

**Village of Cambridge Village Board
Amundson Community Center, Community Room
200 Spring Street
Tuesday, September 28, 2021, 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 Agenda

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Appearances:**
 - a. Cambridge School Superintendent Margaret Banker
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: September 14 and September 21, 2021
 - b. Economic Development Committee: September 20, 2021
 - c. Energy Subcommittee: September 21, 2021
 - d. Personnel Committee: September 21, 2021
- 6. Reports:**
 - a. Presidents Report
 - b. Water and Sewer Committee: September 27, 2021
 - c. Village Office Updates: Administrator/Clerk/Treasurer Moen
- 7. Bills**
- 8. New Business:**
 - a. Village of Cambridge Resolution 2021-08 Authorizing Submission of a DNR Recycling Grant
 - b. Bike Trail – Update
 - c. Contract with Barbara Goeckner
 - d. Cambridge Farm to School – Temporary Liquor License: Cambridge Fall Fest, 10-9-2021, Westside Park
 - e. Appointment to Committees
 - f. Public Works Laborer position posting
 - g. Step Increases for Employees Completing Certifications
 - h. Joint Meeting with Oakland
- 9. Unfinished Business:** Discussion and Possible Action regarding:
 - a. Fire Commission Update
 - b. Building Subcommittee Update
 - c. Energy Sub Committee
- 10. Correspondence:**
 - a. McNally Letter of Support for Lake Ripley Management District's purchase of property
 - b. McNally Letter of Support for Cambridge Inn on Main
- 11. Upcoming Meetings:** September 29, Joint Law Enforcement; October 11, Plan Commission; October 12, Joint Law Enforcement; October 13, Library Board; October 18, Economic Development; October 19, Energy Sub Committee; October 19, Water and Sewer; October 26, Village Board; TBD, Public Works

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

- a. Dane County, Jefferson County Library Resolutions
- b. COVID Protocols

13. Convene into Closed Session per 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 and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project and related proceedings before the Public Service Commission and Cambridge Winery Developers Agreement AND per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees: Village Board Vacancy.

14. Reconvene into open session**15. Possible Action Taken on Closed Session Items****16. 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.

**Village of Cambridge Village Board
Amundson Community Center, Community Room
200 Spring Street
Tuesday, September 14, 2021, 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!

Minutes

- 1. Call to Order/Roll Call** President McNally called the meeting to order at 6:31 pm. Members present Trustees Wittwer, Kumbier, Rose, Franklin, Galler and President McNally Others present: Lisa Moen, Administrator/Clerk; Chrissie Brynwood, Treasurer; Aiden O'Connor Koshkonong Solar; Dean Lund, Mike Reiber, Nick Maas & Sean Ditson, Dancing Goat; Kevin & Anna Skavahl; Dan Litchfield & Tracy Fillback, Koshkonong Solar; Brian Berquist, Town & Country Engineers; Duane & Tina Hinchley; Steve Struss, Friends of the Connector Trail; Roxy Engelstad; Kris Breunig, & Matt Fleming by telephone for closed session.
- 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:** Mike Reiber, Dancing Goat Distillery, continued discussions about some activities they have going on, he requested that items he wants on the Village Board Agenda be placed as requested. Topics they have aren't just affecting the Dancing Goat but the Village of Cambridge as well. Mike Huerl, working with Todd Schultz on a unique situation to develop the land on Highway 12. The Hinchley's are willing to work with the development of the 114 acres. Looking for the Village to be a partner with this project. Duane Hinchley spoke that they are here to support the development but is requesting the withdrawal of the opposition to the solar project. President thanked the Hinchley's for the Dairy Breakfast and thought that it was a success. Tina Hinchley spoke and wants to come together for a solution with the Village of Cambridge. Would like conversations to happen between the Village and themselves. She mentioned that they already have a contract with the solar company and that would be better option for their families. Dan Litchfield with invenergy and Koshkonog Solar company stated that they are willing to release the contract with the Hinchley's as long as the Village will work with them. Tod Schultz, Westgate partners received a letter of support from the village. He believes that the four entites involved need to work together and would like the Board to consider placing discussions with Invenergy and the Hinchley's. President McNally stated the Board will be going into closed sessions later to discuss this issue. Steve Struss states he was disappointed to hear the Village paying for legal fees to fight the Solar issue. He stated that he would like the Village to move forward with negotiations for development.
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: August 24, 2021
 - b. Economic Development Committee: August 30, 2021

Trustee Galler made a motion to approve the consent agenda as presented, seconded by Trustee Rose. Motion carried.

- 6. Reports:**
 - a. Presidents Report
 - b. Library Board, September 8, 2021; Trustee Kumbier was unable to join in the meeting virtually. Had technical difficulties. Administrator Moen spoke with Library Director Joan

regarding the issue but was unaware of the reason.

- c. Village Office Updates: Administrator/Clerk/Treasurer Moen spoke and stated she attended the Municipal Clerks conference, and several topics were discussed. She received a \$100.00 scholarship to help offset the cost of the conference. A lot of big projects bike trail, solar and WEDC application which will be discussed later in this meeting. Also meeting with the winery and the distillery later this week. Moen also mentioned that one of our officers has been promoted to Sergeant and is currently on FMLA. He will not be returning to Cambridge when he returns from FMLA. She will be writing a letter to the Sherriff's office to request that the officer stay on contract until his replacement is ready to start.

- 7. **Bills** 1st round of bills \$64,516.85 2nd round \$2,635.97 total \$67,152.82. Trustee Wittwer questioned a bill for Ready Electric. Administrator Moen stated that this company is used to repair and maintain village owned street light poles.

Trustee Kumbier made a motion to approve the bills as presented, seconded by Trustee Galler. Motion carried on a roll call vote.

8. New Business:

- a. Village of Cambridge Resolution 2021-07 Authorizing Submission of a WEDC-CDI Grant Application for Cambridge Inn on Main Administrator Moen stated she has been working with the Buonincontro's and this is a resolution that is needed to submit the application.

Trustee Galler made a motion to approve the Village of Cambridge Resolution 2021-07 for the submission of a WEDC-CDI Grant for the Cambridge Inn on Main Street, seconded by Trustee Wittwer. Motion carried.

- b. Bike Trail – Possible Relocation of Portion of Force Main; Brian Bergquist from Town & Country discussed a memo, and a progress standpoint. The contractor is ready to start on the retaining wall. Upon excavating they found and broke a force main that was not located where the map said it was. Brian stated that the Department of Transportation, due to this being located on a highway, requests that the trail be pushed off as far as possible. He stated he has received a quote of not to exceed \$5,000 to move the force main. Also explained that if the bike trail can go along Vineyard Road it would be a savings of \$10,000.

Trustee Kumbier made a motion to approve, not to exceed \$5,000 to relocate the force main, seconded by Trustee Wittwer. Motion carried on roll call vote.

Trustee Galler made a motion to approve, at the savings of \$10,000 relocating portion of the bike path on Vineyard Drive with the possibility of moving it to off-road in the future, seconded by Trustee Franklin. Motion carried on a roll call vote.

Trustee Rose made a motion to delegate approval to any future changes to Administrator Moen or President McNally, seconded by Trustee Galler. Motion carried.

- c. Contract with Barbara Goeckner; Administrator Moen stated that this contract would have Ms. Goeckner clean out old office as well as assistance with Treasurer Brynwood with preparing for the next budget. Trustee Galler asked if we have a budgeted amount to bring her back. Trustee Rose asked for an approximate amount that this would be? Trustee Galler stated she would be alright with approving the contract at this time but would like this to go to Personnel meeting. Trustee Wittwer questioned when would this

need to be done by? Moen stated the cleaning can possibly wait but was told that the office needed to be cleaned out. Trustee Wittwer suggested the use of Covid funds to cover the costs. Trustee Rose would like to recommend this contract costs to the Personnel Committee next week as well as the answer to if Covid funds can be used.

Trustee Rose made a motion to approve the contract for Barbara Goeckner, seconded by Trustee Galler. Motion carried on a roll call vote.

- d. Cambridge Farm to School – Temporary Liquor License: Cambridge Fall Fest, 10-9-2021, Westside Park; Administrator Moen asked to have this item tabled until next meeting. The Cambridge Farm to School hasn't yet met with the Police to obtain approval with beer tent.
- e. Appointment to the Water and Sewer Committee; Administrator Moen stated that we are short Village Board member on the Water and Sewer Committee to have a quorum for meetings. Trustee Franklin volunteered to serve on the Water and Sewer Committee on a temporary basis.

Trustee Kumbier made a motion to appoint Trustee Franklin to the Water and Sewer Committee, seconded by Trustee Galler. Motion carried.

9. Unfinished Business: Discussion and Possible Action regarding:

- a. Fire Commission Update: President McNally stated the Fire Commission thanked Kris Breunig for his service to their board and mentioned that the commission is meeting Thursday.
- b. Building Subcommittee Update Trustee Kumbier stated that they met tonight and will present the three proposals to the Fire Commission on Thursday.
- c. Energy Sub Committee: Trustee Rose suggested that this proposal from Mark Roffers be moved to after reconvening out of closed session.
 - I. Proposal from Mark Roffers, MDRoffers Consulting at Expert Witness

Trustee Rose made a motion to move item 9-c-1 to later in the meeting to after reconvening from closed session, seconded by Trustee Galler. Motion carried.

10. Correspondence:

- a. Constituent letter regarding trees- Administrator Moen will share this letter with Public Works

11. Upcoming Meetings: September 20, Economic Development; September 21, Energy Subcommittee; September 27, Water and Sewer; September 28, Village Board; Public Works, TBD; Personnel Committee, September 21st.

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

- a. Village Board Vacancies
- b. Administrator Moen stated that we are working on a resolution for the Department of Revenue's recycling grant.
- c. Trustee Wittwer asked to add sidewalks with MSA to the next Department of Public Works agenda.

13. Convene into Closed Session- Matt Fleming joined by telephone.

Trustee Galler made a motion to convene into closed session, seconded by Trustee Rose per 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 and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project, and related proceedings before the Public Service Commission, seconded by Trustee Rose. Motion Carried.

14. Reconvene into open session

Trustee Wittwer made a motion to reconvene into open session at 9:15 P.M., seconded by Trustee Rose.

15. Possible Action Taken on Closed Session Items- Moved Item 9-c-1

c. Energy Sub Committee:

1. Proposal from Mark Roffers, MD Roffers Consulting at expert Witness.

Trustee Rose made a motion to accept the proposal to Mark Roffers consulting as the Village's expert witness for our energy project, seconded by Trustee Kumbier. Motion carried on a roll call vote.

Trustee Rose made a motion to draft and send a certified letter in response to the public comment made earlier in this meeting, seconded by Trustee Wittwer. Motion carried.

16. Adjournment Trustee Wittwer made a motion to adjourn the meeting, seconded by Trustee Kumbier. President McNally adjourned the meeting at 9:25 P.M.

Chrissie Brynwood, Treasurer/ Deputy Administrator/Deputy Clerk

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**Village of Cambridge Village Board
Amundson Community Center, Community Room
200 Spring Street
Tuesday, September 21, 2021, 7:00 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!

Minutes

- 1. Call to Order/Roll Call:** President McNally called the meeting to order at 7:04 p.m. Members present: Trustees: Kumbier, Wittwer, Rose, Galler, Franklin and McNally. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Blake Sollenbeger; Heidi Elliot; Roxy Engelstad; Dean Lund
- 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 Web Site.
- 4. Public Appearances:**
 - a. Dean Lund shared his opposition to withdrawing the Village's Intervenor Status in the Koshkonong solar project
 - b. Roxie Engelstad shared that the PSC was hearing our request for Intervenor funds on Thursday, September, 23.
 - c. Blake Sollenbeger reiterated Dean Lund concerns.
- 5. New Business:**
 - a. The Village Board will convene in Closed Session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Public Works Employee Evaluations
 - b. Convene into Closed Session per 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 and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project and related proceedings before the Public Service Commission.

Trustee Wittwer made a motion to enter into closed session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Public Works Employee Evaluations and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project and related proceedings before the Public Service Commission, seconded by Trustee Kumbier. Motion carried on a 6-0 roll call vote.
- 6. Reconvene into open session:** Trustee Galler made a motion to reconvene into open session, seconded by Trustee Kumbier. Motion carried on a 6-0 vote.
- 7. Possible Action Taken on Closed Session Items**
 - a. *Trustee Rose made a motion to dismiss Dan Dudley, effective immediately, due to poor performance reviews and misconduct, seconded by Trustee Wittwer. Motion carried.*

b. Trustee Rose made a motion to draft and send a letter in response to the letter we received dated September 16, 2021, to be sent by Friday, September 24, 2021, if possible, by Tuesday, September 28, 2021, at the latest, seconded by Trustee Galler. Motion carried.

8. Adjournment: Trustee Galler made a motion to adjourn, seconded by Trustee Rose. Motion carried. President McNally adjourned the meeting at 8:32 p.m.

Lisa Moen, Administrator/Clerk/Deputy Treasurer

**Village of Cambridge
Economic Development Committee**

Monday, September 20, 2021

6:30 P.M.

Amundson Community Center, Community Room
200 Spring St

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!

Minutes

1. **Call to Order/Roll Call** Trustee Galler called the meeting to order at 6:33 p.m. Members present: Kevin Mehringer, Chris Krueger & Carla Galler. Absent, Christianne Laing & Dave Kratovil. Others present: Kayla Sipple - South Central Landscapes, Laura Evenson- Premiere Couture; Dean Lund, Chrissie Brynwood, Treasurer.
2. **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.
3. **Public Appearances/Citizen Input;** Dean Lund stated that the committee to keep up the good work. Laura Evenson stated the committee members need to have consistency in their attendance.

4. **Approval of Minutes from August 30, 2021**

Chris Krueger made a motion to approve the minutes as presented, seconded by Carla Galler. Motion carried.

5. **New Business: Discussion and Possible Action Regarding:**

- a. **Discussion on the following questions:** Carla Galler gave a brief update on the last meeting. Explained the committee's task after meeting was to have answers to these questions below. Two of the committees' members that were at the last meeting are not present at this meeting tonight. Two members of tonight's meeting did not attend the meeting last time. So, discussion would need to be done at the next meeting with all members of the committee needing to attend. Galler also mentioned the opportunities being presented are vacant buildings and development

properties. This committee needs to take a proactive role with potential developers. She also mentioned the committee needs to understand the visions of property owners. Kevin Mehringer mentioned that Cambridge is fearful of turning into the Chamber. He said the reason the Chamber fell was because board members were doing most or all the groundwork and were burned out. Galler mentioned that she has attended some of the Wednesday business meetings and shared that it is a very robust and very business centered. Carla Galler also stated she would like to see Cambridge business friendly. Kayla Sipple with South Central Landscapers stated her business is looking at building a new 10,000 square foot warehouse but the issue is location. She would like to see it located within 10-15 minutes off the Highway. The committee needs to try to keep the existing businesses. Chris Krueger suggested the committee make up a "mission statement". Potentially make an announcement possibly in the newspaper to the community businesses asking what their challenges are, grievances, zoning etc. and to bring these to the Economic Development committee, first so they can assist the businesses and help alleviate issues.

- I. What we are?
- II. What we want to do? Look at opportunities, unique business type settings. Help existing businesses by reaching out to them.
- III. What are we willing to do to achieve this? Kevin Mehringer commented that the committee can't really answer this question until they are able to answer the first and second questions.

- b. **Welcome to Cambridge Signs;** Treasurer Brynwood told the committee that Administrator Moen had been working with the Chamber on the sign. Also stated that the Department of Transportation is still needing information on it. The committee stated they want the sign by the next Village Board meeting coming up on September 28, 2021.

6. **Setting of next meeting date:** October 18th at 6:30.

7. **Questions, Referrals to Staff or Future Agenda Items;** would like to see some written language to use to reach out to the community and to proposed development.

8. **Adjournment:** Kevin Mehringer made a motion to adjourn, seconded by Galler. Motion carried 3-0. Galler adjourned the meeting at 7:51 pm.

NOTE:

1. Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
2. A quorum of the Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. No matters shall be considered by said Village Board members nor shall any action be taken by said Village Board members at this meeting.
3. More specific information about agenda items may be obtained by calling 423-3712.



**Village of Cambridge
ENERGY SUBCOMMITTEE AGENDA
Amundson Community Center, 200 Spring St
Community Room
Tuesday, September 21, 2021, 5:00 p.m.**

PER THE CDC, DANE COUNTY HAS BEEN CONSIDERED SUBSTANTIAL OR HIGH-RISK TRANSMISSION AREA FOR THE DELTA VARIANT OF COVID. THIS IS AN IN-PERSON MEETING; HOWEVER, TO MAXIMIZE PROTECTION WE RECOMMEND WEARING OF MASKS INDOORS IN PUBLIC SPACES. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!

Minutes

1. **Call to order/Roll Call:** Trustee Rose called the meeting to order at 5:03 p.m. Members present: Mark McNally, Dean Lund, Jeff Milsap, Ted Kumbier and Wyatt Rose. Others present: Lisa Moen, Administrator, Chrissie Brynwood, Treasurer; Trustees Galler and Franklin; Todd Schultz; Roxy Engelstad; Heidi Elliot.
2. **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 Web Site.
3. **Public Comment:** None
4. **Approval of Minutes from August 17, 2021:** Kumbier made a motion to approve the minutes as presented, seconded by McNally. Motion carried.
5. **Convene into Closed Session** per 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 and 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project and related proceedings before the Public Service Commission. *McNally made a motion to convene into closed session per 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Proposed Development, Koshkonong Solar Energy Project and related proceedings before the Public Service Commission, seconded by Kumbier. Motion carried on a roll call vote.*
6. **Reconvene into open session:** McNally made a motion to reconvene into open session, seconded by Kumbier. Motion carried on a roll call vote.
7. **Possible Action Taken on Closed Session Items:** Rose made a motion to recommend to the Village Board to respond to the September 16th letter after conferring with legal counsel, seconded by McNally. Motion carried. It was requested that the Sub Committee be able to review the letter prior to it being sent out.
8. **Set next meeting date:** No date set
9. **Questions, Referrals to Staff or Future Agenda Items:** None
10. **Adjournment:** McNally made a motion to adjourn, seconded by Rose. Motion carried. Rose adjourned the meeting at 6:05 p.m.

Lisa Moen, Village Clerk/Administrator

Village Of Cambridge
Public Meeting
Personnel Committee Meeting
Tuesday, September 21, 2021
6:00 P.M.

Amundson Community Center, Community Room

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1. **Call To Order/Roll Call:** Trustee Franklin called the meeting to order at 6:07 p.m. Members present: Trustees Franklin and Kumbier. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Mark McNally, President; Trustee Galler.
2. **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 Web Site.
3. **Approval of Minutes from Meeting on August 24, 2021:** Trustee Kumbier made a motion to approve the minutes as presented, seconded by Trustee Franklin. Motion carried.
4. **Public Appearances/Citizen Input:** None
Old Business: None
5. **New Business:** Discussion and Possible Action Regarding:
 - a. **The Personnel Committee will convene in Closed Session** per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Exit Interview With Public Works Director and Public Works Employee Evaluations: Trustee Kumbier made a motion to convene into closed Session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Exit Interview With Public Works Director and Public Works Employee Evaluations, seconded by Trustee Franklin. Motion carried on a roll call vote.
 - b. **Reconvene into Open Session:** Trustee Franklin made a motion to reconvene into open session, seconded by Trustee Kumbier. Motion carried on a roll call vote.
 - c. **Possible action taken on closed session:** Trustee Franklin made a motion to discuss with the Village Board the exit interview and employee evaluations, seconded by Trustee Kumbier. Motion carried.
 - d. **Step Increases for Employees Completing Certifications:** Trustee Kumbier made a motion to recommend to the Village Board and the Water and Sewer Committee to approve a \$1.00/hour increase for employees as they complete required certifications, seconded by Trustee Franklin. Motion carried.
 - e. **Barbara Goeckner Contract:** This was referred to the Village Board due to time constraints.
 - f. **Covid Protocols:** This was referred to the Village Board due to time constraints.
6. **Any Other Business to Be Brought Before the Committee:** None
7. **Adjournment:** Trustee Franklin made a motion to adjourn, seconded by Trustee Kumbier. Motion carried. Trustee Franklin adjourned the meeting at 7:00 p.m.

Lisa Moen, Village Clerk/Treasurer/Administrator

Village Of Cambridge
Public Meeting
Personnel Committee Meeting
Tuesday, September 21, 2021
6:00 P.M.

Amundson Community Center, Community Room

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1. **Call To Order/Roll Call:** Trustee Franklin called the meeting to order at 6:07 p.m. Members present: Trustees Franklin and Kumbier. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Mark McNally, President; Trustee Galler.
2. **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 Web Site.
3. **Approval of Minutes from Meeting on August 24, 2021:** Trustee Kumbier made a motion to approve the minutes as presented, seconded by Trustee Franklin. Motion carried.
4. **Public Appearances/Citizen Input:** None
Old Business: None
5. **New Business:** Discussion and Possible Action Regarding:
 - a. **The Personnel Committee will convene in Closed Session** per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Exit Interview With Public Works Director and Public Works Employee Evaluations: Trustee Kumbier made a motion to convene into closed Session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees – Exit Interview With Public Works Director and Public Works Employee Evaluations, seconded by Trustee Franklin. Motion carried on a roll call vote.
 - b. **Reconvene into Open Session:** Trustee Franklin made a motion to reconvene into open session, seconded by Trustee Kumbier. Motion carried on a roll call vote.
 - c. **Possible action taken on closed session:** Trustee Franklin made a motion to discuss with the Village Board the exit interview and employee evaluations, seconded by Trustee Kumbier. Motion carried.
 - d. **Step Increases for Employees Completing Certifications:** Trustee Kumbier made a motion to recommend to the Village Board and the Water and Sewer Committee to approve a \$1.00/hour increase for employees as they complete required certifications, seconded by Trustee Franklin. Motion carried.
 - e. **Barbara Goeckner Contract:** This was referred to the Village Board due to time constraints.
 - f. **Covid Protocols:** This was referred to the Village Board due to time constraints.
6. **Any Other Business to Be Brought Before the Committee:** None
7. **Adjournment:** Trustee Franklin made a motion to adjourn, seconded by Trustee Kumbier. Motion carried. Trustee Franklin adjourned the meeting at 7:00 p.m.

Lisa Moen, Village Clerk/Treasurer/Administrator

9/23/2021 11:46 AM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/28/2021

From Account:

Thru: 9/28/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/28/2021	A1 TREE SERVICE	
		TRIM TREES-SOUTH,HIGH,NORTH,PARK,LAWN	
100-00-53311-230-000		PUBLIC WORKS - TREE & BRUSH	2,990.00
		TRIM TREES-SOUTH,HIGH,NORTH,PARK,LAWN 1632	
		Total	2,990.00

Voucher Nbr	Check Date	Payee	Amount
	9/28/2021	ALLIANT ENERGY/WP&L	
		#370181	
100-00-51600-220-000		MUN BLDG - UTILITIES	1,052.98
		#370181 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	27.15
		#724411 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	44.47
		#570605 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	93.75
		#938022 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	30.06
		#923952 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	31.15
		#1611869258 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	35.38
		#252381 09/14/2021	
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	156.88
		#034153 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	9.07
		#480381 09/14/2021	
100-00-53420-000-000		STREET LIGHTS	73.40
		#543106 09/14/2021	
100-00-55200-220-000		PARK UTILITIES	38.21
		#335194619 09/14/2021	
100-00-55200-220-000		PARK UTILITIES	20.74
		# 69591 9/15/2021	
		Total	1,613.24

Voucher Nbr	Check Date	Payee	Amount
	9/28/2021	ALLIANT ENERGY/WP&L	
		#399442 300 WATER ST PUMP HOUSE	
600-00-53700-821-000		POWER PURCHASED FOR PUMPING	593.42
		#399442 300 WATER ST PUMP HOUSE 09/17/2021	

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/28/2021

From Account:

Thru: 9/28/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
Total			593.42
9/28/2021 ARAMARK UNIFORM SERVICES			
09/16/2021			
100-00-51600-390-000	09/16/2021	MUN BLDG - SUPPLIES	108.12
		1641421426	
Total			108.12
9/28/2021 CHARTER COMMUNICATIONS			
8245116840002960			
500-00-53700-681-200		TELEPHONE EXPENSE	53.75
		8245116840002960	
		09/12/2021	
600-00-53700-851-400		TELEPHONE EXPENSE	53.74
		8245116840002960	
		09/12/2021	
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	53.75
		8245116840002960	
		09/12/2021	
100-00-52100-310-000		POLICE - INTERNET	53.74
		8245116840002960	
		09/12/2021	
Total			214.98
9/28/2021 CHARTER COMMUNICATIONS			
8245 11 684 0019386			
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	68.99
		8245 11 684 0019386	
		09/17/2021	
500-00-53700-681-200		TELEPHONE EXPENSE	34.49
		8245 11 684 0019386	
		09/17/2021	
600-00-53700-851-400		TELEPHONE EXPENSE	34.49
		8245 11 684 0019386	
		09/17/2021	
Total			137.97
9/28/2021 COMPUTER MAGIC, INC			
MONTHLY SUPPORT OFFICE 365 AUG 21			
100-00-51420-280-000		ADMIN - COMPUTER MAINT/REPAIR	70.00
		MONTHLY SUPPORT OFFICE 365 AUG 21	
		6100	
500-00-53700-681-300		COMPUTER SUPPORT	35.00
		MONTHLY SUPPORT OFFICE 365 AUG 21	
		6100	
600-00-53700-842-000		TECHNOLOGY EXPENSES	35.00
		MONTHLY SUPPORT OFFICE 365 AUG 21	
		6100	
Total			140.00

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 HOMETOWN BANK GENERAL OPERATING

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Dated From: 9/28/2021 From Account:
 Thru: 9/28/2021 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
9/28/2021 DANE COUNTY TREASURER (LAND CONSERVATION)			
EROS CONTROL-DANCING GOAT/RICK HOUSE5			
100-00-56700-210-000		PLANNING - CONSULTING FEES	89.13
		EROS CONTROL-DANCING GOAT/RICK HOUSE5 CAM0821	
200-00-57620-800-000		BIKE TRAIL EXPENSES	48.62
		EROS CONTROL- CAM ROCK TRAIL EXTENSION CAM0821	
Total			137.75
9/28/2021 DEAN HEALTH PLAN			
PREMIUM-MOEN-GOECKNER70%REDFORD30%BRYWOO			
100-00-51420-133-000		ADMIN - HEALTH/DENTAL INS	4,895.48
		PREMIUM-MOEN-GOECKNER70%REDFORD30%BRYWOO 006561141	
150-00-55110-133-000		LIB - HEALTH/DENTAL	1,113.59
		PREMIUM - BEHM 006561141	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	1,740.46
		PREMIUM - DUDLEY100%/REDFORD 70% 006561141	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	1,740.46
		PREMIUM -DUDLEY100%/REDFORD70% 006561141	
100-00-53311-133-000		PUBLIC WORKS - HEALTH/DENTAL	1,785.47
		PREMIUM - SCHROEDL & WRIGHT 006561141	
Total			11,275.46
9/28/2021 DELTA DENTAL			
DENTAL PREMIUM - MOEN- BRYNWOOD			
100-00-51420-133-000		ADMIN - HEALTH/DENTAL INS	284.86
		DENTAL PREMIUM - MOEN- BRYNWOOD 1664101	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	65.08
		DENTAL PREMIUM - DUDLEY/REDFORD 1664101	
150-00-55110-133-000		LIB - HEALTH/DENTAL	86.34
		DENTAL PREMIUM - BEHM 1664101	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	65.08
		DENTAL PREMIUM - DUDLEY/REDFORD 1664101	
100-00-53311-133-000		PUBLIC WORKS - HEALTH/DENTAL	186.25
		DENTAL PREMIUM - WRIGHT & SCHROEDL 1664101	
100-00-51420-133-000		ADMIN - HEALTH/DENTAL INS	35.69
		VISION PREMIUM - MOEN & BRYNWOOD 1664101	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	8.81
		VISION PREMIUM - DUDLEY/REDFORD 1664101	

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/28/2021

From Account:

Thru: 9/28/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	8.81
		VISION PREMIUM - DUDLEY/REDFORD 1664101	
100-00-53311-133-000		PUBLIC WORKS - HEALTH/DENTAL	23.72
		VISION PREMIUM - WRIGHT 1664101	
150-00-55110-133-000		LIB - HEALTH/DENTAL	11.74
		VISION PREMIUM - BEHM 1664101	
Total			776.38
9/28/2021 JARLSBERG, DEE			
CLEANING AMUNDSON BLDG 9/14/21 - 9/17/21			
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	125.00
		CLEANING AMUNDSON BLDG 9/14/21 - 9/17/21	
Total			125.00
9/28/2021 MURPHY DESMOND LAWYERS			
INVENERGY SOLAR PROJECT			
100-00-51300-210-000		VILLAGE LEGAL WORK	6,609.00
		INVENERGY SOLAR PROJECT 8133758	
Total			6,609.00
9/28/2021 OTIS ELEVATOR COMPANY			
MTC SERVICE 10/1/2021 - 12/31/2021			
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	281.49
		MTC SERVICE 10/1/2021 - 12/31/2021 100400504814	
Total			281.49
9/28/2021 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC			
JUL 16 - OCT 15			
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	2.50
		JUL 16 - OCT 15 3313716026	
100-00-51420-311-000		ADMIN - POSTAGE	65.00
		JUL 16 - OCT 15 3313716026	
150-00-55110-311-000		LIB - POSTAGE	2.50
		JUL 16 - OCT 15 3313716026	
100-00-51200-390-000		COURT - SUPPLY & EXPENSE	2.53
		JUL 16 - OCT 15 3313716026	
500-00-53700-640-000		SUPPLIES AND EXPENSES	35.00
		JUL 16 - OCT 15 3313716026	

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/28/2021

From Account:

Thru: 9/28/2021

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
600-00-53700-827-000		OPERATING SUPPLIES & EXPENSES	35.00
	JUL 16 - OCT 15	3313716026	
		Total	142.53
<hr/>			
	9/28/2021	QUILL CORPORATION	
		WIRELESS MOUSE - C. BRYNWOOD	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	19.59
		WIRELESS MOUSE - C. BRYNWOOD	19349474
		Total	19.59
<hr/>			
		Grand Total	25,164.93

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/28/2021

From Account:

Thru: 9/28/2021

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	19,363.55
Total Expenditure from Fund # 150 - LIBRARY FUND	1,214.17
Total Expenditure from Fund # 200 - CAPITAL PROJECTS FUND	48.62
Total Expenditure from Fund # 500 - WATER UTILITY	1,972.59
Total Expenditure from Fund # 600 - SEWER UTILITY	2,566.00
Total Expenditure from all Funds	25,164.93

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side Contact the municipal clerk if you have questions

FEE \$

Application Date 9/3/21

☐ Town ☒ Village ☐ City of CAMBRIDGE

County of DANE

The named organization applies for (check appropriate box(es))

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 10/9/21 and ending 10/9/21 and agree to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverage and/or wine if the license is granted

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society
☒ Chamber of Commerce or similar Civic or Trade Organization
☐ Veteran's Organization ☐ Fair Association

(a) Name CAMBRIDGE FARM TO SCHOOL

(b) Address 101 SOUTH ST CAMBRIDGE, WI 53523
(Street) Town ☒ Village ☐ City

(c) Date organized 12/21/18

(d) If corporation, give date of incorporation 12/21/18

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check box. ☒

(f) Names and addresses of all officers

President JACI ECKERMAN 101 SOUTH ST CAMBRIDGE, WI 53523
Vice President ERICA ~~HEIN~~ LIEN 279 LIEN VEUM RD CAMBRIDGE, WI 5352
Secretary BEN TIMP 305 HIGH ST CAMBRIDGE, WI 53523
Treasurer

(g) Name and address of manager or person in charge of affair JACI ECKERMAN
101 SOUTH ST CAMBRIDGE, WI 53523

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 300 W WATER ST CAMBRIDGE, WI 53523

(b) Lot Block WESTSIDE PARK

(c) Do premises occupy all or part of building? PART OF THE BUILDING - BATHROOMS & CONCESSIONS

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license to cover.
SEE THE ABOVE →

3. Name of Event

(a) List name of the event CAMBRIDGE FARM TO SCHOOL FALL FEST

(b) Dates of event 10/9/21

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief

CAMBRIDGE FARM TO SCHOOL
(Name of Organization)

Officer

Bm Up
(Signature/date)

Officer

(Signature/date)

Officer

Jaci Eckerman
(Signature/date)

Officer

(Signature/date)

Date Filed with Clerk

Date Reported to Council or Board

cone O

NP

NP

NP

NP

NA

NA

Trees
Electricity

STAGE



BEER
windows

BATH
ROOMS



NA

NA

NA

10x20
tent
chili cook-off

BEACH

play
Ground

FOOD

FACE
PAINT

dumpling
party

REUSE
MIS
CELL



NO
PARKING

LOAD
ZONE

River

- 9- NA = no alcohol beyond this point signs
- 5- no parking signs
- 2 cones

FFA
animals

Middle
School
lot
parking
#3

CES
P
1

PARK
HERE
SIGN

Parking
#1

Gravel

= no alcohol
beyond this
point

no parking

CANFIELD
TRAIL
HEAD

VENDOR
parking
only
1AM-4
4-7pm overflow
parking

BRIDGE

|||||

Ocone

NP

NA

NA

NA

PARK

Public Works Laborer Job Description

This individual will be responsible for helping to maintain streets and parks, as well as assisting with operation and maintenance of the Village's water & wastewater system. Duties will include:

Streets - Plowing snow, patching streets, painting traffic markings, maintenance and repair of traffic signs, curbside collection of residential yard waste, mowing street edges, basic repair & maintenance of trucks, tractor, and associated equipment.

Parks - Mowing lawn, string trimming, maintenance and repair of playground equipment, maintenance and cleaning of park shelters and restrooms, trimming trees, basic daily maintenance of lawn mowers and other power equipment.

Basic maintenance and repairs of the Village Hall and other Village and utility owned property.

Utility: basic maintenance of equipment, flushing hydrants, water testing.

All other routine tasks as assigned by the Director of Public Works The successful applicant must be safety conscious and able to work independently on assigned tasks.

Other duties as assigned.

Weekend -on-call: be able to work a rotating schedule.

Work in all types of environments: extreme heat and cold. Most tasks are completed outdoors.

Be willing to work extended hours on nights, weekends, and holidays, mostly for plowing. Might be called in for other emergencies.

The applicant will need or be able to obtain a valid Wisconsin CDL, Wisconsin DNR Certifications & will need to be able to lift at least 50 pounds. A background check and drug test may be required.

Job Type: Full-Time (40 Hours per Week) Salary Range: \$xx.xx-\$xx.xx per hour plus full benefits.

Applicants should fill out an application from the Village of Cambridge website: www.ci.cambridge.wi.us. Cover Letters can also be sent with the application. Applications and Cover Letters will be accepted until 4:00 PM on xx-xx-xxxx. Please send to Imoen@ci.cambridge.wi.us or by mail:

Village of Cambridge
Attn: Public Works Laborer Position
200 Spring St
Cambridge, WI 53523

Village of Cambridge

September XX, 2021

Press Release

For additional information contact:

Village of Cambridge, 423-3712

Village of Cambridge Public Works Laborer Job Description

The Village of Cambridge, WI is seeking a qualified individual to fill the position of Laborer in the Public Works Department. This individual will be responsible for helping to maintain streets and parks, as well as assisting with operation and maintenance of the Village's water & waste water system.

The applicant will need or be able to obtain a valid Wisconsin CDL, DNR Certifications & will need to be able to lift at least 50 pounds. A background check and drug test may be required.

Job Type: Full-time

Salary Range: \$xx.xx - \$xx.xx per hour plus full benefits.

Please see the full job description on the Village web site: ci.cambridge.wi.us

Please submit your cover letter and resume to the Village of Cambridge, PO Box 99, 200 Spring St, Cambridge, WI 53523, Attention Public Works Position, or email to: lmoen@ci.cambridge.wi.us. Cover letters and resumes will be accepted until 4:00 p.m. on xxxxxxxxxxxxxx.



200 Spring Street
Cambridge, WI 53523

SUBJECT: Step Increases for Employees Completing Certifications

FROM: Lisa Moen, Administrator

MEETING DATE: Water and Sewer Committee, September 27; Village Board, September 28, 2021

BACKGROUND/ANALYSIS: There are currently four certifications for water: Ground Water; Distribution, Iron Removal; and Zeolite Softening. There will be new certifications for sewer in the near future. As we are doing more testing, maintenance on our systems, requiring staff to obtain certifications, the Personnel Committee has recommended a \$1/hr increase for each certification received. Obtaining certifications will be important as we move forward, and for cross training of our staff. As more is asked of them, they receive the certifications, they should be compensated.

Derek Schroedl has received two of these certifications and will be working on the remaining two. Kris Breunig will also be obtaining the certifications.

RECOMMENDATION: The Personnel Committee recommended to both the Water and Sewer Committee and the Village Board a \$1/hour increase for each certification received.

Cambridge Community Fire and EMS Commission Meeting Agenda

Location: Cambridge Fire Department, Cambridge WI

Date: September 16, 2021

Time: 18:30

Call to Order / Roll Call / Pledge of Allegiance

I. Proof of Posting

II. Guest in Attendance

- a. Please sign in.

III. Approval of Minutes

IV. Old Business

Ongoing Maintenance Issues

V. New Business

Discussion and possible action.

Squad 5 Commission borrowing

- Approve 2022 Commission Budget
- Building Review Committee report and recommendations
- How can we fund the communications of an upcoming referendum

Any Other Business (that may be legally brought before the Commission)

VI. Next Meeting Date

VII. Adjournment

Cambridge Community Fire and EMS Commission

Minutes Meeting
June 24, 2021

Opening

The regular meeting of the Cambridge Community Fire and EMS Commission was called to order at 6:30pm on June 24, 2021 in Cambridge High School Gymnasium-Blue Jay Way, Cambridge, WI by Gene Kapsner.

Present

Gene Kapsner, Mark McNally, Mark Cook, Dave Schroeder, Julie Nelles and Community Members listed on attached sign-in sheet.

31 attendees signed in.

Pledge of Allegiance by all.

Proof of Posting

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. Motion by Dave Schroeder and Second by Julie Nelles, 5-0 motion carried.

Old Business

Maintenance Issue – No action taken

Pizza Pit property update by Mark Cook – No action taken

New Business

Building Review Committee Update : Update given by Chairperson of the 12-member appointed Committee followed by Community comments. We were provided with a brief summary of other district facility tours taken, their review of the pre-election Needs Assessment, possible changes to the base plans and future goals. – No Action Taken

Other Business as allowed by law

Extensive commission and public comment discussion of cogency of the Territorial Agreement after the election results, contractor future obligations, responsibilities looking forward involving all parties and general safety concerns regarding new and future structures such as battery systems and buildings requiring new equipment. Debate between parties on options related to services required.

Agenda for Next Meeting

TBD by Kapsner

Adjournment

Meeting adjourned by Gene Kapsner. The next Commission Meeting will be Thursday, July 29th, 2021, at 6:30pm at Cambridge Fire Station, Cambridge, WI. Motion by Mark Cook and Second by Dave Schroeder, 5-0 motion carried.

Minutes submitted by: Cook

Approved by: Name

Cambridge Community Fire and EMS Commission

Minutes Meeting
July 29, 2021

Opening

The regular meeting of the Cambridge Community Fire and EMS Commission was called to order at 6:30pm on July 29, 2021 at the Cambridge Fire Station in Cambridge, WI by Gene Kapsner.

Present

Gene Kapsner, Mark McNally, Mark Cook, Dave Schroeder, Julie Nelles and Community Members listed on attached sign-in sheet.

14 attendees signed in.

Pledge of Allegiance by all.

Proof of Posting

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed. Motion by Dave Schroeder and Second by Julie Nelles, 5-0 motion carried.

Old Business

Maintenance Issue – Larry fixed the door by changing out the hinges.

Door frame of fire station - operates

New Business

Midyear financial report : Update given by Bob Salov, Director of EMS.

Mission Statement prepared for the Building Review Committee was presented. Added “date of needs” to the statement. Mission Statement approved. Motion by Julie Nelles and Second by Dave Schroeder.

Quarterly Reports from Fire Chief and EMS Director

Agenda for Next Meeting

TBD by Kapsner

Adjournment

Meeting adjourned by Gene Kapsner. The next Commission Meeting will be Thursday, September 16, at 6:30pm at Cambridge Fire Station, Cambridge, WI. Motion by Dave Schroeder and Second by Julie Nelles, 5-0 motion carried.

Minutes submitted by: Cook

Approved by: Name

CCFEC 2022 Budget V 3.3 - FINAL Draft

Line Item	Description	2020			2021			2022			% change	Incr (decr)
450.1	Gross Wages	\$	476,573	\$	481,339	\$	495,800.00	3.00%	\$	14,461.27		
450.2	Payroll Processing	\$	1,300	\$	1,750	\$	2,500.00	42.86%	\$	750.00		
450.3	ACH Fees	\$	700	\$	700	\$	700.00	0.00%	\$	-		
450.4	Federal Withholding	\$	-	\$	-	\$	-		\$	-		
450.5	State Withholding	\$	-	\$	-	\$	-		\$	-		
450.6	FICA Medicare/SS	\$	36,457	\$	36,822	\$	39,005.00	5.93%	\$	2,182.59		
500.0	Benefits	\$	54,018	\$	61,932	\$	69,100.00	11.57%	\$	7,168.00		
550.1	Postage	\$	200	\$	200	\$	200.00	0.00%	\$	-		
550.2	Office Supplies	\$	800	\$	1,000	\$	1,200.00	20.00%	\$	200.00		
600.1	Professional Services	\$	4,500	\$	12,000	\$	12,000.00	0.00%	\$	-		
600.2	EMS Operations Budget	\$	66,550	\$	62,550	\$	60,950.00	-2.56%	\$	(1,600.00)		
600.3	FD Operations Budget	\$	81,000	\$	77,000	\$	75,400	-2.08%	\$	(1,600.00)		
600.4	Insurance PAK vehicles, Liab	\$	14,500	\$	16,000	\$	18,500.00	15.63%	\$	2,500.00		
600.5	Workman's Compensation	\$	32,000	\$	33,000	\$	36,900.00	11.82%	\$	3,900.00		
650.1	Fuel	\$	8,000	\$	8,000	\$	9,000.00	12.50%	\$	1,000.00		
650.2	Vehicle Repairs	\$	8,000	\$	15,300	\$	18,500.00	20.92%	\$	3,200.00		
650.3	Cellular & Data Vehicles	\$	5,600	\$	5,600	\$	6,600.00	17.86%	\$	1,000.00		
650.4	Information Tech (service & e	\$	FD&EMS ops	\$	14,000	\$	16,000.00	14.29%	\$	2,000.00		
700.1	Consumables	\$	1,500	\$	1,500	\$	1,500.00	0.00%	\$	-		
700.2	Grounds Maintenance	\$	1,500	\$	1,500	\$	1,500.00	0.00%	\$	-		
700.3	Building Maintenance	\$	3,000	\$	3,000	\$	4,500.00	50.00%	\$	1,500.00		
700.4	Housing	\$	10,620	\$	10,800	\$	11,300.00	4.63%	\$	500.00		
750.1	Phones / Television / Interne	\$	4,500	\$	5,280	\$	5,500.00	4.17%	\$	220.00		
750.2	Electric & Gas	\$	11,000	\$	11,000	\$	10,000.00	-9.09%	\$	(1,000.00)		
750.3	Water & Sewer	\$	4,000	\$	4,000	\$	4,100.00	2.50%	\$	100.00		
800.1	Initiatives	\$	12,000	\$	12,000	\$	2,000.00	-83.33%	\$	(10,000.00)		
800.2	Building Reserve Fund	\$	10,000	\$	10,000	\$	10,000.00	0.00%	\$	-		
800.4	EMS Reserve Fund	\$	20,000	\$	20,000	\$	20,000.00	0.00%	\$	-		
800.5	FD Reserve Fund	\$	20,000	\$	20,000	\$	20,000.00	0.00%	\$	-		
801.1	Temporarily Unassigned	\$		\$		\$			\$			
Total Operations Expenses		\$	888,318	\$	926,273	\$	952,755.00	2.86%	\$	26,481.86		
Line Item		2020			2021			2022				
850.1	Engine 1 Lease	\$		\$	51,636.68	\$	51,636.68	0.00%	\$	-		
	Squad 5 Lease	\$		\$		\$			\$			
850.2	2022_Budget to Repair and Fin consult	\$	-	\$	20,000	\$		-100.00%	\$	(20,000.00)		
9/9/2021, 10:18 AM		\$	71,637	\$	51,636.68	\$		-27.92%	\$	(20,000.00)		

Handwritten signature/initials.

Barnd

Total Operations & Capital		\$ 888,318	\$ 997,910	\$ 1,004,391.68	0.65%	\$ 6,481.86
Budget Item Income						
900.1	Run Fees	\$ 196,000	\$ 204,750	\$ 225,000	9.89%	\$ 20,250.00
900.2	Tower Rental	\$ 8,812	\$ 9,348	\$ 9,630	3.02%	\$ 282.00
900.3	WI Funding Assistance Progra	\$ 6,000	\$ 6,000	\$ 6,000		\$ -
900.4	Offset from Reserves		\$ 49,697		-100.00%	\$ (49,697.00)
900.5	Interest (Operations Account	\$ -				\$ -
910.1	Donations station expansion					\$ -
Non municipal Revenue		\$ 210,812	\$ 269,795	\$ 240,630.00	-10.81%	\$ (29,165.00)
Total Municipalities		\$ 677,505.99	\$ 728,114.82	\$ 763,761.68	4.90%	\$ 35,646.86
950.1	Cambridge (Dane & Jefferson	\$ 169,893.85	\$ 184,510.34	\$ 191,017.09	3.53%	\$ 6,506.75
950.2	Christiana	\$ 136,838.66	\$ 143,411.51	\$ 146,500.59	2.15%	\$ 3,089.08
950.3	Lake Mills	\$ 24,038.69	\$ 24,367.83	\$ 29,011.47	19.06%	\$ 4,643.64
950.4	Oakland	\$ 331,303.94	\$ 359,131.43	\$ 380,582.25	5.97%	\$ 21,450.82
950.5	Rockdale	\$ 15,430.85	\$ 16,694.04	\$ 16,650.28	-0.26%	\$ (43.76)
Total Income		\$ 677,505.99	\$ 728,115.15	\$ 763,761.68	4.90%	\$ 35,646.53

Z:\Admin\Assistant\DOCUMENT SHARING WITH CHIEF\Budgets\2022 Budget\Proposed CCFC_CAEMS Budget FY 2022 v3.3 FINAL Draft.xlsx\CCFC_2022_Budget

Equalized Values for Cambridge Community Fire & EMS Commission 2022 Budget					
Cambridge Community Fire & EMS Commission - 2022 Budget				\$763,761.68	
Municipality	2020 Equalized Value (EV)***	Percentage 2022 Budget (based on 2020 EV)	2022 Budget Share	2021 Budget Share	% Change
Cambridge Dane & Jefferson	\$189,483,500	25.01%	\$191,017.09	\$184,510.34	3.53%
Christiana	\$145,324,400	19.18%	\$146,500.59	\$143,411.51	2.15%
Lake Mills ** ^	\$28,778,554	3.80%	\$29,011.47	\$24,367.83	19.06%
Oakland * ^	\$377,526,727	49.83%	\$380,582.25	\$359,131.43	5.97%
Rockdale	\$16,516,600	2.18%	\$16,650.28	\$16,694.04	-0.26%
Totals	\$757,629,781	100%	\$763,761.68	\$728,115	4.90%

*Reflects 49.8% portion of the Town of Oakland located in the Cambridge Community Fire & EMS District

**Reflects 7% of the Town of Lake Mills located in the Cambridge Community Fire & EMS District

***2020 Equalized Values (EV) from Dane and Jefferson Counties

^Oakland and Lake Mills EV based on 2% fire dues

CAEMS 2022 Budget

Budget Item	Description	2021		2022 Change
100.1	Recruiting	\$ 1,500	\$ 2,000.00	33.33%
100.2	Training	\$ 6,000	\$ 2,500.00	-58.33%
100.4	Uniforms	\$ 3,500	\$ 2,200.00	-37.14%
100.5	Medical	\$ 350	\$ 500.00	42.86%
100.6	Incentives	\$ 500	\$ 300.00	-40.00%
100.7	Food	\$ 1,500	\$ 1,500.00	0.00%
100.8	Day Room Snacks	\$ -	\$ 200.00	0.00%
100.9	Humanitarian	\$ 100	\$ 100.00	0.00%
200.1	Medical Consumables	\$ 26,000	\$ 29,600.00	13.85%
200.2	Office Supplies	\$ 2,000	\$ 800.00	-60.00%
200.3	Cleaning Supplies	\$ 700	\$ 500.00	-28.57%
200.4	Postage	\$ 200	\$ 200.00	0.00%
200.5	Vehicle Supplies	\$ -		
250.1	IT Services	\$ -		
250.2	Professional Services	\$ 1,000	\$ 500.00	-50.00%
250.3	Subscriptions & Memberships	\$ 5,000	\$ 4,500.00	-10.00%
300.1	Office Equipment	\$ 2,000	\$ 2,000.00	0.00%
300.2	Rig Equipment	\$ 1,100	\$ 2,650.00	140.91%
300.3	Equipment Maintenance Contra	\$ 9,100	\$ 9,500.00	4.40%
300.4	Radios & Pagers	\$ 2,000	\$ 1,400.00	-30.00%
300.5	Public Health Emerg COVID-19			
399.1	Temporarily unassigned	\$ -		
Total EMS Operations		\$ 62,550	\$ 60,950	-2.56%

Why isn't this the total budget - ?



CAMBRIDGE VOLUNTEER FIRE DEPARTMENT

271 West Main St. • P.O. Box 79
cambridgevfd.com

Phone: (608) 423. 2014
Email: cambridgevfd@gmail.com

Cambridge Volunteer Fire Department Salaries for 2022 Budget

Chief	\$2000
Assistant Chiefs 4 x \$1000	\$4000
Captains 2 x \$800	\$1600
Lieutenant 2 x \$800	\$1600
Safety officer	\$ 800
President	\$ 500
Vice President	\$ 50
Secretary	\$ 750
Treasurer	\$1500
Board of directors 3 x \$50	\$ 150
Purchasing agent	\$ 150
Total	\$13,100
2022 pay for calls/meetings	\$36,900
Total	\$50,000

Proudly Serving Since 1902



CAMBRIDGE VOLUNTEER FIRE DEPARTMENT

271 West Main St. • P.O. Box 79
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Phone: (608) 423. 2014
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2022 Budget Cambridge Volunteer Fire Department

Salaries, call, and meeting pay	\$50,000
(\$10 per call/meeting paid annually \$36,900)	
(Officers receive fixed salary \$13,100)	
Trucks-annual pump certification test on 3 engines	\$ 2,700
(Commission pays all truck maintenance)	
Compressor-test function of SCBA compressor and class D sample	\$ 600
SCBA-dynamic flow test 18 air packs and 1 RIT pack per NFPA 1941	\$ 1,200
Rescue tools-annual testing and maintenance NFPA 1936	\$ 1,500
(Change fluids, inspect blades, pressure test)	
Ladders-annual testing and maintenance NFPA 1932	\$ 500
Turn out gear- 3 sets per 1901 Cambridge specs (Morning Pride)	\$ 7,200
Loose gear/equipment- (hoods, gloves, boots etc.)	\$ 5,000
Pagers and radio purchase and programming	\$ 4,000
Foam-Fire Bull Foam (PFAS and fluorine free) 6 pails x \$125	\$ 750
Firefighting supply hose and hand line hose	\$ 2,000
TOTAL BUDGET	\$75,450

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Cambridge Community Fire and EMS Commission

Memo

To: Fire and EMS Commission
From: Mark Cook
cc: Staff
Date: 09-14-2021
Re: Budget message

In the never ending process of creating new theories and gathering data to advance the important work of the Fire and EMS departments, we have worked closely with staff to resolve the attached budget documents. This is no small task.

We all view success a little differently and celebrations should always serve a dual purpose, first to honor and create a spirit of community and second to see principles and achievements come to life.

As a commission we are in the can-do business. If you want others to believe in something, and behave accordingly to those beliefs, we need to set the example. When sending a message throughout the community, nothing communicates more clearly than what we as leaders do. The talk to listen ratio must be slanted towards listening. The vision matters most.

Last April the pulse of the community was taken. The commission made itself vulnerable and we learned. The buck stops at the commission. We need the fire fighters and EMS staff to be great at saving us when bad things happen. It is our job to be responsible and provide descriptive rather than evaluative support. Our constituents want leaders who remain passionate despite obstacles. We are in a time and place where constancy and unwavering commitment to the cause is needed. We need small victories that create momentum, and we need to get started now. Ask yourself what you are passionate about and sell it to anyone that will listen. As messengers, we need to believe to be believed. Our actions must echo our beliefs. Our duty is to be better and learn from last April. Simple stuff!

The fiscal pressure our greatest assets feel is translated into lost value. Nothing is further from the truth. Even in this challenging time, the unexpected happens. As you review the attached budget, please note that as costs soar all around us, we held totals to a 2.86% increase in the budget. We encourage you review the budget and ask questions that encourage the heart. We will keep the pencil sharp and commit to holding costs down while providing the level of service this community deserves.

We look forward to the building commission report and brainstorming with whatever challenges we face.

Tonight, we need a budget to pass and to be a commission that looks forward with optimism and pride.

gene.kapsner@gmail.com

From: David Keleher <dkeleher@badgerbank.bank>
Sent: Wednesday, August 11, 2021 1:07 PM
To: gene.kapsner@gmail.com
Subject: Loan Scenarios
Attachments: Payment Comparison - Fire Truck - 2021 August.xlsx

Gene – the spreadsheet is attached in addition to the details being listed below. Let me know if you have any questions. Thanks.

Loan Amount	\$ 537,000					
	Fire Commission			Municipality		
Term	5 Years	7 Years	10 Years	5 Years	7 Years	10 Years
Interest Rate	2.85%	3.25%	3.65%	1.95%	2.25%	2.50%
Annual Payment	\$ 116,893	\$ 87,160	\$ 65,232	\$ 113,857	\$ 83,877	\$ 61,472

David C. Keleher
Executive Vice President
NMLS # 647455
Badger Bank
Working Together, Achieving Success
dkeleher@badgerbank.bank
Cambridge: (608) 423-3241
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AMORTIZATION SCHEDULE

8/16/2021

CUSTOMER NAME(S)		FINANCIAL INSTITUTION NAME	LOAN INFORMATION	
		Bank of Deerfield	Funding Date:	
			Loan Number:	
			Loan Amount:	\$550,000.00
			Interest Rate:	4.290%

PAYMENT NUMBER	DATE OF PAYMENT	PAYMENT AMOUNT	INTEREST PAID	PRINCIPAL PAID	LOAN BALANCE	EOY INTEREST PAID	EOY PRINCIPAL PAID
1	4/1/2023	\$127,765.42	\$38,333.79	\$89,431.63	\$460,568.37	\$38,333.79	\$89,431.63
2	4/1/2024	\$127,765.42	\$19,812.52	\$107,952.90	\$352,615.47	\$19,812.52	\$107,952.90
3	4/1/2025	\$127,765.42	\$15,127.20	\$112,638.22	\$239,977.25	\$15,127.20	\$112,638.22
4	4/1/2026	\$127,765.42	\$10,295.02	\$117,470.40	\$122,506.85	\$10,295.02	\$117,470.40
5	4/1/2027	\$127,762.39	\$5,255.54	\$122,506.85	\$0.00	\$5,255.54	\$122,506.85
Grand Totals:		\$638,824.07	\$88,824.07	\$550,000.00			

PAYMENT NUMBER	DATE OF PAYMENT	PAYMENT AMOUNT	INTEREST PAID	PRINCIPAL PAID	LOAN BALANCE	EOY INTEREST PAID	EOY PRINCIPAL PAID
1	4/1/2023	\$95,011.83	\$38,333.79	\$56,678.04	\$493,321.96	\$38,333.79	\$56,678.04
2	4/1/2024	\$95,011.83	\$21,221.49	\$73,790.34	\$419,531.62	\$21,221.49	\$73,790.34
3	4/1/2025	\$95,011.83	\$17,997.91	\$77,013.92	\$342,517.70	\$17,997.91	\$77,013.92
4	4/1/2026	\$95,011.83	\$14,694.01	\$80,317.82	\$262,199.88	\$14,694.01	\$80,317.82
5	4/1/2027	\$95,011.83	\$11,248.37	\$83,763.46	\$178,436.42	\$11,248.37	\$83,763.46
6	4/1/2028	\$95,011.83	\$7,675.89	\$87,335.94	\$91,100.48	\$7,675.89	\$87,335.94
7	4/1/2029	\$95,008.69	\$3,908.21	\$91,100.48	\$0.00	\$3,908.21	\$91,100.48
Grand Totals:		\$665,079.67	\$115,079.67	\$550,000.00			

PAYMENT NUMBER	DATE OF PAYMENT	PAYMENT AMOUNT	INTEREST PAID	PRINCIPAL PAID	LOAN BALANCE	EOY INTEREST PAID	EOY PRINCIPAL PAID
1	4/1/2023	\$70,571.65	\$38,333.79	\$32,237.86	\$517,762.14	\$38,333.79	\$32,237.86
2	4/1/2024	\$70,571.65	\$22,272.85	\$48,298.80	\$469,463.34	\$22,272.85	\$48,298.80
3	4/1/2025	\$70,571.65	\$20,139.98	\$50,431.67	\$419,031.67	\$20,139.98	\$50,431.67
4	4/1/2026	\$70,571.65	\$17,976.46	\$52,595.19	\$366,436.48	\$17,976.46	\$52,595.19
5	4/1/2027	\$70,571.65	\$15,720.12	\$54,851.53	\$311,584.95	\$15,720.12	\$54,851.53
6	4/1/2028	\$70,571.65	\$13,403.62	\$57,168.03	\$254,416.92	\$13,403.62	\$57,168.03
7	4/1/2029	\$70,571.65	\$10,914.49	\$59,657.16	\$194,759.76	\$10,914.49	\$59,657.16
8	4/1/2030	\$70,571.65	\$8,355.19	\$62,216.46	\$132,543.30	\$8,355.19	\$62,216.46
9	4/1/2031	\$70,571.65	\$5,686.11	\$64,885.54	\$67,657.76	\$5,686.11	\$64,885.54
10	4/1/2032	\$70,568.23	\$2,910.47	\$67,657.76	\$0.00	\$2,910.47	\$67,657.76
Grand Totals:		\$705,713.08	\$155,713.08	\$550,000.00			



September 20th, 2021

To Whom It May Concern:

Re: Proposed 55-acre public land acquisition
adjoining the Lake District Preserve
(W8623 US Hwy 18, Town of Oakland, WI)

I am writing on behalf of the village of Cambridge to express my support for the Lake Ripley Management District's purchase of the above-referenced property. Public ownership of these lands would be very desirable as they offer additional opportunity for nature-based recreation to our Village residents, while adding to the protective buffer of prairie to protect Lake Ripley's one inlet. The acquisition would enhance the existing Lake District Preserve and related restoration efforts and provide public access to scenic and culturally- and environmentally-significant property next to the lake.

I feel hopeful of the possibilities that this purchase represents to the residents of Cambridge. The project will benefit our community by preserving the rural character of the area, improving public outdoor recreation, and by protecting lands of strategic importance to the health of our lake. For these reasons, I am strongly in favor of this proposal.

Sincerely,

Mark McNally, President, Board of Trustees-Village of Cambridge

Lisa Moen

From: Mark McNally
Sent: Tuesday, September 21, 2021 10:36 AM
To: Jason.Scott@wedc.org
Cc: Lisa Moen; tbuonin742@yahoo.com
Subject: Support for Anthony Buonincontro's project

Good morning Jason,

I left a couple of messages yesterday and thought an email might be helpful. Please let this message serve as complete support for the project that Tony Buonincontro is involved with located here in Cambridge on Main Street. His efforts will benefit our community by renovating an old, dilapidated structure and preserving the unique assembly of historic buildings on Highway 12.

If you have any questions please do not hesitate to call me.

Mark McNally, President, Board of Trustees-Village of Cambridge

Sent from [Mail](#) for Windows