

**Village of Cambridge Village Board
Amundson Community Center, Community Room
200 Spring Street
Tuesday, August 24, 2021, 6:30 p.m.**

THIS IS AN IN-PERSON MEETING. DUE TO INCREASE CASES OF COVID 19 AND ITS VARIANTS, DANE COUNTY HAS REINSTATED A MASK MANDATE SO MASKS WILL BE REQUIRED AT THE MEETING. THE MEETING ROOM WILL BE SET UP FOR SOCIAL DISTANCING. THANK YOU!

Village Board Minutes

APPROVED 9.14.2021

- 1. Call to Order/Roll Call** President McNally called the Village Board meeting to order at 6:35 pm. Members present; McNally, Wittwer, Galler, Franklin, Kumbier, Bruenig & Rose. Others present; Administrator Moen, Treasurer Brynwood, Monica Hauser, Hawkins Ash, CPA's; Laura Payne, Jefferson County Supervisor; Mike Reiber & Nick Maas, Dancing Goat Distillery; Tracy Fillback Koshkonog Solar; Roxy Engelstad and Dean Lund.
- 2. Pledge of Allegiance**
- 3. Proof of Posting** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Hometown Bank, and the Village Website
- 4. Public Appearances:** Wittwer made a motion to move up item 8a the 2020 Audit Presentation by Hawkins Ash, seconded by Breunig. Motion carried 7-0.
 - a. Laura Payne, Jefferson County Supervisor spoke about the Cambridge Area Senior Network they are in the process of creating a directory to be handed out to Seniors in the community. They are also creating a mission statement and continued success with the Computer Buddies program. Deerfield is also starting the computer buddy program, which pairs a senior citizen with an elementary school student to teach how to use the computer is it compared to pen pals. She also explained the bike connector trail, first phase is being completed, citizen committee is working on the next phase which would take it to the Glacial Drumlin Trail. The new communication tower will be updated in the fall with the 911 system. Highway A is going to start with road construction soon, should avoid that area. She also mentioned that the courthouse is going to be renovated. They have also started the redistricting process.
 - b. Nick Maas, Dancing Goat Distillery spoke regarding the Bike Path. Would like answers to these questions by the next Board Meeting, why construction started without notice to them? Is it mandatory for permits to be posted? The Certified Survey Map is not accurate, has the correct Certified Survey Map been filed?
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: August 10, 2021
 - b. Energy Subcommittee: August 17, 2021
 - c. Water and Sewer Committee: August 17, 2021

Trustee Kumbier made a motion to approve the consent agenda as presented, seconded by Trustee Galler. Motion carried 7-0 on a roll call vote.

- 6. Reports:**
 - a. Presidents Report Upon Mary Behling's retirement, McNally to reach out to attorneys.

- b. Library Board, August 11, 2021-Election of officials.
- c. Audit and Finance Committee: August 24, 2021
- d. Village Office Updates: Administrator/Clerk/Treasurer Moen mentioned office is busy with numerous ongoing projects and will soon start working on the 2022 budget.

7. Bills- Treasurer Brynwood stated the first round of bills were \$21,806.11 and the second round prepared today was in the amount of \$5,538.77. Grand total of \$27,344.78.

Trustee Kumbier made a motion to approve the bills in the amount of \$27,344.78, seconded by Trustee Galler. Motion carried on a 7-0 roll call vote.

8. New Business:

- a. **2020 Audit Presentation:** Monica Hauser from Hawkins Ash presented the findings of the 2020 Audit. In the management letter was noted that bank reconciliations were not completed. Also suggested that a cash receipt book should be kept when receiving payments. Payroll was done by one person, Administrator Moen explained that they have recently made a change that another person is doing payroll and she is approving it. Also explained that the Village was over budget by \$154,000 and over in revenue \$62,000. This was due to Covid money coming in that Village was unaware of. Ms. Hauser also mentioned that fund balance of \$210,580 was unassigned.
- b. Proposed Development by Westgate Partners, LLC: A draft letter was presented to the Board, expressing the Boards interest for the proposed annexation and development. Bruenig made a motion to approve the letter but to strike out the word strongly, seconded by Franklin. Motion Carried 7-0.

9. Unfinished Business: Discussion and Possible Action regarding:

- a. Cambridge-Deerfield Players request for American Rescue Plan Act (ARPA) Funds: Recommendation from Audit and Finance Committee to use ARPA funds in the amount of \$4,396.12 to the Cambridge-Deerfield Players as requested.

Trustee Kumbier made a motion to approve the use of ARPA funds in the amount of \$4,396.12 to the Cambridge-Deerfield Players, seconded by Trustee Breunig, Motion passed on a roll call vote.

- b. Fire Commission Update-None- Next Meeting September 16.
- c. Building Subcommittee Update-This Thursday may be final meeting-final proposal.
- d. Energy Sub Committee
 - i. Update on Intervenor Compensation Application- It has been submitted to the PSC.
 - ii. Additional Funds for Legal Counsel: Recommendation from Energy Sub Committee to approve \$60,000 for legal counsel/ Franklin made a motion to approve \$60,000 for legal counsel, seconded by Kumbier. Motion Carried 6-1, with Breunig voting in the negative.

10. Correspondence: None

11. Upcoming Meetings: August 30, Economic Development; September 8, Library Board Meeting; September 13, Plan Commission; September 14, Village Board; September 21, Energy Subcommittee; September 21, Water and Sewer; September 28, Village Board; Public Works, TBD;

12. Questions, Referrals to Staff or Future Agenda Items: Update on Bike Trails.

13. Convene into Closed Session- Wittwer made a motion to Convene in Closed Session per Section 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation, or performance evaluation data of Village employees – Director of Public Works position, seconded by Galler. Motion Carried 7-0. Breunig left closed session.

14. Reconvene into open session- Wittwer made a motion to reconvene into open session, seconded by Rose. Motion 6-0

15. Possible Action Taken on Closed Session Items- Motion made by Franklin to accept Jeff Wright's resignation letter as well as appointing Kris Breunig Director of Public Works at \$26.00 per hour with a merit increase after three months and obtaining certification and licenses as required, seconded by Kumbier. Motion carried 6-0, with Breunig abstaining.

16. Adjournment- Wittwer made a motion to adjourn at 8:30pm, seconded by Kumbier. Motion carried 6-0

Chrissie Brynwood, Treasurer/ Deputy Administrator/Deputy Clerk

- 1) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 608- 423-3712.
- 3) Final Village Board agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office and Hometown Bank and Village of Cambridge Web site at www.ci.cambridge.wi.us.