

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 25, 2022

6:00 pm

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=xcfjF3cRZQM>

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, Chief of Police Tony Ruesga, Municipal Judge Jerome Geurts, Officer Matt Hudson, Officer Rodger Siver, Brett Hoffmeister and Kevin Krysinski from Johnson Block CPAs, William Hudson, Linda Hudson, Nikki Hudson, and Hank Hudson.

Present via teleconference and/or web meeting: Evan Chambers of Town & Country Engineering and Kevin Murphy.

III. Pledge of Allegiance

Everyone joined in on the Pledge of Allegiance.

IV. Public Comment – None.

V. Ceremony

1. Swearing in of Police Officer Matthew Hudson by the Honorable Jerome A. Geurts.

Municipal Judge Jerome Geurts administered the oath of office to Police Officer Matthew Hudson.

VI. Consent Agenda

1. Approve Minutes of Regular Village Board Meeting Held on March 28, 2022.

2. Approve Minutes of the Special Village Board Meeting Held on February 21, 2022.

3. Approve Total Disbursements from 03/25/2022 through 04/21/2022 in the amount of \$1,181,690.24 as follows:
 - 110 – General Fund: \$141,322.35
 - 120 – Capital Fund: \$3,678.83
 - 130 – Library Fund: \$8,041.51
 - 150 – Debt Svc Fund: \$213,797.50
 - 310 – TID Fund: \$0.00
 - 660 – Water Fund: \$186,412.34
 - 670 – Sewer Fund: \$628,437.71
4. Approve the Special Event Permit for the Cross Plains Chamber of Commerce for the 2022 Memorial Day Chicken BBQ.
5. Approve the Temporary Class “B” License for the Cross Plains Area Chamber of Commerce for the Memorial Day Chicken BBQ on May 30, 2022.
6. Approve changes to list of stops to Temporary Class “B” License for Cross Plains Area Chamber of Commerce for the Wine Walk on May 7, 2022.
7. Approve the Temporary Operator License for Colin Eiman for the Wine Walk.
8. Approve the Temporary Operator License for Amy Lord for the Wine Walk.
9. Approve the Temporary Operator License for Dean Kalscheur for the Wine Walk.
10. Approve the Temporary Operator License for Elizabeth Nonn for the Wine Walk.
11. Approve the Temporary Operator License for Erica Page for the Wine Walk.
12. Approve the Temporary Operator License for Jeffery Koenig for the Wine Walk.
13. Approve the Temporary Operator License for Kyle Roessler for the Wine Walk.
14. Approve the Temporary Operator License for Marihia Alt for the Wine Walk.
15. Approve the Temporary Operator License for Rhea Helmenstine for the Wine Walk.
16. Approve the Temporary Operator License for Scott LaMontagne for the Wine Walk.
17. Approve Resolution to Approve Budget Amendment 2022-01.
18. Approve 2022 Village Appointments.
19. Receive 3/31/2022 Cash and Investment Report.
20. Receive the 2022 1st Quarter Financial Report.

A motion was made by Trustee Brunner and second by Trustee Judy to approve the Consent Agenda as presented. Following discussion, a voice vote was called. Motion carries, 7-0.

VII. Report of Village Officers

1. Village President

- A. President Lengfeld welcomed new Village Board Trustees Cameron Bjorklund and Cody Bratton.
- B. Lengfeld reported that the Village received the appraisal information for the property at 1601 Bourbon Rd and noted that it came above the offer to purchase price.
- C. Lengfeld provided a brief overview of how Village Board meetings are run, rules of open meeting laws, and open records laws.
- D. Lengfeld informed Trustees that the Village Ordinance states that the Village President makes nominations to the Village Board for committee appointments.

2. Village Vice President

- A. Vice President Ketelboeter reported that the Lions Club and Chamber of Commerce will be holding Trout Days, including a Wine Walk, on May 7, 2022.
- B. Ketelboeter also reported that the Chamber will be holding the Memorial Day Chicken BBQ this year and is looking for volunteers.
- C. Lengfeld reported that the Board will be voting for the Vice President position at the May 23, 2022 meeting.

3. Other Trustee Reports

- A. Trustee Pomykalski asked about noticing possible quorums on every Plan Commission agenda. Lengfeld will look into this.
- B. Trustee Hartman wished to celebrate that No Mow May is taking place in the Village. Sign creator Andrew Burandt is getting national recognition for his design.

4. Village Administrator

- A. Administrator Brian Mooney reported on an upcoming meeting for the Gateway to the Driftless in May to discuss the Black Earth Creek trail project.
- B. Mooney also reported that he recently met with the Chamber of Commerce to discuss future collaborative efforts with the Village.
- C. Mooney provided a brief health update on Public Works Director Jerry Gray following his surgery.
- D. Mooney provided notice of a potential Special Village Board meeting on June 13th to discuss the Safe Drinking Water Loan closing.

5. Other Reports

- A. Chief of Police Tony Ruesga presented the 2021 Annual Police Report.
- B. Finance Director/Clerk Bobbi Zauner provided information regarding the following:
 - i. Open Book date changed to Tuesday, May 17 from 11 AM – 1 PM via phone/virtual/email appointments only.
 - ii. Board of Review Training materials are available. At least one member is needed to take the training. Trustee Hartman volunteered.

VIII. General Business

1. Discussion and Possible Action Regarding the 2021 Annual Financial Audit Report.

Following a presentation by Brett Hoffmeister and Kevin Krysinski of Johnson Block CPAs and discussion, a motion was made by Trustee Brunner and second by Trustee Hartman to accept the 2021 Annual Financial Audit Report as presented. A voice vote was called. Motion carries, 7-0.

2. Discussion and Possible Action Regarding the Specific Implementation Plan for the Redevelopment of 2100 American Legion Drive.

Following an overview by Lengfeld, a motion was made by Trustee Ketelboeter and second by Trustee Hartman to approve the Specific Implementation Plan for Redevelopment of 2100 American Legion Drive. Following discussion, a voice vote was called. Motion carries, 7-0.

3. Discussion and Possible Action Regarding Zoning Code Amendment to Section 84.65(g)(4)(a) to Eliminate Maximum Garage Width Ratio of 50% of the Ground Floor Façade Facing the Street.

Following an overview by Lengfeld, a motion was made by Trustee Hartman and second by Trustee Ketelboeter to approve the Zoning Code Amendment to Sections 84.65(g)(4)(a) and 84.65(g)(4)(b) of the Village Ordinances to staff recommendations.

Following discussion, a secondary motion was made by Trustee Pomykalski and second by Trustee Hartman amending the original motion to not eliminate the maximum garage width but to change it from 50% to 60%. A roll call vote was requested. YES- Trustees Pomykalski and Hartman. NO- Trustees Bjorklund, Brunner, Bratton, Ketelboeter, and President Lengfeld. Motion fails, 2-5.

A roll call vote was requested on the original motion. YES – Trustees Brunner, Bratton, Ketelboeter, Hartman, Bjorklund, and President Lengfeld. NO – Trustee Pomykalski. Motion carries, 6-1.

4. Discussion and Possible Action Regarding a Zoning Code Amendment to Section 84.109 Swimming Pool Standards (h), Enclosure, to amend the minimum height requirement from 6 feet to 4 feet.

A motion was made by Trustee Hartman, second by Trustee Ketelboeter, and unanimously carried by the Village Board to approve a zoning code amendment to Section 84.109(h) as recommended by Staff and the Plan Commission.

5. Discussion and Possible Action Regarding a Zoning Code Amendment to add Parks and Conservancies.

A. Amend 84.25(c) of the Village of Cross Plains Code of Ordinances Regarding Conservation Zoning District.

A motion was made by Trustee Brunner and second by Trustee Ketelboeter to approve the amendment to Section 84.25(c) of the Village of Cross Plains Code of Ordinances regarding conservation zoning district.

Following discussion, a secondary motion was made by President Lengfeld, second by Trustee Brunner, and unanimously carried by the Village Board to postpone this item to the May meeting.

B. Creation of Section 84.42 of the Village of Cross Plains Code of Ordinances.

Following an overview by Parks and Recreation Director Michael Axon, a motion was made by Trustee Ketelboeter and second by Trustee Brunner to accept the creation of Section 84.42 of the Village of Cross Plains Code of Ordinances.

Following discussion, a secondary motion was made by President Lengfeld, second by Trustee Hartman, and unanimously carried by the Village Board to postpone this item to the May meeting.

C. Repeal and Recreate Section 84.54 of the Village of Cross Plains Zoning Code of Ordinances Concerning the Table of Land Uses.

A motion was made by President Lengfeld, second by Trustee Ketelboeter, and unanimously carried by the Village Board to postpone this item to the May meeting.

6. Discussion and Possible Approval of Village Donation to Trout Days Event.

Following discussion, a motion was made by Trustee Ketelboeter and second by Trustee Hartman to donate \$500 to the Lions Club for the Trout Days Event.

Following discussion, a secondary motion was made by Trustee Brunner and second by Trustee Ketelboeter to amend the original motion to designate the use of the \$500 for porta pottys. Following discussion, a voice vote was called. Motion carries, 7-0.

Following discussion, a voice vote was called on the original motion with the amended language. Motion carries, 7-0.

7. Discussion and Possible Action Regarding Scenic Valley Development Blasting Plan.

Following an overview by Lengfeld, a motion was made by Trustee Brunner and second by Trustee Pomykalski to approve the Scenic Valley Development Blasting Plan as presented. Following discussion, a voice vote was called. Motion carries, 7-0.

8. Discussion and Possible Action Regarding Village Compost Site Lease.

Following an overview by Lengfeld, a motion was made by Trustee Ketelboeter and second by Trustee Pomykalski to approve the land lease for a Village Compost Site. Following discussion, a voice vote was called. Motion carries, 7-0.

9. Discussion and Possible Action Regarding Resolution No. 2022-XX: Declaration of Official Intent to Increase Water Rates in Accordance with the PSC Final Decision, 1450-WR-104.

Following an overview by Evan Chambers of Town and Country Engineering, a motion was made by Trustee Pomykalski, second by Trustee Brunner, and unanimously carried by the Village Board to approve a resolution to declare official intent to increase water rates in accordance with the PSC Final Decision, 1450-WR-104.

10. Discussion and Possible Action Regarding Resolution No. 2022-XX: Appointing Authorized Representative to File Applications for Financial Assistance from the State of Wisconsin Environmental Improvement Fund.

Following an overview by Chambers, a motion was made by Trustee Pomykalski, second by Trustee Bjorklund, and unanimously carried by the Village Board to approve a resolution appointing an authorized representative to file applications for financial assistance from the State of Wisconsin Environmental Improvement Fund.

11. Discussion and Possible Action Regarding Resolution No. 2022-XX: Declaration of Official Intent to Reimburse Expenditures for Safe Drinking Water Loan Program Project.

A motion was made by Trustee Pomykalski, second by Trustee Hartman, and unanimously carried by the Village Board to approve a resolution declaring official intent to reimburse expenditures for the Safe Drinking Water Loan Program Project.

12. Discussion and Possible Action Regarding Archive Social Contract for Village Website/Social Media Backup.

Following an overview by Mooney, a motion was made by Trustee Ketelboeter and second by Trustee Hartman. Following discussion, a roll call vote was requested. YES – Trustees Bratton, Brunner, Bjorklund, Hartman, Pomykalski, Ketelboeter, and President Lengfeld. NO – None. Motion carries, 7-0.

13. Discussion and Possible Action Regarding a Request from Leonard Ziegler to Farm Outlot 4.

A motion was made by Trustee Brunner, second by Trustee Ketelboeter, and unanimously carried by the Village Board to approve the farm lease as presented.

14. Discussion and Possible Action Regarding Glacier Ridge Subdivision Playground.

Following an overview by Axon, a motion was made by Trustee Hartman and second by Trustee Brunner to approve the proposal by Lee Recreation, Burke Playground, for the new playground within the Glacier Ridge Subdivision. Following discussion, a voice vote was called. Motion carries, 7-0.

15. Discussion and Possible Action Regarding the Addition of Pickleball Courts and Repaving of Basketball Court at Baer Park.

Following an overview by Axon, a motion was made by Trustee Hartman and second by Trustee Brunner to approve Bartlett Enterprises to resurface the pickleball and basketball court at Baer Park. Following discussion, a voice vote was called. Motion carries, 7-0.

16. Discussion and Possible Action Regarding the Facility Use Agreement Between the Village and the Cross Plains Stingrays.

A motion was made by Trustee Hartman and second by Trustee Brunner to approve the facility use agreement between the Village and the Cross Plains Stingrays. Following discussion, a voice vote was called. Motion carries, 7-0.

IX. Adjournment

A motion was made by Trustee Hartman, second by Trustee Bjorklund, and unanimously carried by the Village Board to adjourn. The meeting ended at 8:18 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