

Plan Commission and Committee of the Whole

Joint Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, February 10, 2014

7:00 pm

I. Call to Order and Roll Call – Plan Commission

Chairperson Andreoni called the regular Plan Commission meeting to order at 7:01 pm.

Present: Commissioners Doug Brunner, Randy Case, Todd Duquette, Mitch Hogan, Lee Sorensen, Tim Statz, and Chairperson Pat Andreoni.

II. Call to Order and Roll Call – Committee of the Whole

President Andreoni called the regular Committee of the Whole meeting to order at 7:02 pm.

Present: Trustees Ray Blanchard, Doug Brunner, Judy Ketelboeter, Jay Lengfeld, Steve Schunk, Tim Statz, and President Pat Andreoni.

Also Present: John Riley, Jim Triatik, Dean Kalscheur, Diane Kalscheur, Dale Kalscheur, Dawn Kalscheur Soulier, and Bill Brosius.

III. Pledge of Allegiance

IV. General Business – Joint Meeting

1. Redevelopment proposal from Kalscheur Dodge-Chrysler for the property located at 2404 Main Street to construct a new motor vehicle sales and service facility.

a. Presentation by Kalscheur Dodge-Chrysler regarding their request for a Conditional Use Permit and Application for Tax Increment Financing – Dean Kalscheur was present on behalf of Kalscheur Dodge-Chrysler along with John Riley and Jim Triatik of Sullivan Design Build to present the redevelopment proposal for a new motor vehicle sales and service facility.

b. Public Hearing

- A motion was made by Commission Brunner, seconded by Commissioner Hogan, and unanimously carried by the Plan Commission to open the Public Hearing at 7:52 pm.
- No public comments were received.
- A motion was made by Commissioner Brunner, seconded by Commissioner Sorensen to close the Public Hearing at 7:53 pm.

c. Discussion and action by the Plan Commission to make a recommendation to the Village Board regarding the request for a Conditional Use Permit – Following discussion, a motion was made by Commissioner Statz, seconded by Commissioner Brunner, to recommend to the Village Board approval of the application for a Conditional Use Permit for Kalscheur Dodge-Chrysler located 2404 Main Street in order to construct a new motor vehicle sales and service facility subject to the following conditions:

1. Certified Survey Map shall be completed subject to Chapter 83 (Land Division and Subdivision) of the Village Code and Staff review and approval.
2. The final location of Lagoon Street driveway shall be subject to Staff review and approval.
3. The Erosion Control and Stormwater Management Plan shall be subject to Chapter 65 (Erosion Control and Stormwater Management) of the Village Code and Staff review and approval.
4. The development project is subject to Chapter 24 (Flood Plain) of the Village Code and Staff review and approval.
5. The lighting plan shall be completed and subject to Staff review and approval.
6. All proposed signage shall comply with Section 4.27 (Signs) of the Village Code and Staff review and approval.
7. All necessary maps/reports depicting contours and soil types shall be subject to Staff review and approval.
8. The proposed filling and grading activity shall be subject to Staff review and approval.
9. Compliance with Downtown Design Standards subject to review and approval by the Village Board.

A roll call vote was requested. Yes – Andreoni, Brunner, Case, Hogan, and Statz. No – Sorensen. Abstain – Duquette. Motion carried 5-1-1.

d. Adjournment of the Plan Commission – A motion was made by Commissioner Brunner, seconded by Commissioner Statz, and unanimously carried to adjourn the Plan Commission portion of the meeting at 8:04 pm.

e. The Committee of the Whole may meet in Closed Session pursuant to 19.85(1)(e) of 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, specifically to discuss the request for Tax Increment Financing (Application #2014-01) – A motion was made by Trustee Ketelboeter, seconded by Trustee Brunner, for the Committee of the Whole to meet in Closed Session at 8:05 pm pursuant to 19.85(1)(e) of Wisconsin Statutes to discuss the request for Tax Increment Financing (Application #2014-01). A roll call vote is required. Yes – Andreoni, Blanchard, Brunner, Ketelboeter, Lengfeld, Schunk, and Statz. No – None. The motion carried 7 – 0.

f. Reconvene into Open Session – A motion was made by Trustee Brunner, seconded by Trustee Statz, and unanimously carried by the Committee of the Whole to reconvene into Open Session at 8:42 pm.

g. Discussion and action by the Committee of the Whole to make a recommendation to the Village Board regarding the request for Tax Increment Financing (Application #2014-01) – Following discussion, a motion was made by Trustee Brunner, seconded by Trustee Lengfeld, to recommend to the Village Board approval of TIF Application #2014-01 for Kalscheur Dodge-Chrysler located at 2404 Main Street subject to the following:

1. The \$75,000 for the proposed bridge will be removed from the project costs since it is not proposed at this time.
2. The amount provided will be revised to \$464,500 following the removal of the bridge from the project costs.
3. The project revenue will be adjusted to reflect the revised costs, TIF contribution, equity, and loan.
4. This approval does not guarantee Village payment of the proposed grant submittal should it not be awarded from the WEDC.

A roll call vote was requested. Yes – Andreoni, Blanchard, Brunner, Ketelboeter, Lengfeld, Statz, and Schunk. No – None. Motion carried unanimously 7 – 0.

V. Public Comment – None.

VI. Committee Discussion

1. Approval of the regular meeting minutes of January 13, 2014 – A motion was made by Trustee Lengfeld, seconded by Trustee Statz, and unanimously carried by the Committee of the Whole to approve the regular meeting minutes of January 13, 2014.

2. Discussion regarding a reduction in posted speed for Bourbon Road from 30 mph to 25 mph during its use as a detour for the Highway 14 Reconstruction Project – Following discussion, a motion was made by Trustee Brunner, seconded by Trustee Blanchard, for the Committee of the Whole to recommend a reduction in posted speed for Bourbon Road from 30 mph to 25 mph during its use as a detour route for the Highway 14 Reconstruction Project. A roll call vote was requested. Yes – Andreoni, Blanchard, Brunner, Schunk, and Statz. No – Ketelboeter and Lengfeld. Motion carried 5 – 2.

3. Discussion to fill the full-time position of Recreation Coordinator – Following discussion, a motion was made by Trustee Statz, seconded by Trustee Ketelboeter, and unanimously carried by the Committee of the Whole to recommend to the Village Board confirmation of Andrea Fullerton for the full-time position of Recreation Coordinator.

VII. Reports

1. Village Officers

a. Village President

- Stated that he was feeling better following the successful completion of a recent medical procedure.

b. Village Trustees

- Trustee Lengfeld noted that six residents were in attendance at the meeting.
- Trustee Brunner thanked organizers of the Cabin Fever Festival for their work on hosting another successful event.

2. Village Departments – Presentations of the Department Monthly Report was provided to the Committee by the following departments:

a. Village Administrator/Clerk-Treasurer

b. Assistant Village Administrator

c. Parks, Recreation, and Conservancy

d. Police Department

e. Public Facilities

VI. Closed Session

1. A motion was made by Trustee Schunk, seconded by Trustee Brunner, for the Committee of the Whole to meet in Closed Session at 9:19 pm pursuant to 19.85(1)(e) for the purpose of 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 possible acquisition of real estate for the Lagoon Street Project. A roll call vote is required. Yes – Andreoni, Blanchard, Brunner, Ketelboeter, Lengfeld, Schunk, and Statz. No – None. Motion carried unanimously 7 – 0.

A motion was made by Trustee Schunk, seconded by Trustee Brunner, and unanimously carried by the Committee of the Whole to return to Open Session at 9:52 pm.

VII. Adjournment of the Committee of the Whole

A motion was made by Trustee Schunk, seconded by Trustee Brunner, and unanimously carried by the Committee of the Whole to adjourn at 9:53 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Matthew G. Schuenke, Village Administrator/Clerk-Treasurer