04/16	04/12/2016	66223	339	ENGLE, KAREN	ELECTION WORKER	040516	1	100-51-4142-110	46.92
Total 66223:									

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VILLAGE OF MCFARLAND

Board Report

Check Issue Dates: 4/12/2016 - 4/12/2016

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/12/2016	66224	2003	GERICK, PATRICK	ELECTION WORKER	040516	1	100-51-4142-110	43.01
	Total	66224							43.01
04/16	04/12/2016	66225	1938	HAMPTON, RITA	ELECTION	040516	1	100-51-4142-110	82.11
	Total	66225							82.11
04/16	04/12/2016	66226	1876	HEASTY, KELLY	ELECTION WORKER	040516	1	100-51-4142-110	41.06
	Total	66226							41.06
04/16	04/12/2016	66227	2313	INNES, JACK	ELECTION WORKER	040516	1	100-51-4142-110	43.01
	Total	66227							43.01
04/16	04/12/2016	66228	2140	KIRBY, CATHY	ELECTION INSPECTOR	040516	1	100-51-4142-110	39.10
	Total	66228							39.10
04/16	04/12/2016	66229	503	KLEIBER, KAREN	ELECTION WORKER	040516	1	100-51-4142-110	41.06
	Total	66229							41.06
04/16	04/12/2016	66230	509	KNUTSON, JANET	ELECTION WORKER	040516	1	100-51-4142-110	43.01
	Total	66230							43.01
04/16	04/12/2016	66231	2141	KOHL, NORMA	ELECTION INSPECTOR	040516	1	100-51-4142-110	35.19
	Total	66231							35.19
04/16	04/12/2016	66232	1322	KOSMO, SUE	ELECTION WORKER	040516	1	100-51-4142-110	43.01
	Total	66232							43.01
04/16	04/12/2016	66233	1908	KREPSKI, SYLVIA	ELECTION WORKER & HARMONY	040516	1	100-51-4142-110	58.65

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VILLAGE OF MCFARLAND

Board Report

Check Issue Dates: 4/12/2016 - 4/12/2016

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
		Total 66233:							
04/16	04/12/2016	66234	1339	KROLL, JEANINE	ELECTION INSPECTOR	040516	1	100-51-4142-110	58.65
		Total 66234:							
04/16	04/12/2016	66235	519	LAFONTAINE, MARIE	ELECTION WORKER	040516	1	100-51-4142-110	39.10
		Total 66235:							
04/16	04/12/2016	66236	2312	LANCASTER, TANYA	ELECTION	040516	1	100-51-4142-110	41.06
		Total 66236:							
04/16	04/12/2016	66237	2142	LANDPIER, LAURNA	ELECTION INSPECTOR	040516	1	100-51-4142-110	43.01
		Total 66237:							
04/16	04/12/2016	66238	2303	LARSON, SHARON	ELECTION INSPECTOR	040516	1	100-51-4142-110	41.06
		Total 66238:							
04/16	04/12/2016	66239	559	LONG, BEA	ELECTION WORKER	040516	1	100-51-4142-110	41.06
		Total 66239:							
04/16	04/12/2016	66240	2307	MACARRA, MONICA	ELECTION INSPECTOR	040516	1	100-51-4142-110	35.19
		Total 66240:							
04/16	04/12/2016	66241	14133	MCKAY JAMES	election inspector	040516	1	100-51-4142-110	58.65
		Total 66241:							
04/16	04/12/2016	66242	682	MORRIS, DELORIS	ELECTION WORKER	040516	1	100-51-4142-110	41.06
		Total 66242:							

M = Manual Check, V = Void Check

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VILLAGE OF MCFARLAND

Board Report

Check Issue Dates: 4/12/2016 - 4/12/2016

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/12/2016	66243	2145	NEWTON TAINTER, DEBBIE	ELECTION INSPECTOR	040516	1	100-51-4142-110	44.97
	Total 66243								44.97
04/16	04/12/2016	66244	1315	OPSAHL, CARLA	ELECTION INSPECTOR	040516	1	100-51-4142-110	35.19
	Total 66244								35.19
04/16	04/12/2016	66245	2146	PETERSON, DENISE	ELECTION INSPECTOR	040516	1	100-51-4142-110	33.24
	Total 66245								33.24
04/16	04/12/2016	66246	740	PETERSON, DON	ELECTION INSPECTOR	040516	1	100-51-4142-110	33.24
	Total 66246								33.24
04/16	04/12/2016	66247	1283	PLOTKIN, SHEILA	ELECTION WORKER	040516	1	100-51-4142-110	115.00
	Total 66247								115.00
04/16	04/12/2016	66248	1215	PORTER-QUAM, BARB	ELECTION INSPECTOR	040516	1	100-51-4142-110	41.06
	Total 66248								41.06
04/16	04/12/2016	66249	1783	REINSTAD, DIANE	ELECTIONS	040516	1	100-51-4141-110	258.57
	Total 66249								258.57
04/16	04/12/2016	66250	2311	RING, TREVOR	ELECTION INSPECTOR	040516	1	100-51-4142-110	84.07
	Total 66250								84.07
04/16	04/12/2016	66251	2314	RODECK, RENEE	ELECTION	040516	1	100-51-4142-110	46.92
	Total 66251								46.92
04/16	04/12/2016	66252	2304	ROTHAMER, JAN	ELECTION INSPECTOR	040516	1	100-51-4142-110	27.37

GI	Check Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GI Account	Check Amount
	Total	66252:								27.37
04/16	04/12/2016	66253	2149	RUECKING, RICK	ELECTION INSPECTOR	040516	1	100-51-4142-110	43.01	
	Total	66253:								43.01
04/16	04/12/2016	66254	1877	SAUER, JUDY	ELECTION INSPECTOR	040516	1	100-51-4142-110	43.01	
	Total	66254:								43.01
04/16	04/12/2016	66255	2150	SCHRADER, MARV	ELECTION INSPECTOR	040516	1	100-51-4142-110	54.74	
	Total	66255:								54.74
04/16	04/12/2016	66256	2310	SIEBERT, CYNTHIA	ELECTION INSPECTOR	040516	1	100-51-4142-110	33.24	
	Total	66256:								33.24
04/16	04/12/2016	66257	2315	SNAKE DISCOVERY LLC	REPTILES PROGRAM	2030	1	900-55-0011-350	130.00	
	Total	66257:								130.00
04/16	04/12/2016	66258	2004	ST CLAIR, RUSSELL	ELECTION WORKER	040516	1	100-51-4142-110	43.01	
	Total	66258:								43.01
04/16	04/12/2016	66259	1878	STOFFEL-ROSALES, MICHELLE	ELECTION	040516	1	100-51-4142-110	41.06	
	Total	66259:								41.06
04/16	04/12/2016	66260	904	STOLARIK, TONI	ELECTION WORKER	040516	1	100-51-4142-110	41.06	
	Total	66260:								41.06
04/16	04/12/2016	66261	2302	THOMPSON, ERIC	ELECTION INSPECTOR	040516	1	100-51-4142-110	43.01	
	Total	66261:								43.01

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Description	Invoice Number	Invoice Sequence	Invoice GL Account	Check Amount
04/16	04/12/2016	66262	2081	WEISS, CRAIG	ELECTION WORKER	040516	1	100-51-4142-110	41.06
Total 66262:									41.06
04/16	04/12/2016	66263	1307	WI AFSCME COUNCIL 32	AFSCME DUES	041116	1	100-2161	67.67
Total 66263:									67.67
04/16	04/12/2016	66264	1086	WI SCTF	PIN 6635567 BRANDT	041116	1	100-2159	334.63
Total 66264:									334.63
Grand Totals:									2,957.24

Summary by General Ledger Account Number

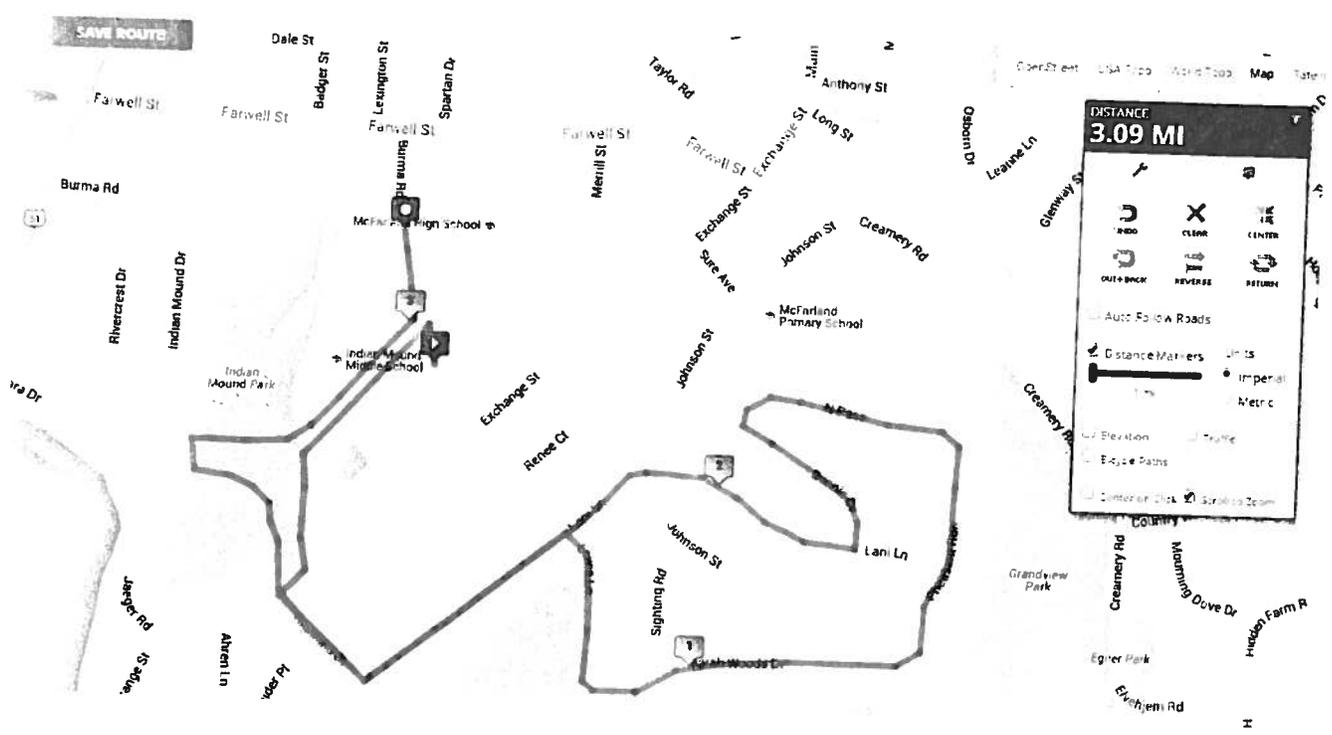
GL Account	Debit	Credit	Proof
100-2120	.00	2,827.24	2,827.24
100-2159	334.63	.00	334.63
100-2161	67.67	.00	67.67
100-51-4141-110	258.57	.00	258.57
100-51-4142-110	2,166.37	.00	2,166.37
900-2120	.00	130.00	130.00
900-55-0011-350	130.00	.00	130.00
Grand Totals	2,957.24	2,957.24	.00

Report Criteria  
Report type: GL detail

M = Manual Check V = Void Check

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DISTANCE  
**3.09 MI**

Close Street USA Topo World Topo Map Terrain

GO	CLEAR	RE CENTER
OUT-BACK	REVERSE	RETURN

Auto Follow Roads

Distance Markers  Units  
Imperial  
Metric

Elevation  Traffic

Cycle Paths

Center on Click  Scroll to Zoom

VILLAGE OF MCFARLAND

TO PD IN

PARADE PERMIT APPLICATION

FEE:

I. APPLICANT

Name: Michael Larson Address: [Redacted] Phone Number:  
 Home: [Redacted]  
 Work: [Redacted]  
 Cell: [Redacted]  
 Email: [Redacted]

II. ORGANIZATION

Organization Name: American Legion Post 534 Address: 4911 Buring Rd Phone Number:  
 Organization Head: Michael Larson McFarland IL 53558  
 (Commander) Home: 538-3249  
 Work: 538-3249  
 Cell: [Redacted]  
 Email: [Redacted]

III. CONDUCTOR (IF OTHER THAN APPLICANT)

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone Number:  
 Home: \_\_\_\_\_  
 Work: \_\_\_\_\_  
 Cell: \_\_\_\_\_

IV. DETAILS

Date: 5-30-16 Time (beginning/ending): 11:00 AM - 1:30 PM Number and size of units in parade: 20 units

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

Main & Marsh to Foxwell & Buring Rd

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, Michael Larson, 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 \$ \_\_\_\_\_

Signature: [Signature] Date: 3-24-16

Office Use: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Amount Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_  
 Chief of Police: [Signature]  Approved 04-14-16  
 Denied \_\_\_\_\_ Date

Permit Number (completed by Village Clerk):

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

- Police
- Public Works Director
- Village President
- Administration
- Fire
- Planning & Zoning
- Finance
- Public Safety
- Parks & Recreation
- Community Development

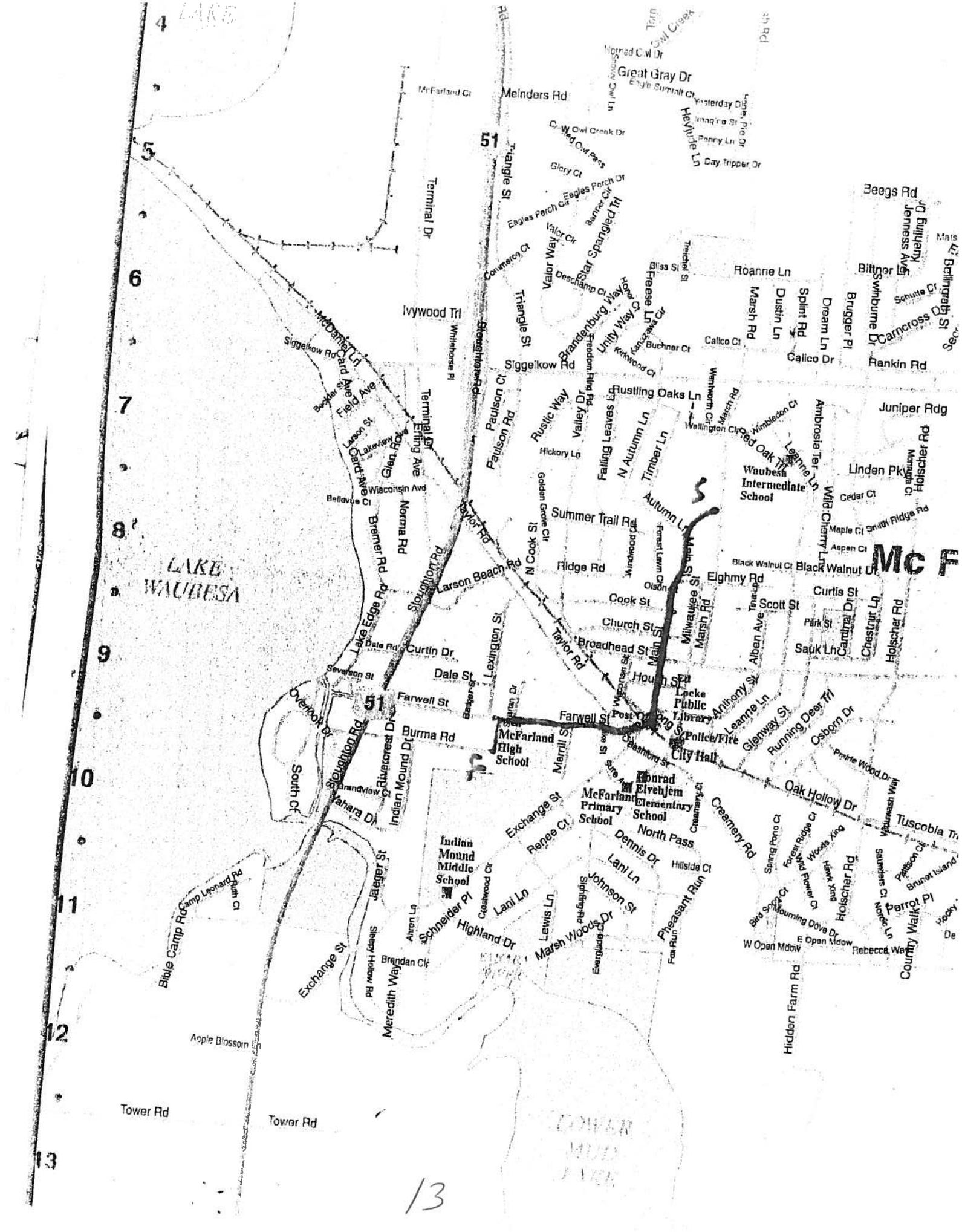
LAKE WAUBESA

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THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

**PRODUCER**  
 Affiliated Insurance Agencies  
 3830 Atwood Ave.  
 Madison, WI 53714  
 Gullickson Ins. Agency, LLC

**CONTACT NAME:** Gullickson Ins. Agency, LLC  
**PHONE (A/C No, Ext):** 608-273-3361 **FAX (A/C, No):**  
**E-MAIL ADDRESS:** dennisg@affiliatedllc.com

**INSURED**  
 Edwards-Foye American Legion P  
 Jodie Armstrong  
 4911 Burma Road  
 McFarland, WI 53558

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	West Bend Mutual Insurance Co.	
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

**COVERAGES**

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		1828435	01/09/2016	01/09/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 1,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/>		1828435	01/09/2016	01/09/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ Waived		1828435	01/09/2016	01/09/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

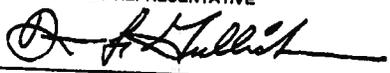
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

**CANCELLATION**

VILL-10  
 Village of McFarland  
 5915 Milwaukee Street  
 McFarland, WI 53558

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE  


VILLAGE OF MCFARLAND

**VILLAGE BOARD**

**Monday, March 14, 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 Clerk/Deputy Treasurer Tracey Berman, Village Engineer Brian Berquist, Senior Accountant/Budget Manager Kelsy Boyd, Director of Public Works Allan Coville, Fire & Rescue Chief Chris Dennis, and Administrator Eric Rindfleisch.  
Others Present: Davis Taylor, Brock Roder, and Andrew Brindrell.
3. **PUBLIC APPEARANCE.**
  - a. Andrew Briddell, Superintendent of McFarland School District, with an update on the District's facilities planning process. Superintendent Andrew Briddell presented an overview of the facilities planning process and is looking for a recommendation in spring early summer. The planning process is only in the conceptual phase at this point.
4. **PUBLIC ANNOUNCEMENTS AND COMMUNICATIONS.**
  - a. **Public Announcements**
    - (1) Alternate side parking is in effect through March 31.
    - (2) Dog and cat licenses and dog park permits have expired and must be renewed for 2015.
  - b. **Public Communications**
    - (1) Spring Election – April 5, 2016 (Voter ID Required).
    - (2) Department of Corrections inspection recently occurred of the Village's lock up facilities. The summary of the report is the facility is up to code.
    - (3) DNR air permit submitted application for existing petroleum and the application meets state and federal requirements.
    - (4) DOT notice of open house for March 16<sup>th</sup> 4-7 Edergton DOT field office. I39/90 project updates and information.
5. **CONSENT AGENDA. Motion** by President Czebotar, second by Trustee Lytle and carried 7-0 by acclamation to approve consent agenda items.
  - a. Motion to approve the Village Board minutes of November 23, 2015, February 8, 2016 (Kolk abstained from minutes), and February 22, 2016 as amended.
  - b. Motion to approve pre-paid checks #65847-65914 in the amount of \$26,532.16 and current checks #65915-66029 (void check #65925) in the amount of \$159,064.55. (Czebotar abstained from check #65864 and Adrian abstained from check #65858.)
  - c. Motion to approve the recommendation from Police Chief Sherven that the Temporary Alcohol Beverage Operator's License application submitted by Albert Burgus (Christ the King Spaghetti Dinner) be approved and the licenses be issued.
  - d. Motion to appoint Jack Innes and Hadley Knudson as Election Inspectors for the 2016-2017 election cycle.
6. **BUSINESS.**
  - a. **PUBLIC UTILITIES (Trustees Lytle & Brassington)**
    - (1) Discussion and possible action on recommendation from the Utility Committee to execute the Intergovernmental Agreement with MMSD for the Adaptive Management project. **Motion** by Trustee Lytle, second by Trustee Brassington and carried 7-0 by acclamation to approve executing the Intergovernmental Agreement with MMSD for the

Adaptive Management project. Dave Kales from MMSD spoke in regards to the intergovernmental agreement in which McFarland participates in to meet the regulatory requirements. The cost will increase from the pilot program due to the full scale project being in effect and the phosphorus regulatory reductions. The number is an estimate and believes it will be lower than the projected estimate, due to the updated storm water management plan.

- (2) Discussion and possible action on recommendation from the Utility Committee Regarding the Broadhead Street and Alben Avenue water main replacement and road reconstruction project: recommendation from the Public Utilities and Public Works Committees to accept the low bid from Speedway Sand and Gravel for the base bid and supplemental bid of \$1,237,913.89. **Motion** by Trustee Lytle, second by Trustee Brassington and carried 7-0 by acclamation to accept the low bid from Speedway Sand and Gravel for the base bid and supplemental bid of \$1,237,913.89. The project came in about \$300,000 below the estimated budget amount.
  - (3) Discussion and possible action on recommendation from the Utility Committee Regarding the Lower Yahara River Trail installation from McDaniel Park to Terminal Drive, and Siggelkow Road water main replacement and road reconstruction from the railroad tracks to Terminal Drive: recommendation from the Public Utilities and Public Works Committees to accept the low bid from Badgerland Excavating Corp. for the base bid and supplemental bid of \$310,304.00. **Motion** by Trustee Lytle, second by Trustee Brassington and carried 6-1 (Trustee Utter voting nay) by acclamation to approve the Lower Yahara River Trail installation from McDaniel Park to Terminal Drive, and Siggelkow Road water main replacement and road reconstruction from the railroad tracks to Terminal Drive: recommendation from the Public Utilities and Public Works Committees to accept the low bid from Badgerland Excavating Corp. for the base bid and supplemental bid of \$310,304.00 with the change order. It was recommended to defer the project one year so it does not interfere with the County project. The village engineer's recommendation Badgerland has proposed a change order to protect the Village's interest and put a binder layer on now and repair on a spring walk through and retain \$20,000 to remove surface asphalt until 2017. The advantage for village is money is saved and Badgerland will cover any repair costs.
  - (4) Discussion and possible action on recommendation from the Utility Committee Regarding the Street Maintenance throughout the Village: recommendation from the Public Works Committee to accept the low bid from Fahrner Asphalt for the base bid and alternate bids totaling \$183,951. **Motion** by Trustee Lytle, second by Trustee Utter and carried 7-0 by acclamation to approve accepting the low bid from Fahrner Asphalt for the base bid and alternate bids totaling \$183,951.00
- b. Action on the recommendation from Police Chief Sherven that the Special Event application from Christ the King Congregation for the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street be approved. **Motion** by Trustee Adrian, second by Trustee Utter and carried 7-0 by acclamation to approve the Special Event application from Christ the King Congregation for the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street.
  - c. Action on the recommendation from Police Chief Sherven that the Temporary Class "B" Fermented Beverage /Class "B" Wine application from Christ the King Congregation for the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street be approved. **Motion** by Trustee Adrian, second by Trustee Utter and carried 7-0 by acclamation to approve the Temporary Class "B" Fermented Beverage /Class "B" Wine application from Christ the King Congregation for the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street.
  - d. Action on the recommendation from Police Chief Sherven that minors be allowed at the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street. **Motion** by Trustee Adrian, Second by Trustee Utter and carried 7-0 by acclamation to approve minors be allowed at the Spaghetti Dinner on April 9, 2016 from 5:30 to 7:30 p.m. at Christ the King Church, 5306 Main Street.

- e. Discussion and possible action to nominate Clair Utter to the Dane County Cities and Villages Association to fill the term of Jason Kramar on the Madison Area Transportation Planning Board. **Motion** by President Czebotar, second by Trustee Adrian and carried 6-0-1 (Trustee Utter abstained) by acclamation to nominate Clair Utter to the Dane County Cities and Villages Association to fill the term of Jason Kramar on the Madison Area Transportation Planning Board.
  - f. Discussion and possible action to approve position descriptions in the Administration/Finance Department. **Motion** by President Czebotar, second by Trustee Kolk and carried 6-1 (Trustee Utter voting nay) by acclamation to approve position descriptions as proposed in the Administrative/Finance Department.
  - g. Discussion and possible action to direct staff to fill the Village Clerk/Deputy Treasurer position. **Motion** by President Czebotar, second by Trustee Kolk and carried 7-0 by acclamation to direct staff to initiate recruitment to fill the Village Clerk/Deputy Treasurer position.
  - h. Discussion and possible action to direct staff to fill the Finance Director position. **Motion** by President Czebotar, second by Trustee Lytle and carried 7-0 to direct staff to initiate recruitment to fill the Finance Director position.
  - i. Authority, Board, Commission, and Committee agenda item requests, referrals, and updates.  
(1) Administrator Rindfleisch will add the wrap up report and the updated goals on the next VB agenda.
7. ADJOURNMENT. **Motion** by Trustee Adrian, second by Trustee Lytle and carried 7-0 by acclamation to adjourn the Village Board meeting at 8:14 pm.

Respectfully Submitted by,  
Tracey Berman, Clerk

VILLAGE OF MCFARLAND  
**SPECIAL VILLAGE BOARD**  
Thursday, April 7, 2016

1. CALL TO ORDER. Village Board President Brad Czebotar called the special meeting of the McFarland Village Board to order at 8:07 a.m. in the Conference Room A of the McFarland Municipal Center
2. ATTENDANCE ROLL CALL. Village Board members present: Trustees Stephanie Brassington, Brad Czebotar, Mary Pat Lytle, Tom Mooney, and Clair Utter.  
Absent: Trustees Jerry Adrian and Dan Kolk.  
Staff Present: Village Attorney Kyle Gulya.
3. CLOSED SESSSION. Motion to convene in closed session in accordance with Wis. Stats. §19.85 (l) (c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (continue discussion regarding Administrator/Treasurer performance, discuss negotiations and resignation agreement with a specific individual, discuss strategy and contract provision for employment of an interim Administrator, and discuss Village strategy regarding retaining and using consulting firm for recruitment). **Motion** by President Czebotar, second by Trustee Mooney and carried 5-0 on a roll call vote to convene in closed session in accordance with Wis. Stats. §19.85 (l) (c) to consider employment, promotion, compensation, or other performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (continue discussion regarding Administrator/Treasurer performance, discuss negotiations and resignation agreement with a specific individual, discuss strategy and contract provision for employment of an interim Administrator, and discuss Village strategy regarding retaining and using consulting firm for recruitment)
4. OPEN SESSION. Motion to adjourn the Closed Session and reconvene in Open Session to discuss and take action on items of business discussed in Closed Session. **Motion** by Trustee Utter, second by Trustee Mooney and carried 5-0 on a roll call vote to adjourn the Closed Session and reconvene at 8:52 am in Open Session to discuss and take action on items of business discussed in Closed Session.
  - (a) To discuss and take action regarding Administrator Agreement and Resignation Agreement; **Motion** by President Czebotar, second by Trustee Lytle and carried 5-0 to approve the Administrator agreement and resignation agreement.
  - (b) To discuss and take action regarding possible employment terms of interim Administrator; There was no discussion or action on agenda item 4(b).
  - (c) To discuss and take action regarding possible Consulting Firm for recruitment. **Motion** by President Czebotar, second by Trustee Lytle and carried 5-0 by acclamation to engage a consulting firm for recruitment of the Administrator position.
5. ADJOURNMENT. **Motion** by President Czebotar, second by Trustee Lytle and carried 5-0 by acclamation to adjourn the Village Board meeting at 8:54 am.

Respectfully Submitted by,  
Tracey Berman, LTE Clerk

At our March Public Safety Committee meeting, Chief Sherven presented our Police Department's response to the recent use of force recommendation document released by the Law Enforcement / Leaders of Color work group, as requested through a board motion.

The committee's response was most positive with our Police Department's pre-existing level of compliance regarding the recommendations. Interest was shown in the potential for creation of a restorative justice court. It was shared that this would not be in the purview of the Police Department but the court. However Chief Sherven shared he would be willing to follow up with the appropriate personnel.

Jerry R. Adrian

Chair McFarland Public Safety Committee



March 9, 2016

Village Board of McFarland  
Brad Czebotar, President  
5915 Milwaukee Street  
McFarland, WI 53558

Dear President Czebotar,

The Board of the McFarland Family Festival requests that a variance from Village Code of Ordinances Sec. 20-59 (b) be approved to allow an 11:00 PM ending time for Christman Amusements to operate his rides and concessions. The dates requested are for Friday night (9/16/16) and Saturday night (9/17/16) and the location is the high school parking lot. Our plan is to notify the neighbors in the surrounding area.

Thanks for your consideration,

Carolyn A. Ninedorf  
Executive Director



# 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:** April 20, 2016

**TO:** McFarland Village Board, McFarland Public Safety Committee

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

**REFERENCE:** Recommendation of Approval

I have reviewed the special event license and Class B license applications for the 4<sup>th</sup> Annual Aly's Honky Tonk Hustle event to be held on May 21<sup>st</sup>, 2016, submitted by Russel Wolf. A variance has been requested to ordinance allowing minors to be present where alcohol is served. Event staff will be required to card and utilize a wrist band or hand stamp system to prevent underage alcohol service.

I am recommending approval of the applications with the stipulation that the event organizers agree to all requirements regarding staffing, reimbursement of overtime costs, safety and any other related requirements set forth by the Police Department.

**Respectfully,**

*Craig J. Sherven*

Craig J. Sherven  
Chief of Police

## **Memo**

To: Chief Sherven

From: Sgt. Hornbeck

Re: Aly's Honky Tonk Hustle

Date: 03/22/16

On 03/22/16 at 3:00PM I met with Russell Wolff to discuss his special event application. Here is the summary of our discussion:

- There are no changes from last year. This is their fourth year of this fundraiser.
- They would like us to provide two police officers as in years past.
- There will be mixed ages attending the event. As in the past all persons will be ID checked and receive an age appropriate wristband on entry. The point of sale for alcohol is different than the point of distribution. Tickets are purchased at the point of sale and redeemed at the distribution point.
- They expect that this year they will exceed \$500,000 in funds raised over the history of the event.
- There will be a run associated with this event as in years past. During our meeting we tentatively agreed that there is little need for law enforcement involvement with the run. Initial route plans had to be changed due to road construction. A run planner is going to map the new route this weekend. They will submit the run application after that.

Let me know if you would like me to follow up with any more information.

End.

### SPECIAL EVENT LICENSE APPLICATION

#### I. APPLICANT

NAME	ADDRESS	PHONE #	EMAIL ADDRESS
Russell Wolff	[REDACTED]	[REDACTED]	[REDACTED]

#### II. ORGANIZATION

NAME	ADDRESS	PHONE #	EMAIL ADDRESS
The Aly Wolff Foundation, Inc.	[REDACTED]	[REDACTED]	[REDACTED]

#### III. BASIC EVENT DETAILS

<b>TYPE OF EVENT</b> <input type="checkbox"/> Outdoor <input checked="" type="checkbox"/> Indoor <input type="checkbox"/> Parade <input type="checkbox"/> Other		<b>NAME OF EVENT</b> Aly's Honky Tonk Hustle	
<b>DATE(S)</b> May 21, 2016	<b>TIME(S)</b> From: 6:00    To: 12:00 a.m.	<b>EVENT LOCATION</b> Madison Curling Club 4802 Marsh Rd	
From:	To:		
From:	To:		
From:	To:		

License Applying for: \$ 10.00 individually or for both

#### TEMPORARY CLASS "B" BEER

Are you requesting approval to allow minors to be present where alcohol is sold?

Yes     No

Will there be activity involving music, amplifiers, loudspeakers, etc?

Yes     No

#### TEMPORARY CLASS "B" WINE

If yes, how do you intend to prevent the distribution of alcohol to minors? (Explain in detail in the event description section on page 2)

Check ID     Wristband     Stamp     Other

If yes, do you intend to conduct this activity past 10:00 PM?

Yes     No

Persons proposed to sell fermented malt beverages and/or wine (attach additional sheet if necessary)

Name	Address	Prior relevant experience
Jossie McFadden	[REDACTED] McFarland WI	Bartender 9+ years
Others to be determined		

Attach: 1) Sketch showing the event layout, including all points of sale, entrances and exits to event; 2) A copy of the application or license of each person who will be holding a beverage operator's license requiring the supervision of the sale of fermented malt beverages and/or wine; 3) A list of adjacent property owners and a copy of the form used to notify them of the event (outdoor event only).

I, Russell Wolff, (Applicant), agree to promptly pay the Village for the Village's charges incurred either in regulating this license or remedying any unsatisfactory post-event maintenance by the above named person or organization. I have read and will comply with the attached requirements of the Police, Fire/EMS, or any other Village department.

[Signature]  
Signature

3/17/16  
Date

Office Use: Date Paid 3/17/16 Amount Paid 60.00 Receipt Number 9896

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

See attached Information on next page. Contact the municipal Clerk if you have questions.

FEE \$ 10.00

Application Date: \_\_\_\_\_

Town  Village  City Of McFarland County of Dane

The named organization applies for: (check appropriate box(s).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under Wis. SS. 125.26(6)
- A Temporary "Class B" license to sell wine at picnics or similar gatherings under Wis. SS. 125.51(10)

at the premises described below during a special event beginning 6:00 P.M. and ending 12:00 A.M. and agrees to comply with all law, resolution, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (check appropriate box)  Bona fide Club  Church  Lodge/Society  Veteran's Organization  Fair Association

(a) Name The Aly Wolff Foundation, Inc.

(b) Address [REDACTED]  
(Street)

(c) Date Organized January 29, 2014  Town  Village  City

(d) If corporation, give date of incorporation January 29, 2014

(e) Names and Addresses of all officers:

President Russell Wolff

Vice President Michelle Hallada

Secretary Sheila Wolff

Treasurer Sheila Wolff

(f) Name/address of manager or person in charge of affair: Russell Wolff

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street Number 4802 Marsh Road

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Does premises occupy all or part of a building? All

(d) If part of a building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

3. NAME OF EVENT

(a) List name of the event Aly's Honky Tonk Hustle

(b) Dates of event May 21, 2016

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer [Signature] 3/17/16 Pres Officer [Signature] 3/17/16  
(Signature/date) (Signature/date)  
 Officer Sheila Wolff 3/17/16 Officer \_\_\_\_\_  
(Signature/date) (Signature/date)

The Aly Wolff Foundation, Inc.  
(Name of Organization)

Date Filed with Clerk 3/17/16

Date Reported to Council or Board 4-25-16

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

## ADDITIONAL INFORMATION

### May be Granted and Issued only to:

- (1) Bona fide clubs that have been in existence for at least 6 months prior to the date of application.
- (2) State, county, or local fair associations, or agricultural societies.
- (3) Church, lodge, or society that has been in existence for at least 6 months prior to the date of application.
- (4) Posts now or hereafter established of ex-servicemen's organizations. .

### Application:

- (1) Filing: In writing, for each event, on Form AT-315.
- (2) The local licensing authority may act on application or authorize an official or body of the municipality to issue the license. (ss. 125.26(1) and 125.51(1)(a), Wis. Stats.)
- (3) The written application shall be filed with the clerk of the municipality in which premises are located:  
Class "B" (Beer):
  - a. The governing body shall establish any waiting period before granting of a license for events lasting less than 4 days (s. 125.04(3)(f), Wis. Stats.)
  - b. At least 15 days prior to the granting of the license for events lasting 4 or more days. "Class B" (Wine):  
The application shall be filed with the clerk of the local municipality in which the event will be held at least 15 days prior to the granting of the license.
- (4) Publication: Not required.

**Fee:** Not to exceed \$10. (Exception: No additional fee may be charged if organization is applying for both a Temporary Class "B" and a Temporary "Class B" license for the same event.)

**Duration:** The day, or consecutive days, that the specified event is in progress.

### Restrictions:

- (1) License may not be issued to individuals.
- (2) Licenses to organizations, other than ex-servicemen's organizations, can be issued only for a picnic or similar gathering. They may not be issued for business or social meetings of the organization.
- (3) Licenses for club or organization meetings may be issued only to ex-servicemen's posts.
- (4) License may cover either a specified area or the entire picnic grounds.
- (5) License issued to a county or district fair must cover the entire fairground (ss. 125.26(6) and 125.51(10), Wis. Stats.)
- (6) No license to clubs having any indebtedness to any wholesaler for more than 15 days for beer (s.125.33(7), Wis. Stats.) and 30 days for wine (s. 125.69(4)(b), Wis. Stats.)
- (7) Licensed operator(s) must be present at all times (ss. 125.26(6), 125.32(2) - Beer; 125.51(10), 125.68(2) - Wine; 125.17)
- (8) The licensed club, club members, or any other persons are not permitted to possess intoxicating liquor on licensed premises on the Temporary Class "B"/"Class B" licensed picnic area. (s. 125.32(6), Wis. Stats.)
- (9) Not more than 2 wine licenses may be issued to any club, county or local fair association, agricultural association, church, lodge, society or veterans' post in any 12 month period.
- (10) Licensed organizations must purchase their product from a licensed wholesaler.

**NOTE:** Most coolers presently on the market have a fermented malt beverage base allowing sale under a beer license, e.g. Bartles and James, Seagrams, etc.

Ramp to Lower Level

Entrance

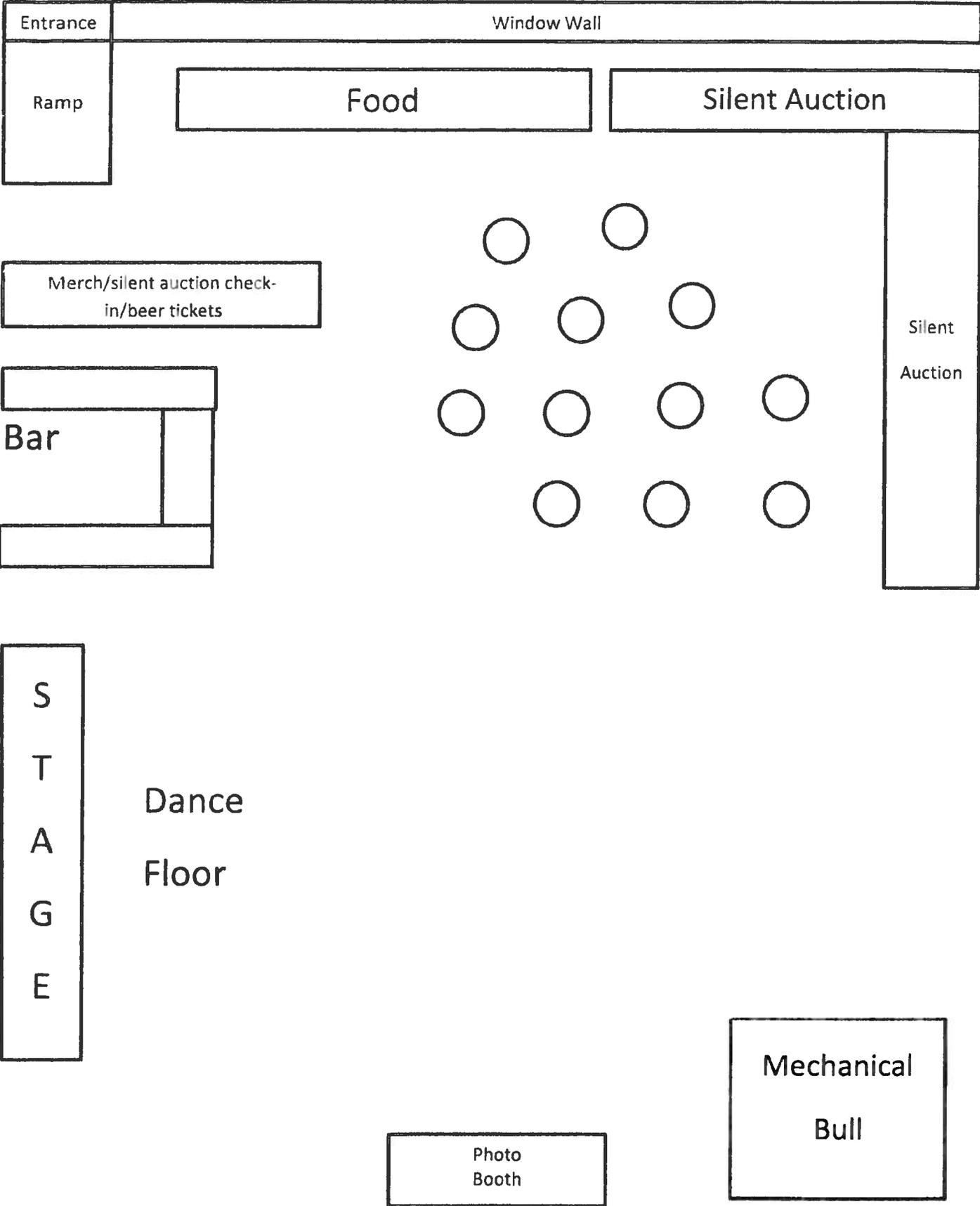
I.D. Check

Wall of Windows

Silent Auction Check out

Upper Level

Lower Level





## McFarland Fire & Rescue Department

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

**Emergency: 911**

**Christopher Dennis**  
Fire & Rescue Chief

# MEMORANDUM

**To:** McFarland Village Board

**From:** Chris Dennis, Fire & Rescue Chief

**Date:** April 21, 2016

**Re:** McFarland EMS Length of Service Award Program

During previous budget deliberations the continued funding of the EMS Length of Service Award Program (LOSAP) was discussed and determined to be discontinued in future budgets. The plan vendor and administrator were contacted to confirm the requirements and process to terminate the program. The following are the requirements to terminate the program.

1. The participating Municipality elects to terminate the program by adopting and filing a Resolution to that effect with the LOSAP Board.
2. The Municipality will be required to pay in full any balance due on past service.
3. The plan vendor will prepare and forward a "Request of Values" form that must be signed by the Plan Administrator (Fire & Rescue Chief). The vendor will provide the value of the account minus surrender fees to the Municipality. Each member and the Plan Administrator will be required to sign a "Request for Distribution of LOSAP Benefit" form.
4. The vendor will then forward the checks for distribution. The vendor will prepare 1099 forms and mail to the participants unless the Municipality advises otherwise.

On the agenda is the review and possible action to approve a resolution to terminate the program. This is the initial step to begin the process to terminate the program and eliminate future liability for funding the program. In the event the program is not terminated during 2016 it will require funding in 2017.

I do recommend moving forward with the termination not only for providing fiscal responsibility, but also compliance with State of Wisconsin Administrative code. Currently, the Paid-On-Call EMTs are part-time employees and not volunteers. Continued funding would not be in compliance with the Administrative Code.

Sincerely,

Chief Chris Dennis  
McFarland Fire & Rescue

# RESOLUTION # 04-2016

RESOLUTION 04-2015	
MOTIONED	SECONDED
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL VOTING RECORD	
Adrian	
Brassington	
Czebotar	
Mooney	
Kolk	
Lytle	
Utter	
VOTING RESULTS	
Motion Carried:	
Motion Defeated:	

## A RESOLUTION TO END PARTICIPATION IN THE WISCONSIN LENGTH OF SERVICE AWARD PROGRAM FOR EMS EMPLOYEES

**WHEREAS**, the Board of Trustees of the Village of McFarland previously adopted a resolution to participate in the State of Wisconsin Length of Service Award Program (LOSA); and

**WHEREAS**, EMS Employees of the McFarland Fire & Rescue Department are among those employees benefitting from the LOSA program; and

**WHEREAS**, the Village and the Fire & Rescue Department have determined it is in the best interest of all current EMS employee LOSA program participants to terminate and distribute the accumulated funds to the participants;

**NOW, THEREFORE, BE IT RESOLVED**, the Village declares that it shall no longer participate in the State of Wisconsin Length of Service Award Program for EMS employees effective immediately.

**BE IT FURTHER RESOLVED**, that all EMS employee participant accounts shall immediately become 100 percent vested and shall be paid to such participants by the vendor. The time of such payments shall be coordinated with the vendor.

The above and foregoing Resolution was duly adopted by the Village Board of the Village of McFarland at a regular meeting held this 25<sup>th</sup> day of April, 2016.

APPROVED:

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Brad Czebotar, Village Board President

ATTEST:

---

Tracey Berman, Clerk/ Deputy Treasurer

**ORDINANCE NO. 2016-02**

**AN ORDINANCE TO AMEND THE OFFICIAL FLOODPLAIN ZONING MAPS**

Purpose: The Department of Homeland Security’s Federal Emergency Management Agency (FEMA) has revised the Flood Insurance Rate Map (FIRM) Index and the Flood Insurance Study (FIS) report for the Village of McFarland with an effective date of June 16, 2016. This revision does not affect floodplain maps depicting flood insurance zones, floodplain delineations, flood elevations, or floodways in the Village of McFarland.

Sponsor: Community Development Director

Recommended Referral: Plan Commission (Required)

Public Hearing: Required. Preceded by Class 2 Notice.

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

1. Section 62-430(b) of the McFarland Municipal Code is hereby repealed and recreated to read as follows:

“(b) Official Floodplain Zoning Maps based on the flood insurance study dated June 16, 2016, Volume Numbers 55025CV001D, 55025CV002D, 55025CV003D, 55025CV004D, Flood Insurance Rate Map (FIRM), Panel Numbers 55025C 0439 G, 55025C 0437 G, and 55025C 0441 G, dated January 2, 2009, and 55025C 0443 H, 55025C 0444 H dated September 17, 2014. Approved by the Wisconsin Department of Natural Resources and FEMA.

The above and foregoing Ordinance was duly adopted at a regular meeting of the McFarland Village Board on the \_\_\_\_ day of \_\_\_\_\_, 2016.

APPROVED:

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

ATTEST:

\_\_\_\_\_  
Tracey K. Berman, Village Clerk  
4813-1221-1502, v. 1

ORDINANCE 2016 – 02	
MOTION	SECOND
ACTION	DATE
Adopted	
Referred	
Tabled	
Withdrawn	
Defeated	
Published	
INDIVIDUAL	
VOTING RECORD	
Adrian	Lytle
Brassington	Mooney
Czebotar	Utter, C
Kolk	
VOTING RESULTS	
Motion Carried:	
Motion Defeated:	



Federal Emergency Management Agency  
Washington, D.C. 20472

Mr. Brad Czebotar  
Village President, Village of McFarland  
5915 Milwaukee Street  
Post Office Box 110  
McFarland, Wisconsin 53558-0110

(179RS-CW-no FIRM)

Community No.: 550086  
Community: Village of McFarland,  
Dane County,  
Wisconsin

Dear Mr. Czebotar:

Enclosed is a copy of the revised Flood Insurance Study (FIS) materials for Dane County, Wisconsin and Incorporated Areas, prepared by the Department of Homeland Security's Federal Emergency Management Agency (FEMA). These materials include the revised Flood Insurance Rate Map (FIRM) Index and a revised FIS report. To avoid confusion, please replace materials that you currently have on file with the most recent copy.

\* This revision, effective June 16, 2016, **does not** affect flood insurance zones, floodplain delineations, flood elevations or floodways in your community. Although the countywide FIS and FIRM Index have been revised, the FIRMs you currently have, with a suffix of either "G" or "H," will remain valid for your community until such time as a panel on which your community is shown is revised.

It is also important to note that if your community annexes land that is shown on adjacent FIRM panels in the future, you must obtain a current copy of the adjacent panel(s) as well as the current FIRM index. Additional digital copies of the enclosed materials may be ordered from the FEMA Map Information eXchange, toll free, at 1-877-336-2627 (1-877-FEMA MAP) or via website at <http://msc.fema.gov>.

Sincerely,

Luis Rodriguez, P.E., Chief  
Engineering Management Branch  
Federal Insurance and Mitigation Administration

Enclosures  
Revision Effective Date: June 16, 2016

## FIRM and FIS Information for Official Maps Section of Local Floodplain Ordinances

The *Official Maps* section of local floodplain ordinances must include a listing of all FIRM panels affected and the FIS volume along with the effective dates for both. For example, the Village of Belleville's Official Maps section would be as follows:

**OFFICIAL MAPS:** Based on the FIS:

Flood Insurance Rate Map (FIRM), panel numbers 55025C0568H, 55025C0569H and 55025C0731H, dated June 16, 2016; with corresponding profiles that are based on the Flood Insurance Study (FIS) dated June 16, 2016, Volume numbers 55025CV001D, 55025CV002D, 55025CV003D and 55025CV004D.

\* Listed below are the FIRM panel numbers and the FIS volume numbers for the communities in Dane County.

The updated panels listed below have an effective date of June 16, 2016 and a suffix of H. The Villages of Belleville and Black Earth and Unincorporated Areas of Dane County also have panels that have been unchanged. The unchanged panels will continue to have an effective date of either January 2, 2009 or September 17, 2014 and keep either the G or H suffix.

Community: ***Village of Belleville,  
Dane County, Wisconsin***  
Community Number: 550159  
Flood Insurance Rate Map Panels Affected: 55025C0568H, 55025C0569H, 55025C0731H  
FIRM Effective Date: June 16, 2016  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: ***Village of Black Earth,  
Dane County, Wisconsin***  
Community Number: 550079  
Flood Insurance Rate Map Panels Affected: 55025C0169H, 55025C0188H  
FIRM Effective Date: June 16, 2016  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: ***Village of Blue Mounds,  
Dane County, Wisconsin***  
Community Number: 550620  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **Village of Maple Bluff,  
Dane County, Wisconsin**  
Community Number: 550618  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **Village of Marshall,  
Dane County, Wisconsin**  
Community Number: 550084  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **Village of Mazomanie,  
Dane County, Wisconsin**  
Community Number: 550085  
Flood Insurance Rate Map Panels Affected: 55025C0162H, 55025C0166H, 55025C0167H  
FIRM Effective Date: June 16, 2016  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **Village of McFarland,  
Dane County, Wisconsin**  
Community Number: 550086  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **City of Middleton,  
Dane County, Wisconsin**  
Community Number: 550087  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

Community: **City of Monona,  
Dane County, Wisconsin**  
Community Number: 550088  
Flood Insurance Rate Map Panels Affected: no changes to FIRM(s)  
FIS: 55025CV001D, 55025CV002D, 55025CV003D,  
55025CV004D  
FIS Effective Date: June 16, 2016

# **PLAN COMMISSION**

**Partial minutes**

**Monday April 18, 2016**

4. Public Hearing - Review and possible recommendation to the Village Board regarding proposed Ordinance No. 2016-02, an ORDINANCE TO AMEND PROVISIONS OF SECTION 62-430(b) OF THE MCFARLAND MUNICIPAL CODE RELATING TO FLOODPLAIN ZONING.

Czebotar moved to recommend to the Village Board approval of proposed Ordinance No. 2016-02, an Ordinance to amend provisions of Section 62-430 (b) of the McFarland Municipal Code relating to floodplain zoning. Kolk seconded the motion. Motion carried 6-0.

**Plan Commission**  
**Background and Recommendations**

**April 18, 2016**

**Ordinance to Amend Floodplain Ordinance**

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) has revised and renumbered the flood insurance studies which are documents identifying hydrologic analysis and flood profiles relating to existence and severity of flood hazards in Dane County. The floodplain maps for the flood elevations have not changed for McFarland.

Recommendation: Approval

# DEPUTY CLERK

\$18.33 - \$21.08/Hour

## POSITION DESCRIPTION

**Position Title:** Deputy Clerk  
**Department:** Administration  
**Reports to:** Village Clerk

**FLSA:** Non-exempt  
**Represented:** No  
**Employment Status:** Full Time

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## POSITION SUMMARY

### Distinguishing Characteristics of the Class

This position is responsible for assisting the Clerk in carrying out the duties and responsibilities of municipal clerk as required by federal, state and/or municipal law and for performing clerical and administrative support functions for the Administration Department and other Village departments. The Deputy Clerk acts with full statutory authority under Wis. Stats. § 61.19 in the absence of the Clerk and exercises considerable initiative and independent judgment. The work involves assistance with property assessment, legal records, licensing and election administration; public relations and customer service responsibilities; and performing the duties involved in supporting and maintaining the overall operations of the Administration Department and other Village departments. The work requires regular communication with the general public, Village department heads and employees, elected and appointed officials and other local, state, and federal government and private sector agencies.

### Supervision Received

Normally works under the regular direction and supervision of the Clerk, but exercises a moderate degree of independent judgment in setting work priorities and determining work procedures.

### Supervision Exercised

Under the close direction and supervision of the Clerk may exercise occasional lead responsibilities related to the coordination, training, and communication of work assignments and work schedules for Administration Department staff and the Election Inspectors.

## DESCRIPTION OF WORK

### Essential Duties and Responsibilities

- Assists in the administration, coordination, supervision and conduct of elections.
- Issues a variety of municipal licenses and renewals of licenses, as assigned, and prepares related notices and reports.

- Issues a variety of municipal permits.
- Assists in the management of official Village records.
- Assists the Clerk with documentation of resolutions, ordinances, and policies.
- Takes meeting minutes in the absence of Clerk or as assigned.
- Serves as staff recorder for the Public Safety Committee.
- Attends board, commission and committee meetings as assigned.
- Assists the Clerk with the administration of employee benefit plans, including new employee orientation and benefit enrollment, WRS, health insurance, deferred compensation, workers compensation claims, and all other necessary benefit forms and documents for Village benefit programs.
- Serves as the Administration Department Web Coordinator and reviews, edits, and maintains general information and other departmental areas on the Village Website.
- May serve as a backup receptionist for the Administration Department, refers visitors to appropriate personnel, provides customer services to callers and visitors, and disperses information on Village services, policies and procedures.
- Answers, screens, and routes incoming phone calls and relays information to the Administrator, Clerk, Finance Director, and to other departments and staff.
- Provides general secretarial and clerical assistance, types correspondence, does word processing, data entry, desktop publishing, and spreadsheets.
- Establishes and maintains an effective working relationship with the general public, village departments and employees, elected and appointed officials and other local, state, and federal government and private sector agencies.
- Maintains filing systems.
- Processes incoming and outgoing mail.
- Maintains inventory and orders office supplies.
- Serves as a Notary Public.
- Maintains and updates Department policies and procedures.
- Prepares and processes payroll, submit Federal and State tax deposits and quarterly reports, assist in benefit implementation, prepare end of year W-2's and submit reports, reconcile end of year roll over leave time balances, and prepare "exposure and potential benefit liabilities" report for auditors.
- Assists other departments as required.

- Performs other related duties as required.

### **Equipment Used**

Personal computer/printer with various software and internet applications, adding machine, calculator, telephone, copy machine, fax machine, postage machine, Automark Voter Assistance Terminal, and DS 200 voting equipment.

### **Work Environment and Working Conditions**

Works in normal office setting with moderate noise levels. Occasional hours beyond the normal work week required; attendance at evening meetings required. Must be able to lift and move items up to 30 pounds.

### **TECHNICAL REQUIREMENTS**

#### **Knowledge of**

- \* Current office equipment, technology, terminology, procedures, and methods.
- \* Design and maintenance of centralized records management systems.
- \* Applicable federal and state laws, regulatory codes, and municipal ordinances and the ability to interpret and apply them in different situations.
- \* Data entry, spreadsheet, data base management, and word processing software, techniques, and procedures.
- \* Proper grammar, spelling, and punctuation.

#### **Ability to**

- † Carry out tasks with a minimum of direction and supervision.
- † Create and maintain documents requiring an exceptional level of detail and accuracy.
- † Communicate effectively in person, writing, and electronically with staff and the public.
- † Understand and carry out oral and written directions.
- † Interpret and accurately execute statutory requirements.
- † Type, proofread, and correct a variety of written materials.
- † Maintain confidentiality of sensitive records and materials.
- † Employ tact, courtesy, and good judgment in dealing with staff and the public.

- † Establish and maintain effective working relationships with supervisors and co-workers.
- † Learn and follow Village policies, procedures and ordinances.

## **GENERAL COMPETENCIES**

While performing the duties of this job, the employee is required to accomplish all of the tasks routinely associated with the performance of office type functions. In addition, the employee must be able to satisfy the following competency requirements.

- ◆ **ANALYTICAL SKILLS:** Identify problems and opportunities; review possible alternative courses of action before selecting one; utilize information resources available when making decisions.
- ◆ **COMMUNICATION SKILLS:** Communicate ideas and information effectively in both written and oral form.
- ◆ **PROBLEM-SOLVING SKILLS:** Develop feasible, realistic solutions to problems; recommend actions designed to prevent problems from occurring; refer problems to supervisor when necessary.
- ◆ **ORGANIZATIONAL SKILLS:** Establish systematic methods of accomplishing goals. Create and maintain detailed process and procedural documents.
- ◆ **READING ABILITY:** Effectively read and understand information contained in memoranda, reports, technical manuals, bulletins.
- ◆ **TECHNICAL COMPREHENSION:** Ability to learn, adopt, and apply new technology, computer systems and software programs.
- ◆ **ABILITY TO COMPREHEND AND FOLLOW INSTRUCTIONS:** Effectively follow verbal or written instructions from supervisor.
- ◆ **MATHEMATICAL ABILITY:** Calculate basic arithmetic problems (addition, subtraction, multiplication, division) without aid of a calculator.
- ◆ **TIME MANAGEMENT SKILLS:** Set priorities in order to meet assignment deadlines.

## **DESIRED QUALIFICATIONS**

Associates degree in office management or experience in business office practices and procedures; CMC or WCMC certification preferred; two (2) years experience in municipal government; knowledge of general business administration and public administration; election administration experience desirable; intermediate computer and software skills; or any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.

**Village of McFarland**  
**Transportation Ad Hoc Committee**  
**Final Close Out**

At the beginning of 2015, the Village Board moved to create an ad hoc Transportation Committee. The purpose of the committee was to discuss various transportation items throughout the Village. The committee was represented from all Village of McFarland's committees. The committee started meeting in February of 2015 with the last meeting being held on February of 2016. (See attached final minutes from the February, 2016 meeting.)

As the accomplishment of the committee, we recommend the attached Village Map, produced by Town and Country Engineering, and the write up from Vandewalle and Associates be included in the Village's 2016 Comprehensive Plan update.

"This Committee recognized that they could not do all the transportation needs. Therefore, they prioritized the needs and completed the bike and pedestrian path review. Unless directed to do more aspects of transportation, the committee feels they have accomplished the mission and are reporting findings to the Village Board. Therefore, the Ad Hoc Transportation Committee is dissolving as of February 17, 2016."

The committee felt that there were too many items to address in a short time period. As Chair of this Committee along with Committee person Rod Clark and others feel that there should be a committee for transportation needs or assigned those responsibilities to another full time Village Committee.

**Transportation Ad Hoc Committee  
Meeting Minutes – FINAL  
February 17, 2016**

**Members Present:** Clair Utter, Rod Clark, Dan Kolk, Don Miller and Peter Morehouse

**Members Absent:** Ken Brost, Kathy Lyons and Doug Ziegen

**Staff Present:** Allan Coville and Linda Dieckhoff

**Others Present:** Tom Tebest (Town & Country)

1. **Call to Order.** The meeting was called to order at 6:45 p.m. by Chair Utter in Conference Room "A" at the McFarland Municipal Center.
2. **Public Comments.** There were no Public Comments
3. **Review and possible approval of draft Minutes of the Transportation Needs Ad Hoc Committee meeting of January 20, 2016.**

**Motion** by Miller, second by Utter, to approve the draft Minutes of the Transportation Needs Ad Hoc Committee of January 20, 2016. Motion carried 5-0 by acclamation.

4. **Discussion and possible action regarding changes to the Village Bike Path/GIS Map.**

Committee reviewed the letter from Vandewalle & Associates and made some revisions to the bike/ped map.

Discussion was held regarding the process for installing sidewalks. It was decided that major sidewalk in lays into existing neighborhoods would have to go through the Village Board for funding and approval.

**Motion** by Clark, second by Morehouse, to adopt the Village Bike Path/GIS Map as amended in discussion, adopt the letter from Brian Munson of Vandewalle & Associates Inc. and recommend that the Village Board include both documents and definitions in the Comprehensive Plan update. Motion carried 5-0 by acclamation.

5. **Summary of projects.**

Coville indicated that the bids will be opened for Lewis Park tomorrow and will be going to the Parks, Recreation and Natural Resources Committee tomorrow night. Broadhead/MN, street maintenance, Lower Yahara River Trail and Grandview Conservancy projects have all gone out for bids.

EAB has been found in McDaniel Park.

Clark feels there should be a committee for transportation needs and one should be created. The Village needs to revisit all transit plans. A permanent committee should be created or redesign other committees to address this concern.

6. **Approval to dissolve the Ad Hoc Transportation Committee.**

This Committee recognized that they could not do all the transportation needs. Therefore they prioritized the needs and completed the bike and pedestrian path review. Unless directed to do more aspects of transportation, the committee feels they have accomplished the mission and are reporting the findings to the Village Board. Therefore, the Ad Hoc Transportation Committee is dissolving as of this date.

7. **Adjournment. Motion** by Morehouse, second by Clark, to adjourn at 7:40 p.m. Motion carried 5-0 by acclamation.

Respectfully Submitted  
Linda L. Dieckhoff  
Public Works/Utilities Clerk



# VANDEWALLE & ASSOCIATES INC.

To: Allan Coville  
From: Brian Munson  
CC:  
Date: Wednesday, February 17, 2016  
Re: McFarland Bike Plan: Network Summary

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The development of a comprehensive network of bicycle and pedestrian facilities throughout the Village of McFarland creates community transportation options and quality of life improvements for residents and visitors of the Village. The Transportation Committee, in consultation with Vandewalle & Associates and Town & Country Engineering, completed the Bike/Ped study as part of its charge to encourage system wide discussions on the future transportation network of the Village.

The resulting bicycle pedestrian network represents a guide for discussion of phased connections throughout the Village with a goal of offering a guide for implementation of regional, neighborhood, local, and critical connections on a street by street basis. The resulting network identifies key segments and desired routing needed to facilitate a community wide system. The recommendations for segments anticipate incremental design and construction of these facilities as opportunities arise, rather than a call for immediate reconstruction. Final facility cross sections, sidewalk/terrace configurations, and path segments will require additional study, detailed design, and community discussion on a street segment and block level prior to implementation.

The following systems components were identified in the bicycle pedestrian network:

### *Priority Sidewalks*

Priority Sidewalks represent pedestrian focused connections in response to areas with higher density housing (Paulson Road), commercial destinations (Highway 51), or missing links (Ridge Road). These sidewalk connections seek to increase pedestrian safety, address existing desired travel routes, and encourage walking between compatible uses.

### *Off-Street Ped Paths*

Off-Street Ped Paths are pedestrian only connections that serve as low volume or nature based walking paths. These path segments are anticipated to be non-paved and may consist of mowed paths or gravel/bark mulch surfaces.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax  
247 Freshwater Way, Suite 530 • Milwaukee, Wisconsin 53204 • 414.988.8631  
[www.vandewalle.com](http://www.vandewalle.com)

Shaping places, shaping change

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### *On-Street Signed Routes*

On-Street Signed Routes are utilized on low volume streets that connect to neighborhoods or other destinations. While a majority of the neighborhood streets are appropriate for bicycling, these routes are signed to encourage concentration of bicycle use within these otherwise safe cycling conditions, with a goal reinforcing the “safety in numbers” presence of on-street cyclists.

### *On-Street Bike Lanes*

On-Street Bike Lanes utilize on-street pavement markings to reinforce key connections and routes through the City. Through the creation of dedication space, these facilities offer cyclists safe travel space within these higher volume roads, create visual cues for cyclist routes through the Village, and offer traffic calming by clearly delineating travel space for cars and cyclists, even when not in use.

### *Off-Street Bike/Ped Paths*

Off-Street Bike/Ped Paths represent the highest level of pedestrian and bicycle safety through the creation of separated facilities. Adaptable to a broad range of user groups, skill levels, and fitness levels, these systems build upon the existing paths to create connections throughout the Village and can leverage the County’s Regional bicycle network currently planned to connect to the Village.

### *Urban Escape Routes*

Urban Escape Routes represent key connections in and out of the Village to the surrounding area with minimal traffic conflicts and are included for reference and future discussion. Future development and street reconstruction projects should include discussions on bicycle accommodations or potential adverse impacts as part of the review of projects.

Implementation of the network will be determined by a combination of project timing and funding opportunities. This plan will help guide discussions on projects as well as spark regional conversations about opportunities to connect the Village to the surrounding region, County park lands, and state parks. Further studies of specific bicycle pedestrian facilities and funding opportunities can build upon the concepts contained herein and should be integrated into the pending Comprehensive Plan Update or future Bicycle Pedestrian Planning initiatives.

## COMMITTEE APPOINTMENTS

### **Personnel:**

Peter Morehouse, Chris Spanos, Kenneth Machtan, Steve Kilpatrick

### **Ethics Board:**

Jeff Sorenson, Chris Spanos, Chief Craig Shervan, Greg Smith, Steve Kilpatrick

### **Parks, Recreation and Natural Resources:**

Kate Barrett, John Feldner, Chuck Rolfsmeyer, Rick Ruecking, Judy Sauer, Jacob Schkirkie, Greg Smith, Darrell Waldera

### **Public Works:**

Bob Mecum, Don Miller, Richard Vela, Chris Fredrick, Marv Meyers

### **Public Utilities:**

Chris Fredrick

### **Plan Commission:**

Ron Berger, Jeff Sorenson, Cathy Kirby

### **Volunteer Committee:**

Ken Brost, Bob Dombroski, Carol Dombroski, Zachary Keller, Kathryn Lyons, Dennis Knutson

### **Library Board:**

Scott Gletty-Syoen, Kenneth Machtan, Karin Mandli (school liaison), Sharon Payne.

### **Finance:**

Chuck Mulcahy, Clifford Strelow, John Daugherty, Robert Severance, Rod Clark, Trish Howen

### **Communications and Technology:**

Mike Dunn, Rob Zietlow, Susan Schmaling

### **Community Development Authority:**

Shaun O'Hearn, Art Weber

### **Public Safety:**

Sandy Bakk, Kathryn Lyons, Ken Machtan, Dick Staley, Barb Zabawa

### **Senior Outreach Service:**

Doris Lisenbee, Colleen McCormick, Judy Taritas, Carol Lobes

**Police and Fire Commission:**

Vincent Wagner

**Emergency Management:**

Darrell Waldera, Timothy Solberg, Allan Coville, Craig Shervan, Chris Dennis, Paul France,  
William Foust

**Board of Zoning Appeal:**

Charles Larsen, John Robertson

March 8, 2016

Brad Czebotar, Village President  
Village of McFarland  
5915 Milwaukee Street  
PO Box 110  
McFarland, WI 53558

Re: Police and Fire Commission

Dear Mr. Czebotar:

I recently learned there will be an open position on the Village of McFarland Police and Fire Commission. Please accept this letter as an application for the Village Police and Fire Commission.

My wife and I have lived at 6335 Exchange Street since October 1993. My career has centered on the pursuit of compliance with laws and regulations. I retired in July 2009 from CUNA Mutual Group after 24 years. Prior to my career with CUNA Mutual Group, I was a police officer for the City of Eau Claire, WI. During my law enforcement career (1970 to 1985) I obtained the rank of sergeant. Throughout both careers I have hired, managed, coached, and evaluated direct reports for adherence to employment policies and procedures.

My volunteer activities include, President of Christ the King St. Vincent de Paul Conference, active member of Christ the King parish and have volunteered every Thursday at the Ronald McDonald House since 2009.

I am a graduate of the University of Wisconsin Eau Claire with a BA degree in Accounting and Business Administration.

I desire to serve our community in this capacity to help ensure the safety and welfare of our citizens and equitable treatment of the men and women who provide services to them.

Sincerely



Vincent F. Wagner  
6335 Exchange Street  
McFarland, WI 53558  
608-838-7123 (home)  
608-332-4350 (cellphone)

**From:** Shaun O'Hearn [mailto:shauner626@gmail.com]  
**Sent:** Monday, April 18, 2016 6:54 PM  
**To:** Dawn Graham <dawn.graham@mcfarland.wi.us>  
**Subject:** Community Development

To whom it may concern,

I would like to express my interest in serving on the Community Development Board. I am a native of McFarland and would like the opportunity to participate in discussions related to the future of the village. I currently own and manage the McFarland House Cafe. If there is any additional information you require, please let me know.

Thank you for your time and consideration,

Shaun O'Hearn

6082176356

[Shauner626@msn.com](mailto:Shauner626@msn.com)

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Allan,

I am writing this email to solicit my interest in becoming a citizen member of the Public Works Committee. Please forward this email to whomever should receive this.

My family and I have been residents of McFarland since 2009. We have been active members of the community, with involvement in many school and sports functions. We are also active members of Risen Savior Lutheran Church here in McFarland.

My work background will serve the village well. I am a registered Professional Engineer in the state of Wisconsin. I am employed at the Department of Transportation as a Project Manager. I am currently overseeing the construction of the Verona Road Project in Madison and Fitchburg.

Please consider me for the Public Works Committee.

If you have any questions, please let me know.

Thanks,

Chris Fredrick

5707 Running Deer Trail

920-296-1544

Village President

Village of McFarland

Dear Sir:

I wish to be considered for appointment to the Plan Commission.

I have been a long time resident and have served on the Ad Hoc Committee to consider a new community center and have served on the Board of Directors of the food pantry ( the last two years and the Treasurer). I am a retired Certified Internal Auditor and would like to continue in Public service.

Contact information follows:

PO Box 333

5670 Lexington St.

McFarland, Wi 53558

608-279-2115 [99chuk@gmail.com](mailto:99chuk@gmail.com)



Chuck Mulcahy, CIA