

VILLAGE OF MCFARLAND

Village Board Minutes

Tuesday, January 13, 2026 - 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, Communications Manager Melanie Camelia, Community and Economic Development Director Andrew Bremer, and Fire/EMS Director Chris Dennis.

3. PUBLIC ANNOUNCEMENTS, COMMUNICATIONS, AND PROCLAMATIONS.

- a. Madison-McFarland Intergovernmental Agreement - April Hills Neighborhood Public Information Meeting on Wednesday, January 21, 2026 at 6:00 pm.
- b. Madison-McFarland Intergovernmental Agreement - Secret Places Neighborhood Public Information Meeting on Wednesday, January 28, 2026 at 6:00 pm.

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 December 9, 2025 meeting.
- 2) Motion to approve the minutes of the January 7, 2026 Special Village Board meeting.
- 3) Motion to approve checks in the amount of \$7,167,563.72
- 4) Motion to approve appointing Julie Wilcke to serve as an Election Inspector for the 2026-2027 term.
- 5) Motion to approve appointing Mary Ann Picone to serve on the Public Safety Committee for a term ending April 30, 2026.
- 6) Motion to approve appointing Glenn Schwab to serve on the Sustainability & Natural Resource Committee for a term ending April 30, 2027.

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 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.

6. BUSINESS.

- a. Discussion and action on Resolution 2026-01: a resolution to join the Renew the Blue Council with the Clean Lakes Alliance.

Motion by Village President Stephanie Brassington, second by Village Trustee Miguel Peña, to approve Resolution 2026-01: a resolution to join the Renew the Blue Council with the Clean Lakes Alliance. Motion carries 7 - 0 - 0 by acclamation.

- b. Presentation and discussion regarding the installation of two small cell site towers within the Village.

Mike Reeve, Senior Project Manager for Ramaker, provided an overview of the proposal to install two small cell sites within the Village. Administrator Schuenke reported the Village does not have any approval over the project and the item is presented for discussion and information purposes only.

- c. Diversity, Equity, and Inclusion Committee (Trustees Peña & Annen)
Parks & Recreation (Trustees Fessler and Leamy)

- 1) Discussion and action regarding an inventory of gender neutral public restrooms available through Village facilities.

Motion by Village Trustee Luke Fessler, second by Village Trustee Miguel Peña, to accept the inventory of gender-neutral public restrooms available through Village facilities. Motion carries 7 - 0 - 0 by acclamation.

- d. Discussion and action on proposed Chapter 3 of the Village policy manual titled Public Notification Policy.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to approve the proposed Chapter 3 of the Village policy manual titled Public Notification Policy. Motion carries 7 - 0 - 0 by acclamation.

- e. Plan Commission (President Brassington & Trustee Fessler)

- 1) Discussion and action to approve Ordinance 2025-08: an ordinance making various amendments to Chapter 2, Chapter 23, Chapter 56, Chapter 62 and Appendix A of the Municipal Code concerning public notification requirements.

Motion by Village Trustee Luke Fessler, second by Village Trustee Miguel Peña, to approve Ordinance 2025-08: an ordinance making various amendments to Chapter 2, Chapter 23, Chapter 56, Chapter 62 and Appendix A of the Municipal Code concerning public notification requirements with the changes noted. Motion carries 7 - 0 - 0 by acclamation.

7. REQUESTS FOR REFERRAL OF NEW ITEMS.

- a. Discussion and action on a referral from President Brassington and Trustee Fessler to refer creating a plan to engage with the community regarding the east side development plan.

Motion by Village President Stephanie Brassington, second by Village Trustee Luke Fessler, to refer creating a plan to engage with the community regarding the east side development plan to a joint Plan Commission and Community Development Authority meeting. Motion carries 7 - 0 - 0 by acclamation.

- b. Discussion and action on a referral from Trustee Leamy to review the Village's Tourist Rooming House Ordinance.

Motion by Village Trustee Alisa Leamy, second by Village President Stephanie Brassington, to approve a referral for the Public Safety Committee to review Village's Tourist Rooming House Ordinance. Motion carries 7 - 0 - 0 by acclamation.

8. SCHEDULE NEXT MEETING DATE.

- a. Tuesday, January 27, 2026 at 7:00 pm - Regular Village Board
- b. Tuesday, February 10, 2026 at 5:30 pm - Joint Village Board & Sustainability and Natural Resource Meeting.
- c. Tuesday, February 10, 2026 at 7:00 pm - Regular Village Board

9. ADJOURNMENT.

Motion by Village Trustee Miguel Peña, second by Village Trustee Luke Fessler, to adjourn at 9:15 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