

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Tuesday, March 10, 2026 - 7:00 PM*

**1. CALL TO ORDER.**

Village President Brassington called the regular meeting of the McFarland Village Board to order at 7:00 pm in the Community Room of the McFarland Municipal Center.

**2. ROLL CALL.**

Village Board members present: Village Trustee Kathy Annen, Village Trustee Ken Boyd, Village President Stephanie Brassington, Village Trustee Luke Fessler, Village Trustee Alisa Leamy, Village Trustee Miguel Pena, Village Trustee Lowell J. Prill

Village Board members not present: None

Staff Present: Village Administrator Matt Schuenke, Police Chief Brian Redman, Public Works Director Lee Igl, and Fire/EMS Director Chris Dennis.

**3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.**

*a. Spring Election Information - April 7, 2026*

Clerk Suettinger presented the Spring Election information for the upcoming April 7, 2026 Spring Election.

**4. CONSENT AGENDA.**

*a. All items listed under the Consent Agenda will be approved in one motion unless a Board member requests that the item be removed for individual discussion and action. Any item(s) removed for individual consideration shall be considered in the same order in which they were originally listed on the agenda under Business.*

*1) Motion to approve the minutes of the February 24, 2026 regular meeting.*

*2) Motion to approve checks in the amount of \$444,955.94*

*3) Motion to approve the MS4 Annual Report for 2025 as recommended by the Public Works & Utilities Committee*

*4) Motion to approve the issuance of a Request for Proposal (RFP) for storm sewer cleaning and televising services as recommended by the Public Works & Utilities Committee.*

*5) Motion to approve a proposal from Parkitecture for Cedar Ridge Playground design services as recommended by the Parks & Recreation Committee*

*6) Motion to approve a proposal from Parkitecture for William McFarland Park site plan update as recommended by the Parks & Recreation Committee*

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the consent agenda as presented. Motion carries 7 - 0 - 0 by acclamation.

## 5. PUBLIC APPEARANCES.

- a. *This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q&A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) to be included with the agenda materials.*

None.

## 6. BUSINESS.

- a. *Parks and Recreation Committee (Trustees Fessler & Leamy)*

- 1) *Motion to approve a proposal from Parkitecture for Arnold Larson Park conceptual site plan.*

Motion by Village Trustee Luke Fessler, second by Village Trustee Alisa Leamy, to Motion to approve a proposal from Parkitecture for Arnold Larson Park conceptual site plan in the amount of \$12,536. Motion carries 7 - 0 - 0 by acclamation.

- b. *Public Works & Utilities Committee (President Brassington & Trustee Prill)*

- 1) *Discussion and action regarding the award of contract for the 2026 Street & Utility Improvements project.*

Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to approve the award of contract to Maddrell Excavating, LLC of Broadhead, WI for a base bid of \$2,295,085.94, including the alternate bid of \$190,970.58 and supplemental bid of \$142,067.75 for a contract total of \$2,628,124.27 and total project cost with engineering and contingency of \$3,027,906. Motion carries 7 - 0 - 0 by acclamation.

- c. *Discussion and action to consider a contract extension for managed information technology services.*

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve a contract extension for managed information technology services subject to the preparation and approval of a contract by the Village Attorney. Motion carries 7 - 0 - 0 by acclamation.

- d. *Discussion and action to make a Community Project Funding request through Congressman Mark Pocan's office to support the construction of a new rail spur for the Bliffert Lumber Development.*

Motion by Village President Stephanie Brassington, second by Village Trustee Ken Boyd, to authorize the Village Administrator to make a Community Project Funding request through Congressman Mark Pocan's office to support the construction of a new rail spur for the Bliffert Lumber Development. Motion carries 7 - 0 - 0 by acclamation.

**7. REQUESTS FOR REFERRAL OF NEW ITEMS.**

None.

**8. CLOSED SESSION.**

- a. Discussion and action on entering into 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, specifically to consider 2025 performance evaluation data for the Village Administrator position.

Motion by Village Trustee Luke Fessler, second by Village President Stephanie Brassington, to enter into 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, specifically to consider 2025 performance evaluation data for the Village Administrator position at 7:28 p.m.. Motion carries 7 - 0 - 0 by on a roll call vote, all voting aye.

**9. RECONVENE INTO OPEN SESSION.**

Motion by Trustee Luke Fessler, second by President Stephanie Brassington, to reconvene into open session at 9:01 p.m.

**10. SCHEDULE NEXT MEETING DATE.**

- a. Thursday, March 19, 2026 at 5:00 pm - Special Village Board (Facility Workshop)
- b. Tuesday, March 24, 2026 at 7:00 pm - Regular Village Board
- c. Tuesday, April 14, 2026 at 7:00 pm - Regular Village Board
- d. Tuesday, April 21, 2026 at 7:00 pm - Annual Village Board Organizational Meeting

**11. ADJOURNMENT.**

Motion by Trustee Miguel Pena, second by Trustee Luke Fessler, to adjourn at 9:02 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,  
Cassandra Suettinger  
Deputy Administrator/Clerk