

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, January 14, 2025 - 7:00 PM

1. CALL TO ORDER.

Village President Clow 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 Hilary Brandt(left the meeting and closed session at 9:00 p.m.), 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, Deputy Administrator/Clerk Cassandra Suettinger, Community and Economic Development Director Andrew Bremer, and Public Works Director Lee Igl.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

Deputy Administrator/Clerk announced absentee ballots for the upcoming February Primary will go out beginning January 28th.

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 checks in the amount of \$7,978,920.95.

2) Motion to approve appointing Kelly Thompson to serve on the Diversity, Equity, and Inclusion Committee for a term ending April 30, 2026.

3) Motion to appoint Lisa Becher to the Police & Fire Commission for a term expiring April 17, 2028.

Trustee Fessler requested the removal of consent agenda item #1 regarding the Check Register

Motion by President Clow, second by Trustee Brandt, to approve the consent agenda items 2 and 3 as presented. Motion carries 7 - 0 - 0 by acclamation.

5. 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.

6. PUBLIC HEARINGS.

- a. Public hearing regarding Resolution 2024-22: a resolution discontinuing a portion of Wiouwash Way abutting Lot 88 and Outlot 10, Park View Estates in the Village of McFarland as a public way.

President Clow opened the public hearing at 7:17 p.m. With no one wishing to speak
President Clow closed the public hearing at 7:18 p.m.

7. BUSINESS.

Trustee Fessler confirmed he requested the check register be removed from the consent agenda to highlight the uncommonly large sum of the check register is attributed to the Village providing the January tax settlements to the other taxing jurisdictions.

Motion by President Clow, second by Trustee Fessler, to approve the check register in the amount of \$7,978,920.95.

- a. Discussion and action on Resolution 2025-01: a resolution waiving formal objection requirements for proposed Redevelopment Plan Update District No. 1 and No. 2 dated December 2024 for all affected properties.

Motion by Village Trustee Stephanie Brassington, second by Village Trustee Luke Fessler, to approve Resolution 2025-01: a resolution waiving formal objection requirements for proposed Redevelopment Plan Update District No. 1 and No. 2 dated December 2024 for all affected properties. Motion carries 7 - 0 - 0 by acclamation.

- b. Plan Commission (President Clow & Trustee Brassington)

- 1) Discussion and action regarding Resolution 2024-22: a resolution discontinuing a portion of Wiouwash Way abutting Lot 88 and Outlot 10, Park View Estates in the Village of McFarland as a public way.

Motion by Village President Carolyn Clow, second by Village Trustee Stephanie Brassington, to approve Resolution 2024-22: a resolution discontinuing a portion of Wiouwash Way abutting Lot 88 and Outlot 10, Park View Estates in the Village of McFarland as a public way. Motion carries 7 - 0 - 0 by acclamation.

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

- 1) Discussion and action regarding award of contract for the 2025 stormwater maintenance project.

Motion by Village President Carolyn Clow, second by Village Trustee Lowell J. Prill, to award a contract to Drax Inc of Madison for the 2025 Stormwater Maintenance Project for the amount of \$417,250 including the base bid plus alternate bids 1, 2, and 3 with

additional expenses for engineering, construction administration and contingency for a total project cost in an amount of \$503,000. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding an asset management and work order software for the Public Works Department.

Motion by President Clow, second by Trustee Prill, to approve a proposal for asset management and work order software with Brightly Software Inc beginning in 2025. Motion carries 7 - 0 - 0 by acclamation.

8. 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 and applicable compensation for the Village Administrator position.

Motion by Village President Carolyn Clow, second by Village 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 2024 performance evaluation data and applicable compensation for the Village Administrator position at 7:52 p.m.. Motion carries 7 - 0 - 0 on a roll call vote with all voting aye.

9. RECONVENE INTO OPEN SESSION.

Motion by President Clow, second by Trustee Brassington, to reconvene into open session at 10:00 p.m. Motion carries 6 - 0 - 0 by acclamation.

10. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

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

Motion by President Clow, second by Trustee Brassington, to postpone action on the 2024 performance evaluation data and applicable compensation for the Village Administrator position. Motion carries 6 - 0 - 0 by acclamation.

11. SCHEDULE NEXT MEETING DATE.

a. January 28, 2025 - 5:30 pm - Committee of the Whole (Joint with Library Board)

b. January 28, 2025 - 7:00 pm - Regular Village Board

c. January 29, 2025 - 6:00 pm - Special Village Board (Joint with Town of Dunn Board)

d. February 11, 2025 - 7:00 pm - Regular Village Board

12. ADJOURNMENT.

Motion by Village Trustee Lowell J. Prill, second by Village Trustee Luke Fessler, to adjourn at 10:03 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