

## Village Board

### *Regular Meeting Minutes*

Village of Cross Plains  
2417 Brewery Road, PO Box 97  
Cross Plains, WI 53528  
(608) 798-3241

Monday, April 25, 2016  
7:00 pm

I. Call to Order, Roll Call, and Pledge of Allegiance

President Andreoni called the regular Village Board meeting to order at 7:00 pm.

Present: Trustees William Brosius, Judy Ketelboeter, Jay Lengfeld, Lee Sorensen, Clifford Zander, and President Pat Andreoni.

Not Present: Trustee Steve Schunk and Lee Sorensen.

Also Present: Dan Day, Brian Munson, Junior Jopp, Annette Jopp, and Jacob Sivertson.

II. Public Comment – None.

III. Consent Agenda – A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board to adopt the consent agenda as follows:

1. Minutes of regular meeting held on March 28, 2016.
2. Total Disbursements from March 10, 2016 through April 20, 2016 in the amount of \$2,014,614.54 as follows:
  - 110 – General Fund: \$532,714.31
  - 120 – Capital Fund: \$122,752.39
  - 130 – Library Fund: \$20,170.43
  - 140 – Parks/Rec Fund: \$20,921.73
  - 150 – Debt Service Fund: \$677,309.46
  - 310 – TID Fund: \$1,742.50
  - 660 – Water Fund: \$90,661.73
  - 670 – Sewer Fund: \$548,342.38
3. Approval of an Operator's (Bartender's) License for Emily L. Cash.
4. Approval of a Temporary Class "B" License and Special Event Permit for the Cross Plains World's Fair located at Baer Park.
5. Approval of Invoices L42849 from the Department of Transportation for work related to the reconstruction of Highway 14 (Main Street).
6. Approval of Resolution #05-2016 to seek grant funds from the Knowles-Nelson Stewardship program to assist in Zander Park Trail Expansion project.
7. Approve chicken license for Barbara Knox & Eve Schlotthauer located 1905 Cross St.
8. Approval of a letter of support of a TIGER Grant for the Wisconsin Southern Freight Rail Service Improvement Project.

9. Approval of the 2016 Pool Employee Manual with the addition of a policy for private swimming lessons as recommended by Parks/Recreation Committee.

10. Approval of a Facility Use Agreement for the Swimming Pool between the Village & Cross Plains Stingrays Swim Team as recommended by Parks/Recreation Committee.

IV. Report of Village Officers

**1. Village President**

*a. Discussion and action regarding 2016 Board, Commissions, and Committee Appointments* – The Village President made the following appointments (term limit in parenthesis):

- Cross Plains Area Chamber of Commerce Board – Reappoint Trustee Sorensen (2017).
- Cross Plains Area EMS District Board – Reappoint Trustee Lengfeld (2017).
- Cross Plains-Berry Fire District Board – Reappoint Trustee Brosius (2017), Trustee Lengfeld (2017), and President Andreoni (2017).
- Library Board – Reappoint Trustee Schunk (2017).
- Plan Commission – Reappoint President Andreoni (2017), Trustee Ketelboeter (2017), and Trustee Zander (2017).

A motion was made by Trustee Lengfeld, seconded by Trustee Brosius, and unanimously carried by the Village Board to confirm the appointments made by the Village President.

**2. Village Administrator/Clerk-Treasurer**

*a. Discussion and action to set the 2016 Open Book and Board of Review Dates/Times* – Follow discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Zander, and unanimously carried by the Village Board to set the 2016 Open Book for May 16<sup>th</sup> from 12-2 pm and 2016 Board of Review from 5-7 pm.

**3. Miscellaneous Trustee Reports**

- Trustee Brosius stated the Parks/Recreation Committee is still working on the addition of a dog park. The Parks/Recreation Director provided an update on the Community Gardens. Trustee Brosius also reminded the board regarding the ending of the trial period for the Committee Meeting System.

V. Committee/Commission Recommendations

**1. Plan Commission**

*a. Discussion and action regarding the Final Plat for Glacier Ridge Subdivision* – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Brosius, to conditionally approve the Final Plat for Glacier Ridge Subdivision subject to the following variances and waivers:

- Waiver of the requirement to display the house number assigned to each lot on the face of the plat listed in Section 83.46(g) stating the house

numbers will be assigned through a separate Addressing Plan to be approved by the Village.

- Variance from the minimum lot area size and building line width as listed in Sub-Section 83.83(c) stating that land use regulations will be controlled by Chapter 84 (Zoning Code) of the Village Code of Ordinances.

A roll call vote was requested. Yes – Andreoni, Brosius, Ketelboeter, Lengfeld, and Zander. No – None. Motion carried 5 – 0.

## **2. Parks/Recreation Committee**

*a. Discussion and action regarding the purchase of a new truck* – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Brosius, and unanimously carried by the Village Board to approve the purchase of a new truck for the Parks/Recreation Department from Kalscheur Dodge/Chrysler in Cross Plains for the amount of \$32,500 to be paid out of the 2016 Capital Budget.

*b. Discussion and action regarding Ordinance #05-2016 to repeal and recreate Chapter 85 (Floodplain Zoning) with new Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) panel numbers effective as of June 16, 2016* – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Lengfeld, and unanimously carried by the Village Board to approve Ordinance #05-2016 to repeal and recreate Chapter 85 (Floodplain Zoning) with new Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) panel numbers effective as of June 16, 2016.

## VI. General Business

*Trustee Zander left the table at 7:36 pm.*

**1. Discussion and action regarding the revocation of an approved Conditional Use Permit for Incredible Cars LLC as a Vehicle Sales use located at 2563 Main Street** – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Lengfeld, and unanimously carried by the Village Board that Incredible Cars LLC may continue to operate as a Vehicle Sales land use through their approved Conditional Use Permit located at 2563 Main Street provided that they meet exterior lighting requirements within 3 months and will remain in full compliance of the Village Code and Permit as approved June 22, 2015 for a period of 6 months before bringing forth plans for expansion.

*Trustee Zander returned to the table at 8:03 pm.*

**2. Discussion regarding the 2016 Borrowing Plan for Capital Projects** – No action was taken on this item. Direction was provided to Village Staff and an introductory resolution will be brought forth at the May 23<sup>rd</sup> Village Board meeting.

VII. Closed Session

**1. A motion was made by Trustee Ketelboeter, seconded by Trustee Zander, for the Village Board to meet in Closed Session at 8:23 pm pursuant to 19.85(1)(c) of 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 recommended candidate for the Finance Director/Village Treasurer position – A roll call vote is required. Yes – Andreoni, Brosius, Ketelboeter, Lengfeld, and Zander. No – None. Motion carried 5 – 0.**

**2. Reconvene into Open Session – A motion was made by Trustee Brosius, seconded by Trustee Zander, and carried unanimously by the Village Board to return to Open Session at 8:44 pm.**

**3. Discussion and action regarding the recommended candidate for the Finance Director/Village Treasurer position – A motion was made by Trustee Zander, seconded by Trustee Brosius, and unanimously carried by the Village Board to confirm the appointment of Bobbi Zauner to the position of Finance Director/Village Treasurer.**

VIII. Adjournment

A motion was made by Trustee Brosius, seconded by Trustee Lengfeld, and unanimously carried by the Village Board to adjourn the meeting at 8:45 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,

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Matthew G. Schuenke  
Village Administrator/Clerk-Treasurer