

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, April 8, 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, 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, Public Works Director Lee Igl, and Outreach Director Katie Gletty-Syoen.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. Arbor Day Proclamation - April 25, 2025

President Carolyn Clow read the Arbor Day Proclamation into the read highlighting April 25, 2025 as Arbor Day in the Village of McFarland.

b. April 1, 2025 - Spring Election Results

Deputy Administrator/Clerk Suettinger provided an update on the April 1, 2025 Spring election results.

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 the minutes of the March 25, 2025 regular meeting.

2) Motion to approve the minutes of the March 31, 2025 special meeting.

3) Motion to approve checks in the amount of \$382,074.89

4) Motion to update the Organizational Chart for the Senior Outreach Services Department.

5) Discussion and action regarding a land use agreement for 5204 Card Avenue to create public access for vehicle travel.

Motion by President Carolyn Clow, second by Trustee Stephanie Brassington, to approve the consent agenda 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. BUSINESS.

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

1) Discussion and action regarding award of contract for the 2025 Street & Utility Improvements project.

Motion by Village President Carolyn Clow, second by Trustee Lowell Prill, to award contract for award of contract to Parisi Construction, LLC of Verona, Wisconsin for an amount of \$2,551,414, including the base bid and supplemental bids, while rejecting all alternative bids with additional expenses for engineering, construction administration, and contingency for a total project cost in the amount of \$3,033,000. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding award of contract for sanitary sewer main cleaning and televising services.

Motion by Village President Carolyn Clow, second by Village Trustee Lowell J. Prill, to award a contract to Green Bay Pipe & TV LLC of Green Bay for sanitary sewer main cleaning and televising services for a three-year term. Motion carries 7 - 0 - 0 by acclamation.

3) Discussion and action regarding a proposal from Baker Tilly to conduct a conventional rate case for the water utility.

Motion by Village President Carolyn Clow, second by Village Trustee Lowell J. Prill, to approve a proposal from Baker Tilly to conduct a conventional rate case for the water utility. Motion carries 7 - 0 - 0 by acclamation.

b. Recognition of departing elected officials.

The Village thanked both President Carolyn Clow and Trustee Hilary Brandt for their service to the Village.

7. SCHEDULE NEXT MEETING DATE.

a. April 15, 2025 - 6:00 p.m. - Annual Meeting (First meeting of the newly seated Board)

b. April 22, 2025 - 7:00 p.m. - Regular Village Board

c. May 13, 2025 - 7:00 p.m. - Regular Village Board

8. ADJOURNMENT.

Motion by Trustee Hilary Brandt, second by Trustee Luke Fessler, to adjourn at 7:39 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