

# Village of Cross Plains Board of Trustee Meeting

## *Regular Meeting Minutes*

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

**Monday, July 24, 2023**

**6:00 pm**

The video link to this meeting can be found at: <https://www.youtube.com/watch?v=g7e5bggfsul>

I. **Call to Order**

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

II. **Roll Call**

Present: Trustees Doug Brunner, Sarah Borchardt, Cameron Bjorklund (arrived 6:18), Michael Pomykalski, Judy Ketelboeter, and President Jay Lengfeld.

Absent: Trustee Cody Bratton.

Also Present: Village Administrator Brian Mooney, Village Clerk Bobbi Zauner, Library Director Elizabeth Clauss, Chief of Policy Tony Ruesga, and Public Works Director Jerry Gray.

Present via teleconference and/or web meeting :Parks & Recreation Director Michael Axon, Becky Ward, Joe Pertzborn, and Jed Henry.

III. **Pledge of Allegiance**

Everyone joined in on the Pledge of Allegiance.

IV. **Public Comment** – None.

V. **Consent Agenda**

1. Approve Minutes of Special Village Board Meeting Held on June 20, 2023.
2. Approve Minutes of Regular Village Board Meeting Held on June 26, 2023.
3. Approve Total Disbursements from 6/16/2023 through 7/13/2023 in the amount of \$436,702.63 as follows:
  - 110 – General Fund: \$101,985.68
  - 120 – Capital Fund: \$67,249.84
  - 130 – Library Fund: \$6,405.24
  - 150 – Debt Svc Fund: \$0.00
  - 310 – TID Fund: \$0.00
  - 660 – Water Fund: \$199,129.52
  - 670 – Sewer Fund: \$61,932.35

4. Approve Recreation Programs MOU between Middleton-Cross Plains Area School District and the Village of Cross Plains.
5. Approve Agent Change for Nineteen09 LLC Class B Alcohol License.
6. Approve Operator Licenses.
7. Approve Resolution Authorizing Budget Amendment 2023-1.
8. Receive the 6/30/2023 Cash and Investment Report.
9. Receive the 2023 2<sup>nd</sup> Quarter Financial Report.
10. Approve Special Event Permit – Hill and Valley Auto Show.
11. Approve Sewer Adjustment Policy.
12. Approval of Matthew Esser as the Recreation and Aquatics Supervisor.
13. Approval of Jill Heczko as the Recreation Coordinator.

A motion was made by Brunner, second by Borchardt, 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
  - A. Village Vice President Judy Ketelboeter reported that the Spike Rett event will be held on August 5-7, and the Mack's Mission event will be held on August 13.
3. Other Trustee Reports
  - A. Trustee Brunner provided additional information on the Spike Rett event.
  - B. Trustee Borchardt reported that the Summer Library program has started and that pickleball continues to be popular this summer.
4. Village Administrator
  - A. Village Administrator Brian Mooney provided updates on the Black Earth Creek Watershed meeting and grants that the Village has applied for.
  - B. Mooney also stated that the Brewery Road construction project has started, and the County Highway KP bridge replacement will start the week of July 24.
5. Other Reports – None.

VII. General Business

1. **Discussion and Possible Action Regarding Approval of Safe Drinking Water/Clean Water Fund Loans – Brewery Road.**
  - A. **Resolution Authorizing the Issuance and Sale of up to \$809,269 Sewerage System Revenue Bonds, Series 2023, and Providing for Other Details and Covenants with Respect Thereto.**

A motion was made by Ketelboeter, second by Brunner, and unanimously carried by the Village Board to approve a resolution authorizing the issuance and sale of up to \$809,269 Sewerage System Revenue Bonds, Series 2023, and providing for other details and covenants with respect thereto.
  - B. **Resolution Authorizing the Issuance and Sale of up to \$1,064,138 Water System Revenue Bonds, Series 2023, and Providing for Other Details and Covenants with Respect Thereto.**

A motion was made by Brunner, second by Ketelboeter, and unanimously carried by the Village Board to approve a resolution authorizing the issuance and sale of up to \$1,064,138 Water System Revenue Bonds, Series 2023, and providing for other details and covenants with respect thereto.
2. **Discussion Regarding Village Compensation Strategy and Trustee Clarifications 2024 Budget Memo.**

A motion was made by Borchardt, second by Brunner, and unanimously carried by the Village Board to move General Business item #2 to the end of General Business.
3. **Discussion and Possible Action Regarding Approval of Village Background Check Policy.**

A motion was made by Ketelboeter and second by Brunner to accept the Village Background Check Policy. Following discussion, a voice vote was called. Motion carries, 6-0.
4. **Discussion and Possible Action Regarding a Banking Services Request for Proposals.**

Following an overview by Zauner and discussion, a motion was made by Brunner, second by Ketelboeter, and unanimously carried by the Village Board to refer this item to the Finance Advisory and Enhancement Committee.
5. **Discussion and Possible Action Regarding Village Mowing Services.**

Following an overview by Lengfeld and discussion, a motion was made by Bjorklund, second by Ketelboeter, and unanimously carried by the Village Board to do a Request for Proposals for the mowing contract for 2024 and have staff prepare a proposal for in-house mowing services and the options will be compared at the September Village Board meeting.
6. **Discussion and Possible Action Regarding Posting of Village Police Officer Position.**

Following an overview by Ruesga, a motion was made by Brunner, second by Ketelboeter, and unanimously carried by the Village Board to post the position as presented.
7. **Discussion and Possible Action Regarding Resolution to Provide for the Sale of \$415,000 in General Obligation Promissory Notes.**

A motion was made by Ketelboeter, second by Borchardt, and unanimously carried by the Village Board to approve a resolution to provide for the sale of \$415,000 in General Obligation Promissory Notes.

8. **Discussion and Possible Action Regarding Resolution Authorizing Waiver of Notice of Public Hearing- Blight Finding – 1601 Bourbon Rd.**  
Following an overview by Mooney, a motion was made by Brunner and second by Borchardt to approve a resolution authorizing a waiver of notice of public hearing for the blight finding at 1601 Bourbon Rd. Following discussion, a voice vote was called. Motion carries, 6-0.
9. **Distribution of the 2024-2028 Village Capital Improvement Plan.**  
Mooney distributed the 2024-2028 Village Capital Improvement Plan. No action was taken.
10. **Discussion Regarding Village Compensation Strategy and Clarifications 2024 Budget Memo.**  
Following an overview by Gray and discussion, no action was taken.

VIII. **Future Agenda Items** – None.

IX. **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.” – Village Administrator Appraisal.**

The Village Board did not meet in Closed Session.

- A. **Reconvene in Open Session Pursuant to 19.85(2) of Wisconsin Statutes.**

N/A

- B. **Possible Action Regarding Village Administrator Appraisal.**

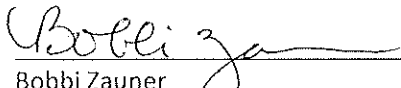
N/A

X. **Adjournment**

A motion was made by Ketelboeter, second by Brunner, and unanimously carried by the Village Board to adjourn. The meeting ended at 7:24 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