

# **Village of Cross Plains Board of Trustee Meeting**

## *Regular Meeting Minutes*

Village Hall  
2417 Brewery Road  
Cross Plains, WI 53528  
(608) 798-3241

**Monday, February 28, 2022**

**6:00 pm**

The video link to this meeting can be found at: [https://www.youtube.com/watch?v=Ru4jCD\\_2HmA](https://www.youtube.com/watch?v=Ru4jCD_2HmA)

**I. Call to Order**

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

**II. Roll Call**

Present: Trustees William Brosius, Michael Pomykalski, Kevin Thusius, Andy Hartman, Judy Ketelboeter, and President Jay Lengfeld.

Absent: Trustee Doug Brunner.

Also Present: Interim Village Administrator Michael Axon, Village Clerk Bobbi Zauner, Public Works Director Jerry Gray, Ben Heidemann and Evan Chambers from Town and Country Engineering, Kevin Krysinski from Johnson Block CPAs, and Greg Johnson from Ehlers & Associates.

Present via teleconference and/or web meeting: Chief of Police Tony Ruesga, Kevin Murphy, Jed Henry, Tim Hillebrand, Becky Ward, Cameron Bjorklund, Jeff Lee, Seth Johnson, and Eric Borchardt.

**III. Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

**IV. Public Comment**

1. Seth Johnson of 5002 Laufenberg Blvd spoke regarding the site options for a new Village Hall and Police Station. Johnson expressed concerns in continuing to have a joint village hall / police station. He also recommended that a second point of access be installed if a facility was to be built at the Evergreen Parkway site.
2. Cameron Bjorklund of 2613 Twin Pine St spoke regarding the site options for a new Village Hall and Police Station. Bjorklund expressed concerns with the Bourbon Road site, as that would place the Police, Fire, Village Hall, and Public Works all in close proximity.
3. An email was read from Sarah Borchardt of 2612 Twin Pine St regarding the site options for a new Village Hall and Police Station. Borchardt does not support site option 2 (Evergreen Parkway) due to increased traffic concerns. She would like to see this site reserved for recreation.
4. An email was read from Amber Field of 3012 Shady Cir regarding the site options for a new Village Hall and Police Station. Field supports the Bourbon Rd site because it is more centrally located

and will keep the Police and Fire stations near each other. She also expressed traffic concerns at the Evergreen Parkway site.

5. An email was read from Joshua Richardson of 3003 Shady Cir regarding the site options for a new Village Hall and Police Station. Richardson indicated that he was not in support of a new facility, as taxpayer money would be better spent on other areas, such as a new pool or splash pad.

**V. Consent Agenda**

1. **Approve Minutes of Regular Village Board Meeting Held on January 24, 2022.**
2. **Approve Minutes of the Special Village Board Meeting Held on February 8, 2022.**
3. **Approve Total Disbursements from 01/14/2022 through 02/24/2022 in the amount of \$2,880,267.50 as follows:**
  - 110 – General Fund: \$1,936,169.32
  - 120 – Capital Fund: \$80,305.83
  - 130 – Library Fund: \$19,921.46
  - 150 – Debt Svc Fund: \$235,015.00
  - 310 – TID Fund: \$437,912.50
  - 660 – Water Fund: \$84,827.37
  - 670 – Sewer Fund: \$86,116.02
4. **Approve the Special Event Permit for St. Martin’s Easter Sunrise Service in H.M. Zander Community Nature Park, April 17, 2022.**

A motion was made by Trustee Brosius, second by Trustee Hartman, and unanimously carried by the Village Board to approve the Consent Agenda as presented.

**VI. Report of Village Officers**

1. **Village President**
  - A. President Lengfeld provided information on the Roles of various committees and sub committees and the process moving forward for the Village Hall / Police Station.
  - B. Lengfeld also reported regarding a short term solution for a compost site, and that the Finance Advisory and Enhancement Committee would work on providing information for a long term solution.
2. **Village Vice President**
  - A. Vice President Ketelboeter reporting that the Creekside Scoop will be holding a ribbon cutting on Thursday, March 3 at 4:00.
3. **Other Trustee Reports – None.**
4. **Village Administrator**
  - A. Interim Administrator Axon provided an update on the Library construction and noted that the insulation installation has been completed.
  - B. Axon also reported that the hardware store will be open by the end of March.
  - C. Axon reported that the Sustainability Committee will have No Mow May signs available for pickup at Village Hall.

5. **Other Reports – None.**

VII. **General Business**

1. **Discussion and Possible Action Regarding the Award of the 2022 Water System Improvements.**

Following a presentation of bid results from Evan Chambers of Town & Country Engineering, an overview of the impact on water rates and the PSC concerns from Kevin Krysinski of Johnson Block CPAs, and lengthy discussion, a motion was made by Trustee Thusius and second by Trustee Hartman to approve the Base Bid and Alternative Bid C-1 for Portzen Construction, Inc. Following discussion, a roll call vote was requested. YES – Trustees Brosius, Thusius, Hartman, and Ketelboeter. NO – Trustee Pomykalski and President Lengfeld. Motion carries, 4-2.

2. **Discussion and Possible Action on Task Order No. 3, Water System Improvements Construction Administration and Resident Construction Observation.**

Following an overview by Chambers, a motion was made by Trustee Pomykalski, second by Trustee Hartman, and unanimously carried by the Village Board to approve Task Order No. 3, Water System Improvements Construction Administration and Resident Construction Observation.

3. **Discussion and Possible Action on Task Order No. 4, 2023 Brewery Road Street and Utility Improvements – Preliminary Design.**

Following an overview by Chambers and discussion, a motion was made by Trustee Hartman, second by Trustee Brosius, and unanimously carried by the Village Board to approve Task Order No. 4, 2023 Brewery Road Street and Utility Improvements – Preliminary Design.

4. **Discussion and Possible Action on Scope of Services for 2022 Roadway Rehabilitation.**

A motion was made by Trustee Thusius and second by Trustee Hartman to approve Scope of Services for 2022 Roadway Rehabilitation. Following discussion, a voice vote was called. Motion carries, 6-0.

5. **Discussion and Possible Action on Scope of Services for Waste-Water Treatment Facility Capacity Re-rating and Revision.**

Following an overview by Chambers, a motion was made by Trustee Hartman and second by Trustee Brosius to approve the Scope of Services for Waste Water Treatment Facility Capacity Re-Rating and Revision. Following discussion, a voice vote was called. Motion carries, 6-0.

6. **Discussion and Possible Action on Scope of Services for Waste-Water Treatment Facility Influent Wetwell Mixer and Pump Maintenance Request for Proposals.**

Following an overview by Chambers, a motion was made by Trustee Hartman and second by Trustee Thusius to approve the Scope of Services for Waste Water Treatment Facility Influent Wetwell Mixer and Pump Maintenance Request for Proposals. Following discussion, a voice vote was called. Motion carries, 6-0.

7. **Discussion and Possible Action on Scope of Services for Dane-Iowa Coordination and Sludge Production Projections.**

Following an overview by Chambers, a motion was made by Trustee Brosius and second by Trustee Thusius to approve the Scope of Services for Dane-Iowa Coordination and Sludge Production Projections. Following discussion, a voice vote was called. Motion carries, 6-0.

**8. Discussion and Possible Action Regarding Resolution No. 2022-03 to provide for the sale of \$775,000 in General Obligation Promissory Notes, Series 2022A.**

Following an overview by Greg Johnson of Ehlers and Associates and discussion, a motion was made by Trustee Hartman and second by Trustee Thusius to approve Resolution No. 2022-03. Following discussion, a roll call vote was requested. YES – Trustees Pomykalski, Hartman, Ketelboeter, Brosius, Thusius, and President Lengfeld. NO – None. Motion carries, 6-0.

**9. Discussion and Possible Action Regarding Ordinance No. 2022-04: Annexing Land to the Village of Cross Plains.**

A motion was made by Trustee Brosius and second by Trustee Hartman to approve Ordinance No. 2022-04: Annexing Land to the Village of Cross Plains. Following discussion, a roll call vote was requested. YES – Trustees Ketelboeter, Hartman, Pomykalski, Thusius, Brosius, and President Lengfeld. Motion carries, 6-0.

**10. Discussion and Possible Action Regarding Ordinance 2022-05, the Official Map of the Village of Cross Plains.**

Following discussion, a motion was made by Trustee Brosius and second by President Lengfeld to approve Ordinance 2022-05 with a change from “Potential Future Other Park Facility” to “Potential Other Public Facility” on the map’s legend. Following discussion, a roll call vote was requested. YES – Trustees Hartman, Ketelboeter, Brosius, Thusius, Pomykalski, and President Lengfeld. NO – None. Motion carries, 6-0.

**11. Discussion and Possible Action Regarding Resolution No. 2022-04 Approving Salary Increases for Village of Cross Plains Trustees.**

Following a presentation by Trustee Brosius and discussion, a motion was made to change Resolution No. 2022-04 from \$150 per month to \$200 per month for Village Trustee compensation. Following discussion, a roll call vote was called. YES – Trustees Thusius, Brosius, Ketelboeter, Hartman, and President Lengfeld. NO – None. ABSTAIN – Trustee Pomykalski. Motion carries, 5-0.

Following discussion, a motion was made by Trustee Ketelboeter and second by Trustee Thusius to approve Resolution No. 2022-04. A roll call vote was requested. YES – Trustees Pomykalski, Hartman, Ketelboeter, Brosius, Thusius, and President Lengfeld. Motion carries, 6-0.

**12. Discussion and Possible Action Regarding Mailbox Clusters at Creek Crossing Subdivision.**

Following an overview by President Lengfeld and discussion, a motion was made by President Lengfeld, second by Trustee Thusius, and unanimously carried by the Village Board to move the mailbox cluster from Lot 19 to Outlot 2 near the mailbox cluster on Lot 24, authorize the Village Attorney to write up the appropriate paperwork, and authorize the Village Clerk and Village President to sign the legal document(s).

**13. Discussion and Possible Action Regarding the Site Option for a New Village Hall and Police Station.**

Following a presentation by President Lengfeld and discussion, a motion was made by Trustee Thusius and second by Trustee Brosius to support the recommendation of the Village Hall/Police Department sub committee of Option 1 Bourbon Rd site. A roll call vote was requested. YES – Trustees Brosius, Thusius, Pomykalski, Hartman, Ketelboeter, and President Lengfeld. NO – None. Motion carries

VIII. **Closed Session**

1. **The Village Board will meet in Closed Session pursuant to 19.85(1)(c) of Wisconsin Statutes, "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." – Deliberations Regarding Village Administrator/Economic Development and Tourism Director.**

A motion was made by Trustee Hartman and second by Trustee Brosius, to meet in Closed Session pursuant to 19.85(1)(c) of Wisconsin Statutes, "Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Deliberations Regarding Village Administrator/Economic Development and Tourism Director. A roll call vote was requested. YES – Trustees Ketelboeter, Brosius, Pomykalski, Hartman, and President Lengfeld. NO – None. Motion carries, 6-0.

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

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

- B. Possible Action Regarding the Village Administrator/Economic Development and Tourism Director.**


A motion was made by Trustee Hartman, second by Trustee Thusius, and unanimously carried by the Village Board to hire Brian Mooney as the new Village Administrator/Economic Development and Tourism Director.

IX. **Adjournment**

A motion was made by Trustee Ketelboeter, second by Trustee Hartman, and unanimously carried by the Village Board to adjourn. The meeting ended at 8:28 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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Bobbi Zauner  
Finance Director/Clerk