

VILLAGE OF MCFARLAND

Village Board Minutes

Monday, March 31, 2025 - 5:30 PM

1. CALL TO ORDER.

Village President Clow called the special meeting of the McFarland Village Board to order at 5:30 pm in Conference Room A 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: None.

Staff Present: Village Administrator Matt Schuenke.

3. 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.

4. 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 2024 performance evaluation data for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village Trustee Luke Fessler, for the Village Board to convene into Closed Session at 5:38 pm 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 2024 performance evaluation data for the Village Administrator position. A roll call vote is required. Aye - Brandt, Brassington, Clow, Fessler, Leamy, Peña, and Prill. Nay - None. Motion carries 7 - 0 - 0 by roll call vote..

5. RECONVENE INTO OPEN SESSION.

Motion by Village President Carolyn Clow, second by Village Trustee Hilary Brandt, to reconvene into Open Session at 6:02 pm. Motion carries 7 - 0 - 0 by acclamation.

6. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

- a. Discussion and action regarding the 2024 performance evaluation data for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve the 2024 performance evaluation data for the Village Administrator position. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

- a. April 8, 2025 - 7:00 p.m. - Regular Village Board
- b. April 15, 2025 - 6:00 p.m. - Annual Meeting (First meeting of the newly seated Board)
- c. April 22, 2025 - 7:00 p.m. - Regular Village Board

8. ADJOURNMENT.

Motion by Village Trustee Hilary Brandt, second by Village Trustee Luke Fessler, to adjourn at 6:04 pm.

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,
Matthew G. Schuenke
Village Administrator