

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Tuesday, May 26, 2026 - 6:30 PM*

**1. CALL TO ORDER.**

Village President Brassington called the regular meeting of the McFarland Village Board to order at 6:30 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 Mark Neidinger, Village Trustee Lowell J. Prill

Village Board members not present: Village Trustee Luke Fessler, Village Trustee Alisa Leamy

Staff Present: Village Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Police Chief Brian Redman, Community and Economic Development Director Andrew Bremer, 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 an evaluation for the Village Administrator position.*

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, 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 an evaluation for the Village Administrator position. Motion carries 5 - 0 - 0 on a roll call vote at 6:31 p.m.

**4. RECONVENE INTO OPEN SESSION**

Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to reconvene into open session at 6:42 p.m. Motion carries 5 - 0 - 0 by acclamation.

Motion by Village President Stephanie Brassington, second by Trustee Kathy Annen, to recess until 7:00 p.m. Motion carries 5 - 0 - 0 by acclamation.

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

Village President Stephanie Brassington called the meeting back to order at 7:00 p.m.

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

*a. Proclamation for Pride Month in June.*

Village President Stephanie Brassington proclaimed June to be Pride Month in the Village of McFarland.

*b. Pride Flag Raising - Scheduled for June 3, 2026 at 5:30 pm.*

Village President Brassington thanked those who were involved in putting World

Diversity Day together.

## 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 the minutes of the May 12, 2026 meeting.

2) Motion to approve checks in the amount of \$633,586.05

3) Motion to approve application to the Wisconsin DNR Forest Fire Protection Grant for equipment replacement.

4) Motion to approve request to raise the Pride Flag at the Municipal Center as a commemorative flag.

Motion by Village President Stephanie Brassington, second by Village Trustee Ken Boyd, to approve the consent agenda as presented. Motion carries 5 - 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](mailto:village.clerk@mcfarland.wi.us) to be included with the agenda materials.

None.

## 9. BUSINESS.

a. Plan Commission (President Brassington & Trustee Fessler)  
Public Safety Committee (Trustees Boyd & Neidinger)

1) Discussion and action regarding Ordinance 2026-07: An ordinance amending Article 11-XI Tourist Rooming Houses, also known as the Short Term Rental Ordinance, of the McFarland Municipal Code.

Christine Olgten, 4518 Bellevue Court, Mcfarland, registered support of amending the short-term rental ordinance.

Jennifer Tyzna, spoke in favor of amending the short term rental ordinance.

Motion by Village President Stephanie Brassington, second by Trustee Ken Boyd, to

approve Ordinance 2026-07: An ordinance amending Article 11-XI Tourist Rooming Houses, also known as the Short Term Rental Ordinance, of the McFarland Municipal Code.

Motion by Trustee Mark Neidinger, second by Trustee Annen, to amend the motion to add approval of ordinance 2026-07 with the additional suggested revisions to the ordinance including inclusion of language in 11-363 (e) to include corporate officers or members of a legal entity owning or operating a tourist rooming house are jointly and severable liable for violations under this paragraph. Motion carries 5 - 0 - 0 by acclamation. Amended motion passes 5 - 0 - 0 by acclamation.

*b. Plan Commission (President Brassington & Trustee Fessler)*

*1) Discussion and action regarding Resolution 2026-09: a resolution approving the grant of a utility easement within Outlot 2, Sperle Corners Subdivision.*

Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to approve Resolution 2026-09: a resolution approving the grant of a utility easement within Outlot 2, Sperle Corners Subdivision. Motion carries 5 - 0 - 0 by acclamation.

**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 regarding real estate and development incentive negotiations within the pre-development agreement with Elvehjem Acres LLC and Bliffert Southwest Holdings LLC for the development of a new business park.*

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, 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 regarding real estate and development incentive negotiations within the pre-development agreement with Elvehjem Acres LLC and Bliffert Southwest Holdings LLC for the development of a new business park at 7:48 p.m.. Motion carries 5 - 0 - 0 on a roll call vote.

**11. RECONVENE INTO OPEN SESSION.**

Motion by Village President Stephanie Brassington, second by Village Trustee Ken Boyd, to reconvene into open session at 8:56 p.m. Motion carries 5 - 0 - 0 by acclamation.

**12. BUSINESS.**

*a. Discussion regarding creation of a new tax increment finance district near the intersection of Elvehjem Road and CTH AB related to the potential relocation of Bliffert Lumber.*

The project plan was presented to the Vilalge Board which creates a new tax incremental finance district near the intersection of Elvehjem Road and CTH AB. No action was taken.

**13. SCHEDULE NEXT MEETING DATE.**

- a. Wednesday, June 3, 2026 - 6:00 p.m.- Strategic Implementation Plan (Goal Setting)
- b. Tuesday June 9, 2026 - 7:00 p.m. - Village Board
- c. Wednesday, June 17, 2026 - 5:30 p.m.- Strategic Implementation Plan (Goal Setting)
- d. Tuesday June 23, 2026 - 7:00 p.m. - Village Board

**14. ADJOURNMENT.**

Motion by Village Trustee Kathy Annen, second by Village Trustee Ken Boyd, to adjourn at 9:16 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