

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Tuesday, April 22, 2025 - 7:00 PM*

**1. CALL TO ORDER.**

Village President Brassington called the regular meeting of the McFarland Village Board to order at 7:01 pm in the Community Room of the McFarland Municipal Center.

**2. ROLL CALL.**

Village Board members present: Village President Stephanie Brassington, Village Trustee Kathy Annen, Village Trustee Ken Boyd, 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 Clerk Tanya O'Malley, Community and Economic Development Director Andrew Bremer, and Fire/EMS Director Chris Dennis.

**3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.**

- a. US Highway 51 Public Involvement Meeting - April 24th from 5:30 to 7:00 p.m.
- b. Community Service Day - Saturday, April 26, 2025. - 8 a.m. to Noon
- c. World Day of Cultural Diversity for Dialogue and Development - Saturday, May 17, 2025.

**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 April 8, 2025 meeting.
  - 2) Motion to approve the minutes of the April 15, 2025 Annual Village Organizational meeting.
  - 3) Motion to approve checks in the amount of \$167,625.42
  - 4) Motion to approve an Event Permit Application from American Legion Post 534 for the Memorial Day Parade to take place on May 26, 2025 with the conditions provided by Village Staff.
  - 5) Motion to approve an Event Permit Application from the Aly Wolff Foundation for the Honky Tonky Hustle to take place on May 30-31, 2025 with the conditions provided by Village Staff.
  - 6) Motion to approve an Event Permit Application and Temporary Class B License from

the McFarland Chamber of Commerce for the Bands by the Boardwalk Event to take place on June 12, July 10, August 14, and September 11, 2025 with the conditions provided by Village Staff.

- 7) Motion to approve an Event Permit Application from McFarland Pride Association for the Pride in the Park event to take place on June 29, 2025 with the conditions provided by Village Staff.

Trustee Boyd requested the removal of item 4.a.3. from the consent agenda

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve items 1-2 and 4-7 of 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](mailto: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.**

The Board took up agenda item 4.a.3 from the consent agenda to answer questions from Trustees Boyd and Fessler.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve checks in the amount of \$167,625.42. Motion carries 7 - 0 - 0 by acclamation.

- a. Discussion and action on Resolution 2025-08: A Resolution acknowledging World Migratory Bird Day.

Parks Superintendent Sayer Larson was present to provide information and answer questions.

Motion by Village President Stephanie Brassington, second by Village Trustee Miguel Peña, to approve Resolution 2025-08: A Resolution acknowledging World Migratory Bird Day. Motion carries 7 - 0 - 0 by acclamation.

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

1) Discussion and action regarding a proposal from ZoneCo to update the Village's Zoning and Subdivision Codes.

Community and Economic Development Director Andrew Bremer was present to provide information and answer questions. He explained that it was appropriate to reject the bid from ZoneCo and pause the project due to the lack of other bids, the need to additional project funding for public engagement, department capacity, and the work being done by the Dane County Best Practice Residential Zoning Code Advisory Committee.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to reject the proposal from ZoneCo to update the Village's Zoning and Subdivision Codes. Motion carries 7 - 0 - 0 by acclamation.

c. Sustainability & Natural Resources Committee (Trustees Peña & Leamy)

1) Discussion and action regarding a proposal from HGA to complete a Net Zero Energy Measurement and Verification Energy Audit for the Public Safety Center.

Community and Economic Development Director Andrew Bremer and Mike Barnett, HGA, were present to provide information and answer questions.

Motion by Village Trustee Miguel Peña, second by Village Trustee Alisa Leamy, to approve a proposal from HGA to complete a Net Zero Energy Measurement and Verification Energy Audit for the Public Safety Center. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action regarding the Village's existing Office of Energy Innovation Grant Agreement for the Public Safety Center.

Community and Economic Development Director Andrew Bremer and Mike Barnett, HGA, were present to provide information and answer questions. The original approved grant agreement included the micro-grid which was then removed due to budgetary reasons. The options before the Board were to amend the existing grant agreement for an energy storage system-only project or to cancel the grant agreement.

Motion by Village Trustee Miguel Peña, second by Village Trustee Alisa Leamy, to amend the existing Office of Energy Innovation Grant Agreement for the Public Safety Center to an energy storage system-only project. Motion carries 7 - 0 - 0 by acclamation.

## 7. 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 a side letter with the International Association of Fire Fighters, AFL-CIO Local 311 Fire/EMT Unit and its budgetary impacts.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to convene into closed session at 8:07 p.m. 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 a side letter with the International Association of Fire Fighters, AFL-CIO Local 311 Fire/EMT Unit and its budgetary impacts. Motion carries 7 - 0 - 0 on a roll call vote.

**8. RECONVENE INTO OPEN SESSION**

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to reconvene into Open Session at 9:18 p.m. Motion carries 7 - 0 - 0 by acclamation.

**9. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.**

- a. Discussion and action regarding a side letter with the International Association of Fire Fighters, AFL-CIO Local 311 Fire/EMT Unit.*

Motion by Village President Stephanie Brassington, second by Village Trustee Miguel Peña, to approve a side letter with the International Association of Fire Fighters, AFL-CIO Local 311 Fire/EMT Unit. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and action regarding Resolution #2025-09: a resolution to amend the 2025 Budget for the General Fund of the Village of McFarland.*

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, to approve Resolution #2025-09: a resolution to amend the 2025 Budget for the General Fund of the Village of McFarland. Motion carries 7 - 0 - 0 by acclamation.

**10. SCHEDULE NEXT MEETING DATE.**

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

- b. May 27, 2025 - 7:00 p.m. - Regular Village Board*

**11. ADJOURNMENT.**

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 9:21 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,  
Tanya O'Malley, WCPC  
Deputy Clerk