VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, May 27, 2025 - 7:00 PM

1. CALL TO ORDER.

Village President Brassington 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 Kathy Annen, Village Trustee Ken Boyd, Village President Stephanie Brassington, 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, Public Works Director Lee Igl and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. *Wisconsin Community Media Awards*
Deputy Administrator/Clerk Suettinger highlighted awards given to the McFarland Communications team as part of the 2025 Wisconsin Community Media Awards.

b. *Pride Flag Raising - Scheduled for June 4, 2025 at 5:00 pm.*
DEI Strategist Krystal Johnson highlighted the Pride Flag Raising scheduled for June 4, 2025 at 5:00 p.m.

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 May 13, 2025 meeting.*

2) *Motion to approve checks in the amount of $153,267.30*

3) *Motion to approve a Temporary Class "B" Beer licensed for the Edwards-Foye American Legion Post 534 for the Take a Vet Fishing event to be held on June 14, 2025 with the conditions provided by staff.*

4) *Motion to approve a Community Grant Application from the McFarland Community Festival as recommended by the Finance Committee.*

5) *Motion to approve a Community Grant Application from the McFarland Equity Project as recommended by the Finance Committee.*

6) *Motion to approve the assignment, assumption, and modification of lease and consent with the Madison Curling Club.*

7) *Motion to approve request to raise the Pride Flag at the Municipal Center as a commemorative flag.*

8) *Motion to approve an agreement for professional services with Short Elliot Hendrickson, Inc. (SEH) for design, bidding, and construction administration of the Siggelkow Road roundabout improvements.*
   Trustee Annen requested removal of item 4a8 from the consent agenda.

   Motion by Trustee Stephanie Brassington, second by Trustee Luke Fessler, to approve the consent agenda as presented for items 4a1-4a7. Motion carries 7 - 0 - 0 by acclamation on items 1-3, 6, and 7, 6 - 0 - 1 by acclamation with Brassington abstaining on item 4a4, and 6 - 0 - 1 by acclamation with Fessler abstaining on item 4a5.

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.

Discussion and action on an agreement for professional services with Short Elliot Hendrickson, Inc. (SEH) for design, bidding, and construction administration of the Siggelkow Road roundabout improvements.

The Board discussed concerns with the cost estimates for the Siggelkow Road roundabout improvements. The Board directed staff to go back and revisit the cost proposal.

Motion by Trustee Kathy Annen, second by Trustee Luke Fesller to table item 4a8. Motion carries 7 - 0 - 0.

a. *Discussion and action regarding the plan for borrowing in order to fund the 2025 Capital Improvement Plan as presented by Carol Wirth of Wisconsin Public Finance Professionals.*
   Carol Wirth presented the plan for borrowing in order to fund the 2025 Capital Improvement Plan.

   Motion by President Stephanie Brassington, second by Village Trustee Miguel Peña, to approve the plan for borrowing in order to fund the 2025 Capital Improvement Plan as presented by Carol Wirth of Wisconsin Public Finance Professionals. Motion carries 7 - 0 - 0 by acclamation.

b. *Discussion and action regarding Resolution #2025-12: a resolution authorizing the issuance sale of up to $1,449,436 Water System Revenue Bonds, Series 2025B and providing for other details and covenants with respect thereto.*
Motion by Village Trustee Luke Fessler, second by Village President Stephanie Brassington, to approve Resolution #2025-12: a resolution authorizing the issuance sale of up to $1,449,436 Water System Revenue Bonds, Series 2025B and providing for other details and covenants with respect thereto. Motion carries 7 - 0 - 0 by acclamation.

The Board recessed at 8:11 p.m.

The Board returned from recess at 8:16 p.m.

c. *Public Works & Utilities Committee (President Brassington & Trustee Prill)*

1) *Discussion and action regarding the draft Babcock Channel and Stormwater Lagoon Restoration Plan.*
Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to accept the draft Babcock Channel and Stormwater Lagoon Restoration Plan. Motion carries 7 - 0 - 0 by acclamation.

d. *Discussion and introduction of the proposed draft Chapter 3 Public Notification Policy.*
Village Administrator/Clerk Suettinger and Communications Manager Melanie Camellia introduced the draft Chapter 3 Public Notification Policy. The Board directed staff to bring the policy back to a future Committee of the Whole meeting.

7. CLOSED SESSION.

a. *Discussion and action to convene into Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically related to Resolution 2025-10, a resolution ratifying and approving a purchase agreement for the property located at 5410 & 5412 Bashford Street, McFarland, WI.*
Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to enter into Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically related to Resolution 2025-10, a resolution ratifying and approving a purchase agreement for the property located at 5410 & 5412 Bashford Street, McFarland, WI. Motion carries 7 - 0 - 0 by acclamation.

8. RECONVENE INTO OPEN SESSION.
Motion by President Stephanie Brassington, second by Trustee Miguel Peña to enter back into open session at 10:07 p.m. Motion carries 7 - 0 - 0 by acclamation.

9. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.

a. *Discussion and action on Resolution 2025-10, a resolution ratifying and approving a purchase agreement for the property located at 5410 & 5412 Bashford Street, McFarland, WI.*
   Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to approve Resolution 2025-10, a resolution ratifying and approving a purchase agreement for the property located at 5410 & 5412 Bashford Street, McFarland, WI. Motion carries 7 - 0 - 0 by acclamation.

10. SCHEDULE NEXT MEETING DATE.

a. *Thursday, May 29, 2025 at 5:30 pm - Special Meeting*

b. *Wednesday, June 4, 2025 at 6:30 pm - Special Meeting*

c. *Tuesday, June 10, 2025 at 7:00 pm - Regular Meeting*

d. *Wednesday, June 18, 2025 at 5:30 pm - Special Meeting*

e. *Tuesday, June 24, 2025 at 7:00 pm - Regular Meeting*

11. ADJOURNMENT.
Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 10:12 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