

# Village of Cross Plains Board of Trustee Meeting

## *Regular Meeting Minutes*

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

**Monday, April 24, 2023**

**7:00 pm**

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=eRZD3PadcTA>

And continuing at: <https://www.youtube.com/watch?v=eFiG2KZwif8>

I. **Call to Order**

President Lengfeld called the Village Board meeting to order at 7:02 PM.

II. **Roll Call**

Present: Trustees Cody Bratton, Doug Brunner, Sarah Borchardt, Cameron Bjorklund, Michael Pomykalski, and President Jay Lengfeld.

Absent: Judy Ketelboeter.

Also Present: Village Administrator Brian Mooney, Village Clerk Bobbi Zauner, Parks and Recreation Director Michael Axon, and Public Works Director Jerry Gray.

Present via teleconference and/or web meeting: Scott Schmidt, Jed Henry, Becky Ward, Joe Pertzborn, and Kevin Murphy.

III. **Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

IV. **Public Comment** – None.

V. **Consent Agenda**

1. Approve Minutes of Regular Village Board Meeting Held on March 27, 2023.

2. Approve Total Disbursements from 3/24/2023 through 4/19/2023 in the amount of \$1,246,299.84 as follows:

- 110 – General Fund: \$131,482.47
- 120 – Capital Fund: \$39,197.00
- 130 – Library Fund: \$4,942.48
- 150 – Debt Svc Fund: \$211,994.99
- 310 – TID Fund: \$0.00
- 660 – Water Fund: \$218,397.60
- 670 – Sewer Fund: \$637,282.30

3. Approve the Special Event Permit for the Cross Plains Area Chamber of Commerce – Memorial Day Chicken BBQ.
4. Approve Temporary Class “B” License for the Cross Plains Area Chamber of Commerce Memorial Day Chicken BBQ – May 29, 2023.
5. Approve Temporary Operator’s License Applications for the Cross Plains Area Chamber of Commerce Wine Walk – May 6, 2023.
  - A. Sherri Sarbacker
  - B. Kelly Behrens
  - C. Amy Helt
  - D. Michael Grzenia
  - E. Kelly Endres
  - F. Rebecca Jackson
  - G. Scott LaMontagne
  - H. Amy Roen-Kim
6. Confirm the hiring of Raymond Darrow as new Village Public Facilities II employee.
7. Receive the 3/31/2023 Cash and Investment Report.
8. Receive the 2023 1st Quarter Financial Report.
9. Approve the 2023 Facility Use Agreement between the Village of Cross Plains and the Cross Plains Stingrays.

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

**VI. Report of Village Officers**

1. Village President – None.
2. Village Vice President – None.
3. Other Trustee Reports
  - A. Trustee Brunner recognized Cross Plains Chamber Volunteer of the Year Kelly Powell, Past Volunteer of the Year during COVID Whitey Hillebrand, and Montag’s as Business of the Year. Brunner added that the annual Chamber banquet was well attended.
4. Village Administrator
 

Village Administrator Brian Mooney reported that the Village received confirmation that the County Highway KP bridge replacement will begin in July and is expected to take two months.
5. Other Reports
  - A. Village Department Head Meeting Review will be provided later in the meeting, as Public Works Jerry Gray was not yet present at the meeting.

VII. General Business

**1. Discussion and Possible Action Regarding Contractor's Application for Payment No. 7 for 2022 Water System Improvements.**

A motion was made by Pomykalski, second by Bratton, and unanimously carried by the Village Board to postpone this item to later in the meeting.

**2. Discussion and Possible Action Regarding CTH KP Trail – Knowles Nelson Grant Resolution.**

Following an overview by Mooney, a motion was made by Pomykalski, second by Brunner, and unanimously carried by the Village Board to approved a resolution to authorize village staff to apply for a Knowles Nelson Grant.

A motion was made by Pomykalski, second by Borchardt, and unanimously carried by the Village Board to move General Business items #3 and #4 to later in the meeting.

**5. Discussion and Possible Action Regarding Village Authorization for a Request for Proposals from Local Financial Institutions.**

Following discussion, a motion was made by Bjorklund and second by Pomykalski to authorize staff to do a Request for Proposal to find a secondary bank to diversify the Village's holdings. Following discussion, a voice vote was called. Motion carries, 6-0.

**6. Discussion and Possible Action Regarding Village Department Part-time Staff Hiring/Village Wage Compensation.**

Following an overview by Parks and Recreation Director Michael Axon and discussion, no action was taken.

Director of Public Works Jerry Gray provided an update on Village Department Heads' continued efforts on wages and benefits. Gray reported that the group was currently working on defining pay grades and developing a step scale for pay.

**1. Discussion and Possible Action Regarding Contractor's Application for Payment No. 7 for 2022 Water System Improvements.**

Following an overview by Gray, a motion was made by Bjorklund, second by Brunner, and unanimously carried by the Village Board to authorize payment as presented.

**3. Discussion and Possible Action Regarding Approval of 2023 Village Mowing Contract.**

Following an overview by Gray and discussion, a motion was made by Bratton, second by Brunner, and unanimously carried by the Village Board to approve the proposal from Lawn Care Plus.

**4. Discussion and Possible Action Regarding Village Brush Pickup Plan.**

Following an overview by Lengfeld and Gray and discussion, a motion was made by Brunner, second by Bratton, and unanimously carried by the Village Board to select Alternative #4 (areas west of Brewery Rd that are north of the Black Earth Creek will be picked up on the 2<sup>nd</sup> Tuesday of the month and all areas east of Brewery Rd and all areas that are south of the Black Earth Creek will be picked up on the 4<sup>th</sup> Tuesday of the month). Communication to the residents will take place in September with a start date of December 1.

7. **Discussion and Possible Action Regarding 2023 No Mow May Initiative.**  
Following discussion, a motion was made by Borchardt and second by Brunner to approve a \$500 donation to Trout Days Festival coordinators. Following discussion, a roll call vote was requested. YES – Trustees Bjorklund, Borchardt, Bratton, Brunner, Pomykalski, and President Lengfeld. NO – None. Motion carries, 6-0.
8. **Discussion and Possible Action Regarding Village Streetlight Policy.**  
Following an overview by Lengfeld and discussion, a motion was made by Pomykalski, second by Bratton, and unanimously carried by the Village Board to accept the Village Streetlight Policy.
9. **Discussion Regarding Transparency in Local Government.**  
Following an overview by Lengfeld and discussion, no action was taken.
10. **Discussion and Possible Action Regarding State and Accounting Restrictions Related to Budgeting.**  
Following a presentation by Finance Director Bobbi Zauner and discussion, no action was taken.
11. **Discussion and Possible Action Regarding Request for Proposals for Professional Services for Repair, Renovation, or Replacement of the Cross Plains Pool.**  
Following an overview by Axon and discussion, a motion was made by Lengfeld and second by Brunner to authorize at request for proposal for professional services for repair, renovation, or replacement of the Cross Plains Pool, with the proposals separating Phase I, Step I and Phase I, Step II and remove Phase II. Following discussion, a voice vote was called. Motion carries, 6-0.

VIII. **Future Agenda Items**

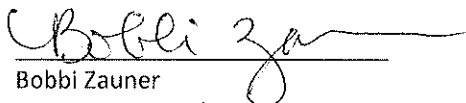
Bjorklund requested a discussion on Tax Increment Financing.

IX. **Adjournment**

A motion was made by Bratton, second by Brunner, and unanimously carried by the Village Board to adjourn. The meeting ended at 9:49 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