

# **Village of Cross Plains Board of Trustee Meeting**

## *Regular Meeting Notice and Agenda*

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

**Monday, August 24, 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, Parks and Recreation Director Michael Axon, Chief of Police Tony Ruesga, Deborah Schultz, John Burandt and Steve Douglas.

Present by teleconference and/or web meeting: Finance Director Bobbi Zauner, Public Facilities Director Jerry Gray, Fire Chief Dale Lochner, Deborah Cutler, Kevin Murphy, Melissa Gavin, Amalia Hicks, Noah Dorn and Cameron Bjorklund.

**III. Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

**IV. Public Comment –**

**Deborah Schultz, 2400 Eulalia St.,** expressed concern over traffic safety at the intersection of Eulalia Street and Lewis Street. Ms. Schultz stated that this the second time that she has brought this issue up to the Village Board.

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

1. **Minutes of regular meeting held on July 27, 2020 and August 17, 2020.**
2. **Total Disbursements from 07/11/2020 through 08/13/2020 in the amount of \$305,224.87 as follows:**
  - **110 – General Fund: \$61,876.81**
  - **120 – Capital Fund: \$699.57**
  - **130 – Library Fund: \$7,023.93**
  - **140 – Parks/Rec Fund: \$15,452.36**
  - **150 – Debt Service Fund: \$67,596.25**
  - **310 – TID Fund: \$21,807.65**
  - **660 – Water Fund: \$28,351.13**
  - **670 – Sewer Fund: \$102,417.17**
3. **Approve Disallowance of Claim for Property Damage Reimbursement – Levigne.**

4. **Approval of Sewer Rate Adjustment Request – 3034 Bollenbeck Street.**
5. **Approval of Operator Licenses (Bartender’s License) for Emily J. Hamstra and Michael P. Hamstra.**
6. **Approval of Resolution No. 11-2020 to Exempt the Village of Cross Plains from the Dane County Library Tax.**
7. **Resignation of Mitch Hogan from the Police Commission.**

A motion was made by Trustee Brosius, second by Trustee Francois, and unanimously carried by the Village Board, to approve the Consent Agenda as proposed.

**VI. Report of Village Officers**

**1. Village President**

- A. President Lengfeld provided an update on Well #3 public meeting on August 18<sup>th</sup> and thanked Town and Country Engineering and staff for organizing the event.
- B. President Lengfeld provided an update on a meeting with MG&E regarding street lights and that MG&E will be working with staff to test pilot a new type of LED streetlight in the Village.

**2. Village Vice President – No updates**

**3. Other Trustee Reports**

- A. Trustee Thusius provided an update regarding downtown parking, noting that the committee has done a great job in identifying several properties and reaching out to property owners to resolve this issue. More discussion on the particular properties will be held in closed session later in the agenda.

**4. Village Administrator/Clerk**

- A. Chang reported that Gateway to the Driftless (GTTD) is taking part in a feasibility study of a regional trail from Reedsburg to Middleton via Devil’s Lake. The second part of the feasibility study will conclude in the fall of 2020. As part of the research GTTD has scheduled a Zoom meeting with representatives from the Root River Trail System in southwestern Minnesota. GTTD will also meet with the regional planning commission to discuss the economy of the Black Earth Creek valley communities.
- B. Chang reported that Attorney Johnson is nearing a final draft agreement for the jurisdictional transfer for sections Brewery Rd and North Hill Point Road. Once completed, this will be sent to the Town of Berry for review.
- C. Chang reported that he had a discussion with representatives for the UW Health Clinic – Cross Plains regarding operation status. It was reported that no decision would be made

on operation until after the flu season. Reasons for keeping the clinic closed is related to staffing challenges and hospital support readiness for COVID-19.

**5. Other Reports**

- A. John Burandt presented on the Sustainability Committee's year in review.
- B. Police Chief Tony Ruesga provided an update on the Police Department and recent burglaries in the Village.

**VII. General Business**

**1. Discussion Regarding Village's COVID-19 Response.**

The Village Board confirmed that the Village philosophy for the COVID-19 response should be to continue to do business as best as possible within the guidelines provided from Madison Dane Public Health and the State of Wisconsin.

**2. Discussion and Possible Action Regarding the 2020 Census.**

There was a discussion regarding the current census response rate for the Village of approximately 81 percent and that the Village should make a final push to encourage residents in apartments to self-respond.

**3. Discussion Regarding the Cross Plains Area Chamber of Commerce.**

There was a discussion regarding the resignation of the Chamber's executive director and possibility of Village staff to assist until a succession plan is decided. Trustee Ketelboeter will provide a proposal at a future meeting.

**4. Discussion and Possible Action Regarding Rental of the Municipal Pool to the Madison Aquatic Club.**

A motion was made by Trustee Ketelboeter, second by Trustee Thusius, and unanimously carried by the Village Board, to approve the amended agreement with the Madison Aquatics Club to rental of the Municipal Pool.

**5. Discussion and Possible Action to Amend Section 21.14(d)(1) and 14.03 of the Municipal Code Pertaining to Enforcement and Penalties and Deposit Schedule.**

A motion was made by Trustee Brosius and second by Trustee Ketelboeter, to adopt Ordinance No. 09-2020: Amending Section 21.14(d)(1) and 14.03 of the Municipal Code Pertaining to Enforcement and Penalties and Deposit Schedule. A roll call vote requested. YES – Trustees Brosius, Ketelboeter, Thusius, Pomykalski, Zander, Francois, and President Lengfeld. No – None. Motion carries, 7-0.

**6. Discussion and Possible Action to Adopt an Ordinance Concerning EMS District and Fire Department Volunteer Funds.**

A motion was made by President Lengfeld and second by Trustee Brosius, and unanimously carried by the Village Board, to refer this ordinance to the September Village Board meeting.

**7. Discussion and Possible Action Regarding the 2020 Capital Improvement Projects:**

**A. Street Repaving**

A motion was made by Trustee Thusius, second by Trustee Zander, and unanimously carried by the Village Board, to award the 2020 Street Repaving bid to Tri-County Paving dated August 13, 2020, in an amount not to exceed \$73,572.00.

**B. Funding for Water System Infrastructure Assessment and Well #3 Test Well Drilling**

A motion was made by Trustee Ketelboeter, second by Trustee Brosius, and unanimously carried by the Village Board, to approve funding for the Water System Infrastructure Assessment and Well #3 Test Well Drill from Water Utility bond proceeds and Water Utility Fund Balance.

**8. Discussion and Possible Action Regarding the Proposed 2021-2025 Capital Improvement Plan.**

A motion was made by Trustee Thusius and second by Trustee Ketelboeter, to approve the 2021 Stormwater Mitigation Implementation Capital Project contingent on the Village receiving the proposed grant funding. A roll call vote was requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter and President Lengfeld. NO – Trustee Francois. Motion carries, 6-1.

A motion was made by Trustee Ketelboeter and second by Trustee Thusius, to fund \$216,750 of the 2021 Stormwater Mitigation Implementation Capital Project with Tax Increment Financing. A roll call vote was requested. YES – Trustees Ketelboeter, Thusius, Zander, Francois, and President Lengfeld. NO – Trustees Brosius and Pomykalski. Motion carries, 5-2.

A motion was made by Trustee Pomykalski and second by Trustee Thusius, to approve the 2021 GIS Mapping Update Capital Project as proposed. A roll call vote was requested. YES – Trustees Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. NO – Trustees Zander and Francois. Motion carries, 5-2.

A motion was made by Trustee Brosius, second by President Lengfeld, and unanimously carried by the Village Board, to fund the 2021 GIS Mapping Update Capital Project from the Capital Improvement Fund Balance.

A motion was made by Trustee Francois and second by Trustee Pomykalski, to approve the 2021 Civic Systems Software and Services Capital Project. A roll call vote was requested. YES – Trustees Ketelboeter, Thusius, Pomykalski, Zander, Brosius, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Thusius and second by Trustee Pomykalski, to approve the 2021 Baer Park Improvements – East End Capital Project. A roll call vote was requested. YES – Trustee Zander, Pomykalski, Thusius, Ketelboeter, Brosius, Francois, and President Lengfeld. NO – None. Motion carries 7-0.

A motion was made by Trustee Brosius and second by Trustee Ketelboeter, to approve the 2021 Police Department Server Update Capital Project at a cost of \$10,400.00. A roll call vote was requested. YES – Trustees Pomykalski, Thusius, Ketelboeter, Brosius, Francois, Zander, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and second by Trustee Ketelboeter, to approve the 2021 Squad Replacement Capital Project with the gasoline engine option. A roll call vote was requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Francois, Brosius, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Francois and second by Trustee Zander, to approve the 2021 Pedestrian Crossing Rapid Response Flashing Beacon at Bourbon Street and Continental Lane. A roll call vote was requested. YES – Trustees Francois, Zander, Thusius, and Brosius. NO – Trustees Pomykalski, Ketelboeter, and President Lengfeld. Motion carries, 4-3.

A motion was made by Trustee Francois and second by Trustee Pomykalski, to approve the 2021 Replacement of the 2019 Skid Steer Capital Project. 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 and second by Trustee Zander, to approve the 2021 Annual Street Resurfacing Capital Project. A roll call vote was requested. YES – Trustees Pomykalski, Thusius, Ketelboeter, Brosius, Francois, Zander, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by President Lengfeld, second by Trustee Pomykalski, and unanimously carried by the Village Board, to allocated any excess 2021 General Transportation Aid (when compared to 2020 General Transportation Aid), to help fund the 2021 Annual Street Resurfacing Capital Project.

A motion was made by Trustee Ketelboeter and second by Trustee Brosius, to approve the 2021 Phosphorus Chemical Polishing Capital Project. A roll call was requested. YES – Trustees Thusius, Pomykalski, Zander, Francois, Brosius, Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Francois and second by Trustee Zander, to approve the 2021 Sewer SCADA System Upgrade Capital Project. A roll call vote was requested. YES – Trustees Ketelboeter, Brosius, Francois, Zander, Pomykalski, Thusius, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and second by Trustee Francois, to approve the 2021 Inflow and Infiltration Study Capital Project. A roll call was requested. YES – Brosius, Francois, Zander, Pomykalski, Thusius, Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

A motion was made by Trustee Brosius and second by Trustee Zander, to approve the 2021 Well #3 Construction and SCADA Upgrade Capital Project. A roll call was requested. YES – Trustees Francois, Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. NO – None. Motion carries, 7-0.

President Lengfeld reported that the Fire District did not approve the Rapid Response Vehicle Replacement for 2021. No action was taken by the Village Board on this item.

A motion was made by Trustee Thusius, second by Trustee Brosius, and unanimously carried by the Village Board, to approve the 2021-2024 Capital Improvement Plan as amended.

**9. Transmittal of the Preliminary 2021 Village of Cross Plains Budget.**

Chang distributed the Preliminary 2021 Budget which will be presented and discussed at the September Village Board meeting.

**VIII. Future Agenda Items**

- Traffic concerns at Eulalia and Lewis Streets
- Chamber of Commerce
- Fire Department and EMS Volunteer Funds Ordinance

**IX. Closed Session**

**1. The Village Board will meet in Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, “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,” specifically regarding the purchasing of properties for flood mitigation.**

A motion was made by Trustee Zander and second by Trustee Ketelboeter, to convene into Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, “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,” specifically regarding the purchasing of properties for flood mitigation. A roll call vote was requested. YES – Trustees Francois, Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. NO – None. Motion carries, 7-0.

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

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

**B. Discussion and Possible Action Regarding the Purchase of Properties for Flood Mitigation.**

No action was taken.

**2. The Village Board will meet in Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, “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,” specifically regarding the purchasing of properties for public parking and development.**

A motion was made by Trustee Ketelboeter and second by Trustee Thusius, to convene into Closed Session pursuant to 19.85(1)(e) of the Wisconsin Statutes, “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,” specifically regarding the purchasing of properties for public parking and development. A roll call vote was

requested. YES – Trustees Brosius, Ketelboeter, Thusius, Pomykalski, Zander, Francois, and President Lengfeld. NO – None. Motion carries, 7-0.

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

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

**B. Discussion and Possible Action Regarding the purchasing of Properties for Public Parking and Development.**

No action was taken.

**X. Adjournment**

A motion was made by Trustee Ketelboeter, second by Trustee Thusius, and unanimously carried by the Village Board, to adjourn. Meeting ended at 10:08 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