

Village of Cross Plains Board of Trustee Meeting

Special Meeting Notice and Agenda

Rosemary Garfoot Public Library Community Room
2107 Julius St
Cross Plains, WI 53528
(608) 798-3241

Tuesday, July 14, 2020

6:00 pm

I. Call to Order

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

II. Roll Call

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

Also Present: Village Administrator/Clerk Bill Chang, David Montag, Candice Montag, Mary Jo Diebold, Kim Molnar, and Pat Andreoni.

Present by teleconference and/or web meeting: Nicole Schaefer.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Public Comment –

Mary Jo Diebold, 1814 Park St., spoke in regards to the 1821 Main St. She requested that the lighting comply with the Village's ordinance and that a privacy fence be constructed between her property and Montag's Pub and Grill and that the fence should not be dependent on expansion of the parking lot.

V. Report of Village Officers

1. Village President

- a. President Lengfeld reported the most recent US Census response for the Village of Cross Plains is at 79%.
- b. President Lengfeld reported that the motion to reconsider requires all members voting "yes" to be at the current meeting in order to reconsider a vote from a previous meeting.
- c. President Lengfeld reported that he has asked for department heads to hold their operating budgets to a one percent increase over the 2020 expenses and that capital items be held to mandatory or high priority projects.

2. Village Vice President

- a. Trustee Ketelboeter reported that St. Francis is holding a picnic on the weekend of July 20th.
- b. Trustee Ketelboeter reported that the Spike Rhett event is currently still scheduled to take place on July 31st and August 1st.

3. Other Trustee Reports

There were no other trustee reports.

4. Village Administrator/Clerk

- a. Chang reported that the public library is now the official Village Polling Place.
- b. Chang reported that construction on the Scenic Valley Residential Subdivision will start on July 20th.

5. Other Staff Reports

There were no other staff reports.

VI. General Business

1. Discussion and Possible Action Regarding the General Development Plan for 1821 Main Street – Montag’s Pub and Grill.

2. Discussion and Possible Action Regarding the Specific Implementation Plan for 1821 Main Street – Montag’s Pub and Grill.

A motion was made by Trustee Francois and seconded by Trustee Brosius to approve the general development plan and the specific implementation plan for 1821 Main Street as follows:

General Development Plan:

- Provide outdoor activities, volleyball and games. Volleyball and outdoor games shall only run from 11:00 AM to dusk or 10:00 PM, whichever is earlier; Sunday through Saturday.
- Provide outdoor eating and drinking.
- No outdoor amplified sound.
- The property is surveyed prior to any disturbance of land.
- The paved area set-back for a future parking lot extension shall not be less than five (5) feet from the right-of-way along Mill Street.
- The Village shall allow for no set back requirement for a fence along the current paved parking lot.
- A stormwater management plan is in place and reviewed by the Village Staff.
- This zoning approval is applicable only to Montag’s Pub and Grill.

Specific Implementation Plan:

- A survey be required for the property.
- The Village Engineer shall approve the new and current parking lot stormwater management plan prior to expansion of the parking lot.
- A photometric plan and lighting shall be approved by staff prior to the expansion of the parking lot.
- Netting for the volleyball court shall be completely independent from the fences and shall extend to the ground.
- Owner/Developer shall remove the south volleyball court.
- Owner/Developer shall install a vegetative buffer between volleyball court and the west privacy fence.
- Owner/Developer shall install the remaining section of six (6) feet solid wood privacy fence along the north fence line to the existing parking lot.
- Owner/Developer shall also install a section of six (6) feet solid wood privacy fence from the north fence line northerly to the southernmost point of the house at 1814 Park Street by May 1, 2020. The fence shall be extended northerly to the Park Street right-of-way at time as agreed to by Owner/Developer and the adjoining property owner.

A roll call vote was requested. YES – Trustees Brosius, Ketelboeter, Thusius, Pomykalski, Zander, Francois, and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Brosius, seconded by Trustee Pomykalski, and unanimously carried by the Village Board, to amend the motion to include the following addition to the specific implementation plan.

- Owner/Developer may install a fifteen (15) feet by fifteen (15) feet composite deck for music events.

A motion was made by Trustee Pomykalski, seconded by Trustee Brosius, and unanimously carried by the Village Board, to reconsider the motion regarding the general development plan and specific implementation plan for 1821 Main Street.

A motion was made by Trustee Pomykalski, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to remove the following items from the general development plan for 1821 Main Street:

- No outdoor amplified sound.
- A stormwater management plan is in place and reviewed by the Village Staff.

A motion was made by President Lengfeld and seconded by Trustee Ketelboeter, to approve the general development plan and the specific implementation plan for 1821 Main Street as follows:

General Development Plan:

- Provide outdoor activities, volleyball and games. Volleyball and outdoor games shall only run from 11:00 AM to dusk or 10:00 PM, whichever is earlier; Sunday through Saturday.
- Provide outdoor eating and drinking.
- The property is surveyed prior to any disturbance of land.
- The paved area set-back for a future parking lot extension shall not be less than five (5) feet from the right-of-way along Mill Street.
- The Village shall allow for no set back requirement for a fence along the current paved parking lot.
- This zoning approval is applicable only to Montag's Pub and Grill.

Specific Implementation Plan:

- A survey be required for the property.
- The Village Engineer shall approve the new and current parking lot stormwater management plan prior to expansion of the parking lot.
- A photometric plan and lighting shall be approved by staff prior to the expansion of the parking lot.
- Netting for the volleyball court shall be completely independent from the fences and shall extend to the ground.
- Owner/Developer shall remove the south volleyball court.
- Owner/Developer shall install a vegetative buffer between volleyball court and the west privacy fence.
- Owner/Developer shall install the remaining section of six (6) feet solid wood privacy fence along the north fence line to the existing parking lot.
- Owner/Developer shall also install a section of six (6) feet solid wood privacy fence from the north fence line northerly to the southernmost point of the house at 1814 Park Street by May 1, 2020. The fence shall be extended northerly to the Park Street right-of-way at time as agreed to by Owner/Developer and the adjoining property owner.
- Owner/Developer may install a fifteen (15) feet by fifteen (15) feet composite deck for music events.

A roll call vote was requested. YES – Trustees Pomykalski, Francois, Zander, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 7-0.

3. Discussion and Possible Action Regarding the Approval of “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverages Licenses for 1821 Main Street – Montag’s Pub and Grill.

A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverages Licenses for 1821 Main Street – Montag’s Pub and Grill.

4. Discussion and Possible Action on Work Place Policies

A. Hygiene and Employee Illness Policy

A motion was made by Trustee Francois, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Hygiene and Employee Illness Policy, with additional language for the policy's termination to coincide with the Dane County's emergency order.

B. Cleaning Policy

A motion was made by Trustee Thusius, seconded by Francois, and unanimously carried by the Village Board, to approve the Cleaning Policy, with additional language for the policy's termination to coincide with the Dane County's emergency order.

C. Protective Measures Policy

A motion was made by Trustee Brosius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the Protective Measures Policy.

VII. Future Agenda Items

- Dog lease
- Spike Rhett Waiver

VIII. Adjournment

A motion was made by Trustee Ketelboeter, second by Trustee Zander, and unanimously carried by the Village Board, to adjourn. Meeting ended at 8:06 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,



Bill Chang
Village Administrator/Clerk