

VILLAGE OF MCFARLAND  
**Finance Committee Minutes**  
*Tuesday, June 24, 2025 - 4:00 PM*

**1. CALL TO ORDER, ROLL CALL.**

Village Trustee Luke Fessler called the Finance Committee meeting to order at 4:00 pm in the Community Room of the McFarland Municipal Center.

Members present: Luke Fessler, Stephanie Brassington, Kathy Annen

Members not present: N/A

Staff Present: Village Administrator Matt Schuenke, Finance Manager/Treasurer Lisa Skar

**2. PUBLIC APPEARANCES.**

- a. *This is an opportunity for members of the public to address the Finance Committee 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 Committee 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 Committee 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 Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to [finance@mcfarland.wi.us](mailto:finance@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.

**3. APPROVAL OF MINUTES.**

- a. *Motion to approve the minutes of the 5/15/25 Finance Committee meeting.*

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to approve the minutes of the May 15, 2025 Finance Committee meeting. Motion carries 3 - 0 - 0 by acclamation.

- b. *Motion to approve the minutes of the 5/20/25 Finance Committee meeting.*

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to

approve the minutes of the May 20, 2025 Finance Committee meeting. Motion carries 3 - 0 - 0 by acclamation.

**4. BUSINESS.**

*a. Discussion regarding proposed new quarterly financial summary reports.*

Village Administrator Matt Schuenke and Finance Manager/Treasurer Lisa Skar presented and discussed the proposed new quarterly financial reports. The Finance Committee discussed and shared feedback for future reports.

*b. Discussion regarding the creation of an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced.*

Village Administrator Matt Schuenke reviewed the prior debt ordinances and historical debt utilization as discussed previously at the February 20, 2025 and March 20, 2025 Finance Committee meetings. This will be discussed again at a future meeting.

*c. Discussion regarding updates to Chapter 3 (Debt Management Policy) of the Fiscal Policy Manual.*

*d. Discussion regarding updates to Chapter 2 (Budget Development Policy) of the Fiscal Policy Manual.*

Village Administrator Matt Schuenke reviewed updates to the Budget Development Policy.

**5. SCHEDULE NEXT MEETING DATE.**

*a. Thursday, July 17, 2025 at 7:00 pm.*

**6. ADJOURNMENT.**

Motion by Village Trustee Luke Fessler, second by Village Trustee Stephanie Brassington, to adjourn at 5:18 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,  
Lisa Skar  
Finance Manager/Treasurer