

Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday January 24, 2023
6:30 p.m.
Village Board Agenda

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Comment**

- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: January 10, 2023
 - b. Water and Sewer Committee: January 17, 2023

- 6. Reports:**
 - a. Presidents Report
 - b. Library Board: January 11, 2023
 - c. Economic Development January 16, 2023
 - d. Water & Sewer January 17, 2023
 - e. Director Dept of Public Works-Tod Lord
 - f. Village Office Updates: Treasurer Brynwood

- 7. Treasurer's Report:**
 - a. Bills

- 8. New Business:**
 - a. Discussion and Possible Action Regarding Letter of Recognition-Trustee Franklin
 - b. Discussion and Possible Action Regarding for financing Well #3 project-Presentation by Ehlers
 - c. Discussion and Possible Action Regarding Highway 134/Lagoon Road Intersection-Engineer De Young, MSA
 - d. Discussion and Possible Action Regarding Resolution 2023-02 Authorized Representative To File Applications For Financial Assistance From State of Wisconsin Environmental Improvement Fund-Engineer Greve, MSA
 - e. Discussion and Possible Action Regarding Resolution 2023-03 Declaring Official Intent To Reimburse Expenditures-Engineer Greve, MSA

- 9. Unfinished Business:**
 - a. Discussion and Possible Action Regarding Reduction in Letter of Credit for Scott Farms Subdivision
 - b. Follow up with ATV/UTV permit application and signage- Deputy Brynwood

- 10. Correspondence: None**

- 11. Questions, Referrals to Staff or Future Agenda Items:**
 - a. Safer Communities Update – February 28, 2023

- 12. Upcoming Meetings:** February 8th Library Board, February 13th Plan Commission, February 14th Village Board, February 20th Economic Development, February 21st Water and Sewer, February 28th Village Board.

- 13. Adjournment**

Chrissie Brynwood Deputy Administrator/ Deputy Clerk

Note

- 1) Persons Needing Special Accommodations Should Call 423-3712 At Least 24 Hours Prior To The Meeting.
- 2) More Specific Information About Agenda Items May Be Obtained By Calling 423-3712.
- 3) Final Agendas Are Typically Posted By 4 Pm On The Friday Preceding The Regular Meeting At The Amundson Community Center, Cambridge Post Office, Hometown State Bank, Badger Bank and the Village Website

VILLAGE OF CAMBRIDGE

Policy of Decorum for Public Meetings

The purpose of Policy of Decorum is to promote mutual respect, civility, and orderly conduct among elected and appointed Village officials, Village staff, and members of the public. This policy is not intended to deprive any person of his or her right to freedom of expression, but to promote, to the extent possible and reasonable, open dialogue and positive communications while discouraging intimidating, demeaning, volatile, hostile or aggressive actions. The Village expects locally elected and appointed officials and its employees to comply with this policy, and also seeks cooperation from members of the public.

The Village holds numerous public meetings, such as meetings of the Village Board and Village commissions, boards and committees. In order to safeguard participatory democracy in the Village of Cambridge, all elected officials, appointed officials and Village employees are expected to adhere to the following standards of conduct:

- Treat everyone with courtesy;
- Listen to others respectfully;
- Exercise self-control;
- Exercise honesty at all times;
- Give open-minded consideration to all viewpoints;
- Focus on the issues and avoid personalizing debate;
- Embrace respectful disagreement and dissent as democratic rights that are inherent components of an inclusive public process and tools for forging sound decisions;
- Allow board and commission members to speak without intimidation or interruption;
- Provide fair and equal treatment for all persons coming before Village bodies.

The Village requests that members of the public also exercise civility by following these guidelines during public meetings.

Whenever any disturbance or disorderly conduct shall occur in any of the meetings of the board, the president may cause the room to be cleared of all persons causing such disorderly conduct.
VCO § 2.08.190.

**Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday January 10, 2023
6:30 p.m.**

Village Board Minutes

1. **Call to Order/Roll Call** Members present: Trustee Wittwer, Hollenbeck, Kumbier, Phelps, Breunig and President McNally. Trustee Franklin excused. Others present: Chrissie Brynwood, Treasurer; Tod Lord, Public Works Director; Dan Greve, MSA; Patty Strobusch; Charles Fiesel, Tom Fredericks, CVFD, 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, Badger Bank, and the Village Website.
4. **Public Comment-** Dean Lund handed out a packet with pictures of the ATV/UTV signs that the Town of Christiana and the Town of Oakland has posted. With a typed piece of paper stating Village of Cambridge with a large question mark. Then stood silently. Treasurer Brynwood asked if she could speak regarding this topic. She mentioned that the person at DOT, Wendy Braun, has our application and that Treasurer Brynwood has left her several messages with zero response. Treasurer Brynwood stated that staff are constantly being harassed and falsely accused of having the signs and not placing them up. She also mentioned that there is one gentleman, Timm Punzel, that has been extremely helpful that is also being verbally harassed.
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: December 13, 2022
 - b. Joint Blue Jay Way Subcommittee: December 19, 2022
 - c. Water and Sewer Committee: December 20, 2022

Trustee Hollenbeck made a motion to approve Village Board minutes from December 13, 2022, seconded by Trustee Breunig. Motion carried.6-0

6. Reports:

- a. Presidents Report- President McNally stated about a week ago, he had two visitors from the Wisconsin State Journal to ask about the Village being reclassified. It was changed from Urban to Rural. He went with them and visited storefronts and Dean Lund's insurance company. Mr. Lund said that he likes the way village residents are very friendly. The residents tend to give a finger up or a tilt of the head as a Norwegian hello. He also mentioned that he felt it would be a positive article. Trustee Hollenbeck mentioned that the reclassification of this may help the Village with broadband.
- b. Library Board: December 14, 2022; Trustee Kumbier stated that they have received three candidates for the Library Director position. The library board has decided on one but Trustee Kumbier was not aware if they have accepted it. He also mentioned that the Annual meeting will be a potluck and on January 20th, 2023, at 6:30pm.

- c. Plan Commission: January 9, 2023, Trustee Wittwer stated that the Commission met last night and had Lauren Dietz from MSA review the smart growth plan. And that she gave the commission some sample survey questions to have them review. He stated Treasurer Brynwood would share those questions with the Village Board and the Economic Development committee.
- d. Director Dept of Public Works-Tod Lord The crew took the Christmas lights down from the light posts on Main Street and placed them over at the skating rink. He mentioned it looks very nice. He also told the board that there is a water leak under Highway 12. Eastbound traffic will be closed for 2-3 days to repair the leak. He mentioned that he drafted and sent letters to all addresses that were going to be affected by the repair work. He also said that the new crew are doing a fantastic job and they really like what they do. Cody will be taking a water class in February. Trustee Hollenbeck mentioned that she doesn't like ice but the rink looks so pretty that she might change her mind.
- e. Village Office Updates: Treasurer Brynwood has collected \$2,712,201.25 of Dane County taxes which is 66%, Jefferson County collected \$109,612.25. Busy with year end reporting/W-2/Department of revenue/WRS year end reconciliation. Settlements for taxing jurisdictions need to be delivered by January 16, 2023. Had training in Madison along with two of our Election Inspectors on the new electronic pollbooks. Preparing documents for the auditors they also want this information by January 16. Trying to follow up with the DOT regarding the ATV/UTV permit and signage. Assisted the Director Lord for the permit need to be able to work on the Highway. Assisted Lt Lauritsen with updating his CAD software for the new road name changes. Worked with the building inspector with address, the correct way, in the new Scott Farm subdivision. Checking Lisa's email and pulling requests for Absentee Ballots for the February election.

7. Treasurer's Report:

- a. **Bills** Treasurer Brynwood stated the first round of bills were \$11,703.82 and the second round was \$9,279.54. For a grand total of \$20,983.36. Treasurer Brynwood mentioned that the Frontier bill, since taking the bills over, she is questioning what this is for as it was coded for faxes for both Village Hall and DPW- Which neither placed have faxes. We use E-fax through the computer that we pay for on the Visa bill.

Trustee Kumbier made a motion to pay the bills in the amount of \$20,983.36, seconded by Trustee Phelps. Motion carried 6-0 on a roll call vote.

8. New Business:

- a. Discussion and Possible Action Regarding Koshkonong Trails School – Recycling, Reducing, Reusing- This group was not at this meeting. The Village Board suggested that they come and present it to the next Department of Public Works meeting. That department would be more appropriate given the several questions that came up.
- b. Discussion and Possible Action Regarding BIDs for Well #3- Recommendation from Water and Sewer Committee Dan Greve with MSA stated that the winning bid was from Mid-City in the amount of \$4,842,000. It was approved at the Water and Sewer meeting with a 4-0 vote. Mr. Greve stated the subcontractors will be LW Allen for the electrical and Henzinger for the building. Mr. Greve checked references for these subs and was a consensus vote that they are all very reputable and familiar with this type of project as they are properly insured.

Trustee Breunig made a motion to accept the bid from Mid-City in the amount of \$4,842,000, seconded by Trustee Kumbier. Motion carried 6-0 on a roll call vote.

- c. Discussion and Possible Action Regarding Amendment #2 to Owner and Engineer Agreement for Well #3 - Recommendation from Water and Sewer Committee Trustee Breunig spoke regarding the Amendment #2 to the owner and engineer agreement for Well #3, not to exceed \$236,400 lump sum. These funds are intended to pay for performance payment bonds as well as pre- construction meetings. Trustee Hollenbeck stated that these 711 hours are intended to be funded by the clean water loan. Mr. Greve agreed.

Trustee Kumbier made a motion to accept MSA's Amendment #2 to the owner and engineer in the amount of \$236,400, seconded by Trustee Breunig. Motion carried 6-0 on a roll call vote.

- d. Discussion and Possible Action Regarding Professional Services Agreement with MSA for the Application and Oversight of the Safe Drinking Water Loan - Recommendation from Water and Sewer Committee

Trustee Breunig made a motion to accept the agreement with MSA for the application and oversight of the safe drinking water loan, not to exceed \$38,700 seconded by Trustee Kumbier. Motion carried 6-0 on a roll call vote.

- e. Discussion and Possible Action Regarding Resolution 2023-01 – Establishing Licenses, Miscellaneous Permits and Administrative Fee Schedule. Treasurer Brynwood stated that she didn't know of any changes. Trustee Hollenbeck mentioned that the only change was the price of the raising and taking down the banners on Main Street.

Trustee Hollenbeck made a motion to accept Resolution 2023-01 establishing licenses, miscellaneous permits, and administrative fee schedule, seconded by Trustee Wittwer. Motion carried 6-0

- f. Discussion and Possible Action Regarding Purchase of New Laptop – Partially Paid for Through Wisconsin Election Commission Security Grant. Treasurer Brynwood explained that this would be great to have at the elections due to the security features that the Election Commission is using in case of emergencies. The entire day has a zoom meeting open to all in case anything might come up. Trustee Breunig stated that the grant will cover \$600.00 of the \$1,349.00 cost from Computer Magic.

Trustee Phelps made a motion to approve the purchase of the laptop in the amount of \$1,349.00 less the grant of \$600.00, seconded by Trustee Kumbier. Motion carried 6-0 on a roll call vote.

- g. Discussion and Possible Action Regarding Reduction in Letter of Credit for Scott Farms Subdivision- Treasurer Brynwood stated she was under the impression that Joe DeYoung was going to be at this meeting to be able to discuss this topic better. He was not, so this will be tabled for the January 24th meeting.

9. Unfinished Business:

- a. Fire Commission Update- President McNally stated the Fire Commission moved \$200,000 to Badger Bank for their emergency fund. He also mentioned that there was a leadership discussion

but no meeting. Tom Fredericks from the Fire Department said that the meeting the commission had back on November 10, 2022 was a surprise to the Fire Department. Mr. Frederick also mentioned they get turned away and no responses to the emails. Trustee Hollenbeck stated that the Fire Commission needs to be more accountable to the municipalities in which they serve.

- b. Update from Joint Oakland/Cambridge Subcommittee, Discussion and Possible Action Regarding Blue Jay Way- Trustee Wittwer mentioned that with the Smart Growth plan it could possibly include the annexation. That they could improve the road then can discuss possible consideration of annexation. The meeting was held at the School District Office.

10. Correspondence:

- a. Cambridge Foundation Request- The letter was created, and hand carried to Attorney Rumpf's office by both Lt. Lauritsen and President McNally. Trustee Hollenbeck mentioned that it was a well written letter by Administrator Moen

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

- a. Safer Communities Update – February 28, 2023
- b. Discussion and Possible Action Regarding Highway 134/Lagoon Road Intersection – January 24
- c. Treasurer Brynwood to investigate the equalized values from the Fire Department.

12. Upcoming Meetings: January 11, Library Board; January 16, Economic Development; January 17, Water and Sewer; January 24, Village Board.

13. Adjournment

Trustee Hollenbeck made a motion to adjourn, seconded by Trustee Phelps. President McNally adjourned the meeting at 7:45 p.m. Motion carried 6-0

Chrissie Brynwood Deputy Administrator/Deputy Clerk/Treasurer

Note

- 1) Persons Needing Special Accommodations Should Call 423-3712 At Least 24 Hours Prior To The Meeting.
- 2) More Specific Information About Agenda Items May Be Obtained By Calling 423-3712.
- 3) Final Agendas Are Typically Posted By 4 Pm On The Friday Preceding The Regular Meeting At The Amundson Community Center, Cambridge Post Office, Hometown State Bank, Badger Bank and the Village Website

**CAMBRIDGE WATER, SEWER, AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET – COMMUNITY ROOM
MINUTES
6:30 PM
JANUARY 17, 2023**

1. **Call to Order/Roll Call:** Kumbier (chair of Committee in Breunig's absence) called the meeting to order at 6:32pm. Members present: Ted Kumbier, Steve Struss, Larry Gunseor. Members absent: Kris Breunig Others present: President McNally, Mike Reiber from Dancing Goat Distillery attended at 6:40pm. Village Staff: Chrissie Brynwood, Derek Schroedl, and Vicki Redford.
2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Badger Bank, Cambridge Post Office, and the Village Website.
3. **Approval of consent agenda**
 - a. Meeting Minutes from 12-20-2022

Struss made a motion to accept the consent agenda as presented. Gunseor seconded the motion. Motion carried.

4. Approval of Bills:

Struss made a motion to accept the bills in the amount of \$63,362.50 Gunseor seconded the motion. Motion carried on a 3-0 roll call vote.

5. Reports

- a. **Utility Clerk:** This month the focus has been on tax collection. I have been working with Dan Greve from MSA on Well #3, as well as Brian Roemer from Ehlers. Treasurer Brynwood, and Water Operator Schroedl worked with me to provide Brian Roemer with the last of the information for the rate increase. The public information meeting on the rate increase will be held next month at our W&S meeting.
- b. **Staff Report:** Schroedl said there is no news on the street sweeper. The parts needed are on back-order. Schroedl told the Committee they have been running one pump at the main lift station for about a month. LW Allen has a pump available. There was discussion that an additional pump should be ordered as well because of the back order waiting period is 22 weeks. LW Allen should be coming to the Village this week with the pump they have in stock. Schroedl told the Committee about the water main break on Main Street in front of Ting Ting Garden Restaurant. The leak may have been there for quite some time. There was water bubbling up from the restaurant's foundation. The owner of the restaurant had a plumber come to inspect the issue and he helped the Water Department diagnose the water main break. The break was repaired on January 17, 2023. Concrete will be replaced on Main Street this week. Deputy

Clerk/Administrator Brynwood said the owner of the restaurant may want to submit their plumber bill to the Village insurance.

Struss complimented Schroedl for continuing to fill out the water testing reports. There was a short discussion about recording backwash for water loss recording purposes and the flow meter.

6. Old Business:

- a. Discussion and Possible Action Regarding – Meter Reading Equipment
Utility Clerk Redford spoke to Dan Greve from MSA regarding the meter reading equipment. Greve said Art Bahr from the Appleton MSA Office is more knowledgeable on the Meter Reading Equipment. Greve said Bahr could come to the February W&S meeting to provide scope & fee for assisting us procurement specification for a Meter Reading Equipment system.
- b. Discussion and Possible Action Regarding – Generator / Surplus: Struss told the Committee that Administrator Moen had gotten a number from the Federal Government to access the registry online. Brynwood told Struss that she will look for the access code/ID number. The registry is for Government entities only. There was discussion about getting a generator that runs the whole system or just well #2.

Reiber from the Dancing Goat told the Committee that they just installed a 150-back-up generator. Anything over that you would need to go to diesel.

7. New Business: None

- 8. Public Comment:** President McNally asked if the door-hangers about what is ok to put down the sewer system and what is not have all been distributed. Struss said that several people have distributed them, and the entire area is almost done. Reiber said the water quality is good. Hardness levels agree with the reports in the W&S packet. Dancing Goat has been offline since December 16, 2022. They have started cooking again January 16, 2023. Dancing Goat did maintenance sanitation over the holiday and are now up and running again.

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

1. Public Meeting on rate increase
2. Meter Reading Equipment
3. Generator Surplus

- 10. Adjournment:** *Struss made a motion to adjourn the meeting. Kumbier seconded the motion. Kumbier adjourned the meeting at 7:00pm.*

- 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

1/20/2023 5:34 PM

In Progress Checks - Quick Report - ALL

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 12/31/2022 From Account:

Thru: 12/31/2022 Thru Account:

| Voucher Nbr | Check Date | Payee | Amount |
|-------------|------------|---|-----------|
| | 12/31/2022 | BAKER & TAYLOR, INC. Books | 1,752.59 |
| | 12/31/2022 | CAMBRIDGE WATER & SEWER UTILITY DEC 2022 WATER/SEWER BILL | 134.88 |
| | 12/31/2022 | CENGAGE LEARNING/GALE NIGHT SHIFT | 101.76 |
| | 12/31/2022 | CENTER POINT LARGE PRINT A CATERED NEW YEAR | 46.74 |
| | 12/31/2022 | HOGGATT, PATRICIA REIMB FOR GRAHAM CRACKER HOUSE SUPPLIES | 103.71 |
| | 12/31/2022 | IMPACT ACQUISITIONS, LLC SHARP COPIER CONTRACT 12.17-1.16.23 | 187.00 |
| | 12/31/2022 | MICROMARKETING LLC LIBRARY CD'S | 151.54 |
| | 12/31/2022 | MIDWEST TAPE DYLAN AND ZOEY WIDESCREEN | 463.78 |
| | 12/31/2022 | MSA PROFESSIONAL SERVICES ATTEND MTG REVIEW PROJECT | 2,855.95 |
| | 12/31/2022 | PENWORTHY COMPANY BOOKS AQUISITIONS | 203.09 |
| | 12/31/2022 | QUILL CORPORATION LIBRARY SUPPLIES | 229.89 |
| | 12/31/2022 | SOUTH CENTRAL LIBRARY SYSTEM DELL OPTIPLEX | 3,992.94 |
| | 12/31/2022 | VISA LIBRARY CHARGES DEC 2022 | 606.82 |
| | 12/31/2022 | VISA AMAZON | 31.64 |
| | | Grand Total | 10,862.33 |

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 12/31/2022 From Account:

Thru: 12/31/2022 Thru Account:

Amount

| | |
|--|-----------|
| Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND | 312.50 |
| Total Expenditure from Fund # 115 - SCOTT FARMS DEVELOP | 2,543.45 |
| Total Expenditure from Fund # 150 - LIBRARY FUND | 7,974.74 |
| Total Expenditure from Fund # 920 - CAMBRIDGE/OAKLAND CABLE TV | 31.64 |
| Total Expenditure from all Funds | 10,862.33 |

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In Progress Checks - Quick Report - ALL

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 1/24/2023 From Account:

Thru: 1/24/2023 Thru Account:

| Voucher Nbr | Check Date | Payee | Amount |
|-------------|------------|---|-----------|
| | 1/24/2023 | ACCURATE APPRAISAL LLC 2023 ASSESSMENT SEASON | 3,080.00 |
| | 1/24/2023 | ARAMARK UNIFORM SERVICES MATS - 1/5/2023 | 103.37 |
| | 1/24/2023 | BOARD OF COMMISSIONERS OF PUBLIC LANDS ANNUAL TRUST FUND PAYMENT 2023 | 51,280.28 |
| | 1/24/2023 | CAMBRIDGE ACE HARDWARE SHED KEYS | 17.94 |
| | 1/24/2023 | CHARTER COMMUNICATIONS 8245116840002960 | 219.98 |
| | 1/24/2023 | COMPUTER MAGIC, INC 1.1.2023-1.31.2023 SUPPORT/SPAM/BACKUP | 1,539.50 |
| | 1/24/2023 | DANE COUNTY CITIES & VILLAGES ASSOC 2023 DCCVA DUES | 885.00 |
| | 1/24/2023 | DANE COUNTY TREASURER (LAND CONSERVATION) EROS CONTROL SCOTT FARMS PHASE 2 | 76.64 |
| | 1/24/2023 | DESTINATION MADISON 2023 DESTINATION MADISON PARTNERSHIP | 200.00 |
| | 1/24/2023 | JARLSBERG, DEE 1.2.2023-01.6.2023 LIBRARY | 193.75 |
| | 1/24/2023 | JEFFERSON COUNTY ECON. DEV. CONSORTIUM 2023 CONSORTIUM DUES | 148.50 |
| | 1/24/2023 | JEFFERSON COUNTY TOURISM COUNCIL 2023 COMMUNITY PAGE | 615.00 |
| | 1/24/2023 | LEAGUE OF WISCONSIN MUNICIPALITIES MERSHIP RENEWAL 2023 | 1,011.98 |
| | 1/24/2023 | LONDON LUMBER COMPANY POLE SHED ERECTED | 15,421.00 |
| | 1/24/2023 | LRS (FORMERLY BADGERLAND DISPOSAL) JAN 2023 TRASH SERV | 8,865.14 |
| | 1/24/2023 | NAPA AUTO PARTS POWER STEERING FLUID PLOW | 368.62 |
| | 1/24/2023 | OTIS ELEVATOR COMPANY SERVICE 1.1.2023-3.31.2023 | 290.73 |
| | 1/24/2023 | PRAXIS CONSULTING 2023 QUICK CLERK MAINTENANCE | 1,100.00 |
| | 1/24/2023 | QUILL CORPORATION CALC RIBBON, LAMTNH PCH, BANKERS BOXES | 460.39 |

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 1/24/2023 From Account:

Thru: 1/24/2023 Thru Account:

| Voucher Nbr | Check Date | Payee | Amount |
|-------------|------------|---|------------|
| | 1/24/2023 | SUPERIOR STATE ADMINISTRATORS INC 2023 ANNUAL PLAN FEE | 350.00 |
| | 1/24/2023 | TREEWERX LLC REMOVE TERRACE TREE FROM CARS | 1,000.00 |
| | 1/24/2023 | USA BLUE BOOK HARDNESS BUFFER, IRON FERROVER,FACEVISOR | 234.63 |
| | 1/24/2023 | VILLAGE OF McFARLAND - SENIOR OUTREACH 1ST HALF SENIOR OUTREACH 2023 | 11,482.50 |
| | 1/24/2023 | WiLS RECORDED BOOKS, ProQuest Ancestry | 1,327.50 |
| | 1/24/2023 | WISCONSIN MUNICIPAL COURT CLERKS ASSOC 1.13.2023 WMCCA YEARLY CLERK DUES | 40.00 |
| | 1/24/2023 | WT.COX MAGAZINES SUBSCRIPTIONS RENEWALS | 545.16 |
| | | Grand Total | 100,857.61 |

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In Progress Checks - Quick Report - ALL

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ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 1/24/2023 From Account:
Thru: 1/24/2023 Thru Account:

| | Amount |
|---|------------|
| Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND | 22,264.38 |
| Total Expenditure from Fund # 110 - DEBT SERVICE FUND | 51,280.28 |
| Total Expenditure from Fund # 115 - SCOTT FARMS DEVELOP | 42.58 |
| Total Expenditure from Fund # 150 - LIBRARY FUND | 1,960.16 |
| Total Expenditure from Fund # 200 - CAPITAL PROJECTS FUND | 15,421.00 |
| Total Expenditure from Fund # 350 - REFUSE & RECYCLING FUND | 8,665.85 |
| Total Expenditure from Fund # 500 - WATER UTILITY | 738.49 |
| Total Expenditure from Fund # 600 - SEWER UTILITY | 484.87 |
| Total Expenditure from all Funds | 100,857.61 |



Letter of Recognition

To: Derek Schroedl and Lee Farrar

From: Village of Cambridge - Board of Trustees

Date: January 20, 2023

This letter is to formally recognize Derek Schroedl and Lee Farrar for their actions on September 24th, 2022. On September 24th, 2022, the Village of Cambridge experienced a critical failure in Well #2 rendering it inoperable. Upon notice of this emergency, Derek and Lee took immediate action to bring Well #3 online with limited time and resources. Their professionalism, effective communication, and competence in their duties were integral in maintaining a steady supply of safe water to the residents of Cambridge. Their extraordinary efforts were above reproach and reflect great credit upon their personal character and professional expertise.

Thank you for your exceptional service to the village.

**RESOLUTION NO. 2023-02
VILLAGE OF CAMBRIDGE**

**AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR
FINANCIAL ASSISTANCE FROM
STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND**

WHEREAS, it is the desire of the Village of Cambridge, Wisconsin, a municipal corporation, to file several applications for state financial assistance for its Well #3, and all other related upgrades under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the Board of the Village of Cambridge that the Village President is hereby appointed as an authorized representative for the Village of Cambridge for the purpose of filing these applications, and that the representative is further authorized and empowered to do all necessary things and take all necessary steps in connection with said applications.

Adopted the _____ day of _____, 2023

VILLAGE OF CAMBRIDGE
JEFFERSON & DANE COUNTY, WISCONSIN

Mark McNally, President

Attest: _____
Christin Brynwood, Deputy Clerk

**RESOLUTION NO. 2023-03
VILLAGE OF CAMBRIDGE**

**RESOLUTION DECLARING OFFICIAL INTENT
TO REIMBURSE EXPENDITURES**

WHEREAS, the Village of Cambridge, Jefferson & Dane County, Wisconsin (“the Village”) plans to make several improvements to its Well #3 Project and other related facilities (“the Project”); and

WHEREAS, the Village expects to borrow funds and incur debt from one or more possible sources on a long-term basis by issuing tax-exempt bonds, promissory notes, DNR EIF Funds, or other ‘debt’ to finance the Project (“the Loan”); and

WHEREAS, because proceeds of the debt which will provide project financing will not become available prior to commencement of the Project, the Village may need to provide interim financing to cover costs of the Project incurred prior to receipt of the Loan; or other debt proceeds; and

WHEREAS, it is necessary, desirable, and in the best interests of the Village to use moneys from its funds on an interim basis until the Loan becomes available.

NOW, THEREFORE, BE IT RESOLVED, by the Board of the Village of Cambridge, Jefferson & Dane County, Wisconsin, that:

Section 1. Expenditure of Funds The Village shall make expenditures as needed from its funds to pay the costs of the Project until loan proceeds become available.

Section 2. Declaration of Official Intent. The Board of the Village of Cambridge hereby officially declares its intent under 26 CFR Section 1.150-2 to reimburse said expenditures with proceeds of the debt, the principal amount of which is not expected to exceed \$5,500,000.

Section 3. Effective Date. This Resolution shall become effective upon its adoption and approval.

Adopted the _____ day of _____, 2023

VILLAGE OF CAMBRIDGE
JEFFERSON & DANE COUNTY, WISCONSIN

Mark McNally, President

Attest: _____
Christin Brynwood, Deputy Clerk

Lisa Moen

From: Joe DeYoung <Jdeyoung@msa-ps.com>
Sent: Friday, January 6, 2023 2:22 PM
To: Toczyski, Brian; Lisa Moen; Christin Brynwood
Cc: Jason Forest
Subject: RE: Asbuilts
Attachments: LOC Reduction reduction 010623.pdf

Everyone,

Attached is my recommendation for the LOC. The fill for the resident was not installed as directed by the owner. Some more topsoil will need to be added as well as 20% for contingency.

Please revise the estimate for the amount of \$78,600.

Thanks
Joe

12/28/2022 Scott Farms - Village of Cambridge Proposed Letter of Credit Amount

| ITEM # | ITEM DESCRIPTION | UNIT | EST. QTY. | Unit Price | Total |
|--------|---|------|-----------|--------------|-----------------|
| 1 | 1.75-Inch Asphaltic Concrete Surface Course | TON | 567 | | \$55,500 |
| 2 | Topsoil, Seed, Fertilze, Class 1 Type A Erosion Mat | SY | 1,279 | | \$1,000 |
| 3 | Topsoil, Seed, Fertilze, Mulch | LS | | | \$1,000 |
| 4 | Adding/Removing Erosion Control Measures | LS | | | \$1,000 |
| | | | | Total | \$58,500 |

Landscape / Yard Restoration for adjacent resident LS = \$7000

| | |
|-----------------|----------|
| | \$65,500 |
| 20% contingency | \$13,100 |
| Total | \$78,600 |

Lisa Moen

From: Jason Forest <forestlandjason@gmail.com>
Sent: Tuesday, January 3, 2023 11:17 AM
To: Toczyski, Brian
Cc: Joe DeYoung; Lisa Moen; Christin Brynwood
Subject: Re: Asbuilts

Thanks Brian.

Sincerely,
Jason Forest, President
Forest Landscaping and Constr., Inc
Lake Mills, WI
920 648 8704 p
866-728-4798 f

On Wed, Dec 28, 2022 at 12:05 PM Toczyski, Brian <BToczyski@ruekert-mielke.com> wrote:

All,

Please see attached updated LOC estimate of construction items per the Developer for Spring completion. The request is to set the new Letter of Credit amount at \$58,500. Also, attached are the final completed As Builts with the new aerial from the drone in the background.

/

Joe, per our conversation, the as built grading contours are in red and overlaid on the plan to the proposed. Rim elevations, inverts are updated. I did include property line spot grades (GN-05 & 06) as we discussed for an future building activities and the way the contractor left the site for storm water concerns.

Please let me know if there is anything else needed prior to the January meeting for the reduction to occur.

Thank you.

Brian E. Toczyski
Project Engineer

From: Joe DeYoung <Jdeyoung@msa-ps.com>
Sent: Monday, December 12, 2022 9:20 AM
To: Lisa Moen <lisam@ci.cambridge.wi.us>; 'Jason Forest' <forestlandjason@gmail.com>
Cc: Toczyski, Brian <BToczyski@ruekert-mielke.com>; Lietha, Jason <jlietha@ruekert-mielke.com>; Christin Brynwood <CBrynwood@ci.cambridge.wi.us>
Subject: RE: Asbuilts

Brian – can you revised the estimated remaining cost of the project including surface and restoration/ erosion control? Thanks

We will need the as-builts as well including a focus on the grade elevations at the lot lines. We discussed as-built topo so I wanted to make sure that was in the works.

From: Lisa Moen <lisam@ci.cambridge.wi.us>
Sent: Monday, December 12, 2022 9:02 AM
To: 'Jason Forest' <forestlandjason@gmail.com>; Joe DeYoung <Jdeyoung@msa-ps.com>
Cc: Toczyski, Brian <BToczyski@ruekert-mielke.com>; Lietha, Jason <jlietha@ruekert-mielke.com>; Christin Brynwood <CBrynwood@ci.cambridge.wi.us>
Subject: [EXTERNAL] RE: Asbuilts

Thank you Jason,

Joe, I'll let you work with Jason on the LOC. Let us know, and get me what I need to put it on the agenda for January 10.

I am also passing this on to Chrissie in our office. We have been busy with budget and tax bills, but we will get any invoices to you shortly.

Also as an FYI – I will be out of the office from January 9 through at least January 27, possibly longer. Please contact Chrissie in our office if you need anything during that time.

Thank you.

Lisa

From: Jason Forest <forestlandjason@gmail.com>

Sent: Friday, December 9, 2022 12:59 PM

To: Joe DeYoung <jdeyoung@msa-ps.com>

Cc: Toczyski, Brian <BToczyski@ruekert-mielke.com>; Lietha, Jason <jlietha@ruekert-mielke.com>; Lisa Moen <lisam@ci.cambridge.wi.us>

Subject: Re: Asbuilts

Lisa /Joe - I was wondering if you have time to reply and let me know if there is anything I can/should do ahead of time to be ready for early January meeting(previous email)? I'm looking to reduce the LOC at the first January meeting. . I think there was a walkthrough with Todd and Tyler recently, nothing really to put on a punch list at this time, is what I heard?

Lisa - I have not rec'd any MSA inv's for several months? Are there any bills to pay, or did Christmas come early???

Sincerely,

Jason Forest, President

Forest Landscaping and Constr., Inc

Lake Mills, WI

920 648 8704 p

866-728-4798 f

On Tue, Dec 6, 2022 at 9:52 AM Jason Forest <forestlandjason@gmail.com> wrote:

Hi All - We are working on as built info. it appears that Tyler has most every elevation recorded and is "working" on getting them into an "As- built" document. That is all great> I just have a question as to whether or not we need to have both R & M and MSA doing the same tasks. Seems like there will be some extra time(\$) spent for no reason? I am trying to avoid both eng's having invoices for the same work? I am also not sure if it's required to have both firms do it from a village requirement viewpoint?

Can you please let me know what work best ASAP? So we have clear communication.

Christin Brynwood

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Sent: Wednesday, December 28, 2022 12:04 PM
To: Joe DeYoung <Jdeyoung@msa-ps.com>; Lisa Moen <lisam@ci.cambridge.wi.us>; Christin Brynwood <CBrynwood@ci.cambridge.wi.us>
Cc: Jason Forest <forestlandjason@gmail.com>
Subject: [EXTERNAL] RE: Asbuilts

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