VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, December 9, 2025 - 6:00 PM

1. **CALL TO ORDER - 6:00 PM START TIME**
   Village President Brassington called the regular meeting of the McFarland Village Board to order at 6:00 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(joined at 6:45 p.m.)

   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. **CLOSED SESSION.**

   a. *Discussion and action on entering into Closed Session in accordance with Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in, specifically regarding remaining claims in the Village of McFarland vs. The Hanover Insurance Company lawsuit related to an insurance claim arising out of damaged caused by a sinkhole during construction of the Public Safety Center located at 6001 Broadhead Street.*
   Motion by Village President Stephanie Brassington, second by Village Trustee Kathy Annen, to enter into Closed Session in accordance with Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved in, specifically regarding remaining claims in the Village of McFarland vs. The Hanover Insurance Company lawsuit related to an insurance claim arising out of damaged caused by a sinkhole during construction of the Public Safety Center located at 6001 Broadhead Street at 6:05 p.m. Motion carries 6 - 0 - 0 by acclamation.

4. **RECONVENE INTO OPEN SESSION**
   Motion by Village President Stephanie Brassington, second by Village Trustee Miguel Peña, to reconvene into open session at 6:51 p.m. Motion carries 7 - 0 - 0 by acclamation.

5. **COMMENCE THE REGULAR BUSINESS PORTION OF THE MEETING - 7:00 PM**
   The Village Board commenced the regular business portion of the meeting at 7:00 p.m.

6. **PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.**
   The Board thanked the McFarland Chamber of Commerce for putting on the Winter Wonderland event.

7. **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 November 25, 2025 meeting.*

2) *Motion to approve checks in the amount of $451,098.91*

3) *Motion to appoint election inspectors for the 2026-2027 term.*

4) *Motion to approve Ordinance amendment 2025-10: An ordinance updating various fees as recommended by the Parks & Recreation Committee, Public Safety Committee and Plan Commission.*

5) *Motion to reject the bid for the Babcock Channel Water Main Crossing project as recommended by the Public Works & Utilities Committee.*

6) *Motion to accept the Siggelkow Road Traffic Study as recommended by the Public Works & Utilities Committee.*

7) *Motion to approve an agreement with SSM Health Inc. for EMS Medical Director services.*

8) *Motion to approve appointing Mary Nervig to serve on the Sustainability & Natural Resources Committee for a term ending April 30, 2027.*

9) *Motion to approve appointing CJ Behm to serve on the Public Works & Utilities Committee for a term ending April 30, 2026.*

10) *Motion to approve a service agreement with Dane County for funding to provide case management and nutrition services through the Senior Outreach Department as a Focal Point.*

11) *Motion to approve Resolution 2025-26: a resolution to amend the 2025 Budget for the Village of McFarland to transfer a portion of the IRS Elective Pay Credit funds from Capital Projects to the Debt Service Fund.*

12) *Discussion and recommendation on approval of updates the Village's Compensation and Classification Program effective January 1, 2026.*

13) *Motion to approve an update to the organizational chart for the Administration department approving the Communication Specialist position as full-time effective January 1, 2026.*

Trustee Kathy Annen requested items 4, 7 and 12 be removed from the consent agenda.

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.

8. **PUBLIC APPEARANCES.**

a. *This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. Zoom attendees wishing to speak should type their name, address, and the relevant agenda item in the Q & A feature within the online meeting platform. Zoom attendees may also register in support or opposition of an item through the Q&A feature. In person attendees 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 public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to village.clerk@mcfarland.wi.us to be included with the agenda materials.*

None.

9. **BUSINESS.**

Discussion and action on Ordinance amendment 2025-10: An ordinance updating various fees as recommended by the Parks & Recreation Committee, Public Safety Committee and Plan Commission.

Motion by President Stephanie Brassington, second by Trustee Lukee Fessler, to approve Ordinance amendment 2025-10: An ordinance updating various fees as recommended by the Parks & Recreation Committee, Public Safety Committee and Plan Commission. Motion carries 7 - 0 - 0 by acclamation.

Discussion and action an agreement with SSM Health Inc. for EMS Medical Director services.

Motion by Trustee Alisa Leamy, second by President Stephanie Brassington, to approve an agreement with SSM Health Inc. For EMS Medical Director Services contingent upon final approval from the Village Attorney. Motion carries 7 - 0 - 0 by acclamation.

Discussion and action on approval of updates the Village's Compensation and Classification Program effective January 1, 2026.

Motion by Trustee Annen, second by President Stephanie Brassington, to approve updates to the Village's Compensation and Classification program effective January 1, 2026. Motion carries 7 - 0 - 0 by acclamation.

a. *Public Safety Committee (Trustees Boyd & Peña)*

1) *Discussion and action regarding Ordinance 2025-13: an ordinance regulating the usage of E-scooters in the Village.*

Motion by Village Trustee Ken Boyd, second by Village Trustee Miguel Peña, to approve Ordinance 2025-13: an ordinance regulating the usage of E-scooters in the Village. Motion carries 7 - 0 - 0 by acclamation.

2) *Discussion and action to approve automated license plate reader technology for the Police Department including consideration for departmental policy on its utilization.*

Tom Mooney, 6205 Pheasant Run, spoke in opposition to the automated license plate reader technology for the Police Department, including consideration for departmental policy on its utilization.

Police Chief Brian Redman presented the updated ALPR Technology policy and discussions by the Public Safety Committee.

REquire Village board approval for placement of cameras
Require PSC and VB approval of changes to policy.

Motion by Trustee Ken Boyd, discussion became the second, to approve automated license plate reader technology for the Police Department including consideration for departmental policy on its utilization.

Motion by Trustee Fessler, second by Trustee Pena, to approve automated license plate reader technology for the Police Department, including consideration for a departmental policy on its utilization, with the condition that approval be provided for placement of the cameras and any changes to the ALPR policy must go through the Public Safety Committee and Village Board. Motion to amend the motion passes 7 - 0 - 0 by acclamation. The amended motion passes 7 - 0 - 0 by acclamation.

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

1) *Discussion and action regarding the award of contract for the 2026 Stormwater Maintenance project.*
Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to the award of contract for the 2026 Stormwater Maintenance project to Integrity Grading and Excavating of Schofield, WI in the amount of $394,200. Motion carries 7 - 0 - 0 by acclamation.

2) *Discussion and action regarding the award of contract for the Holscher Water Tower repainting project.*
Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, to award the proposal to L.C. United Painting Co. Inc, of Sterling Heights, Michigan for the repainting of the Holscher Water Tower including the base cost of $236,000.00 and additive proposals A-2, A-3, A-4, and A-5 for a total of $284,500.00 and a total project cost of $350,625.00. Motion carries 7 - 0 - 0 by acclamation.

3) *Discussion and action for the award of contract for Well 5 drilling.*
Motion by Village President Stephanie Brassington, second by Village Trustee Lowell J. Prill, for the award of contract to Municipal Well and Pump of Waupun for Well 5 well drilling, including the base bid of $443,518.30 and supplemental bid of $1,620.00 for a total of $445,138.30. Motion carries 7 - 0 - 0 by acclamation.

c. *Discussion and presentation of the redesigned 2025 payable 2026 property tax insert.*
Village Administrator Matt Schuenke and Communications Manager Melanie Camelia presented the redesigned 2025 payable 2026 property tax insert. Village Board members provided feedback on the proposed insert.

10. SCHEDULE NEXT MEETING DATE.

a. *Tuesday, January 13, 2026 at 7:00 pm - Regular Village Board*

b. *Tuesday, January 27, 2026 at 7:00 pm - Regular Village Board*

11. ADJOURNMENT.

Motion by Village Trustee Luke Fessler, second by Village Trustee Miguel Peña, to adjourn at 8:57 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