

# Village of Cross Plains Board of Trustee Meeting

## *Regular Meeting Minutes*

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

**Monday, March 27, 2023**

**6:00 pm**

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=MHiaY1R1r40>

I. **Call to Order**

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

II. **Roll Call**

Present: Trustees Andy Hartman, Cody Bratton, Doug Brunner, Cameron Bjorklund, Michael Pomykalski, Judy Ketelboeter, and President Jay Lengfeld.

Absent: None.

Also Present: Village Administrator Brian Mooney, Village Clerk Bobbi Zauner, Parks and Recreation Director Michael Axon, Public Works Director Jerry Gray, Evan Chambers of Town and Country Engineering, MCPASD Superintendent Dana Monogue, and Bob Green.

Present via teleconference and/or web meeting: Chief of Police Tony Ruesga, Seth Johnson, Becky Ward, Joe Pertzborn, and Kevin Murphy.

III. **Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

IV. **Public Comment**

1. Dr. Dana Monogue, Superintendent of the Middleton-Cross Plains Area School District provided an update on the use of referendum funding and other things going on in the district.

V. **Consent Agenda**

1. Approve Minutes of Regular Village Board Meeting Held on February 27, 2023.
2. Approve Minutes of Special Village Board Meeting Held on March 15, 2023.

3. Approve Total Disbursements from 2/22/2023 through 3/23/2023 in the amount of \$781,551.28 as follows:
  - 110 – General Fund: \$162,158.88
  - 120 – Capital Fund: \$6,221.25
  - 130 – Library Fund: \$10,353.67
  - 150 – Debt Svc Fund: \$320,300.50
  - 310 – TID Fund: \$0.00
  - 660 – Water Fund: \$194,901.81
  - 670 – Sewer Fund: \$87,615.17
4. Approve the Special Event Permit for the 2023 Cub Scouts-Cross Plains Easter Egg Hunt.
5. Approve Sewer Adjustment Requests
  - A. 66 Berdella Ct.
  - B. 2801 Church St.
  - C. 8017 Laufenberg Blvd.
6. Approve the Special Event Permit for St. Martin’s Easter Sunrise Service in H.M. Zander Community Nature Park – April 9, 2023.
7. Approve the Special Event Permit for Norm Esser Run/Walk at St. Francis Xavier.
8. Approve the Special Event Permit for the 2023 Trout Days Event.
9. Receive the 12/31/2022 Cash and Investment Report.
10. Receive the 2022 4<sup>th</sup> Quarter Financial Report.
11. Approval of 2023 Trustee Assignments and Committee, Commission, and Board Appointments.
12. Receive the Auxiliary Questionnaire for Adam Greenberg – 1821 Main St. “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverage License.
13. Approve Temporary Class “B” License for Cross Plains Area Chamber of Commerce – April 13, 2023.

A request was made by Trustee Bjorklund to move Consent Agenda Item #11 to the General Business section of the agenda. A motion was made by Trustee Brunner, second by Trustee Hartman, and unanimously carried by the Village Board to approve the Consent Agenda as amended.

**VI. Report of Village Officers**

1. **Village President**
  - A. President Lengfeld thanked outgoing trustee Andy Hartman for his service.
2. **Village Vice President**
  - A. Vice President Ketelboeter also thanked Hartman for his service.
  - B. Ketelboeter reminded everyone about the Annual Chamber of Commerce Meeting and Dinner on April 13, 2023.

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

- A. Trustee Bratton urged the community to go online and vote for Rodney “Mr. Peanuts” Esser for Custodian of the Year.
- B. Trustee Brunner shared that the Public Safety Committee presented a plaque to the family of Honorary Police Officer Micol F. South at their meeting on March 21, 2023.
- C. Trustee Hartman thanked Village Staff and the Village Board for a “fun 2 years.”

### **4. Village Administrator**

- A. Mooney read an Appreciation and Recognition of Service Upon Retirement honoring Kris Loman.
- B. Mooney reported the hiring of Kelly McKewin for the Assistant Library Director at the Rosemary Garfoot Public Library.
- C. Mooney reported that he submitted a proposal for congressional funding for the Village Hall/Police Station and Park Street reconstruction projects.

### **5. Other Reports**

- A. Public Works Director Jerry Gray reported that staff is continuing efforts relating to wages and benefits. Included in the packet is the Mission Statement, Project Background, and Executive Summary of Objectives for the Project.
- B. Clerk Zauner asked for a volunteer to take the annual required Board of Review training. Trustee Pomykalski offered to watch the training video for 2023.
- C. Parks and Recreation Director Michael Axon had several updates. He thanked Katarena Ketelboeter for putting together the 2023 Spring/Summer Activity Guide. Axon also reported that the Pool and Parks/Rec Department was still in the process of hiring summer help. The new bathrooms at Baer Park by Well #2 should be open and ready for use by the end of April or early May. Axon also reported that the new playground equipment in the Glacier Ridge neighborhood has been installed, and that a tree was moved from the Well #2 shelter to the new playground.

## **VII. General Business**

### **1. Discussion and Possible Action Regarding a Resolution Thanking the United Arab Emirates for Professional Development and Educational Outreach Opportunities for Area Teachers.**

Following a presentation by Hartman, a motion was made by Brunner and second by Ketelboeter to approve the resolution. Following discussion, a voice vote was called. Motion carries, 7-0.

### **2. Village Community Development Authority Resolution**

#### **A. Public Hearing**

A motion was made by Ketelboeter, second by Hartman, and unanimously carried by the Village Board to open the Public Hearing. After hearing no comments, a motion was made by Pomykalski, second by Brunner, and unanimously carried by the Village Board to close the Public Hearing.

#### **B. Discussion and Possible Action Regarding Village Community Development Authority**

Following an overview by Lengfeld, a motion was made by Ketelboeter, second by Bratton, and unanimously carried by the Village Board to approve the Community Development Authority Resolution.

- 3. Discussion and Possible Action Regarding CTH KP Bridge Construction Approval.**  
Following an overview by Mooney, a motion was made by Pomykalski, second by Brunner, and unanimously carried by the Village Board to approve the Agreement for Design and Reconstruction of the CTH KP Bridge.
- 4. Discussion and Possible Action Regarding Contractor's Application for Payment No. 6 for 2022 Water System Improvements.**  
Following an overview by Evan Chambers of Town and County Engineering and discussion, a motion was made by Bjorklund, second by Hartman, and unanimously carried by the Village Board to approve payment application #6 to Portzen Construction.
- 5. Discussion and Possible Action Regarding Village Library Repair Contract with C&C Construction.**  
Following an overview by Mooney and discussion, a motion was made by Bjorklund, second by Ketelboeter, and unanimously carried by the Village Board to fully terminate agreements with C&C Construction and the bond company.
- 6. Discussion and Possible Action Regarding Village MS4 Permit.**  
Following an overview by Chambers and discussion, a motion was made by Bratton, second by Ketelboeter, and unanimously carried by the Village Board to accept the MS4 Permit as presented.
- 7. Discussion and Possible Action Regarding Village Parks Manual Signs/Village Logo Branding.**  
Following an overview by Axon and discussion, a motion as made by Bratton and second by Hartman to accept the Village of Cross Plains Parks, Open Space, and Trail Signage Guidelines as presented, with sizing of the signs to be left to the discretion of the Parks and Recreation Director. Following discussion, a voice vote was called. Motion carries, 6-1, with Pomykalski dissenting.
- 8. Discussion and Possible Action Regarding KP Highway Reconstruction Project.**  
Following an overview by Chambers and discussion, a motion was made by Brunner and second by Ketelboeter to notify Dane County to use 2026 as the year for the Highway KP Reconstruction Project. A voice vote was called. Motion carries, 6-1, with Hartman dissenting.
- 9. Discussion and Possible Action Regarding Village Sustainability Committee.**  
Following an overview by Lengfeld, a motion was made by Bjorklund, second by Hartman, and unanimously carried by the Village Board to authorize a change to Ordinance 5.02 updating the Sustainability Committee to a formal standing committee.
- 10. Discussion and Possible Action Regarding Zander Park Boardwalk Lighting.**  
Following an overview by Lengfeld and discussion, no formal action was taken. Staff will reach out to Middleton High School for a potential partnership. It is the desire of the board to look into solar powered lights and research available grant funding.
- 11. Discussion and Possible Action Regarding 2023 No Mow May Initiative.**  
Following an overview by Hartman and discussion, a motion was made by Hartman, second by Bratton, and unanimously carried by the Village Board to approve No Mow May for 2023, including the printing of 50 signs, with the understanding that signs will be displayed in Zander Park and at 1601 Bourbon Rd.

**12. Discussion and Possible Action Regarding Village Leaf Pick-Up.**

Following an overview by Lengfeld and discussion, a motion was made by Bratton, second by Brunner, and unanimously carried by the Village Board to approve the purchase of a leaf collection box.

A motion was made by Brunner, second by Ketelboeter, and unanimously carried by the Village Board to implement a Village-wide leaf pick-up program.

**13. Discussion and Possible Action Regarding a Resolution Establishing a Modified and Detailed Wage and Benefits Plan for Village Employees.**

Following discussion, a motion was made by Brunner, second by Hartman, and unanimously carried by the Village Board to accept the resolution as presented. Trustee Pomykalski was absent during the vote.

**14. Discussion and Possible Action Regarding Transportation Utility/Wheel Tax.**

Following a presentation by Finance Director Bobbi Zauner and discussion, no action was taken.

**15. Discussion and Possible Action Regarding Village Ordinance 2.06.**

Following an overview by Hartman and discussion, a motion was made by Hartman and second by Bratton to approve the changes to Ordinance 2.06 as presented, and adding language regarding possible restrictions due to notice requirements. Following discussion, a voice vote was called. Motion carries, 7-0.

**16. Discussion Regarding Village Wage and Benefits.**

Following a presentation by Zauner and discussion, no action was taken.

**17. Approval of 2023 Trustee Assignments and Committee, Commission, and Board Appointments.**

Following discussion, a motion was made by Brunner, second by Hartman, and unanimously carried by the Village Board to approve the 2023 Trustee Assignments and Committee, Commission, and Board Appointments.

**VIII. Future Agenda Items**

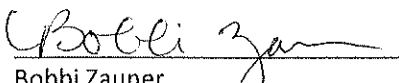
Bjorklund requested an update regarding part-time summer staff hiring and recreation program offerings.

**IX. Adjournment**

A motion was made by Hartman, second by Bratton, and unanimously carried by the Village Board to adjourn. The meeting ended at 9:07 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,

  
Bobbi Zauner  
Finance Director/Clerk