

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, June 10, 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, Interim Police Chief Brian Redman, and Community and Economic Development Director Andrew Bremer.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

a. June 2025 Pride Month Proclamation

President Brassington read the June 2025 Pride Month Proclamation into the record.

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 27, 2025 meeting.

2) Motion to approve the minutes of the May 29, 2025 Special Village Board meeting.

3) Motion to approve the minutes of the June 4, 2025 Special Village Board meeting.

4) Motion to approve checks in the amount of \$1,106,404.62

5) Motion to approve Resolution 2025-15: A resolution approving the renewal of applications for alcohol beverage licenses for 2025-2026.

6) Motion to approve resolution #2025-11: a resolution to rescind real estate taxes on Parcel #0710-354-2526-1 due to palpable errors.

7) Motion to approve Village Ordinance 2025-04: An Ordinance to authorize fees for standby services for events as recommended by the Public Safety Committee.

8) Motion to approve resolution 2025-16: a resolution authorizing submittal of the Compliance Maintenance Annual Report for 2024 as recommended by the Public Works & Utilities Committee.

Trustee Fessler requested items 4 and 7 be removed from the consent agenda.

Motion by President Stephanie Brassington, second by Trustee Luke Fessler, to approve consent agenda items 1-3, 5, 6, and 8. 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.

Discussion and action on approving checks in the amount of \$1,106,404.62.

Trustee Fessler highlighted some of the large checks on the proposed check run.

Motion by Trustee Luke Fessler, second by President Stephanie Brassington, to approve checks in the amount of \$1,106,404.62. Motion carries 7 - 0 - 0 by acclamation.

Discussion and action on Village Ordinance 2025-04: An Ordinance to authorize fees for standby services for events as recommended by the Public Safety Committee.

Motion by Trustee Luke Fessler, second by Trustee Stephanie Brassington, to approve Village Ordinance 2025-04: An Ordinance to authorize fees for standby services for events as recommended by the Public Safety Committee with additional language added to clarify charges in appendix a are per person and per ambulance. Motion carries 7 - 0 - 0 by acclamation.

- a. *Discussion and action regarding the acceptance of the 2024 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause.*

Cassandra Chase and Olivia Drew, representatives of Baker Tilly Virchow Krause, appeared before the Village Board to present the 2024 Financial statement results.

Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, to accept the 2024 Municipal Financial Statements and Audit Results as presented by Baker Tilly Virchow Krause. Motion carries 7 - 0 - 0 by acclamation.

- b. *Sustainability & Natural Resources Committee (Trustees Peña & Leamy)*

- 1) *Discussion and action to submit a Charge Up Dane County grant application.*

Motion by Village Trustee Miguel Peña, second by Village Trustee Alisa Leamy, to

submit a Charge Up Dane County grant application. Motion carries 7 - 0 - 0 by acclamation.

c. Introduction to and discussion of the proposed McFarland 2026-2030 Capital Improvement Plan.

Village Administrator Schuenke presented the introduction to the proposed McFarland 2026-2030 Capital Improvement Plan. He noted the Village Board and Committees will take a deeper dive into the plan to provide feedback in the coming months.

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

Village Administrator Schuenke provided an update on the agreement for professional services with Short Elliot Hendrickson, Inc. for design, bidding, and construction administration of the Siggelkow Road roundabout improvements. He noted the updated version in the packet is significantly less than what was originally presented at the last meeting.

Motion by Village President Stephanie Brassington, second by Village Trustee Miguel Peña, 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. Motion carries 7 - 0 - 0 by acclamation.

e. Update and discussion regarding a proposed Cooperative Boundary Plan between the Town of Dunn and Village of McFarland.

Village Administrator Matt Schuenke provided a historical background on the process to date in the creation of the boundary agreement between the Town of Dunn and Village of McFarland. He provided an overview of the discussion and public engagement held to date, as well as changes requested by the Village and accepted by the Town. He put forth the next steps in the process is the joint meeting between the Town and Village to discuss the finalized agreement to date.

Jackie Hammond, 6060 Perrot Place, spoke in favor of preventing HWY AB from becoming a truck route.

Patrick Miles, 5410 North Pass, spoke to provide background on Highway AB and the intent of the road and to clarify the County's stance.

No action taken by the Village Board.

7. SCHEDULE NEXT MEETING DATE.

a. Thursday, June 12, 2025 at 7:00 pm - Joint Town of Dunn and Village Board Meeting

b. Wednesday, June 18, 2025 at 5:30 pm - Special Meeting - Strategic Planning

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

d. Tuesday, June 24, 2025 at 5:30 p.m. - Committee of the Whole

e. Tuesday, July 8, 2025 at 5:30 p.m. - Special Village Board Meeting - Strategic Planning

f. Tuesday, July 8, 2025 at 7:00 p.m. - Village Board Meeting - Strategic Planning

8. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 9:02 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