

Village of Cross Plains Board of Trustee Meeting

Regular Meeting Minutes

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

Monday, June 27, 2022
6:00 pm

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=cdC6eVhJbqo>

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, Judy Ketelboeter, Michael Pomykalski (arrived at 6:02 pm), and President Jay Lengfeld.

Absent: None.

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

Present via teleconference and/or web meeting: Parks and Recreation Director Michael Axon, Becky Ward, 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 May 23, 2022.

2. Approve Minutes of Special Village Board Meeting Held on June 13, 2022.

3. Approve Total Disbursements from 05/20/2022 through 06/16/2022 in the amount of \$170,815.89 as follows:

- 110 – General Fund: \$91,246.94
- 120 – Capital Fund: \$20,633.24
- 130 – Library Fund: \$2,752.98
- 150 – Debt Svc Fund: \$0.00
- 310 – TID Fund: \$0.00
- 660 – Water Fund: \$36,610.81
- 670 – Sewer Fund: \$19,571.92

4. Approve Special Event Permit for Hill and Valley Auto Show.
5. Approve Application for Temp Class B License / St. Francis Xavier Church Annual Picnic.

Following discussion, a motion was made by Trustee Brunner, 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 announced that for any future agenda items that have a financial impact, the Finance Director will provide funding options.
- B. Lengfeld reported that Monona Bank will be sponsoring a shred event in the Village Hall parking lot on August 9th from 3:30 – 5:30 pm.
- C. Lengfeld reported that the leaf pickup pilot programs will run this fall.
- D. Lengfeld asked for recommendations to fill an opening on the Finance Advisory and Enhancement Committee.

2. Village Vice President

- A. Vice President Ketelboeter inquired about installing additional flashing beacons on Main Street for pedestrians, possibly with grant funds. Public Works Director Jerry Gray stated that the Wisconsin Department of Transportation will not allow additional flashing beacons.

3. Other Trustee Reports

- A. Trustee Hartman reported that the Sustainability Committee is excited to work on upcoming projects, including the new Village Hall/Police Station.
- B. Hartman read an email the Library received regarding the book *Pride Puppy* on the Storybook Walk in Zander Park.

4. Village Administrator

- A. Administrator Brian Mooney reported that environmental testing at the Bourbon Rd site has begun or is scheduled, and results should be available by the July meeting.
- B. Mooney also reported that Department Heads have been meeting to discuss staffing needs and capital improvement priorities.

5. Other Reports

- A. Parks and Recreation Director Michael Axon provided an update on the pickleball and basketball court project at Baer Park. The new asphalt is in place. The fence company and the paint company have been contracted and hope to finish by the end of July. Project should finish within budget.
- B. Axon also reported that the new equipment for the Glacier Ridge playground has been ordered.
- C. Axon stated that he and Gray met with Evan Chambers of Town & Country Engineering and the well company for a preconstruction meeting for the Well #3 well house. A visioning session will be held on Thursday, June 30 at 6:00 pm to look at color samples for the well house.

VII. General Business

1. **Discussion and Possible Action on Approval of Becky Ward for full time Village employment.**
Following an overview by Lengfeld, a motion was made by Trustee Hartman and second by Trustee Brunner to approve the Administrative Assistant position to full time position. Following discussion, a roll call vote was requested. YES – Trustees Pomykalski, Hartman, Bjorklund, Brunner, Bratton, and President Lengfeld. NO – Trustee Ketelboeter. Motion carries, 6-1.
2. **Discussion and Possible Action Regarding the Approval/Renewal of the Following License Classes for the Period of July 1, 2022 Through June 30, 2023:**
 - A. **Cigarette & Tobacco Products Retail License**
A motion was made by Trustee Hartman, second by Trustee Pomykalski, and unanimously carried by the Village Board to approve the Cigarette & Tobacco Retail Licenses.
 - B. **“Class A” Intoxicating Liquor and Class “A” Fermented Malt Beverages**
A motion was made by Trustee Pomykalski, second by Trustee Hartman, and unanimously carried by the Village Board to approve the “Class A” Intoxicating Liquor and Class “A” Fermented Malt Beverage licenses.
 - C. **“Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverages**
A motion was made by Trustee Pomykalski, second by Trustee Hartman, and unanimously carried by the Village Board to approve the “Class B” Intoxicating Liquor and Class “B” Fermented Malt Beverage licenses.
 - D. **Operator’s (Bartender’s) Licenses**
A motion was made by Trustee Pomykalski, second by Trustee Hartman, and unanimously carried by the Village Board to approve the Operator’s Licenses.
3. **Discussion and Possible Action Regarding a Residential Chicken Coop License Application from Aylin Golaszewski at 1992 Lewis Street.**
A motion was made by Trustee Hartman and second by Trustee Bjorklund to approve the Residential Chicken Coop License.

Following discussion, a secondary motion was made by Trustee Hartman and second by Trustee Bratton amending the original motion to also have Village Staff notify the applicant and let them know that the Chicken License application/ordinance will likely be changing soon. A voice vote was called. Motion carries, 7-0.

A voice vote was called on the original motion with the amended language. Motion carries, 7-0.
4. **Village Board Acknowledgement and Acceptance of 2022 Village CMAR.**
Following presentation of the 2022 CMAR by Gray, a motion was made by Trustee Ketelboeter, and second by Trustee Hartman to accept the 2022 Village CMAR. Following discussion, a voice vote was called. Motion carries, 7-0.
5. **Discussion and Possible Action on Approval of Resolution to Memorialize the Repayment of Obligations Incurred by Tax Increment District (TID) 3.**
A motion was made by Trustee Hartman and second by Trustee Brunner to approve a resolution to memorialize the repayment of obligations incurred by tax increment district 3. Following discussion, a voice vote was called. Motion carries, 7-0.

6. Discussion and Possible Action on Approval of Resolution to Repeal and Recreate Policy 3.02(1)F of the Village of Cross Plains Personnel Policy Manual.

Following an overview by Finance Director Bobbi Zauner, a motion was made by Trustee Brunner and second by Trustee Hartman to approve a resolution to repeal and recreate Policy 3.02(1)F of the Village of Cross Plains Personnel Policy Manual. Following discussion, a voice vote was called. Motion carries, 7-0.

7. Discussion and Possible Action Regarding Yard Sign Plan from the Public Safety Committee.

Following a presentation by Trustee Brunner and discussion, a motion was made by Trustee Brunner and second by Trustee Hartman to approve a \$500 sponsorship and details as presented by the Public Safety Committee. Following discussion, a voice vote was called. Motion carries, 7-0.

8. Discussion and Possible Action Regarding the Village of Cross Plains Annex to the Dane County Natural Hazard Mitigation Plan.


Following an overview by Lengfeld, a motion was made by Trustee Hartman, second by Trustee Ketelboeter, and unanimously carried by the Village Board to approve a resolution to adopt the Village of Cross Plains Annex to the Dane County Natural Hazard Mitigation Plan.

VIII. Adjournment

A motion was made by Trustee Brunner, second by Trustee Bratton, and unanimously carried by the Village Board to adjourn. The meeting ended at 7:01 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