

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Tuesday, June 9, 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 Mark Neidinger, 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, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, Outreach Director Katie Gletty-Syoen, and Fire/EMS Director Chris Dennis.

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

*a. 2026 Distinguished Budget Award - Government Finance Officers Association*

Village Administrator Schuenke reported the Village earned the 2026 Distinguished Budget Award from the Government Finance Officer's Association.

**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 May 26, 2026 Village Board meeting.*

*2) Motion to approve the minutes of the special June 1, 2026 Village Board meeting.*

*3) Motion to approve the minutes of the special June 3, 2026 Village Board meeting.*

*4) Motion to approve checks in the amount of \$421,136.01*

*5) Motion to approve Resolution 2026-04 a resolution to create an Ad Hoc Comprehensive Plan Committee for the Comprehensive Plan Update.*

*6) Motion to approve Resolution 2026-11: a resolution approving the renewal of applications for alcohol beverage licenses for 2026-2027.*

*7) Motion to approve Resolution 2026-12: A resolution authorizing submittal of the compliance maintenance annual report for 2025 as recommended by the Public Works & Utilities Committee.*

*8) Motion to approve an application from Grace Coffee McFarland LLC, D/B/A Grace*

Coffee McFarland, for a Class "B" Beer and "Class C" liquor (wine only) license for the period beginning July 1, 2026 and ending June 30, 2027 as recommended by the Public Safety Committee

- 9) Motion to approve a pickup truck purchase within the Public Works Department.  
Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the consent agenda with the correction as noted. 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. Discussion and action regarding the acceptance of the 2025 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause.

Andrea Jansen, partner with Baker Tilly Virchow Krause, presented the 2025 Municipal Financial Audit.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the acceptance of the 2025 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and action regarding the proposed McFarland Municipal Center Facility Plan Scope of Services.

Village Administrator Schuenke provided an overview of the McFarland Municipal Center Facility Plan Scope of Services. He clarified approval would allow him to send the RFP to the HGA who are the architects who assisted with the original project, to put together a quote on what it would take to put the work together.

Motion by President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the proposed McFarland Municipal Center Facility Plan Scope of Services to provide to the architect to prepare a proposal. Motion carries 7 - 0 - 0 by acclamation.

- c. Public Works & Utilities Committee (Trustees Neidinger & Boyd)

- 1) Discussion and action to make a recommendation to the Village Board regarding construction administration services for Well #5.

Motion by Village Trustee Mark Neidinger, second by Village Trustee Ken Boyd, to approve approval to the Village Board regarding a proposal from Town & Country Engineering for construction administration services related to Well #5. Motion carries 7 - 0 - 0 by acclamation.

**7. SCHEDULE NEXT MEETING DATE.**

- a. Wednesday, June 17, 2026 at 5:30 pm - Strategic Implementation Plan (Goal Setting)
- b. Tuesday, June 23, 2026 at 5:30 pm - Committee of the Whole
- c. Tuesday, June 23, 2026 at 7:00 pm - Village Board
- d. Tuesday, July 14, 2027 at 5:30 pm - Committee of the Whole
- e. Tuesday, July 14, 2027 at 7:00 pm - Village Board

**8. ADJOURNMENT.**

Motion by Village Trustee Luke Fessler, second by Village Trustee Ken Boyd, to adjourn at 7:43 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