

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, March 25, 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 Stephanie Brassington, Village President Carolyn Clow, Village Trustee Luke Fessler, Village Trustee Miguel Peña, Village Trustee Lowell J. Prill

Village Board members not present: Village Trustee Hilary Brandt, Village Trustee Alisa Leamy

Staff Present: 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)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved specifically regarding the 2023 and 2024 assessment of taxable property for the Waterford Apartments LLC for the property located at 5601 Holscher Road.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to enter into closed session in accordance with Wis. Stats. 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved specifically regarding the 2023 and 2024 assessment of taxable property for the Waterford Apartments LLC for the property located at 5601 Holscher Road at 6:02 p.m.. Motion carries 5 - 0 - 0 on a roll call vote.

Motion by President Carolyn Clow, second by Trustee Stephanie Brassington to adjourn the closed session at 6:34 p.m.

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

Motion by President Carolyn Clow, second by Trustee Luke Fessler, to reconvene into open session at 7 p.m.

5. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. April 1, 2025 - Spring Election Information Update.

Deputy Administrator Cassandra Suettinger provided information on the upcoming 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 checks in the amount of \$842,362.88
- 2) Motion to approve the minutes of the February 11, 2025 Joint Village Board/Sustainability and Natural Resource Committee meeting.
- 3) Motion to approve the minutes of the March 11, 2025 Village Board meeting.
- 4) Motion to approve the minutes of the March 17, 2025 Village Board special meeting.
- 5) Motion to approve a Community Grant Application from the McFarland Bird Festival as recommended by the Finance Committee.
- 6) Motion to approve the MS4 Annual Report for 2024 as recommended by the Public Works & Utilities Committee.
Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the consent agenda as presented. Motion carries 5 - 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 on the 2023 and 2024 assessed value for the Waterford Apartments LLC for the property located at 5601 Holscher Road.
Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the settlement agreement with Waterford Apartments LLC for the property located at 5601 Holscher Road. Motion carries 5 - 0 - 0 by acclamation.
- b. Presentation from Accurate Appraisal on 2025 Assessments.
Accurate Appraisal provided a presentation on 2025 assessments in the Village. Deputy

Administrator/Clerk Cassandra Suettinger provided an overview of the 2025 assessment process including residents' opportunity to discuss their assessment through open book, and residents' opportunity to formally contest their assessment through Board of Review.

- c. Discussion and action on Resolution 2025-06: A Resolution authorizing the issuance and sale of up to \$3,353,636 Sewerage System Revenue bonds, Series 2025A and Providing for other details and covenants with respect thereto.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Resolution 2025-06: A Resolution authorizing the issuance and sale of up to \$3,353,636 Sewerage System Revenue bonds, Series 2025A and Providing for other details and covenants with respect thereto. Motion carries 5 - 0 - 0 by acclamation.

- d. Update for the project to update the Village's mission, vision, and value statements.

DEI Strategist Krystal Johnson provided an update on the Village's mission, vision, and value statements.

9. SCHEDULE NEXT MEETING DATE.

- a. March 31, 2025 - 5:30 p.m. - Special Village Board
- b. April 8, 2025 - 7:00 p.m. - Regular Village Board (Last meeting of the current seated Board)
- c. April 15, 2025 - 6:00 p.m. - Annual Meeting (First meeting of the newly seated Board)
- d. April 25, 2025 - 7:00 p.m. - Regular Village Board

10. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Stephanie Brassington, to adjourn at 8:02 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