

Village Board

Regular Meeting Minutes

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

Monday, December 14, 2015

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 Judy Ketelboeter, Jay Lengfeld, Lee Sorensen, Clifford Zander, and President Pat Andreoni.

Not-Present: Trustees William Brosius and Steve Schunk.

II. Public Comment

1. James Garfoot of 9234 Jim Garfoot Circle in the Town of Cross Plains commented that he owns property adjacent to Baer Park on Military Road that he would like to be considered for annexation into the Village.

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

1. Minutes of regular meeting held on November 23, 2015.

2. Total Disbursements from December 1, 2015 through December 9, 2015 in the amount of \$170,667.69 broken down as follows:

- 110 – General Fund: \$55,289.86
- 120 – Capital Fund: \$16,382.04
- 130 – Library Fund: \$3,317.01
- 140 – Parks/Rec Fund: \$2,524.60
- 150 – Debt Service Fund: \$0.00
- 310 – TID Fund: \$261.95
- 660 – Water Fund: \$6,871.00
- 670 – Sewer Fund: \$86,021.23

3. Approval of an Operator's (Bartender's) License for Lorie, L. Kippel, Christopher J. Smith, Jeremy M. South, and Robert L. Wunnicke.

4. Approval of a Chicken License for Jeff Demets located at 3072 Niesen St.

5. Appointment of Poll Workers for the 2016-2017 Election Cycle.

6. Approval of a Certified Survey Map request for Kimberly Maahs located at 1807 Main Street as recommended by the Plan Commission.

IV. Report of Village Officers

1. Village President

- Thanked the Village Board and Staff for their work in 2015 as it was particularly busy with the Highway Project and other activities throughout the year.

2. Village Administrator/Clerk-Treasurer

- Stated that candidates have begun to circulate nomination papers as of December 1st for the April 5, 2016 Spring Local Election. Papers need to be turned in by 5:00 pm on Tuesday, January 5, 2016. Contact Village Clerk for more details.
- Stated that Property Tax Bills were mailed out on Friday, December 11th and the collection process will run through the end of January.

3. Miscellaneous Trustee Reports

- Trustee Sorensen also thanked the Village Board and Staff for their work in 2015.

V. General Business

1. Discussion and action regarding the Zander Park Trail Design proposal from Strand Associates, Inc. – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Sorensen, and unanimously carried by the Village Board to approve the Zander Park Trail Design proposal from Strand Associates, Inc. in the amount of \$115,000.

2. Discussion and action regarding Resolution #19-2015 to petition the Office of the Commissioner of Railroads for a new pedestrian rail crossing as part of the Zander Park Trail – Following discussion, a motion was made by Trustee Sorensen, seconded by Trustee Zander, and unanimously carried by the Village Board to approve Resolution #19-2015 to petition the Office of the Commissioner of Railroads for a new pedestrian rail crossing as part of the Zander Park Trail.

3. Discussion and action to approve the filling of a Lieutenant/Detective position vacancy within the Police Department – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Lengfeld, and unanimously carried by the Village Board to approve the filling of a Lieutenant/Detective position vacancy within the Police Department.

4. Discussion and action regarding the creation of Policy #3.02(1)(G) (Sick Leave Sharing/Donation) with the Cross Plains Employee Manual – Following discussion, a motion was made by Trustee Ketelboeter, seconded by Trustee Lengfeld, and unanimously carried by the Village Board to approve the creation of Policy #3.02(1)(G) (Sick Leave Sharing/Donation) within the Cross Plains Employee Manual.

VI. Committee/Commission Recommendations

1. US Highway 14 (Main Street) Streetscape Workgroup

a. Discussion and action regarding award of contract for the revised US Highway 14 (Main Street) Signage Implementation – Following discussion, a motion was made by Trustee Lengfeld, seconded by Trustee Sorensen, and unanimously carried by the Village Board the bid for the revised US Highway 14 (Main Street) Signage Implementation be awarded to the La Crosse Sign Company in the amount of \$42,297.

VII. Closed Session

1. The Village Board will meet in Closed Session pursuant to the following – A motion was made by Trustee Sorensen, seconded by Trustee Zander, for the Village Board to meet in Closed Session at 7:43 pm pursuant to the following subsections:

a. 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 2015 Performance Evaluation of the Village Administrator/Clerk-Treasurer.

b. 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 2016 Merit Pay Plan for Village Employees.

c. 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 regarding the acquisition of property at 2504 Military Road (Buechner Farm) to be annexed and developed as a public/private partnership.

d. 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 regarding the mixed-use development of 1904 and 2039 Main Street through the use of Tax Increment Financing.

A roll call vote is required. Yes – Trustees Ketelboeter, Lengfeld, Sorensen, Zander, and President Andreoni. No – None. Motion carried 5 – 0.

2. Reconvene into Open Session – A motion was made by Trustee Ketelboeter, seconded by Trustee Zander, and carried unanimously by the Village Board to return to Open Session at 8:53 pm.

3. Discussion and action regarding the 2016 Merit Pay Plan for Village Employees – A motion was made by Trustee Zander, seconded by Trustee Sorensen, and unanimously carried by the Village Board to approve the 2016 Merit Pay Plan for Village Employees.

4. Discussion and action regarding an offer to purchase a portion of the property located at 2504 Military Road (Buechner Farm) – No action was taken on this item.

VIII. Adjournment

A motion was made by Trustee Ketelboeter, seconded by Trustee Zander, and unanimously carried by the Village Board to adjourn the meeting at 8:54 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