

# **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, July 27, 2020**  
**6:00 pm**

**I. Call to Order**

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

**II. Roll Call**

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

Also Present: Village Administrator/Clerk Bill Chang.

Present by teleconference and/or web meeting: Finance Director Bobbi Zauner, Public Facilities Director Jerry Gray, Police Chief Tony Ruesga, Brian Berquist, Terra Morris, Scott Adrian, Joe Parisi, Deborah Cutler, Steve Douglass, Pam Born, Jed Henry, Dale Lochner, and Sam Dove.

**III. Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

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

Dane County Executive gave an update on Dane County initiatives and programs in response to the COVID-19 pandemic.

**V. Public Comment –**

There were no public comments.

**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 June 22, 2020, June 30, 2020, and July 14, 2020.
2. Total Disbursements from 06/11/2020 through 07/10/2020 in the amount of \$153,959.66 as follows:
  - 110 – General Fund: \$70,417.82
  - 120 – Capital Fund: \$19,316.03
  - 130 – Library Fund: \$5,425.84
  - 140 – Parks/Rec Fund: \$8,907.18
  - 150 – Debt Service Fund: \$0.00
  - 310 – TID Fund: \$76.21
  - 660 – Water Fund: \$18,556.37
  - 670 – Sewer Fund: \$31,260.21

- 3. Reappointment of the of the Sustainability Ad Hoc Committee**
  - a. **Melissa Gavin**
  - b. **John Burandt**
  - c. **Kevin Thusius**
  - d. **Steve Douglas**
  - e. **Michael Pomykalski (Village Board Representative)**
- 4. Approval of the Residential Chicken Coop License Application from Lindsey Martin at 2426 Brewery Road.**
- 5. Approval to Pay a Portion of the US HWY 14 Reconstruction Invoice for the Water and Sewer Allocated Costs.**

A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to approve the consent agenda as presented.

## **VII. Report of Village Officers**

### **1. Village President**

- a. President Lengfeld reported that approximately 79.7% of the population in Cross Plains has reported. This item will be on the August agenda to discuss the final push for the Census.
- b. President Lengfeld reported that the superficial deadline for evaluation and review of current positions with a decision to be made by January.

### **2. Village Vice President**

- a. Trustee Ketelboeter reported that the Spike Rhett event is scheduled take place and will implement safe distancing and mass gathering requirements.
- b. Trustee Ketelboeter reported that there will be a blood drive at St. Francis Church on August 3<sup>rd</sup> and September 10<sup>th</sup>.

### **3. Other Trustee Reports**

- a. Trustee Brosius reported that the Library Board approved its preliminary budget for 2021.
- b. Trustee Pomykalski reported that the Sustainability Committee is processing the community sustainability survey and will be providing report at August Village Board meeting.

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

- a. Chang restated the Village's polling place is now at the public library.
- b. Chang reported that the Joint Review Board met on June 23<sup>rd</sup> to approve the TID #3 Annual Report. TID#3 had an increment value of \$34,363,800 in 2019, from its base

in 2013. If all conditions remained the same, the district is projected to have a positive cash flow in 2025.

- c. Chang reported that the Capital Area Regional Planning Commission (CARPC) Green Infrastructure Program Committee met to discuss the current status of the program and identify projects across the area. Members include the Villages of Mazomanie and Black Earth, Town of Cross Plains, the Black Earth Creek Watershed Association, Groundswell, Dane County, WI Department of Natural Resources, and the US Army Corps of Engineers.
- d. Chang reported that he participated in the Dane Counties Cities' and Villages' Association (DCCVA) Membership meeting. The DCCVA is the lobbying group for the Dane County municipals and reported that state aid would likely not be affected this year but if a state budget correction bill may be needed, it is expected that 2021 and 2022 will be tougher financial years. The DCCVA is also looking for an elected official to serve as its representative to the CARPC.
- e. Chang reported that staff moved forward with purchasing the playground equipment for Glacial Valley Park due to a 10-week lead time.

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

- a. Chief Ruesga reported his sixth month in the position. The Police Department has seen an increase in cases, logging over 1,200 cases in the first six months. Otherwise, things are coming along. Ruesga reported that the hardest part has been getting to meet the community without coming into direct physical contact with them due to the pandemic.

*Due to technical difficulties, the virtual meeting had to be restarted at this point. Further comments were held until participants had the opportunity to rejoin the meeting.*

- b. Terra Morris from the Cross Plains Area Chamber of Commerce reported that the Chamber is struggling with membership renewals. She has been concentrating her work on the Chamber's social media presence and website. The Chamber will review its long-term feasibility at its next meeting on August 6<sup>th</sup>. The Chamber's annual golf out is planned to take place in Sauk County on September 18<sup>th</sup> due to restrictions around COVID-19.

#### **VIII. General Business**

##### **1. Approval of Resolution No. 08-2020: Recognizing Capital Off-Road Pathfinders, Michael Cliff and Ron Knutowski for the Implementation in Creation of Driftless Downs Mixed Use Mountain Biking Trail in Cross Plains.**

A motion was made by Trustee Pomykalski, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to approve Resolution No. 08-2020: Recognizing Capital Off-Road Pathfinders, Michael Cliff and Ron Knutowski for the Implementation in Creation of Driftless Downs Mixed Use Mountain Biking Trail in Cross Plains.

**2. Discussion and Possible Approval of Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc.**

A motion was made by Trustee Thusius and seconded by Trustee Francois, to approve Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc.

A motion was made by Trustee Brosius, seconded by Trustee Ketelboeter, and unanimously carried by the Village Board, to amend the original motion to include specific language adding "Village Board" to item #5 of the agreement.

A voice vote was taken on the motion to approve Resolution No. 09-2020: Authorizing Execution of a Memorandum of Understanding Between the Village of Cross Plains and Capital Off Road Pathfinders, Inc., with the amended language. Motion carries, with Trustee Pomykalski opposed.

**3. Discussion and Possible Action on an Ordinance to 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 adopt the Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the restriction of a 10-foot leash.

A motion was made by President Lengfeld and seconded by Trustee Thusius, to amend the original motion with the following specific language,

"All persons bringing a domestic animal, chicken, or livestock into a public building, or on to any sidewalk, street right away or other public area shall secure their animal on a leash of 10 feet in length or shorter and maintain their animal (s) under control, meaning connected to a leash held by a person at all times and control the action and conduct of the animal. All persons bringing an animal into a public area shall not allow the animal to have contact with another person, domestic animal or wild animal without prior consent from the person or owner of the animal."

A roll call vote was requested on the motion to amend the original motion with the specific language. YES – Trustee Francois, Zanders, Pomykalski, Thusius, Ketelboeter, Brosius and President Lengfeld.

A roll call vote was requested on the motion to adopt the Ordinance to Repeal and Recreate Section 21.09(a) and (b) Concerning Animal Control with the amended language. YES – Trustees Thusius, Zander, Francois, and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion carries, 4-3.

**4. Discussion and Possible Action on an Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets.**

A motion was made by Trustee Thusius and seconded by Trustee Francois, to adopt the Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets with the restriction of a 10-foot leash or shorter.

A motion was made by President Lengfeld, seconded by Trustee Francois, and unanimously carried by the Village Board, to amend the original motion with the following specific language,

“All persons bringing a domestic animal, chicken, or livestock into a public building, or on to any sidewalk, street right away or other public area shall secure their animal on a leash of 10 feet in length or shorter and maintain their animal (s) under control, meaning connected to a leash held by a person at all times and control the action and conduct of the animal. All persons bringing an animal into a public area shall not allow the animal to have contact with another person, domestic animal or wild animal without prior consent from the person or owner of the animal.”

A roll call vote was requested on the motion to adopt the Ordinance to Repeal and Recreate Section 72.03(r)(3) Concerning Pets with the amended language. YES – Trustees Thusius, Zander, Francois, and President Lengfeld. NO – Trustees Brosius, Ketelboeter, and Pomykalski. Motion carries, 4-3.

**5. Discussion and Possible Action to Extend the Cross Plains Pool Season.**

A motion was made by Trustee Thusius and seconded by Trustee Francois to approve the extension of the Cross Plains Pool Season to September 7<sup>th</sup>. A roll call vote requested. YES – Trustees Thusius, Zander, Francois, Brosius, and President Lengfeld. NO – Trustees Ketelboeter and Pomykalski. Motion carries, 5-2.

**6. Discussion and Possible Action Regarding a Policy on Naming Rights for Parkland, Conservation Land, Regional Trails and/or Facilities.**

A motion was made by Trustee Brosius, seconded by Trustee Thusius, and unanimously carried by the Village Board, to approve the Policy on Naming Rights for Parkland, Conservation Land, Regional Trails and/or Facilities.

**7. Discussion and Possible Action to Approve the 2019 Compliance Maintenance Annual Report.**

A motion was made by Trustee Brosius, seconded by Trustee Francois, and unanimously carried by the Village Board, to approve the 2019 Compliance Maintenance Annual Report.

**8. Discussion and Possible Action on the Planning and Pubic Involvement for Well #3.**

Engineer Brian Berquist shared that there will be a public meeting on Well #3. The Village Board chose August 18<sup>th</sup> as the public hearing date and August 20<sup>th</sup> as the rain date. The meeting will be held at 6:00 pm at Hollfelder Park.

**9. Discussion and Possible Action on Budgeting Recommendations from the Finance Subcommittee.**

A motion was made by Trustee Francois and seconded by Trustee Zander, to maintain the Capital Improvement Fund Fund Balance at \$50,000. A roll call vote requested. YES – Trustees Zander, Pomykalski, Thusius, Ketelboeter, Brosius, Francois and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and seconded by Trustee Ketelboeter, to maintain the Debt Service Fund Fund Balance at \$0.00. A roll call vote requested. YES – Trustees Thusius, Pomykalski, Zander, Francois, Brosius, Ketelboeter and President Lengfeld. Motion carries, 7-0.

A motion was made by Trustee Pomykalski and seconded by Trustee Zander, to move the Park and Recreation fund into the General Fund. A roll call vote requested. YES – Trustees Pomykalski, Thusius, Ketelboeter, Brosius, Francois, Zander and President Lengfeld. Motion carries, 7-0.

**10. Discussion and Possible Action Regarding the 2020 Capital Improvement Projects:**

- a. **Aerial Lift Equipment Trailer**
- b. **Street Repaving**
- c. **Library Roof**
- d. **Water System Infrastructure Assessment**
- e. **Well #3 Test Well Drilling**

A motion was made by Trustee Brosius and seconded by Trustee Ketelboeter, to approve the Public Facilities 2020 Capital Improvements as presented. A roll call vote was requested. Yes – None. NO – Trustees Pomykalski, Zander, Francois, Brosius, Ketelboeter, Thusius and President Lengfeld. Motion fails, 0-7. More detail will be brought to the Village Board at August meeting.

A motion was made by Trustee Thusius, seconded by Trustee Brosius, and unanimously carried by the Village Board, to approve the Town and Country Proposal for the Library Roof Engineering Services.

There was no action on the funding options for the Water System Infrastructure Assessment and Well #3 Test Well Drilling.

**11. Presentation of the 2nd Quarter Fiscal Analysis.**

Finance Director Bobbi Zauner gave a presentation on the 2<sup>nd</sup> Quarter Fiscal Analysis.

*Trustee Brosius left the room at 8:42 pm.*

**12. Discussion and Possible Action on Resolution 10-2020: Budget Amendment 2020-01.**

There was a motion made by Trustee Ketelboeter and seconded by Trustee Pomykalski, to approve Resolution 10-2020: Budget Amendment 2020-1. A roll call vote was requested. YES – Trustees Francois, Zander, Pomykalski, Thusius, Ketelboeter and President Lengfeld. Motion carries, 6-0.

*Trustee Brosius enters the room at 8:45 pm.*

**13. Transmittal of the Proposed 2021-2025 Capital Improvement Plan.**

Chang distributed the proposed 2021-2025 Capital Improvement Plan to the Village Board. President Lengfeld encouraged Village Board Trustees to forward any questions or requests for documentation to staff ahead of the August Village Board meeting.

**IX. Future Agenda Items**

1. Animal waste and fines

**X. Adjournment**

A motion was made by Trustee Thusius, second by President Francois, and unanimously carried by the Village Board, to adjourn. Meeting ended at 8:50 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