

Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday May 30, 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: May 23, 2023

6. **New Business: Discussion and Possible Action Regarding:**
 - a. **Discussion regarding procedures for public meetings and legal duties for public officials**

 - b. **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: Melster Site Property and Follow up from May 11 Fire Commission Meeting:

 - c. **Reconvene into Open Session:**

 - d. **Possible Action Taken on Closed Session Items**

7. **Adjournment**

Lisa Moen, Administrator, Clerk, Deputy 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, Badger Bank and the Village Website

**Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday May 23, 2023
6:30 p.m.**

Village Board Minutes

1. **Call to Order/Roll Call:** President McNally called the meeting to order at 6:30 p.m. Members present: Trustees Breunig, Wittwer, Franklin, Hollenbeck, Phelps, Crist and President McNally. Others present; Lisa Moen, Administrator/Clerk; Tammy Jordan, Treasurer/Deputy Clerk/Deputy Administrator; Jana Evans.
2. **Pledge of Allegiance**
3. **Proof of Posting:** Agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Web Site.
4. **Public Comment:** Jana Evans spoke on behalf of the Cambridge Fire Department and read a statement from Tom Frederick.
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: May 8 and May 9, 2023
 - b. Water and Sewer Committee: May 16, 2023There is a correction needed in item 11e of the Village Board minutes – clarification of who made the motion and seconded.
Questions regarding the COWC future expansion and testing: will be discussed at the next Water and Sewer meeting.

Trustee Wittwer made a motion to approve the consent agenda as presented, with the one correction, seconded by Trustee Breunig Motion carried.

6. **Reports:**
 - a. **Presidents Report:** Tammy Jordan was welcomed as the new Treasurer; the Memorial Day Parade and Pancake Breakfast is this upcoming weekend; Public Works were thanked for the great job done on the flags and flowers on Main Street; Trustee Phelps stated that the purchase of flags should be purchased through the VFW or American Legion; Trustee Breunig appreciates the flags as a veteran.
 - b. **Board of Review: May 23, 2023:** Met and adjourned to Tuesday, July 6, 12:00 p.m. – 2:00 p.m.
 - c. **Director Dept of Public Works-Tod Lord- No Report Given**
 - d. **Village Office Updates:** Administrator Moen: Pleased to report that Tammy Jordan began employment on May 12. We have gotten her set up on our systems and she has begun familiarizing herself with Workhorse, working on Bank reconciliations, Annual State Recycling Report; we're working with the Auditors – Form C has been submitted, PSC will be submitted in the next week, working with them on where they left off on reconciling different bank accounts and picking up from them; All licensing renewals have gone out and are due back next week – a committee meeting will be set up; filing of other state reports, working on grant documentation (fluoride, bike, generator, safety grant, etc.) Attended the LWMMI conference last week. Ongoing projects. Tod is working with MSA on road projects, doing televising of lines, etc. to see to what extent the projects would entail. Well #3 project progressing.
7. **Treasurer's Report:**
 - a. **Bills:** First run of bills in the amount of \$23,686.41, seconded run in the amount of \$14,579.89 for a total of \$38,266.30

Trustee Hollenbeck made a motion to approve the bills in the amount of \$38,266.30, seconded by Trustee Breunig motion carried on a 7-0 roll call vote.

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

- a. **Organizational Meeting: Committee Assignments:** There was a request to replace McNally on the Blue Jay Way Sub Committee and the Fire Commission. There was a general misconception that the Village President/Town Chair had to be the representative on the Commission. Some felt it is beneficial to regularly rotate the person serving on the Commission.

Trustee Hollenbeck made a motion to place Kris Breunig on the Fire Commission in place of Mark McNally, seconded by Trustee Wittwer.

McNally stated that there are a number of ongoing issues the Fire Commission is currently working on and some significant developments coming, and he would like to stay on for the next 12 months to see them through. Some felt there has been a lack of transparency and a cloud of secrecy, and that history on the commission can be a detriment; discussion regarding confidentiality; some value the continuity; Breunig stated he would rely on our legal and administrative staff more, ensure policies and procedures are being followed.

Moton failed on a 4-3 vote, with Phelps, Breunig and Breunig voting in the affirmative.

Trustee Phelps made a motion to approve the committee assignments as presented, seconded by Trustee Breunig Motion carried.

b. Park Reservation, Distinguished Gentleman's Drive, West Side Park, September 24, 2023

Trustee Hollenbeck made a motion to approve the Park Reservation for Distinguished Gentleman's Drive, West Side Park, September 24, 2023, seconded by Trustee Breunig. motion carried.

c. Street Closure, Ken Kemler, Cambridge Ribfest, August 6, 2023

Trustee Hollenbeck made a motion to approve the Street Closure for Ken Kemler, Cambridge Ribfest, August 6, 2023, seconded by Trustee Phelps. Motion carried.

d. Temporary Class "B" Beer License, Cambridge Area Lions Club, Concerts in the Park, June 2, June 30, August 4, 2023

Trustee Phelps made a motion to approve the Temporary Class "B" Beer License, Cambridge Area Lions Club, Concerts in the Park, June 2, June 30, August 4, 2023, seconded by Trustee Wittwer. Motion carried.

- e. **Weekly Yard Waste and Brush, Recommendation from Public Works Committee:** We are currently picking up yard waste and brush every Tuesday. Discussion about the need to do it every week. It is a service our residents appreciate. We should publicize the dump more, provide directions to residents. Discussion included the time it takes, as well as the wear and tear on our equipment, how often other communities pick up. The Committee made a recommendation to change the Yard Waste and Brush every other week – the 2nd and 4th Tuesday of the month.

Trustee Franklin made a motion to change yard waste and brush pick up to the 2nd and 4th Tuesday of the month, post on website, newspaper, possible water bill, post map, Seconded by Trustee Phelps. Motion carried.

9. Unfinished Business: Discussion and Possible Action Regarding: None

10. Correspondence: none

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

- a. LBK Park
- b. Parking on Kenseth Way
- c. Comprehensive Plan
- d. PQ Bridge
- e. Equalized Value for CAFD – How is it determined?

12. Upcoming Meetings: May 30 Special Village Board Meeting; June 12, Plan Commission; June 13, Village Board; June 14, Library Board; June 20, Water and Sewer; June 27, Village Board; Licensing, TBD

13. Adjournment: Trustee Phelps made a motion to adjourn the meeting, seconded by Trustee Franklin. Motion carried. President McNally adjourned the meeting at 7:46 p.m.

Tammy Jordan, Treasurer, Deputy Administrator/ Clerk