

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, November 11, 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, Community and Economic Development Director Andrew Bremer, Public Works Director Lee Igl, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

Public Works Director Lee Igl provided an update on Lift Station #2.

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 October 28, 2025 Village Board meeting.

2) Motion to approve the minutes of the October 30, 2025 Special Village Board meeting.

3) Motion to approve checks in the amount of \$1,043,777.16

4) Motion to approve an event permit for the McFarland Chamber of Commerce to hold the Winter Wonderland event on December 6, 2025 from 4:00 p.m. to 6:00 p.m. including the variance to have minors present where alcohol is served, with the conditions outlined by Village Staff.

5) Motion to approve various updates to the Personnel Policy Manual including recruitment and selection, administration of compensation plan, benefits, holidays, sick leave and employee conduct and disciplinary action as recommended by the Personnel Committee.

6) Motion to approve the creation of Chapter 45 of the Personnel Policy manual titled Pregnancy Workers Fairness Policy as recommended by the Personnel Committee.

7) Motion to approve Ordinance amendment 2025-11: An Ordinance providing updates to the Village Code of Ordinances regarding updates to the Tourist Rooming House

application late fees, Direct Seller Permit Updates, Mobile Food Cart fee updates and Event Permit fee Updates as recommended by the Public Safety Committee.

- 8) Motion to approve Ordinance 2025-09: An ordinance providing a permitting process for street closures as recommended by the Public Safety Committee.
- 9) Motion to approve a grant opportunity to assist the Village in funding a second K9 as recommended by the Public Safety Committee.
- 10) Motion to approve Ordinance amendment 2025-09: updates to Chapter 53 - Streets, Sidewalks and Other Public Places ordinance and Appendix A as recommended by the Public Works & Utilities Committee.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve 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 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.

Kathy Carl, 6014 Lake Edge Road, spoke in opposition to the growing number of tourist rooming houses in the permit. Kathy requested the Board consider revisiting and revising the current TRH ordinance.

6. BUSINESS.

- a. Discussion and annual update from the McFarland Food Pantry.
The McFarland Food Pantry provided an update on operations. They thanked the community for its continued support.
- b. Parks and Recreation Committee (Trustees Fessler & Leamy)
 - 1) Discussion and action regarding the award of contract for Community Park Phase 2 improvements.

Aric Ecker, 5109 Falling Leaves Lane, representative of McFarland Baseball, spoke in support of approval of awarding the contract for phase 2 of the community park project. Ryan Anderson, 6309 Hidden Farm Road, representative of McFarland Baseball, spoke in support of approval of awarding the contract for phase 2 of the community park

project.

Did not wish to speak but wished to register support of approval of awarding the contract for phase 2 of the community park project:

Hilary Marino, 3355 Siggelkow Road,
Eric Green, 5942 Oak Hollow Drive,
Susan Chandre, 4735 Bellingrath Street,
Chris Chandre, 4735 Bellingrath Street,
Tynan Heller, 5910 Running Deer Trail,
Lucas Hancock, 5963 Prairie Wood Drive,
Christine Buntello, 6018 Eagle Cove Drive,
Sarah O'Donnell, 5179 Lodgecliffe Lane
Rob Zietlow, 4824 Catalina Parkway,
Stephanie Lovell, 5702 Black Walnut Drive,

Lori Peterson, did not wish to speak, but wish to register opposition to the community park phase 2.

Village Administrator Schuenke provided an overview of the project.

Motion by Trustee Alisa Leamy, second by Trustee Luke Fessler, to accept the McKee Associates base bid and the alternate bid deduction A1 for a total cost \$2,773,200 and a total project cost of \$3,335,000 including well, septic, construction administration, and contingency as needed. Motion carries 7 - 0 - 0 by acclamation.

2) Discussion and action on a use agreement at Community Park with the McFarland Soccer Club.

Motion by Village Trustee Luke Fessler, second by Village Trustee Alisa Leamy, to approve a use agreement at Community Park with the McFarland Soccer Club. Motion carries 7 - 0 - 0 by acclamation.

3) Discussion and action on a use agreement at Community Park with the School District of McFarland.

Motion by Village Trustee Luke Fessler, second by Village Trustee Alisa Leamy, to approve a use agreement at Community Park with the School District of McFarland. Motion carries 7 - 0 - 0 by acclamation.

c. Discussion regarding community engagement to consider concepts within an Intergovernmental Agreement between the City of Madison and Village of McFarland.

Village Administrator Matt Schuenke and Community & Economic Development Director Andrew Bremer provided an overview of the proposed community engagement to consider concepts within an Intergovernmental agreement between the City of Madison and Village of McFarland.

Staff will bring forward the IGA community engagement as outlined in the packet.

d. Finance Committee (Trustees Fessler, President Brassington, & Trustee Annen)

1) Discussion and action to regarding updates to Chapter 3 (Debt Management Policy) of

the Fiscal Policy Manual.

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to approve updates to Chapter 3 (Debt Management Policy) of the Fiscal Policy Manual the change noted by the Village Administrator. Motion carries 7 - 0 - 0.

- 2) Discussion and action regarding consideration of a referral for the creation of an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced.

Motion by Village Trustee Luke Fessler, second by Village Trustee Kathy Annen, to accept the recommendation of the Finance committee to take no action on the creation of an ordinance requiring a referendum vote of the electors before certain public construction projects can be commenced. Motion carries 7 - 0 - 0 by acclamation.

7. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, November 25, 2025 at 7:00 pm - Regular Village Board
- b. Tuesday, December 9, 2025 at 7:00 pm - Regular Village Board(Possible last meeting of the year)

8. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 9:13

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