

# **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, June 22, 2020**  
**6:00 pm**

**I. Call to Order**

President Lengfeld called the Village Board meeting to order at 6:00 p.m.

President Lengfeld suspended Robert's Rules of Order.

**II. Roll Call**

Present: Trustees Bill Brosius, Lori Zander, Judy Ketelboeter, Michael Pomykalski, Kevin Thusius and President Jay Lengfeld.

Also Present: Village Administrator/Clerk Bill Chang, Park and Recreation Director Mike Axon and Stacey Berends.

Present by teleconference and/or web meeting: Finance Director Bobbi Zauner, Public Facilities Director Jerry Gray, Police Chief Tony Ruesga, Charlene Meier, Jessica Sexton, Pam Born, Casey FitzRandolph, Amanda Faessler, Sandy Stoecker, Vicky Fohl, Brian Berquist, Noa Prieve, Matt Hassler, and Becky Ward.

**III. Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

**IV. Discussion with Dane County Executive Joe Parisi**

President Lengfeld announced that Executive Parisi was not able to join the meeting.

**V. Public Comment –**

**Charlene Meir Peter Benson, 3111 Bollenbeck St.**, questioned why regulations were not included in the resident letter. Chang provided a response stating the procedure.

**Casey FitzRandolph, 1246 Gil's Way**, submitted questioned the location of Well #3 and its potential impact on his property.

**Peter Benson, 1746 Tubbs Ct.**, submitted written comment requesting that the dog leash ordinance be referred back to the Public Safety Committee to better define the use of electronic shock collars, consideration of a distance requirement of the leash, and higher fines for dog owners for not picking up after their animals.

**VI. 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 May 26, 2020.**

**2. Total Disbursements from 05/15/2020 through 06/10/2020 in the amount of \$163,807.18 as follows:**

- 110 – General Fund: \$82,776.35
- 120 – Capital Fund: \$1,779.50
- 130 – Library Fund: \$8,467.24
- 140 – Parks/Rec Fund: \$14,811.48
- 150 – Debt Service Fund: \$0.00
- 310 – TID Fund: \$0.00
- 660 – Water Fund: \$29,400.61
- 670 – Sewer Fund: \$26,622.00

**3. Appointment to Village Committees**

**A. Trustee Kevin Thusius – Sustainability Committee (Resident Appointment)**

**B. Jennifer FitzRandolph – Library Board (School Representative, Resident Appointment)**

**4. Approval of the Special Event Permit Application for Brats N Burgers Sale held by the Cross Plains Lions on July 4, 2020.**

A motion was made by Trustee Ketelboeter, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the Consent Agenda.

**VII. Report of Village Officers**

**1. Village President**

- a. President Lengfeld reported that the Finance Subcommittee has been meeting every Tuesday and making good progress.

**2. Village Vice President**

- a. Trustee Ketelboeter reported that the Lions Club is will be selling brats and burgers over the July 4<sup>th</sup> weekend at Piggly Wiggly.
- b. Trustee Ketelboeter reported that currently the Spike Rhett event is currently scheduled.

**3. Other Trustee Report**

- a. Trustee Brosius reported that the Library is open according the Forward Dane Phase 2 parameters.
- b. Trustee Thusius reported that the subcommittee on downtown Parking is moving along and will have something to report in the near future.
- c. Trustee Zander reported that “No diving” sign have been posted at the eastern pedestrian bridge in Zander Park.

#### **4. Village Administrator/Clerk**

- a. Chang reported that Village Hall is now open to the public with restrictions on how many people can be in the lobby at one time. No public is allowed in the office area and plexiglass barriers have been installed.
- b. Chang reported that staff has started processing absentee ballots for the Partisan Primary Election on August 11<sup>th</sup>. So far there have been 506 absentee ballots requested.
- c. Chang reported that he and Director of Public Facilities, Jerry Gray met with the Town of Berry Board to discuss the jurisdictional transfer of Brewery Road and a portion of N. Hill Point Rd. Chang will have the village attorney draft an agreement and provide a summary on the impact to town residents as requested by the town board.
- d. Chang reported that Scenic Valley had its second preconstruction meeting and that the start of construction is expected soon.
- e. Chang reported that there has been a delay to the Creek Crossing at St. Francis Residential Development because of a change in development leadership and that the developer is now re-evaluating the concept plan and layout.
- f. Chang reported that a subcommittee on emergency management met to discuss the Village's Emergency Operations Plan.
- g. Chang reported that in a few months, the US Census will start it follow up to residents that have submitted a response. People can still submit their survey through [www.my2020census.gov](http://www.my2020census.gov). As part of the census effort, Chang is participating in the local redistricting effort.
- h. Upcoming meeting:
  - i. TID#3 annual meeting on June 23<sup>rd</sup>.
  - ii. Special Village Board meeting on June 30<sup>th</sup>.

#### **5. Other Staff Reports**

- a. Mike Axon, Park and Recreation Director, reported that the department has adjusted according to Forward Dane and have adopted hygiene, cleaning, and protective measure policy. There are currently two full active recreation programs running; full day summer camp and karate. Axon recognized and thanked staff Andrea Fullerton and Katarena Ketelboeter on the job well done making sure the programs are successful. The dance team will be starting within the week.

### **VIII. General Business**

#### **1. Discussion and Possible Action Regarding a Residential Chicken Coop License Application from Aaron Faessler at 3102 Spring Street.**

A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to approve the Residential Chicken Coop License from Aaron Faessler at 3102 Spring Street.

#### **2. Discussion and Possible Action Regarding Opening of the Swimming Pool.**

A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and

unanimously carried by the Village Board to approve the following revised criteria for reopening the pool on July 1<sup>st</sup>.

- Open July 1 – August 23, 2020
- Resident Individuals (\$50), Resident Family (\$100)
- Non-Resident Individuals (\$115), Non-Resident Family (\$155)
- Capacity maximum (75 participants – allow for social distancing during emergency and/or fecal incident)
- Scheduling as determined by the Park and Recreation Director

**3. Discussion and Possible Approval on a Facility Use Agreement with the Madison Aquatics Club.**

A motion was made by Trustee Pomykalski, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Facility Use Agreement with the Madison Aquatics Club.

**4. Discussion and Possible Action on a Facility Use Agreement with the Stingrays Swim Team.**

A motion was made by Trustee Pomykalski, seconded by Trustee Zander, and unanimously carried by the Village Board, to approve the Facility Use Agreement with the Stingrays Swim Team.

**5. Discussion and Possible Action on Ordinance No. 05-2020: Repeal and Recreate Chapter 2: Meetings.**

Following discussion, a motion was made by Trustee Brosius, to pass Ordinance No. 05-2020: Repeal and Recreate Chapter 2: Meetings. Motion fails due to a lack of a second.

A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, and carried by the Village Board, to table a motion on Chapter 2 until the next meeting. Trustee Brosius opposed.

**6. Discussion and Possible Action on Ordinance No. 06-2020: Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control.**

A motion was made by Trustee Thusius and seconded by Trustee Zander, to approve Ordinance No. 06-2020: Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the exception of a dog park under subsection b. Roll call vote requested. YES – Trustees Thusius, Zander and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion fails, 3-3.

This issue was referred back to the Public Safety Committee.

**7. Discussion and Possible Action on Ordinance No. 07-2020: Approving the Detachment of Certain Lands Within the Village of Cross Plains – Brunner Property.**

A motion was made by Trustee Thusius, seconded by Trustee Ketelboeter, to approve ordinance No. 07-2020: Approving the detachment of certain lands within the Village of Cross Plains for the Brunner property. Roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 6-0.

**8. Discussion and Possible Action Regarding Water Capital Improvement Projects.**

**A. Water System Assessment.**

**B. Well #3 Test Well.**

After discussion, the Village Board referred a decision on the water system assessment and well #3 test well to the June 30<sup>th</sup> meeting.

**9. Discussion and Possible Action Regarding 2021 Budget Goals and Objectives.**

After discussion, it was suggested for the Village to provide a dashboard showing where resident taxes and fees are going.

**10. Discussion and Possible Action to Relocate the Village of Cross Plains Polling Place.**

A motion was made by President Lengfeld, seconded by Trustee Brosius, and unanimously carried by the Village Board, to allow Village Administrator/Clerk the option of relocating the Village of Cross Plains Polling Place to the public library or Freedom Hall.

**IX. Future Agenda Items**

- Chapter 2
- Pet fecal fine increase
- Allowance of dogs/pets only in certain parks
- Water loss report

**X. Closed Session**

**1. The Village Board will meet in Closed Session pursuant to 19.85(1)(c) of the 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 2019 Performance Evaluation of the Village Administrator/Clerk.**

A motion was made by Trustee Ketelboeter and seconded by Trustee Zander, to meet in Closed Session pursuant to 19.85(1)(c) of the 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 2019 Performance Evaluation of the Village Administrator/Clerk. Roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, and President Lengfeld. Motion carries, 6-0.

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

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

**3. Discussion and Possible Action Regarding the 2019 Performance Evaluation of the Village Administrator/Clerk.**

A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously approved by the Village Board, to accept the performance evaluation for Village Administrator/Clerk Bill Chang.

**XI. Adjournment**

A motion was made by Trustee Brosius, second by President Lengfeld, and unanimously carried by the Village Board, to adjourn. Meeting ended at 9:43 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