

VILLAGE OF MCFARLAND
Village Board - AMENDED Minutes

Tuesday, March 24, 2026 - 6:00 PM

1. CALL TO ORDER - 6:00 PM START TIME

Village President Brassington called the regular meeting of the McFarland Village Board to order at 6:00 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 Peña, Village Trustee Lowell J. Prill

Village Board members not present: None

Staff Present: Village Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Brian Redman, Outreach Director Katie Gletty-Syoen, and Fire/EMS Director Chris Dennis.

3. 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 President Stephanie Brassington, second by Village Trustee Luke Fessler, 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 6:01 p.m.. Motion carries 7 - 0 - 0 by acclamation.

4. RECONVENE INTO OPEN SESSION.

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, to reconvene into open session at 7:02 p.m. Motion carries 7 - 0 - 0 by acclamation.

5. COMMENCE THE REGULAR BUSINESS PORTION OF THE MEETING - 7:00 PM

President Brassington called the regular business portion of the meeting to order at 7:00 p.m.

6. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. Autism Acceptance Week Proclamation - March 30 through April 6, 2026

President Brassington read the Autism Acceptance Week Proclamation into the record and proclaimed March 30th through April 6th as Autism Acceptance week in the Village of Mcfarland.

b. Volunteer Appreciation Month April

Outreach Director Katie Gletty-Syoen read the Volunteer Appreciation Month proclamation into the record with the Village proclaiming April as Volunteer Appreciation Month. She also highlighted the upcoming Community Service Day and the opportunity for volunteerism in the Village.

- c. Spring Election Information - April 7, 2026
Deputy Administrator/Clerk Suettinger provided Spring Election information for the upcoming April 7, 2026 election.

7. 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 checks in the amount of \$277,274.65.

2) Motion to approve Resolution 2026-05, a resolution approving adjustments to water and sewer utility easements for the Humble Oaks development, 4703 Terminal Drive as recommended by the Plan Commission.

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.

8. 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 to be included with the agenda materials.

None.

9. BUSINESS.

- a. Presentation from Accurate Appraisal on 2026 assessments.

Gene Bialozor, Village Assessor, presented an overview of 2026 assessments. Village Board members asked questions. Deputy Administrator/Clerk Suettinger provided additional information on Open Book and Board of Review.

- b. Discussion and action to make application to the Staffing for Adequate Fire and Emergency Response (SAFER) Grant and Assistance to Firefighters Grant programs.

Fire & Rescue Chief Dennis provided an overview of the request to make an application to the Staffing for Adequate Fire and Emergency Response (SAFER) program. Chief Dennis noted they have applied in the past themselves as a department without success, and requested the ability to contract to have a consultant put the grant together for the Village. He noted other municipalities have had success with obtaining a SAFER grant with the help of outside consultants to put the grant together.

Motion by Village President Stephanie Brassington, second by Trustee Luke Fessler, to approve the Fire and Rescue Chief to make application to the Staffing for Adequate Fire and Emergency Response (SAFER) Grant (Staffing Support) and Assistance to Firefighters Grant (SCBA and Radio) programs with application assistance through a Consultant and subject to the authorization to submit application by the Village Administrator. Motion carries 7 - 0 - 0 by acclamation.

c. Community Development Authority (Trustees Annen & Fessler)

1) Discussion regarding a Tax Increment Financing Incentive Application from Ezra Properties, LLC for a commercial indoor children's playground (Well Played) located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive, Tax Increment District #6.

Village Administrator Schuenke provided an overview of the Tax Increment Financing Incentive Application from Ezra Properties, LLC for a commercial indoor children's playground (Well Played) located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive, Tax Increment District #6.

No action was taken on the item. Further discussion was slated for closed session later in the meeting. Any action on this action would take place in open session following closed session.

2) Discussion regarding an amendment to the existing Tax Increment Finance Development Agreement between the Village of McFarland and Ezra Properties, LLC for Phase 1 development at 4703 Terminal Drive, Tax Increment Finance District #3.

Village Administrator Schuenke provided an overview of the amendment to the existing Tax Increment Finance Development Agreement between the Village of McFarland and Ezra Properties, LLC for Phase 1 development at 4703 Terminal Drive, Tax Increment Finance District #3.

No action was taken on the item. Further discussion was slated for closed session later in the meeting. Any action on this action would take place in open session following closed session.

d. Discussion regarding progress with the 2025-2026 McFarland Strategic Implementation Plan as the Village Board goals and objectives for the coming year.

Village Administrator Schuenke provided a progress update of the 2025-2026 McFarland Strategic Implementation Plan as the Village Board goals and objectives for the coming year.

10. CLOSED SESSION.

a. Discussion and action to convene into 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, specifically related to:

1) Tax Increment Financing Development Incentives Application from Ezra Properties,

LLC for Well Played, TID #6.

2) Tax Increment Financing Development Agreement Amendment #1 between the Village of McFarland and Ezra Properties LLC for Phase 1, 4703 Terminal Drive, TID #3.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to enter Closed Session at 8:15 p.m. 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, specifically related to:

1) Discussion and action regarding a Tax Increment Financing Incentive Application from Ezra Properties, LLC for a commercial indoor children's playground (Well Played) located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive, Tax Increment District #6.

2) Discussion and action regarding an amendment to the existing Tax Increment Finance Development Agreement between the Village of McFarland and Ezra Properties, LLC for Phase 1 development at 4703 Terminal Drive, Tax Increment Finance District #3.

3) Discussion and action regarding 2025 performance evaluation data for the Village Administrator position.

Motion carries 7 - 0 - 0 by acclamation.

11. RECONVENE INTO OPEN SESSION.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to reconvene into open session at 8:51 p.m. Motion carries 7 - 0 - 0 by acclamation.

12. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

a. Discussion and action regarding a Tax Increment Financing Incentive Application from Ezra Properties, LLC for a commercial indoor children's playground (Well Played) located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive, Tax Increment District #6.

Motion by Village Trustee Kathy Annen, second by Village Trustee Luke Fessler, to approve a Tax Increment Financing Development Incentives Application from Ezra Properties, LLC for a commercial indoor children's playground (Well Played) located on portions of parcels 0710-273-8620-1, 0710-273-8640-1 and 0710-273-8665-1 in the vicinity of 4012-4020 Terminal Drive, Tax Increment District #6, conditioned on approval of a Development Agreement by the Village Board, including but not limited to the following items:

1. A total tax increment incentive payment of \$270,000 upon receiving a final building occupancy permit.

2. Applicant to provide an Improvement Assessment guarantee of at least \$1,180,000 as of January 1, 2027.

Motion carries 6 - 1 - 0 by acclamation with Trustee Ken Boyd voting nay.

- b. Discussion and action regarding an amendment to the existing Tax Increment Finance Development Agreement between the Village of McFarland and Ezra Properties, LLC for Phase 1 development at 4703 Terminal Drive, Tax Increment Finance District #3.
Motion by Village Trustee Kathy Annen, second by Village Trustee Luke Fessler, to approve amendment to the existing Tax Increment Finance Development Agreement between the Village of McFarland and Ezra Properties, LLC for Phase 1 development at 4703 Terminal Drive, Tax Increment Finance District #3. Motion carries 7 - 0 - 0 by acclamation.
- c. Discussion and action regarding 2025 performance evaluation data for the Village Administrator position.
Motion by Village President Stephanie Brassington, second by Village Trustee Ken Boyd, to accept the 2025 performance evaluation data for the Village Administrator position. Motion carries 7 - 0 - 0 by acclamation.

13. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, April 14, 2026 at 5:30 pm - Committee of the Whole
- b. Tuesday, April 14, 2026 at 7:00 pm - Regular Village Board
- c. Tuesday, April 21, 2026 at 7:00 pm - Annual Village Board Organizational Meeting
- d. Tuesday, April 28, 2026 at 7:00 pm - Regular Village Board

14. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 8:59 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