

**Village of Cambridge Board of Trustees
Amundson Community Center
200 Spring Street, Cambridge
Tuesday, July 12, 2022
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 Wittwer, Franklin, Hollenbeck, Kumbier, Breunig and President McNally. Members Excused: Trustee Schaefer Weiss. Others present: Lisa Moen, Administrator/Clerk; Chrissie Brynwood, Treasurer; Tod Lord, Director of Public Works; Jane Landretti, Attorney Stafford Rosenbaum; Dean Lund; Tyler Dedrick- Cambridge News; Brian Berquist, Town and Country Engineer; Frank Peregrine, Cambridge Development.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The Agenda was posted in the upper and lower levels of the Amundson Community Center, Hometown Bank, Badger Bank, Cambridge Post Office and the Village Web Site.
4. **Public Comment**
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: June 28, 2022
 - b. Public Works Committee: July 7, 2022

Trustee Hollenbeck made a motion to approve the consent agenda as presented, seconded by Trustee Wittwer. Motion carried. 6-0

6. **Reports:**
 - a. **Presidents Report** President McNally said the concert in the square was good and well attended. There was a porta potty provided. Trustee Hollenbeck thanked the Art's Council for providing the restroom. President McNally said this past Saturday at Lake Ripley the Cambridge Foundation celebrated their 75th birthday and it went well, approximately 3,000 people in attendance. There were food vendors, fireworks great event. He also received a phone call regarding the incident that happened in Illinois on the 4th of July, what safeguards will be placed to stop this from happening here in Cambridge? President McNally said he has spoken with the police, and they will be present during the upcoming Fire Fest but explained that is all they can do.
 - b. **Joint Review Board:** July 12, 2022: Trustee Breunig said they met today before the Village Board meeting and gave final approval to TID No. 6.
 - c. **Director Dept of Public Works-Tod Lord:** Mentioned that they are cleaning storm drains. He is not sure when Treeworks will be taking down the trees in the park. He said the summer employee is working out very well. He has spoken with other villages, and we are the only village that chips brush once a week and that the residents like this service. The crew will focus on Westside Park for the upcoming Firefest event. They also have been working on cleaning up the fishponds and have received a good report from the DNR. Awaiting word on free fish for the ponds.
 - d. **Village Office Updates:** Administrator/Clerk Moen: Busy preparing for the August election. Absentee ballots have been sent out and are being received back, required notices being prepared,

arranging poll workers; Awaiting final DOT approval on the ATV/UTV ordinance, working with the Quad County Runners on the signs, per our agreement they will order the signs and staff will erect them, ordinance goes into effect upon erection of the signs; Chrissie is completing her third year of the UW Green Bay Treasurers Institute; ongoing pre-application, TID creation, development, developers agreement meetings on a number of projects; state and federal quarterly reporting; preparing for budget process; working with the attorney on proposed ordinances, policies, forms; working with Ehlers on the simplified and full rate cases; working with Ehlers and MSA on the Well project.

7. Treasurer's Report:

- a. **Bills:** First run of bills in the amount of \$85,847.09, seconded run in the amount of \$3,270.42, for a total of \$ 89,117.51.

Trustee Hollenbeck questioned the MSA billing how often? Administrator Moen answered once a month. Trustee Wittwer also questioned the general ledger account that was used to pay for the 3rd quarter fire commission, not the 2 % fire dues. Treasurer Brynwood agreed and will reclass to correct general ledger.

Trustee Hollenbeck made a motion to approve the bills in the amount of \$ 89,117.51, seconded by Trustee Franklin. Motion carried on a 6-0 roll call vote.

8. New Business:

- a. **Discussion and Possible Action Regarding Request from Frank Peregrine to Perform Work on Village Property to Upgrade Stormwater Management Plan:** This will correct the stormwater on the western side of the development. Dane County Water Resource has approved the plans. Staff believes that this would trigger our new ROW permit, this coverage would protect the Village against the risk of any damage.

Trustee Hollenbeck made a motion to grant Cambridge Development LLC permission to perform grading on Village owned property to remedy stormwater management in the Vineyards at Cambridge, upon application and approval of the Right of Way permit, seconded by Trustee Franklin. Motion carried. 6-0

- b. **Discussion and Possible Action Regarding Street Closure Request for Mill Street, August 7, 2022, Ribfest.**

Trustee Hollenbeck made a motion to approve the street closure request for Mill Street on August 7 for Ribfest, seconded by Trustee Breunig. Motion carried. 6-0

- c. **Discussion and Possible Action Regarding Extension of Keystone's Liquor License to Sidewalks and Back Parking Lot, August 7, 2022:**

Trustee Hollenbeck made a motion to approve the extension of Keystone's Liquor License to include their sidewalks and back parking lot on August 7, 2022, for purposes of the Ribfest, seconded by Trustee Kumbier. Motion carried. 6-0

- d. **Discussion and Possible Action Regarding Awarding the contract for the Johnson St/Townsend St Road Project: Recommendation from Public Works Committee:** The Public Works Committee recommended awarding the contract to Payne & Dolan for road work to be completed on Johnson St and Townsend St, in the amount of \$145,845.00. We have received LRIP grant funds in the amount of \$29,499.68 for this project.

Trustee Kumbier made a motion to award the contract for Johnson St/Townsend St Road project to Payne & Dolan in the amount of \$145,845.00, seconded by Trustee Breunig. Motion carried.

Trustee Wittwer made a motion to direct staff to obtain loan for the remaining funds for the road project not to exceed \$117,000 above the grant amount. Seconded by Trustee Breunig. Motion carried on a roll call vote.

- e. Discussion and Possible Action Regarding Construction of a Shed at the Village Dump Site: Recommendation from Public Works Committee:** The Village has received a grant from the Cambridge Foundation in the amount of \$10,000 for the construction of a shed at the Village Dump site. The quote from London Lumber is \$15,421.00. The Public Works Committee recommended construction of the shed, contingent on funding and disposition of the current trailer, and sharing the cost with water/sewer/stormwater as some of the equipment stored there will be theirs. Staff is currently looking at funding and disposition of the trailer. This will also be placed on the Water and Sewer Agenda.

Trustee Franklin made a motion to accept the quote, not to exceed \$18,000 from London Lumber for the shed to be constructed at the Village dump site, splitting the cost with water/sewer/stormwater, seconded by Trustee Kumbier. Motion carried on a roll call vote.

- f. Discussion and Possible Recommendations Regarding Draft Liquor License Nonrenewal Resolution** Attorney Landretti has drafted a policy for going forward. Will discuss more in detail in a future closed session.
- g. Discussion and Possible Recommendations Regarding Village of Cambridge Draft Ordinance Regarding Liquor License Nonrenewal.** Discussed holding reasonable hours or current 90 days.
- h. Discussion and Possible Action Regarding Audit Services RFP:** Our contract with Hawkins Ash is up this year. This is the RFP that we used three years ago.

Trustee Witwer made a motion to direct staff to go out for an RFP for auditing services, seconded by Trustee Hollenbeck. Motion carried.6-0

- i. Discussion and Possible Action Regarding Letter from Town of Oakland Regarding Annexation:** Included in the packet are minutes from the Joint Subcommittee meeting. The minutes showed a discussion of annexation after the road work is completed, not that the two were dependent on each other. No action taken.
- j. Discussion and Possible Action Regarding Blue Jay Way Quotes:** The low bid the Township received was from Payne and Dolan in the amount of \$74,209.65. We would need clarification that this is only Blue Jay Way between Simonsen and Potters.

Trustee Franklin made a motion to pay half of the cost of a mill and overlay of Blue Jay Way, in no way implies annexation of any roads, between Simonsen and Potters, in the amount but not to exceed \$38,000., seconded by Trustee Breunig. Motion carried.

- k. Discussion and Possible Action Regarding Extra Territorial CSM, W 9342 Bluff Lane,**

Oakland; They are combining three lots into one. Oakland and Jefferson have approved.

Trustee Kumbier made a motion to approve the Extra Territorial CSM for W9342 Bluff Lane, Oakland, seconded by Trustee Breunig. Motion carried. 6-0

- I. Discussion and Possible Action Regarding Request to be Placed on Agenda Form** Trustee's directed Administrator Moen to bring back to the next meeting to add changes such as adding code of conduct. This will be discussed in conjunction with the decorum policy.

9. Unfinished Business:

- a. **Review and Discussion Regarding Water Maintenance Plan, Agreements and Related Checklists** Trustee Breunig requested the trustee's review the maintenance plan that was included in the packet within the next two weeks for further discussion at the next village board meeting.
- b. **Fire Commission Update** President McNally said the Fire commission is looking at purchasing a home at 113 Marion St for the EMS. The price is \$350,000. Trustees would like to know what the assessed value is. Trustee Franklin would like an appraisal to be done for square footage/bedrooms. EMS used to purchase used ambulances from Waunakee, but Waunakee is not purchasing new at this time. The Commission authorized the EMS to look at new purchases. Trustees would like to have data on why they need a new one. Also want to know how often both ambulances are in service at the same time. Also looking at an exhaust extraction unit for \$100,000. They are beginning work on the budget.

10. Correspondence: None

- 11. Upcoming Meetings:** July 18, Economic Development; July 19 Water and Sewer; July 26, Village Board; August 8, Plan Commission; August 9, Election; August 9, Joint Law Enforcement ?; August 9, Village Board ?;

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

- a. Decorum Expectations at All Meetings
b. August 9, 2022 Village Board and Joint Law Enforcement Committee meetings
c. Replacement of Flag Pole in Veterans Park

- 13. Convene into Closed Session** per Section 19.85(1)(e) of the Wisconsin Statutes to deliberate or negotiate 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: Bike Trail

Trustee Hollenbeck made a motion to enter closed session per Section 19.85(1)(e) of the Wisconsin Statutes to deliberate or negotiate 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: Bike Trail, seconded by Trustee Franklin. Motion carried 6-0 on a roll call vote.

- 14. Reconvene into Open Session:** *Trustee Kumbier made a motion to reconvene into Open Session, seconded by Trustee Breunig. Motion carried on a 6-0 roll call vote.*

15. Action taken in Closed Session No action taken.

- 16. Adjournment:** Trustee Kumbier made a motion to adjourn, seconded by Trustee Breunig. Motion carried. President McNally adjourned the meeting at 8:50 p.m.

