

2/24/2020 - Minutes

1. Village Board Regular Meeting Agenda

**Village Board**

Regular Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

**Monday, February 24, 2020**

**6:00 pm**

**1. Call to Order, Roll Call, and Pledge of Allegiance**

President Lengfeld called the Village Board meeting to order at 6:00 p.m.

Present: Trustees Bill Brosius, Lori Zander, Sarah Francois, Kevin Thusius, Lee Sorensen, Judy Ketelboeter, and President Jay Lengfeld.

Also, Present: Village Administrator/Clerk Bill Chang, Police Chief Tony Ruesga, Public Facilities Director Jerry Gray, Village Attorney Paul Johnson, Deb Cutler, Pam Born, Janet Gray, Barbara Wollmer, Dave Statz, Tim Henneman, Vicki Fohl, Douglas Longmore, Jennifer Bonti, Terra Morris, Melissa Gavin, Jay G., David Wiens, Sarah Borchardt, Jason Needham, Michael Pomykalski, and Seth Johnson, Kyo Ladopoulos Cameron Bjorklund.

1. –

**Deb Cutler, 2840 Thinner St.**, requested that the Village review past investments to assess if past investments in public infrastructure and projects prior to investing on future projects.

**Jennifer Bonti, 2710 S. Elmwood Cir. E.**, stated her concern of the Village Board passing an ATV/UTV ordinance at the March meeting since it will be spring break for some and further stating that there have been 175 tax paying residents that have signed a petition against such allowing ATV/UTV road routes.

**Mike Wollmer, 7029 Laufenberg Blvd.**, restated his opposition ATV/UTV road routes. He also made mention of the conduct of Village Board meetings and how they are handled, stating that the Village's process under Chapter 2 of the Village municipal code is being violated.

**Dave Statz, 3080 St. Francis St.**, voiced his opinion in favor of ATV/UTV road routes within the village. He further stated that most supporters are firemen and volunteers and that they are passionate members of the community and would self-police.

**Douglas Longmore, 223 Mill St.**, expressed his concern about ATV/UTV use on Village Streets due to sharing the road with other modes of transportation and children. He stated that he has only known about this issue for a few weeks and that he is not opposed to ATV/UTVs but is against the use of ATV/UTV on public streets.

**Tim Henneman, 4861 Brewery Rd.**, Thanked the Village and Police Department for responding to an incident involving a child in a locked vehicle even though it was in the township.

1. **Consent Agenda** – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.

There was a request from President Lengfeld to remove item #3 and a request from Trustee Brosius to remove item #5 from the Consent Agenda to the end of General Business. A motion was made by Trustee Brosius, seconded by the Trustee Sorensen, and unanimously carried by the Village Board, to approve the consent agenda as amended.

1. **Minutes of regular meeting held on January 27, 2020.**

1. **Total Disbursements from 01/24/2020 through 02/19/2020 in the amount of \$901,674.99 as follows:**

- 110 – General Fund: \$145,875.18
- 120 – Capital Fund: \$2,665.02
- 130 – Library Fund: \$8,826.04
- 140 – Parks/Rec Fund: \$7,234.51
  - 150 – Debt Service Fund: \$257,836.25
  - 310 – TID Fund: \$423,952.50
  - 660 – Water Fund: \$20,703.31
  - 670 – Sewer Fund: \$34,582.18

1. **Approval of the Dane County Bridge Inspection Agreement.**

1. **Approval of Resolution No. 01-2020 to seek Grant Funds from the WIDNR Municipal Flood Control Program.**

1. **Report of Village Officers**

1. **Village President**

1. President Lengfeld announced that he is currently working on confirming appointments board, commissions, and committees. He asked that the Village Board confirm the interest of members to serve in their respective committees.
2. President Lengfeld reported that he, Village Administrator/Clerk Chang, and others met with representatives from USEDA to discuss flood mitigation funding of up to \$1.5 million.

1. **Village Vice President**

1. Trustee Ketelboeter stated that the Chamber is assisting the Village in planning its 100 years celebration and a part of this is the Memorial Day BBQ and that volunteers are needed.

1. **Village Administrator/Clerk**

1. Chang reported that there were 504 voters that turned out for the Spring Primary Election.
2. The Capital Area Regional Planning Commission's public hearing date for the Village's Urban Service Area Amendment application on March 12<sup>th</sup> has been cancelled and will look to reschedule to April 9<sup>th</sup> upon confirmation from the developer.

1. **Miscellaneous Trustee Reports**

1. Trustee Francois reported that Jed Henry has confirmed that he would like to be reappointed to the Park and Recreation Committee.
2. Trustee Zander reported that the Public Safety Committee met on the ATV/UTV road routes and the committee took comment on the issue. The committee will hold another meeting on March 3 to discuss issue further to put together bullet points to present to the Village Board.

3. Trustee Zander also reported that the Public Safety Committee will further review alternate side parking and report back to the Village Board.

1.

**1. Discussion and Possible Action on the Assignment of the Development Agreement for Esser Place (1900 Mill Creek Parkway) to MGL Properties, LLC.**

A motion was made by Trustee Thusius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the Assignment of the Development Agreement for Esser Place (1900 Mill Creek Parkway) to MGL Properties, LLC.

**1. Discussion and Possible Action Regarding Resolution No. 02-2020: A Resolution for Action Related to Climate Change and Environmental Stewardship to Create a More Sustainable Village.**

A motion was made by Trustee Francois, seconded by Trustee Thusius, and unanimously carried by the Village Board, to approve Resolution No. 02-2020: A Resolution for Action Related to Climate Change and Environmental Stewardship to Create a More Sustainable Village.

**1. Discussion and Possible Action to Request the Multi-Jurisdictional Transfer of Brewery Road from the Town of Berry.**

A motion was made by Trustee Thusius and seconded by Trustee Ketelboeter, to allow for staff to operate outside of the Sundance Pre-annexation agreement in order to discuss a boundary agreement with the Town of Berry for Brewery Road. Roll call vote requested. YES – Trustees Brosius, Zander, Thusius, Sorensen, and Ketelboeter. NO – Trustee Francois and President Lengfeld. Motion carried 5-2.

1.

A motion was made by Trustee Brosius, seconded by Trustee Sorensen, and unanimously carried by the Village Board, to approve the removal of the right turn no stop sign at Brewery Rd and Thinnes St.

**1. Discussion regarding future Village Board Meetings.**

There was no action take to change future Village Board meetings.

**1. Tax Increment Financing 101 Presentation.**

Finance Director Bobbi Zauner gave a presentation on Tax Increment Financing.

1.

The 2019 Preliminary Annual Financial Report was transmitted to the Village Board.

**1. Approval of the 2020 Employee Merit Pay Plan.**

After discussion, a motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the 2020 Employee Merit Pay Plan as presented.

**1. Appointment of the Village Administrator/Clerk to the Gateway to the Driftless Area Board.**

After discussion, a motion was made by Trustee Brosius, seconded by Trustee Zander, to appoint the Village Administrator/Clerk to the Gateway to the Driftless Area Board.

1. **Closed Session**

1. **The Village Board will meet in Closed Session pursuant to 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the 2019 Performance Evaluation of the Village Administrator/Clerk.**

A motion was made by Trustee Brosius, seconded by Trustee Sorensen to meet in Closed Session pursuant to 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding the 2019 Performance Evaluation of the Village Administrator/Clerk. Roll call vote requested. YES – Trustees Brosius, Zander, Francois, Thusius, Sorensen, and Ketelboeter, and President Lengfeld. NO – None. Motion carried 7-0.

1. **Reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.**

A motion was made by Trustee Brosius, seconded by Trustee Sorensen, and unanimously carried by the Village Board, to reconvene into Open Session pursuant to 19.85(2) of Wisconsin Statutes.

1. **Discussion and Possible Action Regarding the 2019 Performance Evaluation of the Village Administrator/Clerk.**

A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to assign President Lengfeld and Trustee Ketelboeter to interview department heads and schedule a future meeting with the Village Administrator/Clerk to discuss the evaluation and feedback.

1. **Adjournment**

A motion was made by Trustee Ketelboeter, second by Trustee Sorensen, and unanimously carried by the Village Board, to adjourn. Meeting ended at 9:16 p.m.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,

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Bill Chang

Village Administrator/Clerk

**Village Board**

Regular Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

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(608) 798-3241

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<!--[if !supportLists]-->I.

<!--[endif]-->**Call to Order, Roll Call, and Pledge of Allegiance**

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Also, Present: Village Administrator/Clerk Bill Chang, Police Chief Tony Ruesga, Public Facilities Director Jerry Gray, Village Attorney Paul Johnson, Deb Cutler, Pam Born, Janet Gray, Barbara Wollmer, Dave Statz, Tim Henneman, Vicki Fohl, Douglas Longmore, Jennifer Bonti, Terra Morris, Melissa Gavin, Jay G., David Wiens, Sarah Borchardt, Jason Needham, Michael Pomykalski, and Seth Johnson, Kyo Ladopoulos Cameron Bjorklund.

<!--[if !supportLists]-->II.

<!--[endif]-->**Public Comment**

**Deb Cutler, 2840 Thinner St.**, requested that the Village review past investments to assess if past investments in public infrastructure and projects prior to investing on future projects.

**Jennifer Bonti, 2710 S. Elmwood Cir. E.**, stated her concern of the Village Board passing an ATV/UTV ordinance at the March meeting since it will be spring break for some and further stating that there have been 175 tax paying residents that have signed a petition against such allowing ATV/UTV road routes.

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**Tim Henneman, 4861 Brewery Rd.**, Thanked the Village and Police Department for responding to an incident involving a child in a locked vehicle even though it was in the township.

<!--[if !supportLists]-->III. <!--[endif]-->**Consent Agenda** – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.

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There was a request from President Lengfeld to remove item #3 and a request from Trustee Brosius to remove item #5 from the Consent Agenda to the end of General Business. A motion was made by Trustee Brosius, seconded by the Trustee Sorensen, and unanimously carried by the Village Board, to approve the consent agenda as amended.

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<!--[if !supportLists]-->• <!--[endif]-->**670 – Sewer Fund: \$34,582.18**

<!--[if !supportLists]-->3. <!--[endif]-->**Approval of the Dane County Bridge Inspection Agreement.**

<!--[if !supportLists]-->4. <!--[endif]-->**Approval of Resolution No. 01-2020 to seek Grant Funds from the WIDNR Municipal Flood Control Program.**

<!--[if !supportLists]-->IV. <!--[endif]-->**Report of Village Officers**

-  
<!--[if !supportLists]-->1. <!--[endif]-->**Village President**

<!--[if !supportLists]-->a. <!--[endif]-->President Lengfeld announced that he is currently working on confirming appointments board, commissions, and committees. He asked that the Village Board confirm the interest of members to serve in their respective committees.

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<!--[if !supportLists]-->a. <!--[endif]-->Trustee Ketelboeter stated that the Chamber is assisting the Village in planning its 100 years celebration and a part of this is the Memorial Day BBQ and that volunteers are needed.

<!--[if !supportLists]-->3. <!--[endif]-->**Village Administrator/Clerk**

<!--[if !supportLists]-->a. <!--[endif]-->Chang reported that there were 504 voters that turned out for the Spring Primary Election.

<!--[if !supportLists]-->b. <!--[endif]-->The Capital Area Regional Planning Commission's public hearing date for the Village's Urban Service Area Amendment application on March 12<sup>th</sup> has been cancelled and will look to reschedule to April 9<sup>th</sup> upon confirmation from the developer.

<!--[if !supportLists]-->4. <!--[endif]-->**Miscellaneous Trustee Reports**

<!--[if !supportLists]-->a. <!--[endif]-->Trustee Francois reported that Jed Henry has confirmed that he would like to be reappointed to the Park and Recreation Committee.

<!--[if !supportLists]-->b. <!--[endif]-->Trustee Zander reported that the Public Safety Committee met on the ATV/UTV road routes and the committee took comment on the issue. The committee will hold another meeting on March 3 to discuss issue further to put together bullet points to present to the Village Board.

<!--[if !supportLists]-->c. <!--[endif]-->Trustee Zander also reported that the Public Safety Committee will further review alternate side parking and report back to the Village Board.

<!--[if !supportLists]-->V. <!--[endif]-->**General Business**

<!--[if !supportLists]-->1. <!--[endif]-->**Discussion and Possible Action on the Assignment of the Development Agreement for Esser Place (1900 Mill Creek Parkway) to MGL Properties, LLC.**

A motion was made by Trustee Thusius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the Assignment of the Development Agreement for Esser Place (1900 Mill Creek Parkway) to MGL Properties, LLC.

<!--[if !supportLists]-->2. <!--[endif]-->**Discussion and Possible Action Regarding Resolution No. 02-2020: A Resolution for Action Related to Climate Change and Environmental Stewardship to Create a More Sustainable Village.**

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<!--[if !supportLists]-->4. <!--[endif]-->**Discussion and Possible Action Regarding right turn no stop at Brewery Rd and Thinnes St.**

A motion was mad by Trustee Brosius, seconded by Trustee Sorensen, and unanimously carried by the Village Board, to approve the removal of the right turn no stop sign at Brewery Rd and Thinnes St.

<!--[if !supportLists]-->5. <!--[endif]-->**Discussion regarding future Village Board Meetings.**  
There was no action take to change future Village Board meetings.

<!--[if !supportLists]-->6. <!--[endif]-->**Tax Increment Financing 101 Presentation.**  
Finance Director Bobbi Zauner gave a presentation on Tax Increment Financing.

<!--[if !supportLists]-->7. <!--[endif]-->**Transmittal of the 2019 Preliminary Annual Financial Report.**  
The 2019 Preliminary Annual Financial Report was transmitted to the Village Board.

<!--[if !supportLists]-->8. <!--[endif]-->**Approval of the 2020 Employee Merit Pay Plan.**  
After discussion, a motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the 2020 Employee Merit Pay Plan as presented.

<!--[if !supportLists]-->9. <!--[endif]-->**Appointment of the Village Administrator/Clerk to the Gateway to the Driftless Area Board.**  
After discussion, a motion was made by Trustee Brosius, seconded by Trustee Zander, to appoint the Village Administrator/Clerk to the Gateway to the Driftless Area Board.

<!--[if !supportLists]-->VI. <!--[endif]-->**Closed Session**

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A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to assign President Lengfeld and Trustee Ketelboeter to interview department heads and schedule a future meeting with the Village Administrator/Clerk to

discuss the evaluation and feedback.

<!--[if !supportLists]-->**VII.** <!--[endif]-->**Adjournment**

A motion was made by Trustee Ketelboeter, second by Trustee Sorensen, and unanimously carried by the Village Board, to adjourn. Meeting ended at 9:16 p.m.

Proper notice of this meeting was given to the public and posted on the public bulletin boards in accordance with the Open Meeting Law.

Respectfully submitted,

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Bill Chang

Village Administrator/Clerk

1.1. Village Board Regular Meeting Agenda Packet