

**Village of Cambridge
Board of Trustees
Tuesday, February 8, 2022
6:30 p.m.**

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

APPROVED 2.22.2022

Village Board Minutes

- 1. Call to Order/Roll Call** President McNally called the meeting to order at 6:30 p.m. Members present: Trustees Kumbier, Wittwer, Franklin, Rose, Galler, Schaefer Weiss and President McNally. Others present: Lisa Moen, Administrator; Chrissie Brynwood, Treasurer; Attorney Landretti, Stafford Resenbaum; Mike Reiber, Nick Maas, Dancing Goat; Karen Saemann, Cambridge News; Kayla Sipple South Central Landscape; Jason Lietha, Jason Forest, Ruekert & Mielke; Derek Schroedl; Tod Lord; Dean Lund. Kris Breunig.
 - 2. Pledge of Allegiance**
 - 3. Proof of Posting** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website.
 - 4. Public Appearances:**
 - 1) Nick Maas stated that he wanted to urge the Village Board to stay to the agenda for the February 22 meeting with allowing conversation between residents and the county - Mr. Tuggle.
 - 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: January 25, 2022
 - b. Personnel Committee: February 1, 2022
 - c. Sub Committee on Legal RFPs: January 25, 2022
 - d. Public Works Committee: January 26, 2022
 - e. Economic Development: January 26, 2022
- Trustee Kumbier made a motion to approve the consent agenda with any grammatical errors corrected, seconded by Trustee Galler. Motion carried.*
- 6. Reports:**
 - a. **Presidents Report**-Memorial Day Parade- The Lions club will be taking over the parade. The fire department is still tentative on the pancake breakfast on Memorial Day.
 - b. **Village Office Updates:** Administrator/Clerk Moen explained that she was out sick last week and thanked Treasurer for taking care of things while she was out. Have been handling year end paperwork and tax settlements, as well as several other projects going on at this time.

7. **Bills** Treasurer Brynwood stated the first round of bills were \$34,571.35, second round of bills were \$42,187.29 for a total of \$76,758.64.

Trustee Kumbier made a motion to approve the bills in the amount of \$76,758.64 seconded by Trustee Schaefer Weiss. Motion carried 7-0 on a roll call vote.

8. New Business:

- a. **Discussion and Possible Action Regarding Impact Environmental Corridor- Buffer Setbacks** Jason Lietha with Ruekert & Mielke-Jason Lietha gave a presentation in regarding to possible new subdivision using 10 acres for 19 homes. Asking that the environmental corridor be amended and that right now the set back from wet land is 75' and for lots 1 & 2 need set back to be 50' to be able to fit homes. Delineation is needed. A public hearing would be needed at CARPC.

Trustee Kumbier made a motion to support amending the environmental corridor and change the setbacks from 75' to 50' for lots 1 & 2, seconded by Trustee Franklin. Motion carried.

- b. **Discussion and Possible Action Regarding Vacant Court Clerk:** Position Administrator Moen stated that this went to the personnel committee. Carol Kornstedt has retired after 20 years of being Judge Millsap's clerk. Judge Milsap has a job description that she would like posted. As well as Judge will be handling the interviewing process.

Trustee Galler made a motion to approve the posting of the court clerk position, seconded by Trustee Schaefer Weiss. Motion carried.

- c. **Discussion and Possible Action Regarding Appointments of Acting Superintendents of Streets and Parks and Acting Superintendent of Water and Sewer.** Trustee Schaefer Weiss discussed that the personnel committee met and had a robust discussion. She explained that President McNally and Administrator Moen are needing to work on a job description for these positions before moving forward. Attorney Landretti mentioned that in several different places within the village's ordinances have job descriptions for the Director of Public Works position. Trustee Schaefer Weiss stated that a board vote was contingent upon the job descriptions.

- d. **Discussion and Possible Action Regarding Telephones for Public Works Employees and Administrator:** Trustee Galler stated this recommendation came from Public Works Committee that employees are needing village telephones. Clarification that these are for work use not personal. Administrator Moen read from the employee handbook in regard to the use of the cell phones

- e. **Discussion and Possible Action Regarding Email Addresses for Public Works Employees:** Recommendation for Public Works Committee Trustee Galler stated this recommendation came from Public Works Committee that employees are needing village e-mail addresses for better communication. Email addresses are \$19.00 per month due to the two-factor authentication coming forward.

Trustee Galler made a motion to approve both emails and work cell phones for the public works and the administrator, seconded by Trustee Franklin. Motion carried on a 7-0 roll call vote.

9. Unfinished Business:

- a. **Discussion and possible Action Regarding-Amending Section 12.24.010 of the Village of Cambridge Ordinances regarding excavation of streets, alleys public ways and grounds. Ordinance No 2022-01.** Attorney Landretti explained at the last meeting the need for amending the right of way permit requiring a bond amount. Trustee Franklin stated that he agrees with the Attorney about extending to the 24 months puts this in line with the actual building permit and changed it to the \$2,000 bond, this will help enforce that work is done correctly.

Trustee Franklin made a motion to approve amending Section 12.24.010 of the Village of Cambridge Ordinances regarding excavation of streets, alleys public ways and grounds. Ordinance No 2022-01, seconded by Trustee Schaefer Weiss. Trustee Witter would like the verbiage of "shall" changed to "may" in the ordinance. Motion carried.

- b. **Discussion and possible Action regarding-establishing permit fees and bond amounts for construction within and public street, public alley, public way, public ground, public sidewalk, or village owned easements - Resolution No 2022-01**

Trustee Franklin made a motion to approve establishing permit fees and bond amounts for construction within and public street, public alley, public way, public ground, public sidewalk, or village owned easements - Resolution No 2022-0, with the caveat of adding the superintendent to be doing the inspections seconded by Trustee Galler. motion carried.

- c. **Discussion and possible Action regarding Construction Permit in the Public Right of way § 12.24.010.**

Trustee Franklin made a motion to approve the Construction Permit in the Public Right of way § 12.24.010, seconded by Trustee Schaefer Weiss, motion carried.

- d. **Discussion and possible Action regarding Resolution No 2022-02-Building Inspection 2022 Fee Schedule**

Trustee Schaefer Weiss made a motion to approve Resolution No 2022-02-Building Inspection 2022 Fee Schedule, seconded by Trustee Galler. motion carried.

- e. **Discussion and Possible Action Regarding Sale of Village Land to Kris and Nadine Breunig:** Recommendation from Economic Development Committee.

Trustee Galler stated that the amount that was offered was \$10,000. President McNally asked where this amount came from? Trustee Galler stated that the price point was set by square footage and looked over by a realtor. Trustee Franklin questioned if this was one of the "sliver" parcels? Trustee Galler agreed but mentioned they are out of the scope of being a "sliver" due to their sizes. President McNally stated he spoke with a realtor, and he was told these two lots are buildable lots and the going rate of \$40,000. Trustee Galler stated it is unbuildable due to there being a creek running right through. Mr. Breunig wants to purchase this land to help mitigate the insects. President McNally questioned if an appraisal should be done? Trustee Galler stated that it is hard to obtain an appraisal since this is considered a "sliver" and need to use other existing smaller parcels. She also stated that these lots are not buildable. President McNally also mentioned the contract has now expired. Trustee Kumbier agreed that these lots are not buildable. President McNally asked if this can be tabled, but there is already a motion and a second. The board went to a roll

call vote.

Trustee Franklin made a motion to approve Sale of Village Land to Kris and Nadine Breunig: seconded by Trustee Schaefer Weiss. Motion carried on a roll call vote (4-3) Trustee's Wittwer, Kumbier, President McNally voting nay.

10. Correspondence: None

11. Upcoming Meetings: February 9, Library Board; February 14, Plan Commission; February 15, Water and Sewer; February 22, Village Board; February 24, Economic Development.

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

- a. Tree Ordinances
- b. Tree Policies
- c. Public Comments regarding the Vineyards Subdivision Stormwater Issues: February 22
- d. Dane County Supervisor Kate McGinnity Update: February 22
- e. Presentation from Jerry Deschane, Executive Director League of Wisconsin Municipalities: February 22

13. Adjournment

Trustee Galler made a motion to adjourn, seconded by Trustee Kumbier. President McNally adjourned the meeting at 8:27 p.m.

Chrissie Brynwood, Treasurer Deputy Administrator/Deputy Clerk