

**Village of Cambridge  
Board of Trustees  
Tuesday, January 25, 2022  
6:30 p.m.**

*Due to the increase in COVID 19 cases in Dane County, we are returning to Virtual Meetings. You will be able to join the meeting any time after 6:20 p.m. Members of the Village Board and the public may attend by:*

Join the online meeting: <https://join.freeconferencecall.com/cbrynwood>

Online meeting ID: cbrynwood

Access Code: 7002706

Dial-in number: 602-580-9264

**Village Board Agenda**

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Appearances:**
- 5. Approval of Consent Agenda:**
  - a. Village Board Minutes: January 11, 2022
  - b. Water and Sewer Committee: January 18, 2022
- 6. Reports:**
  - a. Presidents Report
  - b. Library Board: January 12, 2022
  - c. Village Office Updates: Administrator/Clerk Moen
- 7. Bills**
- 8. New Business:**
  - a. Discussion and Possible Action Regarding TIF Feasibility Study – Westgate Partners
  - b. Discussion and Possible Action Regarding Approval for Borrowing for Recently Purchased Equipment – Plow Truck, Leaf Vac and F650.
  - c. Discussion and Possible Action Regarding Cable Commission Membership
- 9. Unfinished Business:**
  - a. Stormwater Management Update: Jason Tuggle, Dane County
  - b. Discussion and Possible Action Regarding Proposed Real Estate Transaction Agreement Relating to Easements for Bike Trail
  - c. Discussion and Possible Action Regarding Hiring of Law Firm for Village of Cambridge: Recommendation from Subcommittee
  - d. Koshkonong Solar Update
  - e. Fire Commission Update
- 10. Correspondence:**
- 11. Upcoming Meetings:** January 26, Economic Development; January 26, Public Works; February 8, Joint Law Enforcement; February 8, Village Board; February 14, Plan Commission; February 15, Water and Sewer; Personnel Committee TBD

## **12. Questions, Referrals to Staff or Future Agenda Items:**

- a. Right of Way Ordinance

## **13. Adjournment**

Lisa Moen, Administrator/Clerk/Deputy Treasurer

- 1) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 608- 423-3712.
- 3) Final Village Board agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office and Hometown Bank and Village of Cambridge Web site at [www.ci.cambridge.wi.us](http://www.ci.cambridge.wi.us).

**Village of Cambridge Board of Trustees  
Amundson Community Center, Community Room  
200 Spring Street  
Tuesday, January 11, 2022, 6:30 p.m.**

*THIS IS AN IN-PERSON MEETING. DUE TO INCREASE CASES OF COVID 19 AND ITS VARIANTS, DANE COUNTY HAS REINSTATED A MASK MANDATE SO MASKS WILL BE REQUIRED AT THE MEETING. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!*

**Village Board Minutes**

- 1. Call to Order/Roll Call:** President McNally called the meeting to order at 6:35 p.m. Members present: Trustees Kumbier, Wittwer, Franklin, Rose, and President McNally. Absent Trustee Galler & Schaefer Weiss. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Kris Breunig; Blake Sollenberger; Andrea Masotti; Tim Phelps & Brenda Newman; Sean Dotson, Nick Maas, Dancing Goat; Jane Landretti; Stafford Rosenbaum; Brian Roemer, Ehlers.
- 2. Pledge of Allegiance**
- 3. Proof of Posting:** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website.
- 4. Public Appearances:**
  - 1) Carol Sapienza: Quarterly Update Jefferson County Tourism: Jefferson County has partnered with Discover Wisconsin for a three-year contract. Jefferson Speedway will be aired on TV in September. The Beer Cave will also be acknowledged. In the third year will be the arts, with Rowe Pottery and Fire Fest, and the Dancing Goat. Their website and social media is doing very well. Are doing blogs, and last one was about the Cam Rock and Fat tire biking. Sending out a newsletter to 7,400 residents. Working on the printed guide, printing in February, distributed in March. Thanked Kris Breunig and his crew for their help with the Lions Club Christmas Decorations. President McNally questioned what channel the 60 seconds commercial will air on. Ms. Sapienza stated she will get back to him on the exact channel.
  - 2) Nick Maas, Dancing Goat Distillery, stated that he wanted to take this opportunity to speak to the board because it has been difficult as he has requested to be placed on agendas and he isn't. He stated he is not willing to wait for the village to decide what type of meter to use and he is ready to truck in water.
  - 3) Tim Phelps and Brenda Newman, 716 Kenseth Way, spoke regarding the drainage issues. Attorney Landretti advised them to file a claim. Brenda Newman stated that this is a community issue and wants to know what will happen and if the village has spoken with Vulcan. Attorney Landretti stated these are public comments, not a question and answers session. Trustee Franklin stated this topic is on the agenda and will be discussed later in this meeting. Nick Maas questioned how are the citizens supposed to get their questions answered? Attorney Landretti stated these board meetings need to have more decorum and there can't be a free for all. Public Comment is for residents to voice their concerns.
  - 4) Andrea Masotti, 705 Vineyard Crossing, stated the house on one side of her home is 2 feet higher than hers and water runoff will drain into her home. There have been changes in the grading.
  - 5) Blake Sollenberger, 711 Kenseth Way, thanked Mark and Lisa for getting the stormwater

update on the agenda for discussion. Per the ordinance that the village engineer can issue a stop work order. The captive pond has heightened elevation. He stated that there is still a fight with Koshkonog Solar that will impede the growth of the village. He also stated that 2022 is not the year to place the fire department's referendum on the ballot.

- 6) Sean Dotson, Dancing Goat Distillery, questioned the role of Attorney Landretti who or what she is representing.
- 7) Dean Lund: The village attorneys have done a wonderful job with filing the objections for the solar project

#### 5. Approval of Consent Agenda:

- a. Village Board Minutes: December 14, 2021
- b. Water and Sewer Committee: December 21, 2021

*Trustee Kumbier made a motion to approve the consent agenda with grammatical changes, seconded by Trustee Franklin. Motion Carried 5-0.*

#### 6. Reports:

- a. **Presidents Report:** President McNally stated a resident spoke with him regarding their trash was not picked up and that they called Vicki and Vicki had them come back and get the trash.
- b. **Village Office Updates:** Administrator/Clerk Moen stated been very busy in the office. Tax bills went out and are now being collected. January's settlement had 56% collected in Jefferson County and 46% collected from Dane County. Numerous ongoing projects, year-end reports.

#### 7. Bills

- a. **Current bills:** Treasurer Brynwood stated the 1<sup>st</sup> Round of checks were in the amount of \$44,457.39 and the second round of \$ 13,601.20 totaling \$58,058.59.
- b. **Bills from December:** Treasurer Brynwood stated the bills ran in December were \$17,724.73.

*Trustee Wittwer made a motion to approve the bills, seconded by Trustee Rose. President McNally questioned the checks that were issued for overpayments of property taxes. Treasurer Brynwood explained that residents wanted their bill paid by December 31, 2021, so they pay it, then their escrow company sent a check as well. So, the overpayment is paid back to the homeowner. Motion Carried on a roll call vote. 5-0.*

#### 8. New Business:

*Trustee Rose made a motion to move item 9.c. up in the agenda to discuss in conjunction with item 8. a., seconded by Trustee Franklin. Motion carried.*

- a. **Discussion and Possible Action Regarding Additional Funds for Attorney Fees: Koshkonog Solar:** Hearing is the 19<sup>th</sup> of January and responses due by the end of February. Will know more about where the solar project stands by the end of February. Trustee Rose stated that \$30,000 additional funds for attorney fees should be sufficient to get us through the PSC process.

*Trustee Kumbier made a motion for additional \$30,000 for Attorney Fees for to move forward with PSC proceeding with Koshkonog Solar, seconded by Trustee. Motion Carried on a roll call vote.*

- b. **Discussion and Possible Action Regarding Additional Funds for Barbara Goeckner Contract:** Ms. Goeckner has been cleaning out the old offices and has destroyed 23 boxes of documents per the state guidelines. Trustee Kumbier stated that we need someone qualified, like Barb, to do this. Trustee Rose questioned the amount and what her rate was. Administrator/Clerk Moen proposed not to exceed \$5,000 rate of \$35.00 per hour.

*Trustee Kumbier made a motion to approve Ms. Goeckner to continue cleaning out old office for an amount not to exceed \$5,000.00, seconded by Trustee Franklin. Trustee Franklin questioned if this would get this project done? Administrator Moen stated yes it would. Motion Carried on a roll call vote 4-1. President McNally voted in the negative.*

## **9. Unfinished Business:**

- a. **Stormwater Management Update:** Attorney Landretti gave an update on stormwater issues, highlighting what responsibilities and actions are appropriate for residents, the Village and the County.
- b. **Discussion and Possible Action Regarding \$6.3 Million Referendum Question for Fire Station:** Discussion regarding the amount of the referendum, information we have received, costs, and the need to have residents decide. Brian Roemer from Ehlers presented numbers for the Village Board. Our share, including costs to go out for bond would be \$1,640,000. For homeowners, the average over the life of the loan would be \$43.82 per \$100,000.

*Trustee Kumbier made a motion to approve placing an advisory referendum on the April 5, 2022, ballot for \$6.2 million for the addition and remodel of the Fire Station, with the Village's share being \$1.64 million, seconded by Trustee Franklin. Motion carried.*

- c. **Koshkonong Solar Update:** Update was given earlier in the meeting, under item 8a.
- d. **Create a Subcommittee to Review Responses to Attorney RFP:** Administrator Moen suggested Trustee Rose (Chair of Police and Fire), Trustee Schaefer Weiss (Chair of Personnel) and President McNally to review RFPs for Village Attorney.

*Trustee Rose made a motion to create a subcommittee to review the RFP responses, to consist of Trustee Rose, Trustee Schaefer Weiss, and President McNally, seconded by Trustee Franklin. Motion carried.*

## **10. Correspondence:** None

**11. Upcoming Meetings:** January 12, Library Board; January 18, Water and Sewer; January 25, Village Board; February 8, Joint Law Enforcement; February 8, Village Board; February 14, Plan Commission; February 15, Water and Sewer; Public Works and Economic Development TBD

## **12. Questions, Referrals to Staff or Future Agenda Items:**

- a. Need to schedule a cable meeting
- b. Review of the At Home agreement
- c. Right of Way Permit
- d. Schedule subcommittee meeting with Oakland regarding Blue Jay Way

**13. Adjournment** Trustee Kumbier made a motion to adjourn, seconded by Trustee Wittwer. President McNally adjourned the meeting at 8:50

**CAMBRIDGE WATER, SEWER AND STORMWATER COMMITTEE  
AMUNDSON COMMUNITY CENTER  
200 SPRING STREET – COMMUNITY ROOM  
MINUTES  
6:30 PM  
JANUARY 18, 2022**

*THIS IS AN IN-PERSON MEETING. DUE TO INCREASE CASES OF COVID AND ITS VARIANTS, DANE COUNTY HAS REINSTATED A MASK MANDATE SO MASKS WILL BE REQUIRED AT THE MEETING. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!*

1. **Call to Order/Roll Call:** Ted Kumbier called the meeting to order at 6:33pm. Members present: Larry Gunseor, Chuck Franklin, Steve Struss, and Ted Kumbier. Members absent: Blake Sollenberger. Others present: Nick Maas, Mike Reiber, and Sean Dotson from Dancing Goat Distillery. Dan Greve, and Joe DeYoung from MSA. Andy Swalheim, Angela Swalheim, Steve Swalheim, Becky Borchardt, Georgette Asmussen, and Mark McNally Village President.
2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Cambridge Post Office, and the Village Website.

**3. Approval of consent agenda**

- a. Meeting Minutes from 12-21-2021

*Franklin made a motion to accept the consent agenda as presented. Gunseor seconded the motion. Motion carried on a 4-0 vote.*

**4. Approval of Bills**

*Struss made a motion to accept the bills in the amount of \$154,86.54 Franklin seconded the motion. Motion carried on a 4-0 roll call vote.*

**5. Reports**

- a. Utility Clerk: I am busy in the office doing regular duties as well as taking tax payments and dog licenses. There was an error with double bills going out this month. I spoke to ABT Mailcom about this. They said I sent the file twice. I was not aware that happened. I did offer to pay for the extra postage fee but was told that mistakes happen.
- b. Director of Public Works: Breunig did not attend due to Covid.

**6. Old Business:**

- a. Discussion and Possible Action Regarding Swalheim (309 E. North St) Prior High-Water Usage-Return Per Committee Request: I went over the memo from the packet with the Committee. The water meter was sent in to be tested and came back faulty. This was after the Water Department told Swalheim the problem was not the meter. The Committee said they wanted to see the usage after the new meter was installed. After 6 months of meter readings with the new meter, the average usage is 1000gallons per month. They decided on a sewer credit.

*Struss made a motion to give Swalheim a sewer credit in the amount of \$1,067.31. Franklin seconded the motion. Motion carried on a 4-0 roll call vote.*

**b. Update on Water System Maintenance:**

1. **Media Replacement Update:** Administrator Moen updated the Committee in Director Breunig's absence. Moen said the Media has been replaced and the system is back online. Also, we have received clean test results from the state. There was question if the color of the water has changed. Franklin said the color is currently blue and a definite improvement.
- c. Discussion and Possible Action Regarding Well #3 Water Treatment Facilities:** Dan Greve told the Committee that the preliminary site plan, floor plan, and exterior elevations for the Water Treatment Building. Preliminary exterior elevations of the renovated #3 Wellhouse. Materials for construction were discussed. There was discussion of brick veneer with stone cap and accent engineered wood siding instead of split block masonry for the Water Treatment Building. The brick veneer with stone cap and accent would be easier for long-term maintenance. There was discussion of adding a couple more windows to the new renovation. Greve told the Committee that in-floor radiant heating would be approximately \$17,000 additional cost. The members each decided that it was not necessary to have.
- d. Discussion and Possible Action Regarding SCADA System Replacement:** Greve said MSA suggests the cost of the new SCADA system be incorporated into the Well #3 Project. The total cost of the SCADA will be around \$100,000. There was discussion about using cell phones instead of radios. Radio based telemetry is what MSA recommends. It was discussed that the lifespan of a SCADA system is between 5-10 years. Committee member Franklin asked about tablets being an option as well. Franklin wants to check into the cell phone option further Kumbier recommended that we coordinate our SCADA system with the COWC SCADA.
- e. Discussion and Possible Action Regarding Generator at Well #3:** Greve said MSA gave a preliminary cost for the generator and automatic transfer switch to handle all electrical loads at Well #2. With the recommendation that this work be incorporated into Well #3 project. Adding this to the Well #3 Project would be a considerable savings for the Village. There had been a smaller generator option discussed, but they realized it would have too many limitations.
- f. Discussion and Possible Action Regarding Camera Purchase:** The Committee was told that Director Breunig talked to Dave Magnussen from MSA about televising. We should consider the benefits of contracting the work out. DeYoung said to expect approximately \$1.50 a foot to have the work done for the Village. MSA said the televising could be split up over several years. And I&I study would be done to see where to begin televising.
- g. Discussion and Possible Action Regarding Dancing Goat Effluent Meter:** MSA Report: Greve told the Committee that low flows of wastewater are impossible to meter accurately when flowing by gravity. MSA continued by saying gravity flow can be measured by ultrasonic or radar device to measure the depth of flow upstream of a weir or flume in the sewer pipe. Another option, low flows of wastewater can be measured by a magmeter located in a manhole downstream of a wastewater pump station through which a small diameter pump discharge pipe flow. The cost of one of these options would be around \$75,000. Maas said that the Dancing Goat would not pay for this system. The Dancing goat was asked to provide documentation and their best estimate

of water that does not go down the sewer. We will be looking at figuring out how to give the Dancing Goat a sewer credit.

- h. Update on F650 Truck Purchase: Administrator Moen said that some of the DPW staff likes the new truck, and some don't like the truck. The committee discussed that something smaller may be better. Maas from the Dancing Goat said he would like to look at the truck and see if he may want to buy the F650.

*Struss made a motion to preauthorize up to \$40,000 for a different truck if the DPW found something else that would meet their needs better. The truck will need to have a mechanic inspection done. Kumbier seconded the motion. Motion carried on a 4-0 roll call vote.*

#### **7. New Business:**

- a. Update on Tonka Water Maintenance on Well #2: Table until February meeting.
- b. Discussion and Possible Action Regarding Material Safety Data Sheets for Businesses in the Village/Notification of Cleaning Cycles: Administrator Moen told the Committee that the COWC had questions about the MSDA sheets. Moen said the DPW will have to go around the Village and ask for these sheets from businesses they need the data from.

Mike Reiber from the Dancing Goat said he has put a plan in place with Steve Sainsbury to get all the information needed.

- c. Discussion Regarding COWC Updates as a Recurring Agenda Item: Administrator Moen asked COWC members Kumbier, and Struss to give a monthly update of the COWC meetings at our monthly Water & Sewer meetings. They agreed to give the update each month.

- 8. **Public Comment:** Nick Maas from the Dancing Goat would like to put the Water System Maintenance Agreement on the next agenda.

#### **9. Questions, Referrals to Staff or Future Agenda Items:**

1. Generator
2. Water System Maintenance Agreement
3. Dancing Goat Wastewater Usage
4. SCADA System
5. Tonka Water Quote

#### **10. Adjournment:**

*Struss made a motion to adjourn the meeting. Kumbier seconded the motion. Kumbier adjourned the meeting at 8:32pm.*

*Vicki Redford*

a) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.

b) More specific information about agenda items may be obtained by calling 608-423-3712.

c) A quorum of the Water & Sewer committee will attend this meeting for the purpose of gathering information relevant to their responsibilities as Water & Sewer committee members.

d) Final Agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Hometown Bank and Village of Cambridge Web site at [www.ci.cambridge.wi.us](http://www.ci.cambridge.wi.us)



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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:  
Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	1/25/2022	ALLIANT ENERGY/WP&L	
#370181			
100-00-51600-220-000		MUN BLDG - UTILITIES	1,010.44
#370181	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	37.40
#724411	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	53.89
#570605	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	122.83
#938022	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	34.06
#923952	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	36.10
#1611869258	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	42.46
#252381	1/14/2022		
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	634.87
#034153	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	12.54
#480381	1/14/2022		
100-00-53420-000-000		STREET LIGHTS	19.43
#543106	1/14/2022		
100-00-55200-220-000		PARK UTILITIES	36.99
#0335194619	1/14/2022		
100-00-55200-220-000		PARK UTILITIES	18.80
#69591 VETERANS PARK	1/17/22		
		Total	2,059.81

1/25/2022 ALLIANT ENERGY/WP&L

300 WATER ST PUMP HOUSE

600-00-53700-821-000		POWER PURCHASED FOR PUMPING	710.18
300 WATER ST PUMP HOUSE	399442		
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	138.04
SKOGEN RD WELL #3	17628		
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	1,358.34
WELL #2	396761		
600-00-53700-821-000		POWER PURCHASED FOR PUMPING	94.57
12 & 18 LIFT STATION	014422		

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	79.89
#371292	134	WTR TOWER	1/14/2021
<b>Total</b>			<b>2,381.02</b>

1/25/2022 BOARD OF COMMISSIONERS OF PUBLIC LANDS

#02017095.01

110-00-58100-000-000		PRINCIPAL LONG TERM DEBT	8,771.74
#02017095.01			19736
110-00-58200-000-000		INTEREST LONG TERM DEBT	5,923.27
#02017095.01			19736
110-00-58100-000-000		PRINCIPAL LONG TERM DEBT	23,393.28
#02017096.01			19736
110-00-58200-000-000		INTEREST LONG TERM DEBT	13,191.99
#02017096.01			19736
<b>Total</b>			<b>51,280.28</b>

1/25/2022 CAMBRIDGE ACE HARDWARE

BATTERY FOR GARAGE DOOR

Previous Year Expense

100-00-53311-810-000		PUBLIC WORKS - EQUIP DEPREC	4.99
BATTERY FOR GARAGE DOOR		A213128	
100-00-53311-350-000		PUBLIC WORKS - EQUIP/VEHIC REP	6.99
COUPL HOSE		A213129	
100-00-53311-390-000		PUBLIC WORKS - MISC	16.30
FASTENERS		A213164	
100-00-53311-390-000		PUBLIC WORKS - MISC	5.98
KEYS CUT		A213232	
100-00-53311-340-000		PUBLIC WORKS - SHOP SUPPLIES	62.97
PAINT FOR GARAGE		A213506	
100-00-53311-393-000		PUBLIC WORKS - STREET PAINT	74.97
PAINT FOR GARAGE		B113469	
100-00-53311-340-000		PUBLIC WORKS - SHOP SUPPLIES	11.18
LIGHT BULBS		A213837	
100-00-53311-340-000		PUBLIC WORKS - SHOP SUPPLIES	74.97
PAINT FOR GARAGE		B113741	
100-00-53311-391-000		PUBLIC WORKS - ROAD SALT	4.99
STENCIL FOR SALT BINS		B113763	
<b>Total</b>			<b>263.34</b>

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1/25/2022 CAMBRIDGE ACE HARDWARE			
SALT SOFTNER & PLASTIC PAIL		Previous Year Expense	
150-00-55110-310-000	LIB - OFFICE SUPPLY		30.46
	SALT SOFTNER & PLASTIC PAIL	B111724	
Total			30.46
1/25/2022 CAMBRIDGE FIRE COMMISSION			
CAMBRIDGE SHARE FIRE/EMS 2022 1ST QTR			
100-00-52200-290-000	FIRE/EMS - VILLAGE SHARE		47,754.28
	CAMBRIDGE SHARE FIRE/EMS 2022 1ST QTR	1ST QUARTER PMT	
Total			47,754.28
1/25/2022 Cambridge Gas			
PW FUEL DEC 2021		Previous Year Expense	
100-00-53311-370-000	PUBLIC WORKS - FUEL		433.32
	PW FUEL DEC 2021	1211	
100-00-52100-370-000	POLICE - SQUAD GAS/OIL		95.11
	POLICE FUEL DEC 2021	1210	
Total			528.43
1/25/2022 CHARTER COMMUNICATIONS			
8245116840002960			
500-00-53700-681-200	TELEPHONE EXPENSE		53.75
	8245116840002960	1/12/2022	
600-00-53700-851-400	TELEPHONE EXPENSE		53.74
	8245116840002960	1/12/2022	
100-00-53311-220-000	PUBLIC WORKS - UTILITY & PHONE		53.75
	8245116840002960	1/12/2022	
100-00-52100-310-000	POLICE - INTERNET		53.74
	8245116840002960	1/12/2022	
Total			214.98
1/25/2022 COMPUTER MAGIC, INC			
MONTHLY SUPPORT JAN 2022			
100-00-51420-280-000	ADMIN - COMPUTER MAINT/REPAIR		626.00
	MONTHLY SUPPORT JAN 2022	6297	
500-00-53700-681-300	COMPUTER SUPPORT		313.00
	MONTHLY SUPPORT JAN 2022	6297	

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
600-00-53700-842-000		TECHNOLOGY EXPENSES	313.00
		MONTHLY SUPPORT JAN 2022	62.97
<b>Total</b>			<b>1,252.00</b>

1/25/2022 DANE CO. CITIES/VILLAGES ASSOCIATION

2022- DCCVA DUES

100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE	885.00
		2022- DCCVA DUES	2022
<b>Total</b>			<b>885.00</b>

1/25/2022 DANE COUNTY TREASURER (LAND CONSERVATION)

EROSION CONTROL PERMIT# 2021-01 CAM ROCK Previous Year Expense

200-00-57620-800-000		BIKE TRAIL EXPENSES	24.31
		EROSION CONTROL PERMIT# 2021-01 CAM ROCK CAM1221	
100-00-56700-210-000		PLANNING - CONSULTING FEES	226.88
		STORMWATER MGMT & EROS CONTROL CAM1221	
<b>Total</b>			<b>251.19</b>

1/25/2022 DANE COUNTY TREASURER - COURT FINES

COURT FINES Previous Year Expense

100-00-45100-000-000		COURT FINES/PENALTIES	70.00
		COURT FINES	DEC 2021
<b>Total</b>			<b>70.00</b>

1/25/2022 FRONTIER

423-3772- VILLAGE HALL

100-00-51420-221-000		ADMIN - TELEPHONE	80.95
		423-3772- VILLAGE HALL	12/28/2021
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	65.15
		ACCT #608 423 4844 - DPW GARAGE	12/28/2021
500-00-53700-681-200		TELEPHONE EXPENSE	40.47
		WATER FAX	12/28/2021
600-00-53700-851-400		TELEPHONE EXPENSE	40.47
		Sewer FAX	12/28/2021
<b>Total</b>			<b>227.04</b>

1/25/2022 GRAMS, TROY M

2021 TAX OVERPAYMENT

100-00-51920-000-000		TAX REFUNDS	4,541.25
		2021 TAX OVERPAYMENT	268

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
<b>Total</b>			<b>4,541.25</b>
1/25/2022 HARKER HEATING & COOLING INC. WATER FLOW ISSUES AT 3 WAY VALVE			
150-00-55110-240-000		LIB BUILDING MAINT & REPAIR WATER FLOW ISSUES AT 3 WAY VALVE 1046066	660.00
<b>Total</b>			<b>660.00</b>
1/25/2022 HOLDEN, CALVIN J. 2021 TAX OVERPAYMENT			
100-00-51920-000-000		TAX REFUNDS 2021 TAX OVERPAYMENT 540	2,150.04
<b>Total</b>			<b>2,150.04</b>
1/25/2022 JARLSBERG, DEE CLEANING FOR LIBRARY 1/3/22- 1/14/22			
150-00-55110-240-000		LIB BUILDING MAINT & REPAIR CLEANING FOR LIBRARY 1/3/22- 1/14/22	256.25
<b>Total</b>			<b>256.25</b>
1/25/2022 JEFFERSON COUNTY ECON. DEV. CONSORTIUM 2022 CONSORTIUM FEES			
100-00-51420-320-000		ADMIN - SUBSCR/PRINTING 2022 CONSORTIUM FEES 2022 FEES-V-CAMBRIDGE	160.50
<b>Total</b>			<b>160.50</b>
1/25/2022 KORNSTEDT, CAROL INTERNET - COURT EXP Previous Year Expense			
100-00-51200-390-000		COURT - SUPPLY & EXPENSE INTERNET - COURT EXP DEC 2021	35.00
<b>Total</b>			<b>35.00</b>
1/25/2022 LEAGUE OF WISCONSIN MUNICIPALITIES 2022 MEMBERSHIP DUES			
100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE 2022 MEMBERSHIP DUES	961.31
<b>Total</b>			<b>961.31</b>
1/25/2022 MUNICIPAL PROPERTY INSURANCE COMPANY 1/1/2022 -1/01/2023 POLICY- VILLAGE HALL			

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Dated From: 1/25/2022 From Account:  
 Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51930-510-000	1/1/2022	INSURANCE - PROPERTY -1/01/2023 POLICY- VILLAGE HALL ACCT# 40000362	2,756.65
150-00-55110-510-000	1/1/2022	LIB - INS PROPERTY -1/01/2023 POLICY - LIBRARY ACCT# 40000362	3,406.18
500-00-53700-684-000	1/1/2022	INSURANCE EXPENSE -1/01/2023 POLICY ACCT# 40000362	3,933.58
600-00-53700-853-000	1/1/2022	INSURANCE EXPENSE -1/01/2023 POLICY ACCT# 40000362	913.60
100-00-55200-390-000	1/1/2022	PARK/PLAYGROUND SUPPLIES -1/01/2023 POLICY - PARK ACCT# 40000362	1,148.03
800-00-58100-689-000	1/1/2022	MISCELLANEOUS EXPENSE -1/01/2023 POLICY ACCT# 40000362	150.00
100-00-51930-510-000	1/1/2022	INSURANCE - PROPERTY -1/01/2023 POLICY - DPW ACCT# 40000362	604.96
<b>Total</b>			<b>12,913.00</b>

1/25/2022 OTIS ELEVATOR COMPANY  
 MTC SERVICE 1/1/22 - 3/31/22

100-00-51600-240-000		MUN BLDG - MAINT & REPAIR MTC SERVICE 1/1/22 - 3/31/22 100400504814	281.49
<b>Total</b>			<b>281.49</b>

1/25/2022 PITNEY BOWES - EASYPERMIT POSTAGE

Previous Year Expense

100-00-51200-390-000		COURT - SUPPLY & EXPENSE METER REFILL DEC 2021 8000-9090-596-7588	10.00
100-00-51420-311-000		ADMIN - POSTAGE METER REFILL DEC 2021 - PROPERTY TAXES 8000-9090-596-7588	292.28
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE METER REFILL DEC 2021 8000-9090-596-7588	50.00
150-00-55110-311-000		LIB - POSTAGE METER REFILL DEC 2021 8000-9090-596-7588	15.00
500-00-53700-681-100		POSTAGE METER REFILL DEC 2021 8000-9090-596-7588	25.00
600-00-53700-851-300		POSTAGE EXPENSE METER REFILL DEC 2021 8000-9090-596-7588	25.00
<b>Total</b>			<b>417.28</b>

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Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1/25/2022 QUAM, TYLER			
2021 PROPERTY TAX OVERPAYMENT			
100-00-51920-000-000		TAX REFUNDS	3,084.62
		2021 PROPERTY TAX OVERPAYMENT	32
			Total 3,084.62
1/25/2022 QUILL CORPORATION			
FILE FOLDERS - RED			
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	21.79
		FILE FOLDERS - RED	22111152
150-00-55110-310-000		LIB - OFFICE SUPPLY	23.49
		FILE FOLDERS - ORANGE	22111152
100-00-51600-390-000		MUN BLDG - SUPPLIES	147.96
		LYSOL, PAPER TOWELS, HAND WASH, DIAL SANT	21982355
100-00-51600-390-000		MUN BLDG - SUPPLIES	-118.01
		RETURN - LYSOL, HAND WASH, DIAL DAMAGED	21982355
100-00-51600-390-000		MUN BLDG - SUPPLIES	118.01
		LYSOL, HAND WASH, DIAL SANTZR	22147784
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	-68.09
		RETURN - DIAL DAMAGED	22147784
			Total 125.15
1/25/2022 REHN, SUZANNE M			
2021 PROPERTY TAX OVERPAYMENT			
100-00-51920-000-000		TAX REFUNDS	2,097.99
		2021 PROPERTY TAX OVERPAYMENT	533
			Total 2,097.99
1/25/2022 SCHWAAB INC			
R100 DATER PADS		Previous Year Expense	
500-00-53700-681-000		OFFICE SUPPLIES & EXPENSES	16.08
		R100 DATER PADS	6682631
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	16.08
		R100 DATER PADS	6682631
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE	16.08
		R100 DATER PADS	6682631
			Total 48.24

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Dated From: 1/25/2022

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Thru Account:

Voucher Nbr	Check Date	Payee	Amount
1/25/2022 SECURIAN FINANCIAL GROUP, INC			
INSURANCE PREMIUMS FOR FEB 2022			
150-00-55110-135-000		LIB - LIFE INS	158.80
		INSURANCE PREMIUMS FOR FEB 2022	
		FEB 2022	
100-00-53311-135-000		PUBLIC WORKS - LIFE INS	73.61
		INSURANCE PREMIUMS FOR FEB 2022	
		FEB 2022	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	88.99
		INSURANCE PREMIUMS FOR FEB 2022	
		FEB 2022	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	58.33
		INSURANCE PREMIUMS FOR FEB 2022	
		FEB 2022	
100-00-51420-135-000		ADMIN - LIFE INS	146.71
		INSURANCE PREMIUMS FOR FEB 2022	
		FEB 2022	
Total			526.44
1/25/2022 SMITH, AMY L			
2021 PROPERTY TAX OVERPAYMENT			
100-00-51920-000-000		TAX REFUNDS	2,492.64
		2021 PROPERTY TAX OVERPAYMENT	
		393	
Total			2,492.64
1/25/2022 STATE OF WISCONSIN COURT FINES & SURCHARGES			
COURT FINES		Previous Year Expense	
100-00-45100-000-000		COURT FINES/PENALTIES	240.00
		COURT FINES	
		DEC 2021	
Total			240.00
1/25/2022 US CELLULAR			
COURT - 608-501-5010			
100-00-51200-390-000		COURT - SUPPLY & EXPENSE	29.41
		COURT - 608-501-5010	
		0481342465	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	39.82
		POLICE - 608-575-0349	
		0481342465	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	39.82
		SRO OFF. - 608-575-8312	
		0481342465	
500-00-53700-681-200		TELEPHONE EXPENSE	31.41
		W/S - 608-576-1764	
		0481342465	
600-00-53700-851-400		TELEPHONE EXPENSE	31.40
		W/S - 608-576-1764	
		0481342465	



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Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	39.82
		POLICE - 608-575-8101 0481342465	
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	330.58
		DEW 501-8944,8386,8315,4048,480-9274,75 0481342465	
Total			542.26

1/25/2022 USA BLUE BOOK

LEAGUE OF MUNICIPALITIES GRANT REQUEST Previous Year Expense

100-00-53311-360-000		PUBLIC WORKS - SUPPLIES	404.71
		LEAGUE OF MUNICIPALITIES GRANT REQUEST 832685	
500-00-53700-681-000		OFFICE SUPPLIES & EXPENSES	404.70
		LEAGUE OF MUNICIPALITIES GRANT REQUEST 832685	
Total			809.41

1/25/2022 VILLAGE OF DEERFIELD

COURT FINES Previous Year Expense

100-00-45100-000-000		COURT FINES/PENALTIES	475.00
		COURT FINES DEC 2021	
Total			475.00

1/25/2022 VISA

SNAKE RENTAL FOR WELL #2

500-00-53700-682-310		OUTSIDE SERV- WELL PROJECT	42.20
		SNAKE RENTAL FOR WELL #2 ACE LAKE MILLS	
Total			42.20

1/25/2022 VISA

FREE CONFERENCE CALL Previous Year Expense

100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE	15.00
		FREE CONFERENCE CALL 12/30/2021	
100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE	16.95
		EFAX SERVICES 11/30 12/30/2021	
100-00-51100-390-000		LEGISLATIVE - SUPPLY & EXPENSE	16.95
		EFAX SERVICES 12/31 12/30/2021	
100-00-53311-350-000		PUBLIC WORKS - EQUIP/VEHIC REP	98.72
		ETRAILER -REPLACE SPINNER SALT SPREADER 12/30/2021	
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE	15.81
		ADOBE PRO 12/30/2021	

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

Thru: 1/25/2022 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE	16.80
		ADOBE PRO	11/30/2021
100-00-53311-350-000		PUBLIC WORKS - EQUIP/VEHIC REP	-5.15
		CREDIT VOUCHER - SALES TAX	12/30/2021
Total			175.08
1/25/2022 WISCONSIN DEPARTMENT OF REVENUE BUSINESS TAX REGISTRATION RENEWAL			
100-00-51520-290-000		CONTRACTED SERVICES	10.00
		BUSINESS TAX REGISTRATION RENEWAL	
Total			10.00
1/25/2022 WITTWER, ERIC & TRACY 2021 PROPERTY TAX OVERPAYMENT			
100-00-51930-510-000		INSURANCE - PROPERTY	34.20
		2021 PROPERTY TAX OVERPAYMENT	
Total			34.20
1/25/2022 WORKHORSE SOFTWARE SERVICES 50% ACCTG, 75% PR, 50% MISC BIL			
100-00-51520-290-000		CONTRACTED SERVICES	1,912.50
		50% ACCTG, 75% PR, 50% MISC BIL	
500-00-53700-681-400		WORKHORSE SUP. & SOFTWARE	1,112.50
		50% UT, 20% ACCTG, 10 %PR, 25% MISC BIL	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	1,112.50
		50% UT, 20% ACCTG, 10 %PR, 25% MISC BIL	
800-00-58100-300-000		OUTSIDE SERVICES-ENGINEERING	312.50
		10% UT, 10% ACCTG, 10% PR	
Total			4,450.00
Grand Total			144,727.18

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HOMETOWN BANK GENERAL OPERATING

Dated From: 1/25/2022 From Account:

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Amount

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Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	77,403.09
Total Expenditure from Fund # 110 - DEBT SERVICE FUND	51,280.28
Total Expenditure from Fund # 150 - LIBRARY FUND	4,550.18
Total Expenditure from Fund # 200 - CAPITAL PROJECTS FUND	24.31
Total Expenditure from Fund # 500 - WATER UTILITY	7,637.95
Total Expenditure from Fund # 600 - SEWER UTILITY	3,368.87
Total Expenditure from Fund # 800 - STORMWATER UTILITY	462.50
Total Expenditure from all Funds	144,727.18

December 20, 2021

Lisa Moen, Administrator/Clerk/Treasurer  
Village of Cambridge, Wisconsin  
200 Spring St  
PO Box 99  
Cambridge, WI 53523

**Re: Written Municipal Advisor Client Disclosure with the Village of Cambridge ("Client") for TID #6 Creation ("Project" Pursuant to MSRB Rule G-42)**

Dear Lisa:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.

As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers



Brian Roemer  
Municipal Advisor

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<sup>1</sup> This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

## Appendix A

### DISCLOSURE OF CONFLICTS OF INTEREST/OTHER REQUIRED INFORMATION

#### **Actual/Potential Material Conflicts of Interest**

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

#### **Other Engagements or Relationships Impairing Ability to Provide Advice**

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

#### **Affiliated Entities**

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

#### **Solicitors/Payments Made to Obtain/Retain Client Business**

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

#### **Payments from Third Parties**

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

#### **Payments/Fee-splitting Arrangements**

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

#### **Municipal Advisor Registration**

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

## **Material Legal or Disciplinary Events**

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

## **Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction**

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

## **MSRB Contact Information**

The website address of the MSRB is [www.msrb.org](http://www.msrb.org). Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

## Appendix B Tax Incremental Financing Services

### Scope of Service

Client has requested that Ehlers assist Client with the creation of Tax Increment District #6 (“Project”). Ehlers proposes and agrees to provide the following scope of services:

#### Phase I – Feasibility Analysis

The purpose of Phase I is to determine whether the Project is a statutorily and economically feasible option to achieve the Client’s objectives. This phase begins upon your authorization of this engagement and ends on completion and delivery of a feasibility analysis report. As part of Phase I services, Ehlers will:

- Consult with appropriate Client officials to identify the Client’s objectives for the Project.
- Provide feedback as to the appropriateness of using Tax Incremental Financing in the context of the “but for” test.
- If the Project includes creation of or addition of territory to a district, identify preliminary boundaries and gather parcel data from Client. Determine compliance with the following statutory requirements as applicable:
  - Equalized Value test.
  - Purpose test (industrial, mixed use, blighted area, in need of rehabilitation or conservation, or environmental remediation).
  - Newly-platted residential land use test.
- Prepare feasibility analysis report. The report will include the following information, as applicable:
  - Identification of the type or types of districts that may be created.
  - A description of the type, maximum life, expenditure period and other features corresponding to the type of district proposed.
  - A summary of the development assumptions used with respect to timing of construction and projected values.
  - Projections of tax increment revenue collections to include annual and cumulative present value calculations.
  - Qualification of the district as a donor or recipient of shared increment, and projected impact of any allocations of shared increment.
  - If debt financing is anticipated, a summary of the sizing, structure and timing of proposed debt issues.
  - A cash flow *pro forma* reflecting annual and cumulative district fund balances and projected year of closure.
  - A draft time table for the Project.

- Identification of how the creation date may affect the district's valuation date, the base value, compliance with the equalized value test, and the ability to capture current year construction values and changes in economic value.
- When warranted, evaluate and compare options with respect to boundaries, type of district, project costs and development levels.
- Ehlers will provide guidance on district design within statutory limits to creatively achieve as many of the Client's objectives as possible and will provide liaison with State Department of Revenue as needed in the technical evaluation of options.
- Present the results of the feasibility analysis to the Client's staff, Plan Commission or governing body.

## Phase II – Project Plan Development and Approval

If the Client elects to proceed following completion of the feasibility analysis, the Project will move to Phase II. This phase includes preparation of the Project Plan, and consideration by the Plan Commission<sup>1</sup>, governing body, and the Joint Review Board. This phase begins after receiving notification from the Client to proceed and ends after the Joint Review Board acts on the Project. As part of Phase II services, Ehlers will:

- Based on the goals and objectives identified in Phase I, prepare a draft Project Plan that includes all statutorily required components.
- We will coordinate with your staff, engineer, planner or other designated party to obtain a map of the proposed boundaries of the district, a map showing existing uses and conditions of real property within the district, and a map showing proposed improvements and uses in the district.
- Submit to the Client an electronic version of the draft Project Plan for initial review and comment.
- Coordinate with Client staff to confirm dates and times for the meetings indicated within the following table. Ehlers will ensure that selected dates meet all statutory timing requirements and will provide documentation and notices as indicated.

<sup>1</sup>If Client has created a Redevelopment Authority or a Community Development Authority, that body may fulfill the statutory requirements of the Plan Commission related to creation or amendment of the district.



Meeting	Ehlers Responsibility	Client Responsibility
Initial Joint Review Board	<p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Mail meeting notice, informational materials, and draft Project Plan to overlapping taxing jurisdictions.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p> <p>Designate Client Joint Review Board representative.</p> <p>Identify and recommend Public Joint Review Board representative for appointment.</p>
Plan Commission Public Hearing	<p>Prepare Notice of Public Hearing and transmit to Client's designated paper.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p>
Plan Commission Public Hearing	<p>For blighted area districts and in need of rehabilitation or conservation districts, provide a format for the required individual property owner notification letters.</p> <p>Attend hearing to present draft Project Plan.</p>	<p>Prepare and mail individual property owner notices (only for districts created as blighted area, or in need of rehabilitation or conservation).</p> <p>Prepare meeting minutes.</p>
Plan Commission	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for Plan Commission consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Distribute Project Plan &amp; resolution to Plan Commission members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Governing Body Action	<p>Provide agenda language to Client.</p> <p>Attend meeting to present draft Project Plan.</p> <p>Provide approval resolution for governing body consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Provide Project Plan &amp; resolution to governing body members in advance of meeting.</p> <p>Prepare meeting minutes.</p>
Joint Review Board Action	<p>Mail meeting notice and copy of final Project Plan to overlapping taxing jurisdictions.</p> <p>Prepare Notice of Meeting and transmit to Client's designated paper.</p> <p>Provide agenda language to Client.</p> <p>Attend meeting to present final Project Plan.</p> <p>Provide approval resolution for Joint Review Board consideration.</p>	<p>Post or publish agenda and provide notification as required by the Wisconsin Open Records Law.</p> <p>Prepare meeting minutes.</p>

- Throughout the meeting process, provide drafts of the Project Plan and related documents in sufficient quantity for the Client’s staff, Plan Commission, governing body and Joint Review Board members.
- Provide advice and updated analysis on the impact of any changes made to the Project Plan throughout the approval process.

**Phase III – State Submittal**

This phase includes final review of all file documents, preparation of filing forms, and submission of the base year or amendment packet to the Department of Revenue. This phase begins following approval of the district by the Joint Review Board and ends with the submission of the base year or amendment packet. As part of Phase III services, Ehlers will:

- Coordinate with Client’s assessor and other staff as necessary to obtain parcel valuations, parcel data and other information needed for preparation of the State forms that must be filed as part of the base year or amendment packet.
- Assemble and submit to the Department of Revenue the required base year or amendment packet to include a final Project Plan document containing all required elements and information.
- Provide the Client with an electronic copy of the final Project Plan (and up to 15 bound hard copies if desired).
- Provide the municipal Clerk with a complete electronic and/or hard copy transcript of all materials as submitted to the Department of Revenue for certification.
- Act as a liaison between the Client and the Department of Revenue during the certification process in the event any questions or discrepancies arise.

**Compensation**

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers as follows:

Phase I	\$ 6,000
Phase II	\$ 7,500
Phase III	\$ 2,000
<b>Total</b>	<b>\$ 15,500</b>

- Phase I base fee includes up to five financial scenarios. Additional scenarios will be run as needed at a cost of \$750/scenario.
- In the event Client determines not to proceed with the Project once a Phase has been authorized, but prior to that Phase’s completion, the compensation due for that Phase will be prorated to reflect the percentage of the work completed.

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$300.00/hour.

## Payment for Services

For all compensation due to Ehlers, Ehlers will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.

## Client Responsibility

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client's engineers, planners, surveyors, appraisers, assessors, attorneys, auditors and others that may be called on by Client to provide information related to completion of the Project.
- Preparation of maps necessary for inclusion in the Project Plan.
- Preparation of maps necessary for inclusion in the base year or amendment packet.
- Publication charge for the Notice of Public Hearing and Notices of Joint Review Board meetings.
- Legal opinion advising that Project Plan contains all required elements. (Normally provided by municipal attorney).
- Preparation of District metes & bounds description. (Needed in Phase III for creation of new districts, or amendments that add or subtract territory).
- Department of Revenue filing fee and annual administrative fees. The current Department of Revenue fee structure is:

<b>Current Wisconsin Department of Revenue Fee Schedules</b>	
Base Year Packet	\$1,000
Amendment Packet with Territory Addition	\$1,000
Amendment Packet with Territory Subtraction	\$1,000
Base Value Redetermination	\$1,000
Amendment Packet	No Charge
Annual Administrative Fee	\$150

**SUBJECT:** Borrowing -Badger Bank

**FROM:** Chrissie Brynwood-Treasurer

**MEETING DATE:** 1/25/2022

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**BACKGROUND/ANALYSIS:** On October 12,2021 the Village Board approved \$35,000 for the purchase of a 2006 International Plow Truck. On October 26, 2021, The Village Board approved \$80,000 for the purchase of a new leaf vacuum. On December 21<sup>st</sup> the Water and Sewer Committee approved \$37,669.50 for the purchase of F650- water truck

**RECOMMENDATION/ACTION REQUESTED :** To obtain a loan with Badger Bank in the amount of \$152,669.50

## REAL ESTATE TRANSACTION AGREEMENT

THIS REAL ESTATE TRANSACTION AGREEMENT (“Agreement”) is made this \_\_\_\_\_ day of \_\_\_\_\_, 2022 (the “Effective Date”), by and among the VILLAGE OF CAMBRIDGE, a Wisconsin municipal corporation, (“Village”), and the CAMBRIDGE DISTILLING PROPERTIES, LLC, a Delaware limited liability company (the “Dancing Goat”), and the CAMBRIDGE WINERY LLC (the “Winery”).

In consideration of the mutual covenants and undertakings contained herein the parties agree as follows:

1. Dancing Goat Agreement to Convey Easement. The Dancing Goat agrees to convey to the Village and Village agrees to acquire from the Dancing Goat, in accordance with the terms of this Agreement, the permanent and temporary easements described in the Easement Agreement attached as Attachment A (the “Dancing Goat Easement”).

2. Winery Agreement to Convey Easement. The Winery agrees to convey to the Village and the Village agrees to acquire from the Winery, in accordance with the terms of this Agreement, the permanent and temporary easements described in the Easement Agreement attached as Attachment B (the “Winery Easement”).

3. Village Agreement to Release Existing Easement. The Village agrees to release part of a “10’ Public Bike Trail Easement” dedicated on Certified Survey Map No. 14029, by the adoption and delivery of a resolution in the form attached as Attachment C (the “Releasing Resolution”).

4. Closing. The closing on the conveyances and the release described in this Agreement shall take place as soon as practicable after this Agreement is approved by the Dancing Goat, the Winery, and the Village, and not later than March 31, 2022. The closing shall take place at the Village of Cambridge Village Hall or such other place as the parties mutually agree.

5. Closing Deliverables. At closing, the parties shall execute and deliver the following documents: (i) The Dancing Goat will execute and deliver to the Village the Dancing Goat Easement; (ii) The Winery will execute and deliver to the Village the Winery Easement; (iii) the Village will execute and deliver to the Dancing Goat and to the Winery the Releasing Resolution; (iv) the parties will execute and deliver any other documents that are necessary to consummate the transaction contemplated by this Agreement.

6. Additional Covenants and Warranties of the Dancing Goat.

A. The Dancing Goat warrants and represents that it owns all right, title and interest in the Lands that are proposed to be subject to the Dancing Goat Easement, described in Attachment D (the “Dancing Goat Lands”). The Dancing Goat further

warrants and represents that there are no liens or encumbrances against the Dancing Goat Lands except [insert representation by Dancing Goat regarding mortgage or other liens and lienholder consent]. Prior to the Closing Date, the Dancing Goat shall not permit any new lien or encumbrance to be placed against the Dancing Goat Lands or any part thereof.

B. The Dancing Goat warrants and represents that, other than the Dancing Goat, there are no tenants, persons or entities occupying or having a right to occupy the Dancing Goat Lands or any part thereof, whether pursuant to a lease or other occupancy agreement or otherwise.

C. The Dancing Goat warrants and represents that there is no action, litigation, investigation, condemnation or proceeding of any kind pending or, to the Dancing Goat's best knowledge, threatened against the Dancing Goat Lands that could affect Dancing Goat's interest in the Dancing Goat Lands or the conveyance of the Dancing Goat Easement. The Dancing Goat shall give the Village prompt written notice if any such action, litigation, investigation, condemnation, or proceeding is commenced on or prior to the Closing Date.

D. The Dancing Goat shall, until the Closing Date, promptly notify the Village and the Winery in writing if it acquires any knowledge that changes any representation or warranty set forth above or elsewhere in this Agreement. The notice shall describe in detail the nature of the change and the basis therefore. If there is a material adverse change in any of the foregoing representations prior to Closing, the Village will have the right to terminate this Agreement by giving written notice to the Dancing Goat and the Winery within ten (10) days after it receives written notice of such material change. If the Village so terminates this Agreement, neither party shall have further rights or obligations hereunder.

7. Additional Covenants and Warranties of the Winery.

A. The Winery warrants and represents that it owns all right, title and interest in the Lands that are proposed to be subject to the Dancing Goat Easement, described in Attachment E (the "Winery Lands"). The Winery further warrants and represents that there are no liens or encumbrances against the Winery Lands except [insert representation by Vineyard Lands regarding liens or encumbrances and lienholder consent]. Prior to the Closing Date, the Winery shall not permit any new lien or encumbrance to be placed against the Winery Lands or any part thereof.

B. The Winery warrants and represents that, other than the Winery, there are no tenants, persons or entities occupying or having a right to occupy the Winery Lands or any part thereof, whether pursuant to a lease or other occupancy agreement or otherwise.

C. The Winery warrants and represents that there is no action, litigation, investigation, condemnation or proceeding of any kind pending or, to the Winery's best knowledge, threatened against the Winery Lands that could affect the Winery's interest in the Winery Lands or the conveyance of the Winery Easement. The Winery shall give the Village prompt written notice if any such action, litigation, investigation, condemnation, or proceeding is commenced on or prior to the Closing Date.

8. The Winery shall, until the Closing Date, promptly notify the Village and the Dancing Goat in writing if it acquires any knowledge that changes any representation or warranty set forth above or elsewhere in this Agreement. The notice shall describe in detail the nature of the change and the basis therefore. If there is a material adverse change in any of the foregoing representations prior to Closing, the Village will have the right to terminate this Agreement by giving written notice to the Dancing Goat and the Winery within ten (10) days after it receives written notice of such material change. If the Village so terminates this Agreement, neither party shall have further rights or obligations hereunder.

9. Notices. All documents to be delivered and all correspondence and notices to be given in connection with this Agreement shall be in writing and given by personal delivery, by facsimile, or sent by a nationally recognized overnight courier or by registered or certified mail, return receipt requested, postage prepaid, addressed as follows:

If to Dancing Goat: Nick Maas  
Dancing Goat Distillery  
909 Vineyard drive  
Cambridge, WI 53523  
Email: nmaas@dancinggoat.com

With a copy to: Danny S. Tang  
Godfrey & Kahn S.C.  
1 East Main Street, Suite 500  
P.O. Box 2719  
Madison, WI 53701-2719  
Facsimile: (608) 257-0609  
Email: dtang@gklaw.com

If to the Winery: Frank Peregrine  
Cambridge Winery LLC  
1001 S. Whitney Way  
Madison, WI 53711  
Email: frank@cambridgewinery.com

If to the Village: Lisa Moen, Village Administrator/Clerk  
Village of Cambridge  
P.O. Box 99  
Cambridge, WI 53523-0099  
Email: lmoen@ci.cambridge.wi.us

With a copy to: Matthew P. Dregne  
Stafford Rosenbaum LLP  
222 West Washington Avenue, Suite 900  
P.O. Box 1784  
Madison, WI 53701-1784  
Facsimile: (608) 259-2600  
Email: mdregne@staffordlaw.com

A notice delivered personally shall be delivered personally to the person whose attention mailed notices are addressed. A notice sent by facsimile or email shall be deemed given to the party to whom it is sent on the date actually transmitted. A notice sent by mail shall be deemed to have been given to the party to whom it is addressed on the date the same is deposited in the United States registered or certified mail, return receipt requested, postage prepaid, properly addressed to such party at its then current address for the giving of notices. Either party hereto may change such party's address for the service of notice hereunder by written notice of said change to the other party hereto, in the manner above specified ten (10) days prior to the effective date of said change.

10. Default. Should any party default in the performance of its obligations hereunder or breach any warranty contained herein, and such default shall not be cured within ten (10) days after notice from another party, the non-defaulting parties (i) shall have and may pursue all rights and remedies available to them hereunder, at law or in equity, or otherwise, including, but not limited to, an action for damages or specific performance; and (ii) may terminate this Agreement.

11. Risk of Loss. Risk of loss of the Winery Lands and the Dancing Goat Lands prior to the time of closing shall remain in Dancing Goat and the Winery. In the event that prior to the time of closing, proceedings for the condemnation of the land or any portion thereof are commenced by governmental authority having jurisdiction to do so, the Village



may, at its option, terminate this Agreement by written notice to Dancing Goat and the Winery whereupon neither party shall have any further rights, obligations or liability hereunder.

12. Miscellaneous. All of the covenants, warranties, and provisions of this Agreement shall survive and be enforceable after the closing of this transaction. The paragraph headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.

13. Counterparts. Delivery of an executed copy of this Agreement by facsimile or email shall be deemed delivery of the executed original.

14. Time of the Essence. Except as otherwise stated herein, time is of the essence in the performance of this Agreement.

15. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first set forth above.

**VILLAGE:**  
VILLAGE OF CAMBRIDGE

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Mark McNally, Village President

ATTEST

By \_\_\_\_\_  
Lisa Moen, Village Clerk

**DANCING GOAT:**

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Nick Maas

ATTEST

\_\_\_\_\_  
Date

By \_\_\_\_\_

**WINERY:**

\_\_\_\_\_  
Date

By \_\_\_\_\_  
Frank Peregrine

ATTEST

\_\_\_\_\_  
Date

By \_\_\_\_\_

- Attachments:
- A –Dancing Goat Easement Agreement
  - B- Winery Easement Agreement
  - C – Releasing Resolution
  - D – Legal Description of the Dancing Goat Lands
  - E – Legal Description of the Winery Lands

## EXHIBIT B

A Public Bike Trail Easement located in the following described property:

CSM 14029, recorded as Document No. 5173338 in Volume 94 of Certified Surveys, Pages 54-55, located in the SW1/4 of the NW1/4 of Section 1, Township 6 North, Range 12 East, Village of Cambridge, Dane County, Wisconsin.

The boundary of said easement is described as follows:

**Beginning** at the southeast corner of Lot 1 of said CSM 14029;  
Thence S 87°13'20" W along the south line of said CSM, 646.92 feet;  
Thence northwesterly along the south line of said CSM a distance of 110.25 feet along a tangential curve concave to the north having a radius of 170.00 feet whose chord bears N 74° 11' 53" W a distance of 108.33 feet;  
Thence N 55°37'06" W along the south line of said CSM, 687.22 feet;  
Thence N 00°01'31" E along the west line of said CSM, 581.77 feet;  
Thence N 87°16'42" E along the north line of said CSM, 1320.68 feet;  
Thence S 00°06'17" W along the east line of said CSM, 30.04 feet;  
Thence S 87° 16' 42" W parallel with and 30.00 feet southerly of the north line of said CSM, 853.12;  
Thence S 83° 16' 42" W, 152.64 feet;  
Thence S 87° 16' 42" W parallel with and 40.00 feet southerly of the north line of said CSM, 265.62 feet;  
Thence S 00° 01' 31" W along the east line of Outlot 1 and the northerly extension thereof, being parallel with and 50.00 feet easterly of the west line of said CSM, 540.13 feet;  
Thence S 27° 28' 16" E, 35.00 feet;  
Thence S 55° 37' 06" E parallel with and 15.00 feet northerly of the south line of said CSM, 617.33 feet;  
Thence southeasterly a distance of 100.52 feet along a tangential curve concave to the north having a radius of 155.00 feet whose chord bears S 74° 11' 53" E a distance of 98.77 feet, being parallel with and 15.00 feet northerly of the south line of said CSM;  
Thence N 87° 13' 20" E parallel with and 15.00 feet northerly of the south line of said CSM, 647.68 feet;  
Thence S 00° 06' 17" W along the east line of said CSM 14029, 15.02 feet to the **Point of Beginning**;

## **EXHIBIT B**

A 10' wide Public Bike Trail Easement located in the following described property:

CSM 14029, recorded as Document No. 5173338 in Volume 94 of Certified Surveys, Pages 54-55, located in the SW1/4 of the NW1/4 of Section 1, Township 6 North, Range 12 East, Village of Cambridge, Dane County, Wisconsin.

The centerline of said easement is further described as follows:

**Commencing** at the northeast corner of said CSM 14029;

Thence, S 00° 06' 17" W along the east line of said CSM 14029, 26.49 feet;

Thence, N 88° 02' 08" W, 189.98 feet;

Thence, S 87° 05' 56" W, 646.98 feet;

Thence, southwesterly 275.52 feet along a tangential curve concave to the southeast having a radius of 205 feet and having a chord which bears S 48° 35' 41" W a distance of 255.25 feet;

Thence, S 10° 05' 27" W, 205.26 feet;

Thence, southwesterly 108.61 feet along a tangential curve concave to the northwest having a radius of 210 feet and having a chord which bears S 24° 54' 26" W a distance of 107.40 feet;

Thence, S 39° 43' 26" W, 76.43 feet;

Thence, southerly 87.64 feet along a tangential curve concave to the east having a radius of 75 feet and having a chord which bears S 06° 14' 51" W a distance of 82.74 feet;

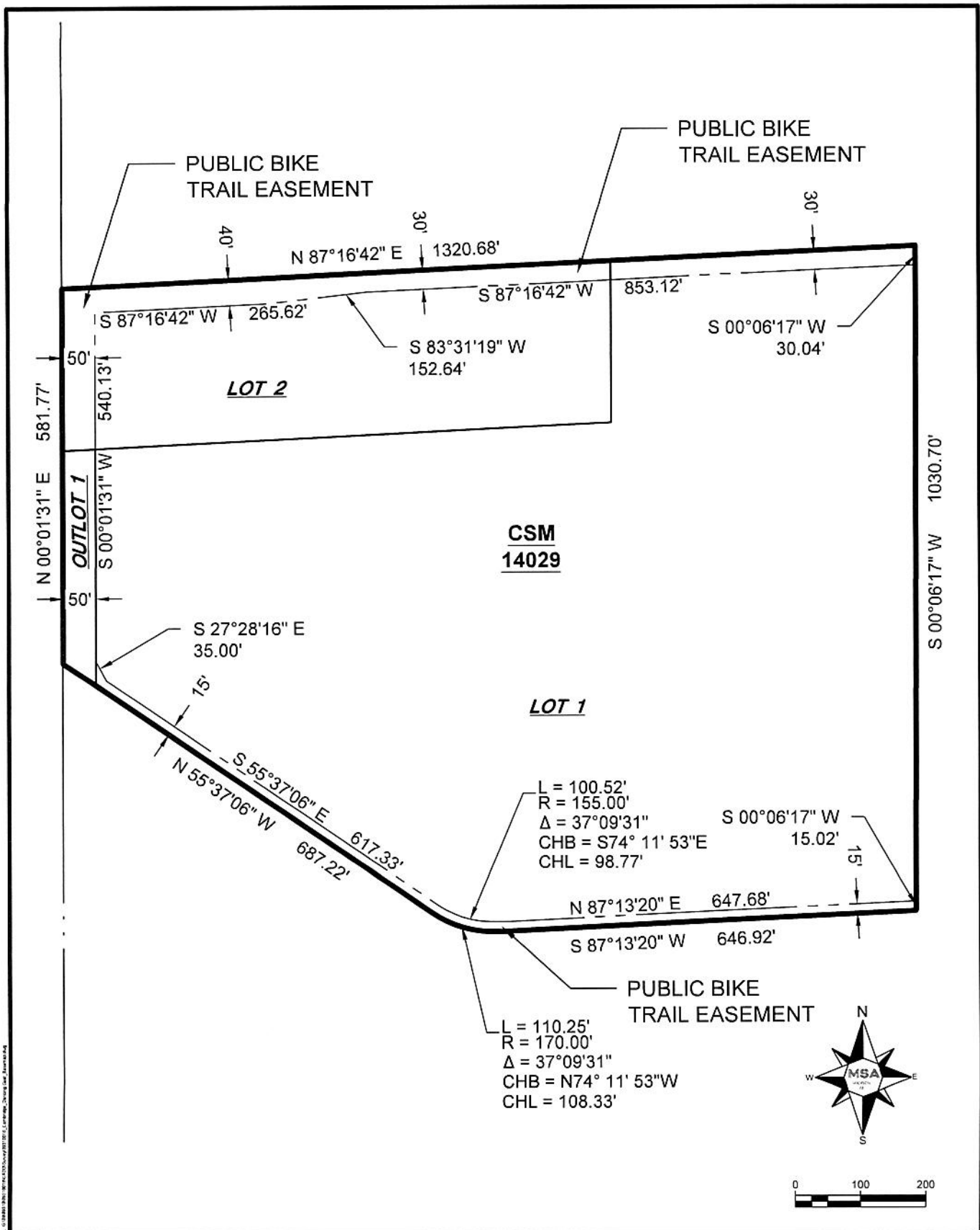
Thence, S 27° 13' 44" E, 91.42 feet;

Thence, southeasterly 86.71 feet along a tangential curve concave to the northeast having a radius of 175 feet and a chord which bears N 41° 25' 25" W a distance of 85.83 feet;

Thence, S 55° 37' 06" E, 387.54 feet;

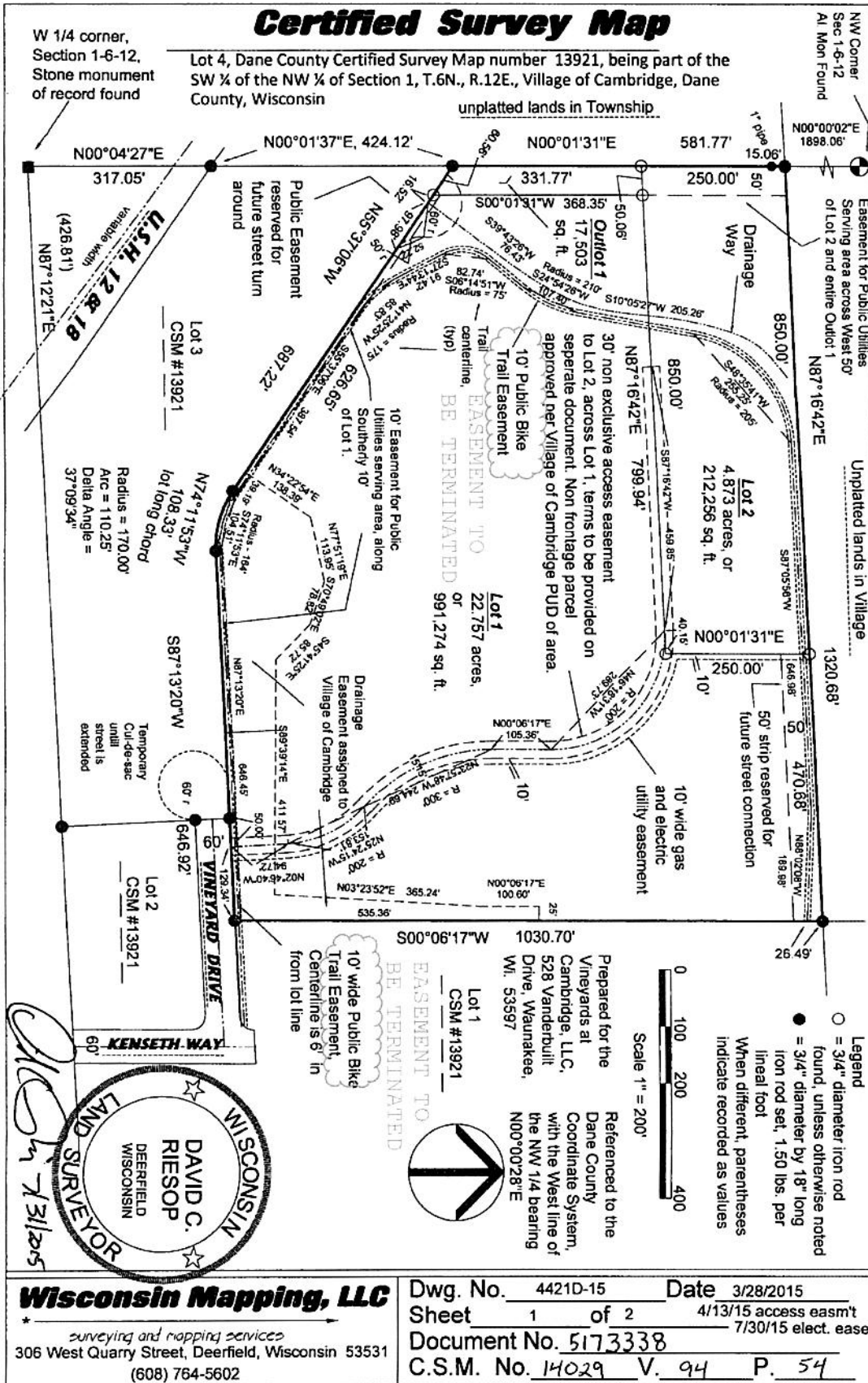
Thence, easterly 106.36 feet along a tangential curve concave to the north having a radius of 164 feet and having a chord which bears S 74° 11' 53" E a distance of 104.51 feet;

Thence, N 87° 13' 20" E, 646.45 feet to the east line of said CSM 14029 and **there terminating**.



PLotted: 10/20/2016 10:44 AM © 2016 MSA Surveying, Inc. All rights reserved.

# EXHIBIT A



**Wisconsin Mapping, LLC**  
surveying and mapping services  
306 West Quarry Street, Deerfield, Wisconsin 53531  
(608) 764-5602

Dwg. No. 4421D-15 Date 3/28/2015  
 Sheet 1 of 2 4/13/15 access easm't  
 Document No. 5173338 7/30/15 elect. ease  
 C.S.M. No. 14029 V. 94 P. 54

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# Cambridge Community Fire and EMS Commission Meeting Agenda

Location: Cambridge Fire Station, Cambridge WI

Date: January 13, 2022

Time: 18:30 Special Open Session

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## Agenda

- I. Call to Order / Roll Call / Pledge of Allegiance
- II. Proof of Posting
- III. Guest in Attendance
- IV. Discussion and possible action on Funding of PR options for election planning.
- V. Discussion and possible action on Director Position terms
- VI. Discussion and possible action on Pizza Pit Property
- Any Other Business (that may be legally brought before the Commission)
- VII. Next Meeting Date
- VIII. Adjournment: