

VILLAGE OF MCFARLAND  
**Committee of the Whole Minutes**

*Tuesday, February 14, 2023 - 5:30 PM*

**1. CALL TO ORDER.**

President Clow was not present, Deputy Administrator/Clerk Suettinger called the meeting to order. Motion by Trustee Edward Wreh, second by Trustee TJ Jerke, to nominate Trustee Stephanie Brassington to the chair. Motion carries 6 - 0 - 0 by acclamation.

**2. ROLL CALL.**

Village Board members present: Village Trustee Hilary Brandt, Village Trustee Stephanie Brassington, Village President Carolyn Clow(joined at 5:36 p.m.), Village Trustee Michael Flaherty, Village Trustee TJ Jerke, Village Trustee Carrie Nelson, Village Trustee Edward Wreh(left at 5:49 p.m.)

Village Board members not present: None.

Staff Present: Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, Outreach Director Lori Andersen, and Communications & Technology Director Stephanie Miller.

**3. PUBLIC APPEARANCES.**

a. *This is an opportunity for members of the public to address the Committee of the Whole for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee 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 comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to [village.clerk@mcfarland.wi.us](mailto:village.clerk@mcfarland.wi.us) to be included as part of the meeting.*

*Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.*  
None.

**4. APPROVAL OF MINUTES.**

a. *Motion to approve the minutes of the January 24, 2023 meeting.*

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Edward Wreh, to approve the minutes of the January 24, 2023 meeting. Motion carries 7 - 0 - 0 by acclamation.

**5. BUSINESS.**

a. *Presentation and discussion regarding conceptual floor and site plan layouts within the McFarland Municipal Center Campus Master Plan project.*

Nate Day, of SEH Engineering, provided an overview of the goals of the project and the process to date for creation of the conceptual floor and site plans for the McFarland Municipal Center Campus Master Plan project.

Paul Raisleger, of EUA, walked through the floor and site plans and explained how each concept on the plans tied back to the needs identified by the Village for the project. He presented two concept styles for the project: a one-floor Community Center and a two-floor Community Center.

Molly Wagner, of SEH Engineering, walked through the outdoor siteplan for the two proposed options.

Board members provided feedback on the two concepts. Overall the Board liked the concepts provided, however, identified wanting Administration, Community Development and Communication related government services, more toward the entrance of the Community Center. Additionally, the Board identified wanting to have further discussions about the Youth Center's inclusion in the project.

Village Administrator Schuenke noted the process would continue for moving plans forward and gathering additional input.

## **6. SCHEDULE NEXT MEETING DATE.**

- a. February 28, 2023 - Committee of the Whole - 5:30 p.m.
- b. February 28, 2023 - Village Board - 7:00 p.m.
- c. March 14, 2023 - Committee of the Whole - 5:30 p.m.
- d. March 14, 2023 - Village Board - 7:00 p.m.

## **7. ADJOURNMENT.**

Motion by Village Trustee Hilary Brandt, second by Village Trustee Stephanie Brassington, to adjourn at 6:56 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