

**VILLAGE OF CAMBRIDGE
VILLAGE BOARD MINUTES
Tuesday, May 25, 2021**

MINUTES

Approved: 6/8/2021

Meeting held by telephone/video conference: [Freeconferencecall.com](https://www.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, Franklin, Galler, Kumbier, Rose, and Wittwer. Staff: Lisa Moen, Administrator/Clerk/Treasurer, Barb Goeckner, Deputy Clerk/Treasurer/Administrator Others present: Karyn Saemann – Hometown News, Tracy Fillback, Mike Reiber & Nick Maas – Dancing Goat, Sean Heinrich, Mario Folino, Dean Lund, Kayla Sipple, Roxy Engelstad, and Brian Berquist – Town & Country Engineering
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:**
Mary Gjermeo – suggested having Rob Danielson speak regarding the solar farm. Also suggested it would be helpful to get a local attorney opinion on clarifying what is a committee, what is a governing body, and run through the open meeting law to also help community members that are on our committees as well.
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: May 11, 2021
 - b. Personnel Subcommittee: May 20, 2021

Trustee Kumbier made a motion to approve Consent Agenda as presented, seconded by Trustee Wittwer, 7 yes, carried.
6. **Reports:**
 - a. President’s Report: None
 - b. Library Board Meeting: May 12, 2021
Trustee Rose: Board discussed the need for custodial services.
 - c. Energy Subcommittee: May 24, 2021
Trustee Rose stated items from meeting are later in the agenda.
 - d. Water & Sewer Committee: May 25, 2021
No meeting due to lack of quorum. Will reach out to reschedule for next week.
 - e. Village Office Updates – Administrator/Clerk/Treasurer Moen
Administrator Moen: There are several vacancies for members on our committees and these have been posted to the website as well as sent to the newspaper. Asked members to suggest public members they may know who can fill these positions. Notice to everyone that communication is key. Please let staff know if you can attend meetings so we can schedule them and know if we will have a quorum. Working with

Deputy Goeckner to finish projects before her retirement. Interviewed for Treasurer position and recommendation is later on this agenda. Custodial position discussed and recommendation from committee. Attended Energy subcommittee. Licensing renewals went out and are coming back. Will be scheduling meeting for approval. Scheduling other meetings. Preparing to reopen Village Hall and the Amundson center and going back to in-person meetings.

7. Bills:

1st run is \$13,094.18, 2nd run is \$1,874.47 for a total of \$14,968.65.

Trustee Kumbier made a motion to approve the bills as presented, with a total of \$14,968.65, seconded by Trustee Wittwer. By roll call vote, 7 yes, carried.

8. Unfinished Business: Discussion and Possible Action regarding:

a. Amundson Center/Library Custodian Vacancy: Recommendation from Personnel Committee

Trustee Breunig: Discussion at committee on whether to fill vacancy with an employee again or contract with a service for work at Amundson Center & Library. Recommendation by committee to send out an RFP for a contract service.

Administrator Moen discussed the pros and cons of employee vs. contractor, etc.

Trustee Breunig made a motion to do an RFP for contracting for Custodial Services for Village Hall/Amundson Center and the Library, seconded by Trustee Kumbier, 7 yes, carried.

b. Treasurer/Deputy Clerk/Deputy Administrator Position: Recommendation from Personnel Committee

Trustee Breunig: Administrator Moen and Deputy Goeckner conducted interviews of five applicants. Administrator Moen stated the candidate chosen is Christin Brynwood who has the experience with our current software, governmental accounting and holds a bachelor's degree in accounting.

Trustee Franklin made a motion to offer the position of Treasurer/Deputy Clerk/Deputy Administrator to Christin Brynwood, at a salary of \$57,000 per year and the greater of \$1,000 or the annual employee increase after 6 months, seconded by Trustee Galler, by roll call vote, 7 yes, carried.

c. Recommendation from Energy Sub Committee

i. Energy Sub Committee Vacancy

Trustee Kumbier made a motion to appoint Dean Lund as a member to the Energy Sub-Committee, seconded by Trustee Breunig, 7 yes, carried.

ii. Subcommittee Update

Trustee Rose: Will be sending the intervenor letter to the PSC now.

iii. Subcommittee Recommendations

Trustee Rose: Committee recommending to the Village Board to begin negotiations with our fellow municipalities and Koshkonong Solar in an effort to support our neighboring communities, the Village of Cambridge's long-term growth outlined by our SMART Growth Plan and renewable energy. Our focus points in these negotiations include:

- Setbacks from our western and southern borders: We suggest removing solar arrays in the area outlined by 73 to the West, PQ to the South, State Farm Rd to the North and our border to the East.

- Revenue Loss Reimbursement: As Invenergy has already offered several times and as seen in the Badger Hollow agreement, they would be willing to setup a separate fund to reimburse the impacted school districts for loss tax revenue.
- Agreement and setback protections: We also recommend that any agreement include a clause to protect the above two points, as well as others, through any sale of the solar project, as well as the lifecycle of the project.

Discussion of whether fencing was talked about and concerns of aesthetics. Trustee Rose stated the committee took the most critical points to start with in negotiations.

TRUSTEE Kumbier made a motion to accept the subcommittee recommendations as presented, seconded by Trustee Franklin, 7 yes, carried.

d. Fire Commission Update

i. Building Subcommittee Update

Trustee Breunig: First meeting was held. Had concerns with it not being an open meeting and posed question of a conflict of interest with Keller being part of committee/meeting. He made legal statement of concerns and left shortly after start. Second meeting was posted and was an open meeting where they went page by page of needs assessment information. Discussion of whether Keller has the contract or will it be bid out. President McNally will discuss this at the Commission meeting.

ii. Fire Commission Update

President McNally – Discussed Building Review Committee. holding closed meetings then held an open meeting. Set up of committee at Commission was for 11 members then 2 were added later, outside of the commission action. Will speak with Commission about who should Chair committee. Currently it is the Fire Chief and Devon, architect for Keller. Some feel Keller's involvement stopped when Spring Election and referendum voting were done. When Commission Chair Gene Kapsner was questioned about meeting outside of open public meetings, he stated these meetings have been going on weekly with the Fire Dept. since the spring election. Will be requesting Review Committee information be shared at the Commission meetings and asking what their plan is once recommendations come from the Review Committee as far as going to voters for approval. Pizza Pit property status will also be discussed. Administrator Moen cautioned President McNally that if the agreement is to be changed it must come back to all the Boards because it currently states if a referendum fails it all fails. Further discussion of makeup of Building Review Committee and process, suggestion that committee should be made up of 6 people for the referendum and 6 against referendum and invite Fire Chief and Assistant and ask for their needs assessment and then invite EMS in the same manner and Committee evaluate information and go through bidding process and involve those bidding. This would provide a possible solution to the issues.

9. New Business:

a. Returning to in Person Meetings and Reopening of Amundson Center for Public Use

Administrator Moen: Have been following Public Health Madison and Dane County recommendations. Effective June 2nd they will lift all those orders and we will follow and lift our requirements. Erring on side of safety, will set up meetings with social distancing in place. Masks will be recommended for those who are not vaccinated to wear them in public settings. With that beginning after June 2nd, all Village Board and other Village Committee meetings will resume in person. Discussion: Possibility of moving meetings up to an earlier time, meetings will be all in person – no virtual, Trustees expressed need for hybrid of virtual and in-person, staff expressed concerns of technology limitations and staffing.

Trustee Breunig made a motion to continue Village meetings remotely/virtually on a month-by-month basis, seconded by Trustee Wittwer, 7 yes, carried.

President McNally will work with Administrator Moen to investigate options.

Discussion of moving Village Board meeting time to 6:00 p.m.

b. American Rescue Plan Act of 2021

Administrator Moen: Trustee Wittwer requested this information be included in the packet. There will be additional funds coming for COVID but unsure of amount at this time due to changing information. Will need to consider how Village wishes to spend those funds. One allowable option is to use funds to help local businesses and non-profit groups. Trustee Wittwer explained: Wisconsin's allocation has been reduced which will likely reduce municipal amounts. There is a team in place to make the payments out to the municipalities. We have until about 2024 to use these funds. Documents provided gives good detail for review by Trustees to consider what the funds should be used for. If/when he finds out the amount Cambridge will receive, he will let everyone know.

c. Awarding Bid for Construction for Bike Trail

Brian Berquist with Town and Country Engineering presented the bids received for construction of the bike trail. Bidders were Nelson Excavating and Son LLC, Wolf Paving, Payne & Dolan, Inc. and R.G. Huston Company, Inc. The low bidder was Nelson Excavating and Son LLC with a base bid of \$279,848.40, Alternate Bid No. 1 \$70,024.00 and Alternate Bid No. 2 of \$45,520.00. The pre-bid estimate for the base was \$330,000, which is what the total amount of grant and donation funding allows for construction costs. Recommendation is to award the bid to Nelson Excavating and Son LLC for the base bid and Alternate Bid No. 2 for a total of \$325,368.40. If other funds become available, the Village could also consider adding Alternate 1, which would mean a total award amount of \$395,392.40. The contractor will be paid for the work actually performed on the basis on the unit prices bid. Recommendation is also to continue to carry the recommended 5% contingency. Discussion: Contingency/retainage, other work by this contractor, any deadline for other funding to become available or 60 days for Village to make motion to go with Alternate No. 1 as well, easements related to alternates, how to make this change if funds are obtained at later date – would require a change order. Trustees Franklin & Breunig offered to try to raise the additional funds for Alternate No. 1.

Trustee Franklin made a motion to award the bid for the construction of the bike trail to Nelson Excavating and Son LLC., in the amount of \$325,368.40, for the base and Alternate #2, seconded by Trustee Breunig, by roll call vote, 7 yes, carried.

10. Correspondence: None

11. Upcoming Meetings: June 8, Joint Law Enforcement; June 8, Village Board; June 9, Library Board; June 14, Plan Commission, June 15 Water and Sewer; June 16, Open Book; June 22 Village Board; July 7 Board of Review. TBD: Licensing Committee, Public Works Committee, Economic Development Committee
Administrator Moen added the following meeting dates:
June 7th – Economic Development Committee, June 15th Energy Sub-Committee, June 17th Licensing Committee, June 24th Public Works Committee

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

President McNally asked if other Trustees would be interested in going to Cuba City to look at Badger Hollow solar farm. Others expressed interest. Administrator Moen will place this item on the next agenda. Any meeting or tour would need to be posted for possibility of a quorum attending.

Administrator Moen stated this could be the last meeting for Deputy Goeckner due to her retirement and thanked her for everything she has done for the Village. Trustees also expressed their thanks for her work.

13. Adjournment:

Trustee Kumbier made a motion to adjourn, seconded by Trustee Galler, 7 yes, carried.
President McNally adjourned the meeting at 8:24 p.m.

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