1. Village Board Special Meeting Agenda And Packet

    Documents:

        10.12.2020 VB AGENDA.PDF
        10.12.2020 VB AGENDA PACKET.PDF

2. Meeting Process And Instructions

    Documents:

        VILLAGE OF CROSS PLAINS MEETING INSTRUCTIONS AND TIPS FINAL 2.PDF

FINAL MEETING AGENDA 10.08.2020

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

Monday, October 12, 2020
5:00 pm

Please note that due to current spacing requirements concerning COVID-19, the facility will have limited seating. The Village of Cross Plains will provide opportunities for, and encourage that the public participate virtually or by calling in. The log in information is as follows:

Zoom Virtual Meeting Link:

https://us02web.zoom.us/j/82280557233

Conference telephone line:
+1 312 626 6799

Meeting ID: 822 8055 7233

I. Call to Order

II. Roll Call

III. Pledge of Allegiance

IV. Public Comment – This is an opportunity for anyone to address the Village Board on any issue. *Please observe the time limit of 3 minutes.* While the Village Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.

THOSE WISHING TO SPEAK DURING THE VIRTUAL MEETING ARE ENCOURAGED TO REGISTER PRIOR THE START TIME OF THE CURRENT MEETING. YOU MAY REGISTER YOUR COMMENT BY SENDING AN EMAIL TO BCHANG@CROSS-PLAINS.WI.US AHEAD OF THE MEETING. YOU MAY ALSO CALL THE VILLAGE HALL DURING REGULAR BUSINESS HOURS. THE MEETING WILL BE OPENED 30 MINUTES BEFORE THE START TIME TO SOLICIT REGISTRATIONS. TO REGISTER A PUBLIC COMMENT AT THIS TIME YOU WILL NEED TO RAISE YOUR HAND VIRTUALLY TO BE UNMUTED. TELEPHONE PARTICIPANTS WILL ALSO BE UNMUTED ONE AT A TIME DURING THIS PERIOD TO ENSURE THAT NO ONE IS MISSED.

V. Report of Village Officers

1. Village President

2. Village Vice President

3. Other Trustee Reports

4. Village Administrator/Clerk

5. Other Staff Reports

VI. General Business

A. Discussion and Possible Action Regarding the Extraterritorial Plat Review for Lands Owned by Dale & Maureen Lochner and Bruce & Nancy Hoehne– Garfoot Road.

VII. Future Agenda Items

VIII. Adjournment

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the Village Hall at (608) 798-3241 or bchang@cross-plains.wi.us.

FINAL MEETING AGENDA 10.08.2020

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Agenda Memorandum

Staff/Department: **Bill Chang, Village Administrator**
Subject Matter: **Extraterritorial Plat Review – Lochner/Hoehne**
Meeting Date: **October 12, 2020**
Referral History: **PC – 10/05/2020**

Executive Summary:

The Lochners and Hoehns are proposing the attached certified survey map to replat the lot lines for Lots 1 and 2. The Lochners will purchase approximately 11 acres from Hoehne and the rest of the property will be sold to a separate party. The CSM needs to be recorded with the County in order to get an appraisal and the appraisal needs to be ordered by 10/15. The signed CSM needs to get to the County before 10/15 to give the County enough time to review and record.

Project Background:

The Plan Commission reviewed and recommended approval of the proposed certified survey map to the Village Board on October 5, 2020.

Code/Policy Review:

Chapter 83 regulates the Village's Extraterritorial plat review.

Fiscal Impact:

N/A

Recommendation:

The Plan Commission recommends the approval of the proposed certified survey map

Appendices:

Proposed Certified Survey map. Locator map and extraterritorial jurisdiction.

PDF 3

EXTRATERRITORIAL JURISDICTION LOCATOR MAP – 10.05.2020

Approximate location of subject property

Village of Cross Plains

Official Map

- Village of Cross Plains Boundary
- Town Boundary
- Parcel
- Contour Line - 10 ft. Interval
- Extraterritorial Jurisdiction Boundary (ETJ)
- Urban Service Area Boundary
- Railroad
- Right of Way
- Proposed Road
- Proposed Right-of-Way Widths (extends to limit of ETJ)
- Existing Trail
- Potential Future Trail
- Existing Park
- Potential Future Park
- Potential Future Park
- Conservancy
- Private Conservancy
- Existing Village Well
- Future Village Well
- Existing Storm Water Drainage Basin
- Future Storm Water Drainage Basin
- Existing Lift Station
- Existing Water Storage Facility
- Future Water Storage Facility
- Surface Water
- Floodplain

Date Adopted: _____

Date Revised: _____

Date: August 20, 2010
Sources: V & A, Dane County LIO, Village of Cross Plains, FEMA, Town & Country Engineering, Inc., MSA

0 1,000 2,000 3,000 Feet

DRAFT

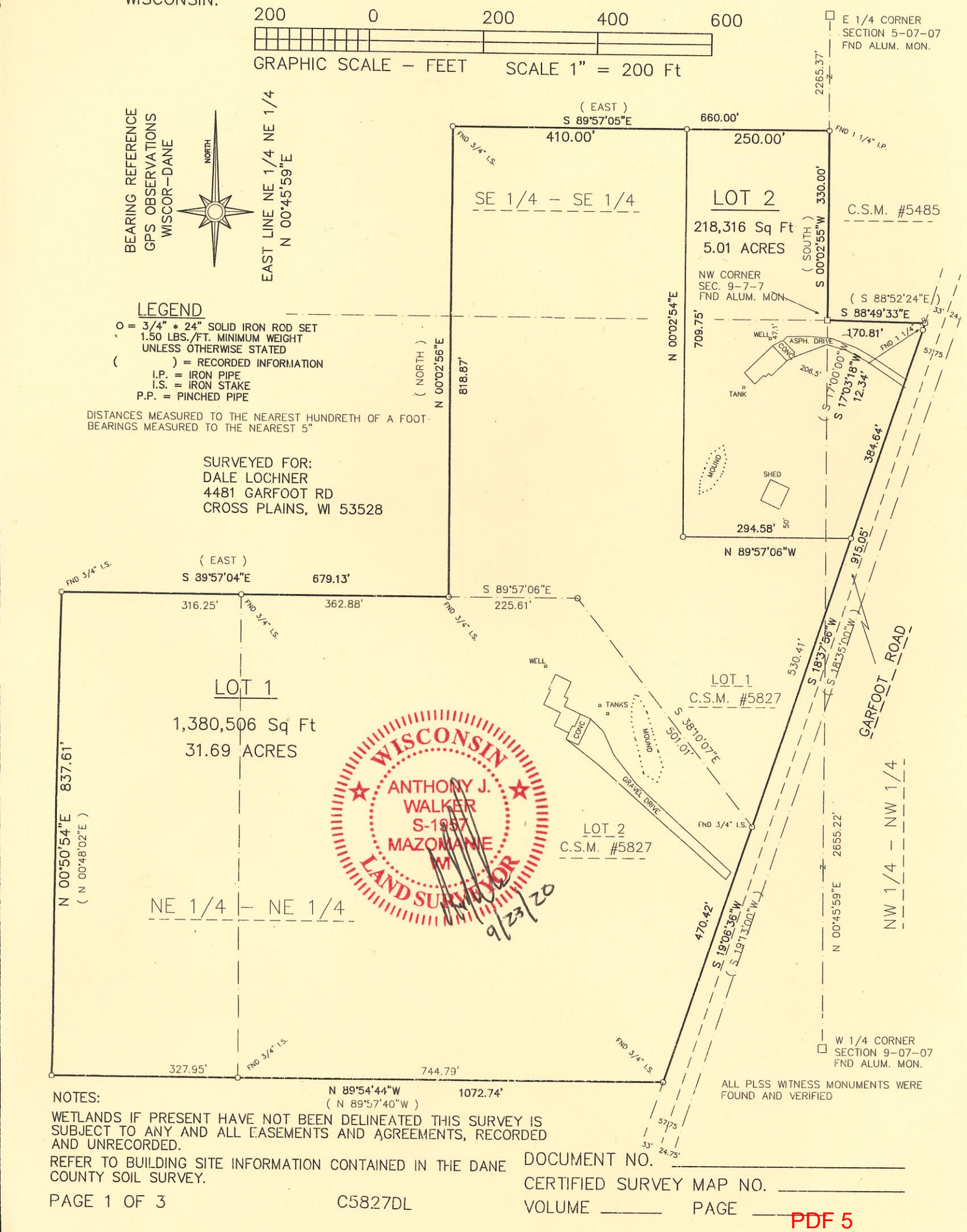
PDF 4

CERTIFIED SURVEY MAP

WALKER SURVEYING INC.

5964 LINDA CT. MAZOMANIE, WI. 53560

LOT 1 AND LOT 2, CERTIFIED SURVEY MAP #5827, LOCATED IN THE SE 1/4 OF THE SE 1/4, SECTION 5, THE NE 1/4 OF THE NE 1/4, SECTION 8, AND THE NW 1/4 OF THE NW 1/4, SECTION 9, ALL IN T07N, R07E, TOWN OF CROSS PLAINS, DANE COUNTY, WISCONSIN.



WISCONSIN
ANTHONY J. WALKER
S-1957
MAZOMANIE
WI
LAND SURVEYOR
9/23/20

NOTES:

WETLANDS IF PRESENT HAVE NOT BEEN DELINEATED THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.

REFER TO BUILDING SITE INFORMATION CONTAINED IN THE DANE COUNTY SOIL SURVEY.

DOCUMENT NO. _____

CERTIFIED SURVEY MAP NO. _____

VOLUME _____ PAGE _____

C5827DL

PDF 5

CERTIFIED SURVEY MAP

WALKER SURVEYING INC.

5964 LINDA CT. MAZOMANIE, WI. 53560

SURVEYOR'S CERTIFICATE

I, Anthony J. Walker, hereby certify that this survey is in compliance with Chapter 236.34 of Wisconsin Statutes. I also certify that I have surveyed and mapped the lands described hereon and that the map is a correct representation of all exterior boundaries of the land surveyed and the division of that land in accordance with the information provided. I also certify that this survey was done under the direction of

Dale N. Lochner and Mauren E. lochner

Bruce Hoehne and Nancy A. Hoehne

SEPT 23RD 2020

Anthony J. Walker, Registered Land Surveyor No. S-1957

WISCONSIN ANTHONY J. WALKER S-1957 MAZOMANIE WI LAND SURVEYOR

9/23/20

LEGAL DESCRIPTION

Lot 1 and Lot 2, Certified Survey Map #5827, recorded in Vol. 27 page 249, Dane County, Certified Survey Maps, also part of the NE 1/4 of the NE 1/4, Section 8, located in part of the SE 1/4 of the SE 1/4, Section 5, part of the NE 1/4 of the NE 1/4, Section 8, and part of the NW 1/4 of the NW 1/4, Section 9, T07N, R07E, Town of Cross Plains, Dane County, Wisconsin more fully described as follows ;

Beginning at the NW corner of said Section 9

THENCE South 88 degrees 49 minutes 33 seconds East for a distance of 170.81 feet to the west Right-of-way Garfoot Road

THENCE South 17 degrees 03 minutes 18 seconds West for a distance of 12.34 feet along said Right-of-way

THENCE South 18 degrees 37 minutes 56 seconds West for a distance of 915.05 feet along said Right-of-way

THENCE South 19 degrees 06 minutes 36 seconds West for a distance of 470.42 feet along said Right-of-way

THENCE North 89 degrees 54 minutes 44 seconds West for a distance of 1072.74 feet to the SW corner of said NE 1/4 of the NE 1/4

THENCE North 00 degrees 50 minutes 54 seconds East for a distance of 837.61 feet

THENCE South 89 degrees 57 minutes 04 seconds East for a distance of 679.13 feet

THENCE North 00 degrees 02 minutes 56 seconds East for a distance of 818.87 feet

THENCE South 89 degrees 57 minutes 05 seconds East for a distance of 660 feet to the east line of said SE 1/4, Section 5

THENCE South 00 degrees 02 minutes 55 seconds West for a distance of 330.00 feet along said line to the point of beginning

VILLAGE CROSS PLAINS

Approved and accepted for recording per, Clerk, Village of Cross Plains

This _____, day of _____ , 2020

_____

Representative

DOCUMENT NO. _____

CERTIFIED SURVEY MAP NO. _____

VOLUME _____ PAGE _____

PDF 6

CERTIFIED SURVEY MAP

WALKER SURVEYING INC.
5964 LINDA CT. MAZOMANIE, WI. 53560

OWNER'S CERTIFICATE

As owner, I hereby certify that we have caused the lands described on this Certified Survey Map to be surveyed, divided, dedicated and mapped as shown on this Certified Survey Map, I also certify that this Certified Survey Map is required by S 75.17 (1) (a) of Dane County Code of Ordinances to be submitted to the Dane County Zoning and Land Regulation Committee for approval.

Dale N. Iochner Maureen E. Lochner

Lochner Rev Living Trust

Bruce Hoehne Nancy A. Hoehne

STATE OF WISCONSIN)
DANE COUNTY)SS

Personally came before me this 26th day September of 2020
20 20, the above named Bruce Hoehne, Nancy Hoehne, Maureen Lochner, Dale Lochner
to me known to be the person who executed the foregoing instrument and acknowkledge the same.

Notary Public Heather K. Kannen
My Commission expires 03/30/2021

HEATHER K ANNEN NOTARY PUBLIC STATE OF WISCONSIN

DANE COUNTY

Approved for recording per Dane County Zoning and Land Regulation Committe action of this _____ day of _____, 20____.

_____
Daniel Everson

TOWN BOARD APPROVAL

This CSM, ~~including public highway right-of-way dedication designated~~ herein is herby acknowledged and accepted by the Town of Cross Plains
this 13 day of August, 2020.

Nancy Meinholz, Clerk

WISCONSIN ANTHONY J. WALKER S-1957 MAZOMANIE WI LAND SURVEYOR
9/23/20

RECEIVED FOR RECORDING THIS _____ DAY OF _____, 20____,

AT _____ O'CLOCK ___ .M. IN VOLUME _____ OF CERTIFIED SURVEY MAPS ON

PAGES _____.

_____
KRISTI CHLEBOWSKI, DANE COUNTY REGISTER OF DEEDS

DOCUMENT NO. _____
CERTIFIED SURVEY MAP NO. _____
VOLUME _____ PAGE _____

PDF 7

Village of Cross Plains Meeting Instructions and Tips

Participation in Village Meetings

The public may participate in Village meetings in various ways.

Attending in Person

The Village Board currently hosts its Village Board and Plan Commission meetings in the Community Room at the Rosemary Garfoot Public Library. Due to space constraints the room is limited to the Board/Commission and an additional five (5) people. These spaces are reserved first for people with disabilities that may need accommodations in order to participate or monitor the meeting. Other participants are strongly encouraged to attend virtually or by phone. Comments made virtually or by phone will carry the same weight as those made in person. The Village Board may, from time to time, allow for participants who would like to speak in person to rotate in and out of the room depending on the spacing availability at that time.

All other committee meetings are currently only being held virtually.

Attending Virtually

Participants may observe and participate in Village meetings remotely.

Direct link – Web meeting

Participants may click on the **ZOOM Virtual Meeting Link** (see image below) at the top the Village Board Agenda or in the email sent by the Village Administrator. The meeting link on the agenda will take you to the Zoom website or it will open the Zoom Application. Participants may choose to download the Zoom Application or access Zoom through the web browser. Alternatively, participants may also type in the link into the URL address bar to bring the participant to the meeting. All participants should check their computer's capacity prior to the meeting.

NOTE THAT THE MEETING ID LINK WILL CHANGE FOR EACH TYPE OF MEETING. THEREFORE, THE MEETING LINK MAY CHANGE. PARTICIPANTS SHOULD MAKE SURE THAT THE THEY ARE USING THE LINK ON CURRENT AGENDA TO ACCESS THE CORRECT MEETING.

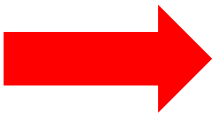
Village of Cross Plains Board of Trustee Meeting

Regular Meeting Notice and Agenda

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

Tuesday, May 26, 2020
6:00 pm

Please note that due to current spacing requirements concerning COVID-19, the facility will have limited seating. The Village of Cross Plains will provide opportunities for, and encourage that the public participate virtually or by calling in. The log in information is as follows:



Zoom Virtual Meeting Link:
https://us02web.zoom.us/j/81392456725

Conference telephone line:
+1 312 626 6799

Meeting ID: 813 9245 6725

This space intentionally left blank.

Telephone

The public may also join by teleconference. To do so, participants should dial the **Conference Telephone Line** provided. Participants will then need to enter the specific **Meeting ID Number** (see image below). Follow the prompts to be let in the room. If you need accommodations for toll free access, please contact the Village Hall prior to the meeting.

Village of Cross Plains Board of Trustee Meeting

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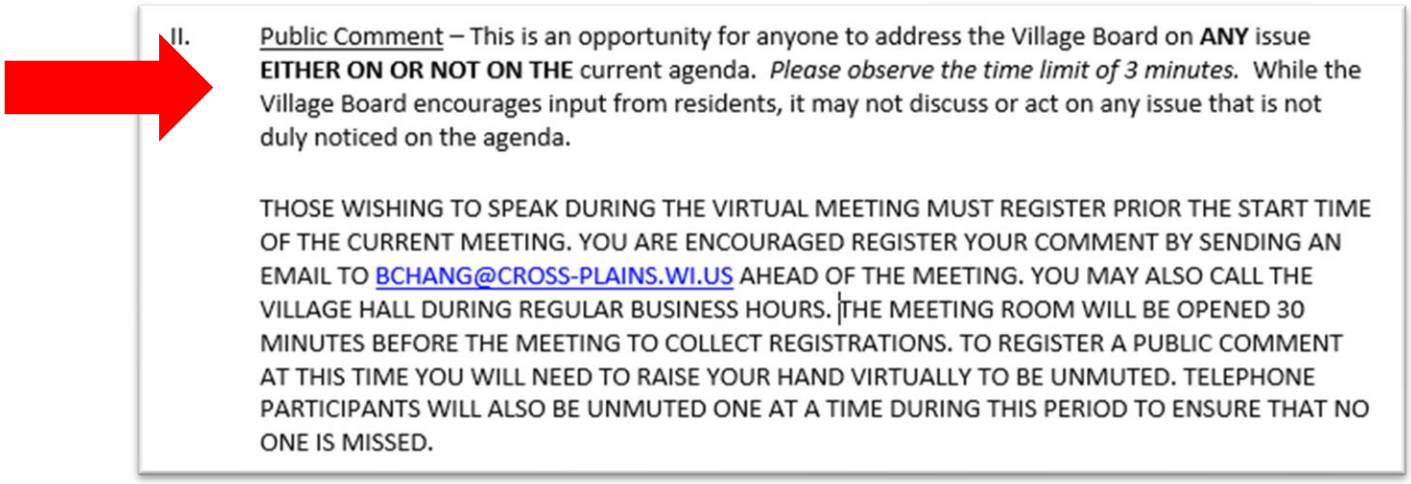
Meeting ID: 813 9245 6725

Public Participation Process

Generally, the agenda will have a public comment section (see below). Due to the logistical challenges for commenting during a virtual public meeting, the following process will be adopted to ensure that the public can participate in the meeting and that the governing body can run an effective and efficient meeting.



II. Public Comment – This is an opportunity for anyone to address the Village Board on **ANY** issue **EITHER ON OR NOT ON THE** current agenda. *Please observe the time limit of 3 minutes.* While the Village Board encourages input from residents, it may not discuss or act on any issue that is not duly noticed on the agenda.

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Registration of Comments

The public comment section has been revised to allow public comment in any topic **ON OR NOT ON THE AGENDA.** Those wishing to speak must register before the meeting to do so. Participants can register to speak by notifying the Village Administrator ahead of the meeting. Please see the following methods:

Written Comments

At any time, anyone who is interested in submitting a written comment may do so by emailing the Village Administrator at bchang@cross-plains.wi.us or in writing to Village Board, P.O. Box 97, Cross Plains, WI 53528. The written comment will be read to the Village Board at the corresponding meeting.

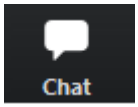
Public Comments

Anyone wishing to make a public comment at a particular meeting must register to do so prior to the start time of the meeting. Those wishing to speak are encouraged register their comment by sending an email to bchang@cross-plains.wi.us ahead of the meeting. Registration by phone may also be done during business hours prior to the meeting.

In addition, the meeting room will be opened 30 minutes before the meeting to collect registrations only. To register a public comment during this time, the participant will need to raise their hand virtually to be unmuted (see instructions below). Telephone participants will then be unmuted one at a time during this period to ensure that no one is missed. Those participating by phone will need to identify themselves and the issue for which they would like to speak on.

All lines will be muted at the start of the meeting. During the Public Comment Section, each registered participant will be called upon, unmuted, and shall have 3 minutes to speak. Once the Public Comment section of the meeting has concluded, all participants will be muted for the remainder of the meeting so that the governing body may continue with its meeting. The governing body may call on a presenter or participant for clarification at any time during the meeting.

"Chat" function

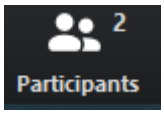


The "Chat" function will be monitored for technical and logistical issues. Discussion on the "Chat" function is public record. Comments made to the board through the "Chat" function may not be acknowledged or addressed by the board. Official comment shall be made through Public Comment.

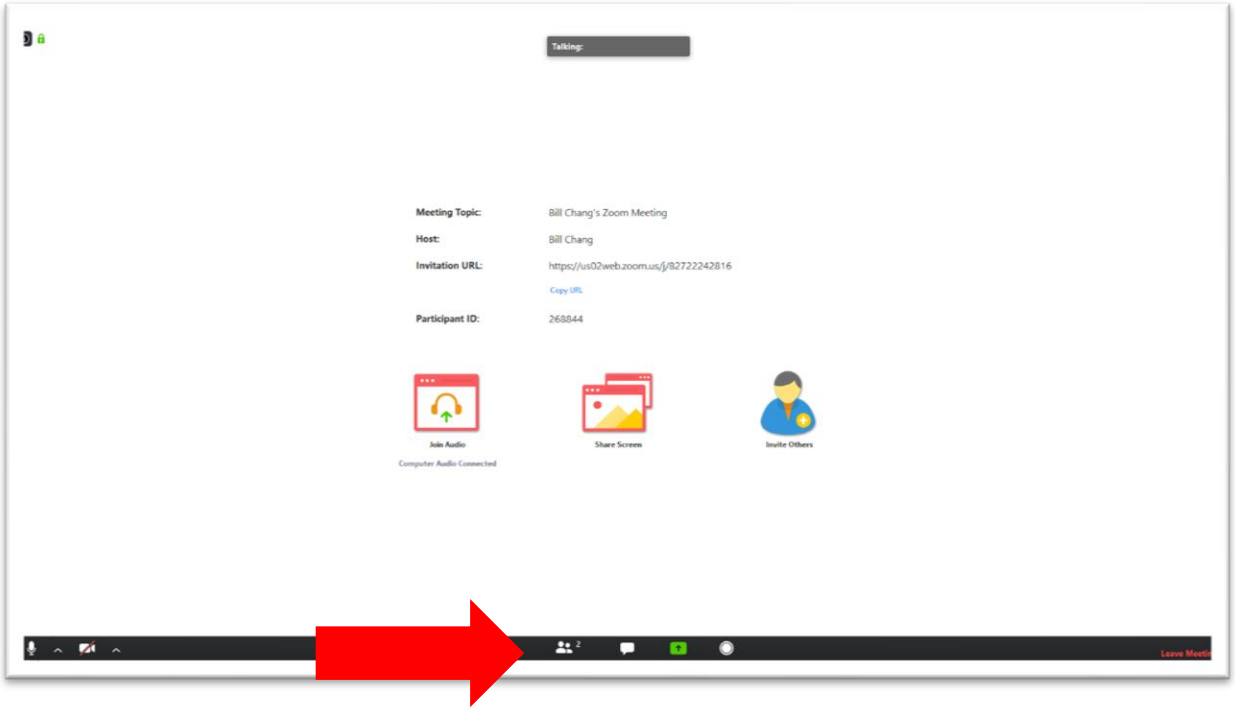
ZOOM Tips

Raising your hand

Zoom provides an option for participants to raise their hand to be called upon. To do so, please follow the instructions below.

1. Click on the “Participants” 

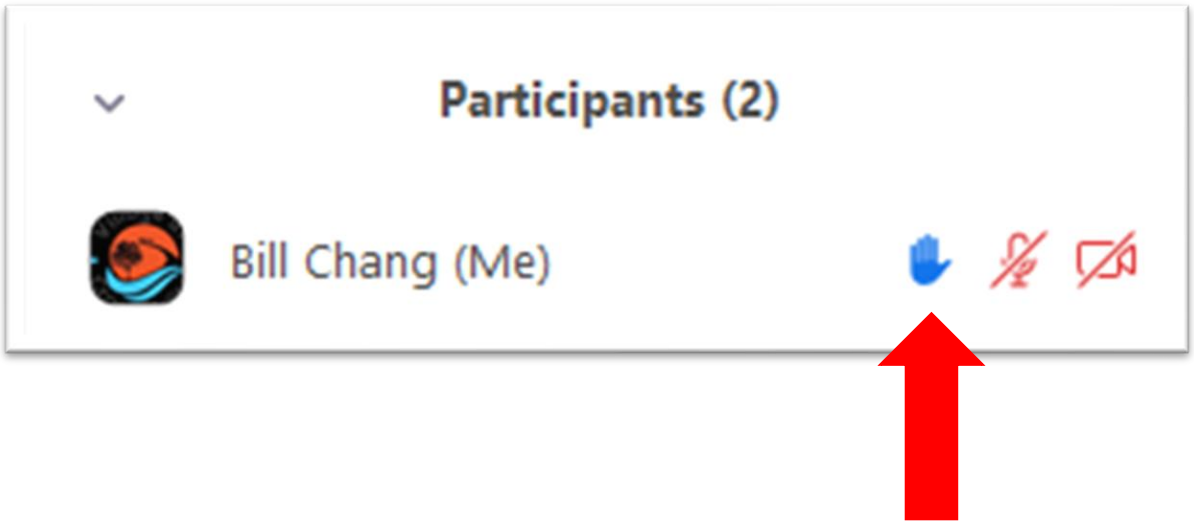
icon at the bottom of the screen.



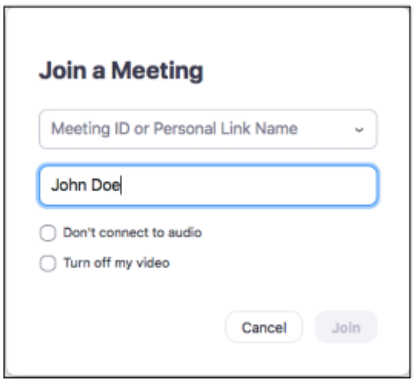
2. Click on “Raise Hand”.

3.

4. Confirm that your hand is raised.



How to Participate in a Zoom Meeting

Using computer: https://zoom.us *Depending on your browser, you may have to download the zoom application, once complete, it will open on your screen.* Using Smartphone or Tablet: Download zoom app	**Open Zoom Application** Open the zoom application on your electronic device. If you wish to speak during the meeting you will need to have a microphone otherwise you will need to call in with a phone.
	**Join a Meeting via Electronic Device** **Using computer:** https://zoom.us/join **Using Smartphone or Tablet:** Open app, Click **Join meeting** • Enter Meeting ID (nine digits) • Enter Meeting Password (six digits) • Click **Join** • Enter your name (not phone number) *If you do not want to join with audio or video, check those options before joining (you can add your video and audio again after you've joined the meeting).*
	Join a Meeting via Telephone • Call **1-312-626-6799** (long distance charges may apply) • Enter Meeting ID (nine digits) • Enter Meeting Password (six digits)
	Waiting Room After you have joined the meeting you are in the waiting room, waiting for the host to join and to provide you access. After being granted entry, make sure you **click the green "Join with Computer Audio"** to join the meeting with audio automatically (you can mute this once you're on the meeting).

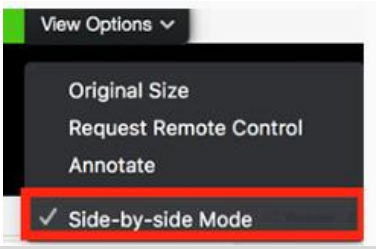
Zoom Menu Bar

- Mute/Unmute your audio
- Start/stop your video
- Invite others to join the meeting
- Participants- View list of participants, raise hand to speak or change your name.
- Share your screen (with meeting host permission)
- Chat with all/other participants
- Public meetings will be recorded and saved.
- Leave or end the meeting

Side by Side Mode

Allows you to view participants to the right of the shared screen (rather than above host's shared screen)

You can modify your view by choosing Gallery (everybody) or Speaker View at the top of the participatnt video panel (drag the gray vertical separator to enlarge or reduce the size of this panel)



Committee members are expected to participate in discussion freely.
Motions: When making or seconding a motion, Committee members are asked to state their name first so everybody will know who is speaking.
Votes: Unless votes are clearly unanimous, staff will take a roll call vote.

Technical difficulties? *If you experience difficulties while trying to connect to the meeting, please see the help center resources at zoom.us, or call or text the Zoom help line at: +1 (888) 799-9666 ext. 2.*