

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, March 11, 2025 - 6:00 PM

1. CALL TO ORDER. - 6 P.M. START TIME

Village President Clow 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 Hilary Brandt, Village Trustee Stephanie Brassington, Village President Carolyn Clow, Village Trustee Luke Fessler, Village Trustee Alisa Leamy, Village Trustee Miguel Peña, Village Trustee Lowell J. Prill

Village Board members not present:

Staff Present: Village Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, and Public Works Director Lee Igl.

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 the appointment for the position of Senior Outreach Director.

Motion by President Carolyn Clow, second by Trustee Hilary Brandt, 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 the appointment for the position of Senior Outreach Director. Motion carries 7 - 0 - 0 on a roll call vote.

4. RECONVENE INTO OPEN SESSION AT 7 P.M. TO COMMENCE THE REGULAR VILLAGE BOARD MEETING.

Motion by President Carolyn Clow, second by Trustee Hilary Brandt, to reconvene in open session at 7:02 p.m. Motion carries 7 - 0 - 0 by acclamation.

5. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. Candidate Forum - March 13, 2025, beginning at 5 p.m.
- b. Absentee Voting Information - April 1, 2025 Spring Election

6. 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 11, 2025 Village Board meeting.

- 2) Motion to approve the minutes of the February 25, 2025 Village Board meeting.
- 3) Motion to approve checks in the amount of \$759,350.01
- 4) Motion to approve Ordinance 2025-05: An Ordinance to amend 2-20 of the McFarland Municipal Code to Designate a new official Village Newspaper.
- 5) Discussion and action regarding a proposal from Parkitecture for design services for Prairie Place playground as recommended by the Parks and Recreation Committee.
Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the consent agenda as presented. Motion carries 7 - 0 - 0 by acclamation.

7. PUBLIC APPEARANCES.

- a. This is an opportunity for members of the public to address the Village Board 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 Board 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 Board 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 Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to 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.

8. BUSINESS.

- a. Discussion and action regarding the appointment for the position of Senior Outreach Director.
Motion by Village President Carolyn Clow, second by Village Trustee Miguel Peña, to appoint Katie Gletty-Syoen to the position of Senior Outreach Director. Motion carries 7 - 0 - 0 by acclamation.
- b. Parks and Recreation Committee (Trustees Fessler & Leamy)
 - 1) Discussion and action to make an application for a grant to support improvements at Prairie Place Park.
Trustee Fessler provided an update from the Parks & Recreation Committee and the recommendation to approve making an application for a grant to support improvements at Prairie Place Park.

Motion by Village Trustee Luke Fessler, second by Village Trustee Alisa Leamy, to make an application for a grant to support improvements at Prairie Place Park. Motion carries 7 - 0 - 0 by acclamation.

c. Public Works & Utilities Committee (President Clow & Trustee Prill)

1) Discussion regarding a rate adjustment to the fixed and variable sanitary sewer rates.

Village Administrator Schuenke provided an overview of the proposed sanitary rate increase. The Board expressed concerns about the large increase and found ways to step into some of these increases and forecast better in the future.

d. Discussion and action regarding Ordinance #2025-06: an ordinance amending Appendix A of the Code of Ordinances for the 2025 Sanitary Sewer Rates.

Motion by Village President Carolyn Clow, second by Village Trustee Miguel Peña, to approve Ordinance #2025-06: an ordinance amending Appendix A of the Code of Ordinances for the 2025 Sanitary Sewer Rates. Motion carries 7 - 0 - 0 by acclamation.

9. SCHEDULE NEXT MEETING DATE.

a. March 17, 2025 - 5:30 p.m. Special Village Board Meeting

b. March 25, 2025 - 7:00 p.m. Regular Village Board Meeting

c. April 8, 2025 - 7:00 p.m. - Regular Village Board

10. ADJOURNMENT.

Motion by Village Trustee Hilary Brandt, second by Village Trustee Luke Fessler, to adjourn at 8:20 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