

**VILLAGE OF CAMBRIDGE
VILLAGE BOARD MINUTES
Tuesday, January 12, 2021**

MINUTES

Approved: January 26, 2021

Meeting held by telephone/video conference: Freeconferencecall.com

*Dial-in number (US): (727)731-3716 Access code: 6866292#, Join the online meeting:
<https://join.freeconferencecall.com/bgoeckner> Online meeting ID: bgoeckner*

- 1. Call to Order/Roll Call:** President McNally called the meeting to order at 6:30 p.m. Members present: President McNally; Trustees Breunig, Cunningham, Galler, Kumbier, Rose and Wittwer. Staff: Lisa Moen, Administrator/Clerk/Treasurer, Barb Goeckner, Deputy Clerk/Treasurer/Administrator Others present: Mike Reiber, Nick Maas, Beau Bunce & Fred Swanson – Dancing Goat, Diane Atchison – LaCrosse Signs, Madeline Westerberg – Cambridge News, Brian Roemer – Ehlers & Associates, Joe DeYoung – MSA, Brian Berquist – Town & Country Engineering, Mike Richardson & Jim Severson
- 2. Pledge of Allegiance**
- 3. Proof of Posting:** The agenda was posted on the doors of the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village website.
- 4. Public Appearances:**

Deputy Clerk/Treasurer/Administrator Barb Goeckner thanked the Village Board and Village staff for the condolences and support during the recent deaths in her family. Beau Bunce, Nick Maas, Fred Swanson, and Mike Reiber of Dancing Goat were in attendance. Mike Reiber provided an update on the work they have completed in 2020 and plans for the future projects. Administrator Moen thanked them for providing sanitizer to the Village during the pandemic when it could not be found elsewhere. It was greatly appreciated. They also donated meals to frontline workers. Rick house #1 to be completed by the end of January. Have done a lot of work in 2020 and will continue in 2021 with the second rick house and completion of work on the Dancing Goat facility.
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: December 8 and December 29, 2020
 - b. Water and Sewer Committee: December 15, 2020

Trustee Cunningham made a motion to approve Consent Agenda as presented, seconded by Trustee Kumbier, 7 yes, carried.
- 6. Reports:**
 - a. President's Report: Later in the agenda.
 - b. Library Board: December 9, 2020
Update to be provided after their next meeting.
 - c. Plan Commission: January 11, 2021
All items on tonight's agenda with exception of ordinance change which will come to Plan Commission next month.
 - d. Village Office Updates – Administrator/Clerk/Treasurer Moen
Administrator Moen – Staff reorganization underway. New Administrative Assistant has started. Completing quarterly and year end reports. Finalized all documentation and closed out November election. All nomination papers are in for the April Election.

Working on federal and state reconciliation documentation for 1099's, W-2's and retirement reports. Tax collection going well and first settlement checks in bills for payment tonight. Ongoing projects both with Village and water & sewer. Reporting for follow up on COVID grants received in 2020. Working on referendum questions and insurance renewals for 2021. Election in February will be primary for Senate District 13 and Superintendent of Schools.

7. Bills:

1st run is \$1,298,830.44, 2nd run is \$27,804.95 for a total of \$1,326,635.39. This includes January 15th tax settlement checks.

Trustee Cunningham made a motion to approve the bills as presented, with a total amount of \$1,326,635.39, seconded by Trustee Galler. By roll call vote, 7 yes, carried.

8. New Business: Discussion and Possible Action regarding:

- a. Site Plan: Dancing Goat Rick House – Recommendation from Plan Commission
Administrator Moen - Dancing Goat Site Plan for Rick House was given unanimous approval by Plan Commission for recommendation to Village Board. Main change is the need for two sets of stairs. Footprint of building is the same but is a little taller. Mike Reiber of Dancing Goat provided additional details regarding proposed plan and request to state for variance.

Trustee Cunningham made a motion to accept the site plan as recommended by Plan Commission, seconded by Trustee Rose, 7 yes, carried.

- b. Kwik Trip Electronic Messaging Sign – recommendation from Plan Commission
Administrator Moen – Kwik Trip purchased Stop-n-Go and will be replacing the sign. Similar to other electronic signs that have been approved in the Village. Unanimous recommendation from Plan Commission. Discussion of sign changed at BP that is lower. BP chose to install lower sign, not as a request from Village. This sign proposed is same as what has been in place there, just changing the electronic portion at the bottom. Remainder of the sign had already been approved for the change out.

Trustee Cunningham made a motion to approve the electronic messaging sign at Kwik Trip as recommended by Plan Commission, seconded by Trustee Breunig, 7 yes, carried.

Trustee Galler requested a recommendation to look at other communities for consideration of future signs in the Village. Administrator Moen said this could be brought up at the next Plan Commission meeting.

- c. Appointment of Larry Gunseor to Water and Sewer Commission

Trustee Kumbier made a motion to approve the appointment of Larry Gunseor to Water and Sewer Commission, seconded by Trustee Cunningham, 7 yes, carried.

- d. Appointment of Chuck Franklin to Plan Commission

Trustee Cunningham made a motion to approve the appointment of Chuck Franklin to Plan Commission, seconded by Trustee Kumbier, 7 yes, carried.

9. Unfinished Business:

- a. Well #3 – Recommendation from Water & Sewer Committee

Administrator Moen – Water and Sewer made a recommendation to go forward with MSA for Well #3. CTW was out doing a study today. This task order would be for

\$9,000 to begin testing and then to go forward with determination on how we would be moving on with Well #3 project. Discussion: Not only testing, but also evaluating capacity of well #2 and well #3 then come back with recommendation for design so it can get built in 2022.

Trustee Kumbier made a motion for approval of recommendation by water and sewer for well #3 that MSA go ahead with testing for well #3 and well #2, seconded by Trustee Breunig.

Discussion of three options in December. It then went to water & sewer to make a recommendation which is before the Board tonight. Discussion of financial component of switching companies. Plans done by prior firm 12 years ago were not updated but pulled off shelf and submitted as is to state. State approached Village questioning well capacity and whether original plans were adequate to meet our needs. Former firm was staunch the plans were fine as is and would not do preliminary testing to make sure their plans were still adequate. Water & sewer felt it was vital to do that testing and look to what our future needs are. About to propose a \$2.8 million improvement. This is a step back to evaluate the system to make sure it is enough or not before spending that. Town and Country were reactive to our requests whereas MSA is proactive and on top of what the needs are.

By roll call vote, 7 yes, carried.

b. Ground Lease Agreement with Jefferson County

Administrator Moen – Mary Behling approves the final language presented. Base rate of \$4,000/year. Is the lesser of cpi or 3% increase moving forward.

Trustee Breunig made a motion to approve the agreement with Jefferson County as presented, seconded by Trustee Cunningham.

Discussion of how amounts were arrived at, which took place in original discussions, based on other agreements they have and some additional factors. Discussion of what we can go up in the future.

By roll call vote, 6 yes, 1 abstention (Galler), carried.

c. Bike trail

i. DOT Maintenance Agreement of the Bicycle/Pedestrian Path within the Rights-of-Way of US Highway 12/18 and WIS 134 from Buckingham Court to Kenseth Way

Trustee Cunningham made a motion to approve the DOT Maintenance Agreement of the Bicycle/Pedestrian Path within the Rights-of-Way of US Highway 12/18 and WIS 134 from Buckingham Court to Kenseth Way, seconded by Trustee Kumbier.

Brian Berquist with Town and Country Engineering gave an overview of the bike trail path and project.

7 yes, carried.

ii. Permission for Village Administrator to sign permits/applications relating to the Bike Trail project, after thorough review by staff and Town & Country Engineering

Trustee Cunningham made a motion to grant permission for Village Administrator Moen to sign permits/applications relating to the Bike Trail project, after thorough review by staff and Town & Country Engineering, seconded by Trustee Witwer, 7 yes, carried.

d. Fire and EMS Commission Update

i. Referendum for exceeding levy limit

Administrator Moen – Village Board requested Ehlers to put language together

regarding referendum for operating levy increase. Past few years have had an increase of over \$125,000 just for Fire & EMS and operating levy cannot continue to handle the increase and still provide the services. Brian Roemer of Ehlers presented their calculations for possible tax impact for residents. We are subject to levy limits on how much we can increase tax collections. Debt service is not subject to levy limits and can issue as much debt as necessary but would not want to issue debt for operating expenses. Not a financially sound option. Outside of that there is the option to go to referendum for a one time or ongoing levy limit adjustment for taxpayers to allow the Village to go above the allowable levy in future years. If you do not go for an operating levy referendum you will only be allowed about \$20,000 increase in next year's budget based on the conservatively projected levy limit. Calculations were done on a referendum for \$50K, \$75K and \$100K. This question is only on the operating needs, therefore only used the general fund portion for these calculations. On a home of \$250,000, the increases would be as follows:

\$50,000 increase would be an additional tax of \$77.33.

\$75,000 increase would be an additional tax of \$116.00.

\$100,000 increase would be an additional tax of \$154.66.

This first referendum question is only for operating budget – it has nothing to do with the debt levy referendum for the fire and ems building project.

Operating expenses for fire and ems commission have outpaced our levy limit each year. Referendum questions must be to the County by January 26th to be on the April ballot. Do we wish to move forward with a referendum for operating expenses and if so, under which option? If it is determined to go forward, then must hold a special board meeting to pass a resolution for moving forward with the referendum question. Discussion of various options on amount, what if not needed one year, could be skipped – may need a resolution to do so. Discussion of costs to taxpayers, how much to request - \$100K too much, \$75K not enough. Would not want to short ourselves and must request again. Needs for funding for street work as well as any equipment. Would want article in Hometown News explaining why we are doing this. Must start covering costs that cannot currently be covered. Need to educate the public. Have scraped to save costs over the years and kept taxes down the last 10 years. Trustees have personally paid for items such as flags to save the Village paying for them. Hope the taxpayers know we have done all we can. We have balanced the budget and are not incurring incredible amounts of debt that would be passed on in perpetuity.

Trustee Cunningham made a motion to increase the annual operating levy by \$95,000 going forward, seconded by Trustee Kumbier.

Need for additional funding due to giving up things in the Village budget to accommodate additional increases from Fire & EMS operating expenses, Senior services, insurance, etc. Have not had funding for street projects or equipment. We work with what we have.

By roll call vote, 7 yes, carried.

Special Board meeting to be held Thursday, January 21 at 3:30 p.m. to bring resolution for referendum question.

ii. Referendum for building

McNally – updates from the commission: Asked Gene Kapsner of the Commission several questions and received a response today. Will forward this

to board members. Questioned if the \$6.5 million included land purchase, construction, and site improvements. Keller's estimate of \$6.5 million does include a 10% contingency. Quote is about 1 year old and material costs have gone up. Agreement all communities signed in April of 2019 states if one referendum fails it does not go on. Current question appears to have an incorrect address for the land. Brian Roemer of Ehlers will propose a question to Quarles and Brady of what the implications may be if we have an incorrect address on the referendum question. Discussion of possibly putting a higher amount on the referendum question for the borrowing in case the cost comes in much higher.

10. Correspondence:

a. Foundation Grant Request Cover Letter

Administrator Moen submitted the grant request to the Foundation for: electrical for village shed, Christmas decorations, speed sign maintenance and an additional fishing pier.

11. Tentative Meeting Announcements: Library Board, January 13; Water & Sewer, January 19; Village Board, January 26. *All subject to change due to COVID 19 Pandemic.*

12. Questions, Referrals to Staff or Future Agenda Items:

Request to have solar farm on next agenda for discussion.

13. Adjournment:

Trustee Cunningham made a motion to adjourn, seconded by Trustee Galler, 7 yes, carried.
President McNally adjourned meeting at 8:45 p.m.

Barbara K. D. Goeckner, Deputy Village Clerk/Treasurer/Administrator