

VILLAGE OF MCFARLAND

**Village Board Minutes**

*Thursday, October 16, 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 Board members not present: Village Trustee Lowell J. Prill

Staff Present: Village Administrator Matt Schuenke, Deputy Administrator/Clerk Cassandra Suettinger, Interim Police Chief Brian Redman, Public Works Director Lee Igl, and Outreach Director Katie Gletty-Syoen.

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

None.

**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 September 25, 2025 regular meeting.

2) Motion to approve the minutes of the September 29, 2025 special meeting (Budget Review #1).

3) Motion to approve checks in the amount of \$750,635.02

4) Motion to approve an Event Permit Application from the Madison Curling Club for the MadTown Double Down to take place on December 4-7, 2025 with the conditions provided by Village Staff.

5) Motion to approve an Event Permit Application from Healthy Journey Chiropractic for the Halloween Parade to take place on October 18, 2025 with the conditions provided by Village Staff.

6) Discussion and action on a "Class A" liquor and Class "A" beer license for Kwik Trip Inc. D/B/A Kwik Trip 1210, Michael Mueller, Agent, for the premise at 4015 Terminal Drive, McFarland WI 53558 as recommended by the Public Safety Committee with the conditions provided.

7) Discussion and recommendation on a "Class B" liquor and Class "B" beer license for El Gallito Madison LLC, D/B/A La Penca McFarland, Josue Miranda-Lopez, Agent, for

the premise at 6115 US Highway 51, McFarland WI 53558 as recommended by the Public Safety Committee.

Motion by President Stephanie Brassington, second by Trustee Luke Fessler, to approve the consent agenda as presented. Motion carries 6 - 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.**

- a. Presentation from Safe Communities.

Cheryl Wittke, presented an overview of the partnership between Safe Communities and the Village of McFarland. Safe Communities requested the Village consider increasing its donation for the 2026 budget.

- b. Discussion regarding transition of McFarland Youth Center transitioning to youth services provided through Village operations.

Michael J. Burke, 6406 Exchange Street, spoke in support of the Village taking over the McFarland Youth Center operations.

Missy Burke, 6406 Exchange Street, spoke in support of the Village taking over the McFarland Youth Center operations.

Cherise Caradine, 5008 Valley Drive, spoke in support of the Village taking over the McFarland Youth Center operations.

Karl Thornton, 6310 Pheasant Run, spoke in support of the Village taking over the McFarland Youth Center operations.

Cyann Caradine, 5008 Valley Drive, spoke in support of the Village taking over the McFarland Youth Center operations.

Allison Schwantes, 5803 East Open Meadow, spoke in support of the Village taking over the McFarland Youth Center operations.

Katie Miller, 5212 Broadhead Street, did not wish to speak, but yielded her time to Shawn Miller.

Rebecca Stokes, 3474 Orvold Park Drive, spoke in support of the Village taking over the McFarland Youth Center operations..

Penny Symons, 2683 Bruce Parkway, spoke in support of the Village taking over the

McFarland Youth Center operations.

Sarah Rowe, 2447 CTH Rd AB, spoke in support of the Village taking over the McFarland Youth Center operations.

Melanie Ribok-Tiboris, 6307 Johnson St, spoke in support of the Village taking over the McFarland Youth Center operations.

Gus Robak Tiboris, spoke in support of the McFarland Youth Center

Jill Ruhnde, 6201 Renee Court, spoke in support of the Village taking over the McFarland Youth Center operations.

Brooke Clark, did not state address, spoke in support of the Village taking over the McFarland Youth Center operations.

Meghan Lundy, 3400 Kuehling Dr, spoke in support of the Village taking over the McFarland Youth Center operations.

Fred Bartman, 5116 N Autumn Lane, spoke in support of the Village taking over the McFarland Youth Center operations.

Teegan Bartman, 5116 N Autumn Lane, spoke in support of the Village taking over the McFarland Youth Center operations.

Molly RP, 2425 Woodland Road, spoke in support of the Village taking over the McFarland Youth Center operations.

Max Kolk, 5113 Valley drive, 5116 N Autumn Lane, spoke in support of the Village taking over the McFarland Youth Center operations.

Katelyn Ossman, 5108 Erling Avenue, spoke in support of the Village taking over the McFarland Youth Center operations.

Kallow Rose, 5108 Erling Avenue, spoke in support of the Village taking over the McFarland Youth Center operations.

Kaelyn, 5108 Erling Avenue, spoke in support of the Village taking over the McFarland Youth Center operations.

Grace Burke, 64066 Exchange Street, spoke in support of the Village taking over the McFarland Youth Center operations.

Tom Mooney, 6205 Pheasant Run, spoke in support of the Village taking over the McFarland Youth Center operations.

Cordale Wright, 4716 Dale Street, spoke in support of the Village taking over the McFarland Youth Center operations.

Moaura Donnely, 3542 East Dyreson Road, spoke in support of the Village taking over the McFarland Youth Center operations.

Nicole Ninedorf, 4716 Dale Street, spoke in support of the Village taking over the McFarland Youth Center operations.

Shawn Miller, address, spoke in support of the Village taking over the McFarland Youth Center operations.

Meghan Beckler, managing director, spoke in support of the Village taking over the McFarland Youth Center operations.

Did not want to speak, but wanted to register support

Sue Ossman, 6119 Johnson St, did not wish to speak, but wished to register support for the Village taking over the McFarland Youth Center operations.

Chad Ary, 5108 Erling Avenue, 6119 Johnson St, did not wish to speak, but wished to register support for the Village taking over the McFarland Youth Center operations.

Bertram Vaughan, 5860 Lexington Street, 6119 Johnson St, did not wish to speak, but wished to register support for the Village taking over the McFarland Youth Center operations.

Luke Larson, did not provide address, 6119 Johnson St, did not wish to speak, but wished to register support for the Village taking over the McFarland Youth Center operations.

Village Administrator Schuenke provided an overview of the Youth Services Transition. He provided the history of the discussion as well as discussions that have been had to date regarding how the McFarland Youth Center could fit into Village operations.

The Board requested staff provide an outline of the options with the relevant costs. The Board will plan to discuss the matter further at a Committee of the Whole meeting on October 28th beginning at 5 p.m.

The Board recessed at 9:45. The Board returned to open session at 9:51 p.m.

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

*1) Discussion and action on the conventional rate case for test year 2026 for submittal to the Public Service Commission.*

Motion by President Stephanie Brassington, second by Trustee Luke Fessler, to approve the conventional rate case for test year 2026 for submittal to the Public Service Commission. Motion carries 6 - 0 - 0 by acclamation.

*2) Discussion and action regarding Well 5 drilling and authorize the project for bid.*

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve Well 5 drilling and authorize the project for bid. Motion carries 6 - 0 - 0 by acclamation.

*d. Discussion and review of the 2026 Budget including the following sections:*

*1) Youth Center Fund (210).*

Village Administrator Schuenke provided an overview of the proposed 2026 Youth Center Fund (210) Budget.

*2) Debt Service Fund (300).*

Village Administrator Schuenke provided an overview of the proposed Debt Service Fund (300) Budget.

*3) Capital Projects Fund (400).*

Village Administrator Schuenke provided an overview of the proposed 2026 Capital Projects Fund (400) Budget.

*4) Parks Fund (405).*

Village Administrator Schuenke provided an overview of the proposed 2026 Parks Fund (405) Budget.

*5) Retiree Fund (700).*

Deputy Administrator/Clerk Suettinger provided an overview of the proposed 2026 Budget for the Retiree Fund (700).

**7. REQUESTS FOR REFERRAL OF NEW ITEMS.**

- a. Discussion and action on referral from Trustee Peña for the Village to study regulations surrounding e-bikes and e-scooters.

Motion by Village Trustee Miguel Peña, second by Village President Stephanie Brassington, to approve referring studying regulations surrounding e-bikes and e-scooters to the Public Safety Committee. Motion carries 6 - 0 - 0 by acclamation.

## **8. 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 employment contract for the Village Administrator position.

Motion by President Stephanie Brassington, second by Trustee Kathy Annen, to postpone this item to a future Village Board meeting.

## **9. RECONVENE INTO OPEN SESSION.**

No action taken.

## **10. ACTION ON ITEMS DISCUSSED IN CLOSED SESSION.**

- a. Discussion and action regarding an employment contract for the Village Administrator position.

No action taken.

## **11. SCHEDULE NEXT MEETING DATE.**

- a. Tuesday, October 28, 2025 at 7:00 pm - Regular Village Board
- b. Thursday, October 30, 2025 at 6:00 pm - Special Village Board (Budget Review)
- c. Thursday, November 6, 2025 at 6:00 pm - Special Village Board (Budget Review)
- d. Tuesday, November 11, 2025 at 7:00 pm - Regular Village Board
- e. Tuesday, November 25, 2025 at 7:00 pm - Regular Village Board

## **12. ADJOURNMENT.**

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 10:22 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 Village Administrator/Clerk