

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, November 26, 2024, 6:30 p.m.**

**Village of Cambridge Board of Trustees
Village Board Agenda**

PUBLIC HEARING

- 1. Call to Order**
- 2. Proof of Posting**
- 3. Public Hearing – 2025 Proposed Village of Cambridge Budget**
- 4. Adjournment of Public Hearing**

AGENDA

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Comment ****
- 5. Approval of Consent Agenda:**
 - a. Village Board Minutes: November 11, November 12, November 13, November 20, 2024
 - b. Water and Sewer Committee: November 19, 2024
 - c. Personnel and Public Works Committees, November 21, 2024
- 6. Reports:**
 - a. Presidents Report
 - b. Library Board: November 13, 2024
 - c. Public Works Update: Interim Director Jae Ames
 - d. Village Office Updates: Administrator Moen
- 7. Treasurers Report/ Bills: Discussion and Possible Action**
- 8. New Business: Discussion and Possible Action Regarding:**
 - a. Resolution 2024-10 Relating to Fee Schedules, Dog Licensing
 - b. Resolution 2024-11 Relating to Borrowing of \$300,000
 - c. Resolution 2024-12: Relating to the 2025 Village Budget
 - 1) LTE for Public Works: Recommendation from Public Works Committee
 - 2) Labor - Holiday Lights, Hanging Garland, Watering Flowers on Main St: Recommendation from Public Works Committee
 - d. Treasurer/Deputy Clerk/Deputy Administrator Position: Recommendation from Personnel Committee
- 9. Unfinished Business: Discussion and Possible Action Regarding:**
 - a. Dancing Goat Sampling Plan
 - b. Fire Commission Update
- 10. Correspondence:**
- 11. Questions, Referrals to Staff or Future Agenda Items:**
 - a. Room Tax Ordinance
 - b. Bike Trail
 - c. Amundson Flooring
 - d. Ongoing projects: Legal and Engineering
 - e. Foundation Grant – Westside Park
 - f. No Village Board meeting December 24, 2024
 - g. Sending out Accounts Payable in December

12. **Upcoming Meetings:** December 3, Economic Development; December 9, Plan Commission; December 10, Village Board; December 11, Library Board; December 17, Water and Sewer Committee
13. **Convene into Closed Session** per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Fire and EMS Commission
14. **Reconvene into Open Session**
15. **Possible action taken on closed session items**
16. **Adjournment**

**** The Village of Cambridge Board opts to allow a period of public comment to receive information from members of the public. Wis. Stat. § 19.84(2). The Wisconsin Attorney General advises that a governmental body should defer Board discussion on an item until specific notice of the subject matter and proposed action can be given. (Wisconsin Department of Justice, Wisconsin Open Meetings Law: A Compliance Guide (2009).)**

Note:

- 1) Persons Needing Special Accommodations Should Call 423-3712 At Least 24 Hours Prior To The Meeting.
- 2) More Specific Information About Agenda Items May Be Obtained By Calling 423-3712.
- 3) Final Agendas Are Typically Posted By 4 Pm On The Friday Preceding The Regular Meeting At The Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Website

Lisa Moen, Village Administrator/Clerk/Deputy Treasurer

NOTICE IS HEREBY GIVEN that on Tuesday November 26th, 2024 at 6:30 p.m. in the community room of the Village Hall, 200 Spring St, a public hearing will be held on the Proposed 2025 Budget for the Village of Cambridge. The Proposed budget in detail is available in the Clerk's office during normal business hours; Monday, Wednesday, Thursday 7:30 am to 4:00 pm; Tuesday 9:00 am to 6:00 pm; Friday 7:30 am to 1:00 pm. The following is a summary of the proposed 2024 Village of Cambridge budget. This is a proposed budget and is subject to change.

GENERAL FUND	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 ACTUAL	2024 ADOPTED BUDGET	2024 Year to Date 10/24/2024	2024 Projected Year End	2025 PROPOSED BUDGET	PERCENT CHANGE inc/dec	Variance ADOPTED 2024 PROPOSED 2025
REVENUES										
Taxes (other than property taxes)	\$ 101,000	\$ 87,496	\$ 93,000	\$ 88,456	\$ 93,000	\$ 93,000	\$ 93,000	\$ 93,000	0.00%	\$ -
Special Assessments	\$ 17,572	\$ 22,095	\$ 15,792	\$ 20,374	\$ 15,792	\$ -	\$ -	\$ 15,792	0.00%	\$ -
Intergovernmental Revenues	\$ 268,906	\$ 314,190	\$ 189,457	\$ 195,449	\$ 260,369	\$ 130,454	\$ 268,603	\$ 274,100	5.27%	\$ 13,731
Licenses & Permits	\$ 48,484	\$ 49,773	\$ 45,800	\$ 101,952	\$ 69,600	\$ 95,634	\$ 119,013	\$ 69,810	0.30%	\$ 210
Fines & Forfeitures	\$ 8,802	\$ 14,988	\$ 10,000	\$ 4,583	\$ 10,000	\$ 15,594	\$ 17,000	\$ 10,000	0.00%	\$ -
Public Charges for Services	\$ 22,300	\$ 40,546	\$ 22,300	\$ 32,731	\$ 34,800	\$ 9,573	\$ 38,779	\$ 33,900	-2.59%	\$ (900)
Intergov Chg for Services	\$ 27,000	\$ 15,343	\$ 18,200	\$ 10,004	\$ 18,200	\$ 6,891	\$ 18,200	\$ 18,200	0.00%	\$ -
Contributed Capital	\$ 73,300	\$ 222,457	\$ 56,150	\$ 143,055	\$ 65,129	\$ 65,123	\$ 107,027	\$ 49,800	-23.54%	\$ (15,329)
Misc & Other Financing Sources	\$ -	\$ 5,000	\$ 301,019	\$ 90,000	\$ 203,409	\$ 203,409	\$ 203,409	\$ 300,000	47.49%	\$ 96,591
TOTAL REVENUES:	\$ 567,364	\$ 771,888	\$ 751,718	\$ 686,604	\$ 770,299	\$ 619,678	\$ 865,031	\$ 864,602	12.24%	\$ 94,303
FUND BALANCE APPLIED	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -
TOTAL REVENUES	\$ 567,364	\$ 771,888	\$ 751,718	\$ 686,604	\$ 770,299	\$ 619,678	\$ 865,031	\$ 864,602	12.24%	\$ 94,303

EXPENDITURES

General Government	\$ 375,595	\$ 566,054	\$ 419,340	\$ 483,594	\$ 458,463	\$ 413,736	\$ 467,328	\$ 430,896	-6.01%	\$ (27,567)
Public Safety	\$ 616,786	\$ 661,882	\$ 705,536	\$ 663,282	\$ 739,493	\$ 479,023	\$ 687,018	\$ 849,243	14.84%	\$ 109,750
Public Works	\$ 214,903	\$ 320,778	\$ 307,923	\$ 359,268	\$ 378,823	\$ 328,828	\$ 353,458	\$ 422,108	11.43%	\$ 43,285
Culture & Recreation	\$ 63,269	\$ 75,338	\$ 169,724	\$ 172,841	\$ 163,707	\$ 178,651	\$ 183,587	\$ 119,349	-27.10%	\$ (44,358)
Conservation and Development	\$ 114,299	\$ 151,343	\$ 211,870	\$ 244,273	\$ 226,370	\$ 281,036	\$ 283,126	\$ 225,870	-0.22%	\$ (500)
Debt & Other Financing Uses	\$ -	\$ 47,597	\$ 429,421	\$ 429,421	\$ 432,588	\$ 432,651	\$ 432,651	\$ 751,942	73.82%	\$ 319,353
TOTAL EXPENDITURES:	\$ 1,384,852	\$ 1,822,991	\$ 2,243,814	\$ 2,352,680	\$ 2,399,445	\$ 2,113,925	\$ 2,407,168	\$ 2,799,408	16.67%	\$ 399,963

**SUMMARY OF LOCAL LEVY/
PROPERTY TAX CONTRIBUTION**

	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 YTD	2024 Proj. YE	2025 BUDGET	CHANGE FROM 2024 ADOPTED
General Fund	\$ (457,514)	\$ (457,514)	\$ 957,675	\$ (534,421)	\$ 1,091,557	\$ 1,091,514	\$ 1,091,514	\$ 1,087,864	-0.34%
Debt Service Fund	\$ 367,514	\$ 367,514	\$ 429,421	\$ 429,421	\$ 432,588	\$ 432,631	\$ 432,631	\$ 751,942	73.82%
Library Fund	\$ 90,000	\$ 90,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 105,000	\$ 95,000	-9.52%
Refuse & Recycling Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Property Taxes Levied for Village	\$ -	\$ -	\$ 1,492,096	\$ -	\$ 1,629,145	\$ 1,629,145	\$ 1,629,145	\$ 1,934,806	18.76%

Excess/(Deficit) \$ (817,488) \$ (1,051,103) \$ (0) \$ (1,666,076) \$ (1) \$ 134,898 \$ 87,008 \$ -

**Amundson Community Center
200 Spring Street, Cambridge
Monday, November 11, 2024, 6:30**

**Special Meeting
Village of Cambridge Board of Trustees**

Minutes

1. **Call to Order/Roll Call:** President McNally called the meeting to order at 6:30 p.m. Members present: Trustees Breunig, Blackwood, Hollenbeck, Kreklau and President McNally. Excused: Trustee Franklin. Others present: Lisa Moen, Administrator/Clerk; Rebeka Borchardt; Sheila Palinkas, Joy Graffin and Tom Jensen (by phone) – Town of Oakland.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Website.
4. **Public Comment:**
 - Rebeca Borchardt: Concerns over the Village finances/budget. Will be sending an email.
5. **Convene into Closed Session** per 19.85(1) (e) **Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session** Fire and EMS Commission: With invited guests: Oakland Town Board; *Trustee Breunig made a motion to convene into closed session per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session Fire and EMS Commission, seconded by Trustee Blackwood. Motion carried on a 5-0 roll call vote.*
6. **Reconvene into Open Session:** *Trustee Hollenbeck made a motion to reconvene into Open Session, seconded by Trustee Blackwood. Motion carried on a 5-0 vote.*
7. **Possible action taken on closed session items:** None
8. **Adjournment:** Trustee Hollenbeck made a motion to adjourn, seconded by Trustee Kreklau. Motion carried. President McNally adjourned the meeting at 8:00 p.m.

Lisa Moen, Village Administrator/Clerk/Deputy Treasurer

Amundson Community Center
200 Spring Street, Cambridge
Tuesday, November 12, 2024, 6:30 p.m.

Village of Cambridge Board of Trustees
Village Board Minutes

1. **Call to Order/Roll Call:** President McNally called the meeting to order at 6:30 p.m. Members present: Trustees Kreklau, Blackwood, Breunig, Hollenbeck and President McNally. Members excused: Franklin, one vacant. Also present: Lisa Moen, Administrator/Clerk; Gail and Doug Tufte; Joe and Sarah Schulz; Deb Brown; Samantha Seeman, Library; John Williams; James McIntyre, CAEMS; Bernadette and Robert Daggett; Sharon Jacobson; Mary Cebertowicz; Cody Garcia, Roy Marsden, Charles Fiesel; Jae Ames.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The Agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Website.
4. **Public Comment ****
 - Joe Schulz: He and his wife are furious over the village finances. Overspending \$1 million over 4 years, poor planning/budgeting.
 - Sarah Schulz: Sent an email to the Village Board on October 28 regarding her Village financial concerns. Disappointed that the board has not responded. McNally did stop to talk to them. She also read a letter from Bill Crist: Deficit spending for 6 years. Actively reduce spending. Be realistic in 2025/2026 budgets.
 - Samantha Seeman: Cambridge Library. Maintain current funding for the library. Expanded hours, services, customers.
 - Jae Ames: Public Works: Leaf/Compost/snow removal – will be following guidelines set by ordinances and policies.
 - Sharon Jacobson: Worried about those on a fixed income facing a 30% increase in taxes.
 - Becky Borchardt submitted a letter to the Village Board
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: October 22, 2024
 - b. Economic Development Committee: November 7, 2024

Trustee Hollenbeck made a motion to approve the consent agenda, seconded by Trustee Blackwood. Motion carried.

6. **Reports:**
 - a. **Presidents Report:** Attended the Library Craft Sale; election; following up on a leaf collection complaint.
 - b. **Village Office Updates:** Administrator Moen: Election – 95% turnout, 1171 voters, 510 early/absentee. Notice has gone out for vacant Treasurer's position; Working on loan – on agenda; Transition items; sewer line cleaning has been going on this week.
7. **Treasurers Report/ Bills: Discussion and Possible Action:** first run \$24,979.77, second \$4,450.68 total \$29,430.45. Questions regarding the 1901 bill for some repairs on the Amundson Community Center Furnace and the Library's subscription to the Wisconsin State Journal.

Trustee Breunig made a motion to approve the bills int eh amount of \$29,430.45, seconded by Trustee Blackwood. Motion carried on a 5-0 roll call vote.

8. **New Business: Discussion and Possible Action Regarding:**
 - a. **Kwik Trip Liquor License:** Opening December 5

Trustee Hollenbeck made a motion to approve the Kwik Trip Liquor License, seconded by Trustee Kreklau. Motion carried.

b. Kwik Trip Cigarette License:

Trustee Breunig made a motion to approve the cigarette license for Kwik Trip, seconded by Trustee Blackwood. Motion carried.

- c. **Vacant Village Board Seat:** There was discussion on filling the vacancy now or waiting until the April election. This seat is up in April, so any candidate will have to take out papers in December. If we put it out now, press release, website, we wouldn't be able to act on it until December. Would this give them a short term to set them up for success if they run in April? By leaving it vacant we could keep some stability on committees.

Trustee Hollenbeck made a motion to leave it vacant until the April election, seconded by Trustee Breunig. Motion carried, with Blackwood voting in the negative.

- d. **Committee Assignments:** With a vacancy on the Board that won't be filled until April, we want to fill the vacant positions on Committees.

Trustee Breunig made a motion to appoint Trustee Blackwood as the Chairperson of Personnel and President McNally as a member, seconded by Trustee Hollenbeck. Motion carried.

Trustee Hollenbeck made a motion to appoint President McNally to the Joint Law Enforcement Committee and Trustee Breunig to the Police and Fire Committee, seconded by Trustee Blackwood. Motion carried.

Trustee Breunig made a motion to appoint Trustee Blackwood to the Cable Committee, seconded by Trustee Hollenbeck. Motion carried.

Trustee Hollenbeck made a motion to appoint Trustee Kreklau to the Jefferson County Economic Development Committee, with Lisa Moen as the alternate, seconded by President McNally. Motion carried.

9. Unfinished Business: Discussion and Possible Action Regarding:

a. Audit and Finance Committee:

- 1) **Overview of Process:** Trustee Hollenbeck explained that this was not taken lightly. The Audit and Finance Committee and staff went through the 100-fund line by line, 5 items needed increases, and 22 items were reduced and/or eliminated – resulting in a \$276,000 shortfall. Past boards made some decisions that we have to abide by. In 2024, the general fund paid over \$200,000 in developer agreements, adding in public safety – this is a majority of our budget. The loan would be a one-time loan, not in perpetuity. It is not a 30% increase, rather a roughly 18% increase on just the Village portion of the tax bill. The mill rate is not yet known and can't be figured until the budget is approved. There has been construction, so more homeowners are sharing the burden. The 2019 Referendum to exceed the levy limit by \$95,000 was totally legal and was in perpetuity.

She would like the Committee to sit down in January, look at the contracts, and set items in the budget. Look where we can save, make cuts, etc. Trustee Kreklau liked this idea. Trustee Blackwood followed with how can we learn from the past, how do we move forward. As members of the Committee Breunig reiterated that hard discussions were had and McNally added that we were not ignorant of the concerns of the residents.

- 2) **Loan Proposals: proposals from BOD, Badger, Bank First:** Administrator Moen shared that Ehlers has walked us through this process, which is a legal process and being done throughout the state. We need to pass the loan prior to passing the budget for it to be on the levy limit worksheet, to see the effects for 2025. If it were to be done after the budget is passed (i.e. April) it wouldn't show until the 2026 levy limit worksheet. It was questioned if there were any closing costs at Badger Bank, none were share. Their rate was the lowest at 5.25% Moen will follow up.

Trustee Hollenbeck made a motion to approve the Badger Bank proposal for the \$300,000 loan, seconded by Trustee Breunig. Motion carried on a 5-0 roll call vote.

- b. **LRS Renewal – Trash and Recycling Services:** a 3 year and 5-year extension were offered.

Trustee Blackwood made a motion to approve the 5-year extension with LRS, seconded by Trustee Breunig. Motion carried on a 5-0 vote.

- c. **Fire Commission Update:** All 5 municipalities are meeting tomorrow evening at 6:30 p.m. in Christiana.

10. **Correspondence:** none

11. Questions, Referrals to Staff or Future Agenda Items:

- a. Budget Public Hearing – November 26
- b. Room Tax Ordinance
- c. Fee Schedule Resolution
- d. Bike Trail – Final accounting, how much were we over?
- e. Ongoing projects: Legal and Engineering
- f. Public Comment – can be discussed at our 101 session in April.
- g. Staff is looking at the flooring for the Amundson Center.
- h. Website
- i. Building Inspector – new construction question

12. **Upcoming Meetings:** November 13, Library Board; November 13, Joint Meeting with Commission Members; November 19, Water and Sewer; November 26, Village Board

13. **Convene into Closed Session** per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Fire and EMS Commission and per 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees: Public Works position. *Trustee Breunig made a motion to convene into closed session per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Fire and EMS Commission and per 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees: Public Works position, seconded by Trustee Blackwood. Motion carried on a 5-0 roll call vote.*

14. **Reconvene into Open Session:** *Trustee Breunig made a motion to reconvene into Open Session, seconded by Trustee Hollenbeck. Motion carried on a 5-0 roll call vote.*

15. Possible action taken on closed session items

Trustee Blackwood made a motion to adjust Public Works compensation for on-call rotations and holidays during the interim director's rotations as discussed, seconded by Trustee Breunig. Motion carried.

16. **Adjournment:** Trustee Hollenbeck made a motion to adjourn, seconded by Trustee Breunig. Motion carried. President McNally adjourned the meeting at 10:37 p.m.

Special Joint Meeting

Town of Christiana Board, Town of Lake Mills Board, Village of Rockdale Board, Village of Cambridge Board and Town of Oakland Board.

Town of Christiana, 773 Koshkonong Rd, Cambridge, WI 53523

November 13, 2024

6:30 p.m.

Village of Cambridge MINUTES

1. **Call to Order:** Trustee Hines, Village of Rockdale, called the meeting to order at 6:30 p.m.
2. Pledge of Allegiance
3. Roll Call: Members present for Village of Cambridge: Trustees Breunig, Blackwood, Hollenbeck, Kreklau and President McNally. Excused: Trustee Franklin, one vacancy. Also present: Lisa Moen, Administrator/Clerk.
4. Trustee Hollenbeck made a motion to amend the agenda to allow for public comment, with a 3 minute limit per individual, seconded by Trustee Blackwood. Motion passed.
5. Public Comment
 - 1) Breah Kelmp: Rockdale. Volunteers know our district. Positives with the current plan. How can we pay for it?
 - 2) Linda Taylor: Reiterated the positives of our volunteer fire department.
 - 3) Jana Evans: Very little transparency over the last year. The EMS has been looking into a new FDID # since 2022. Closed session at that time defaming the fire department and the volunteers. Unfounded complaints/threats. Motions by Christiana and Lake Mills to apply for a FDID#. The Fire department has done many fundraisers, recently paid for the water truck. EMS proposal from DeerGrove and Ryan Brothers would be financially responsible, could save us \$100,000s of dollars.
 - 4) Lauren Kelly: Oakland: Everly appreciates the volunteer fire department, not one constituent has expressed disappointment. New Leadership is needed for the EMS. Lack of cooperation, not following the IGA. Please keep the FD in tact.
 - 5) Eric Ziegler: Christiana: SAFER Grant – fire side only, and grant money goes away after 4 years. How would we pay for it then. Volunteer Department should stay together.
6. Trustee Hollenbeck made a motion to amend the agenda to remove item #8, regarding possible action on closed session items, motion seconded by President McNally. Motion carried.
7. Trustee Breunig made a motion to enter into closed session per 19.85(1)(e) Deliberating or negotiating the purchase of public properties, the investing of public funds or conduction other specified public business, whenever competitive or bargaining reasons require a closed session: Fire and EMS services, seconded by Trustee McNally. Motion carried on a 5-0 roll call vote. Entered into closed session at 6:49 p.m.

8. President McNally made a motion to reconvene into open session, seconded by Dave Schroeder. Motion carried on a 5-0 roll call vote.
9. Trustee Blackwood made a motion to adjourn, seconded by Trustee Breunig. Motion carried. Meeting was adjourned at 8:24 p.m.

Lisa Moen, Village of Cambridge Administrator/Clerk

**Amundson Community Center
200 Spring Street, Cambridge
Wednesday, November 20, 2024, 6:30**

**Special Meeting
Village of Cambridge Board of Trustees**

Minutes

1. **Call to Order/Roll Call:** President McNally called the meeting to order at 6: p.m. Members present: Trustees Hollenbeck, Breunig, Blackwood, Kreklau, Franklin and President McNally. Others present: Lisa Moen, Administrator/Clerk; Jane Landretti, Stafford Rosenbaum; Donna and Jeff Bauns; Jennifer Kreklau, Jana, Katelyn and Joe Evans; Tom Frederick; Patty Strohbusch; Terry Johnson; Gail and Doug Tufte; Bill Crist; Alicia Hynes, Rockdale; Breah Klemp; Jackie Frey.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Website.
4. **Public Comment:**
 - Jana Evans – She has made 18 public comments since 2022. Oakland has contracted with others for EMS/Fire – this is jeopardizing the Volunteer Fire Department. Christiana and Lake Mills have voted for apply for a new FDID#. The EMS has tried applying since 2022 with Paul Blount as the Chief. The Volunteer department is 122 years old, The Commission has failed to carry through with mediation. It is fiscally responsible for them to look at the Deer Grove EMS proposal. There should be immediate dismissal of public officials who have gotten us into this situation.
 - Alicia Hynes – Rockdale. She has been on the Commission for 1 year. There is still a lot of work to do. We can't fix the past but can look to the future. There have been some positive changes, hiring a CPA, financials, changes of committee members, two people signing the checks. WE can still work together to make progress; we can't continue to fight. AN audit will be done with Oakland leaving.
 - Patty Strohbusch – Oakland: In 2018 she started hearing rumblings of things amiss in the EMS. She believes in the past and still today, there have been several committee members making decisions prior to items coming before the Commission. In 2022 a new director was hired with no accountability. There is no problem with the Fire Department, so why replace it with the EMS Director leading it?
 - Joe Evans, Fire Chief: He has just learned that Mark Cook and Paul Blount have been in discussions with Edgerton regarding coverage for the whole district. Keep the Volunteer Department intact.
 - Jackie Frey: Lifelong resident. Fully supports the volunteer Fire Department. Shameful what is going on. Make decisions once and for all.
 - Breah Klemp- Rockdale: Husband is on the Fire Department. Understands the need for qualified healthcare professionals but shouldn't be at the expense of the Fire Department. We are talking about people, not numbers. Please stay in the Commission.
5. **Convene into Closed Session** per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Fire and EMS Commission: *Trustee Breunig made a motion to enter into closed session per 19.85(1) (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session and 19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: Fire and EMS Commission, seconded by Commissioner Blackwood. Motion carried on a 6-0 roll call vote.*
6. **Reconvene into Open Session:** *Trustee Hollenbeck made a motion to reconvene into Open Session, seconded by Trustee Breunig. Motion carried on a 6-0 roll call vote.*

7. Possible action taken on closed session items

Trustee Franklin made a motion to rescind our withdrawal from the 2018 IGA with the expectations that the Cambridge Volunteer Fire Department remains as the district's designated fire service per the 2018 IGA and the expectation that the Fire/EMS Commission drafts a reduced budget excluding services to the Town of Oakland by 31, January, 2025, seconded by Trustee Breunig. Motion carried 6-0

Trustee Breunig made a motion to vote against the Commission (aka District) applying for a new FDID number, seconded by Trustee Blackwood. Motion carried 6-0.

Trustee Blackwood made a motion to authorize our attorney to draft the recission letter to be sent to the commission and all municipalities, seconded by Trustee Hollenbeck. Motion carried 6-0.

- 8. Adjournment:** *Trustee Hollenbeck made a motion to adjourn, seconded by Trustee Breunig. Motion carried. President McNally adjourned the meeting at 7:56 p.m.*

Lisa Moen, Village Administrator/Clerk/Deputy Treasurer

**CAMBRIDGE WATER, SEWER, AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET - COMMUNITY ROOM
NOVEMBER 19, 2024
6:30PM
MINUTES**

1. **Call to Order/Roll Call:** Hollenbeck called the meeting to order at 6:30pm. Members present: Ted Kumbier, Steve Struss, Larry Gunseor, Brian Kreklau, and Paula Hollenbeck. Others present: Nick Maas & Sean Dotson from Dancing Goat Distillery, Mike & Mellanie Rumpf, Greg & Sandy Jankowski, Blake Sollenberger, Matt Castillo from MSA, Mark McNally Village President. Village Staff: Water Operator Derek Schroedl, and Utility Clerk Vicki Redford.

2. **Proof of Posting:** Agendas were posted in the upper and lower levels of the Amundson Community Center, Badger Bank, Cambridge Post Office, and the Village Website.

3. **Approval of consent agenda:**

- a. Meeting Minutes from 10-15-2024

Kumbier made a motion to accept the consent agenda. Struss seconded the motion. Motion carried.

4. **Approval of Bills:**

Struss made a motion to approve the bills in the amount of \$ 107,763.89 Gunesor seconded the motion. Motion carried on a 5-0 roll call vote.

5. **Reports:**

- a. **Utility Clerk:** I worked at the election until it was complete. The tax roll process for utilities is completed. The letters went out to the residents regarding the material of their water pipes. I am receiving lots of phone calls and Derek is taking care of the emails. As always, my daily, weekly, and monthly duties.

- b. **Staff Report:** Schroedl told the Committee that well #2 is now operational. We are now able to alternate Well 2&3. Schroedl said Mid City Corp is still working on the punch list for completion of well #3. Struss liked the headings on the testing spreadsheet provided by Schroedl.

- c. **COWC Report:** Struss said COWC is working with farmers on Adaptive Management to keep the phosphorus levels down. They are also speaking to the DNR about Koshkonong Creek and how much phosphorus it could take. COWC is doing aqua aerobics testing. Pay raises will be discussed at the next meeting.

6. **Old Business:** Discussion and Possible Action Regarding

- a. **Dancing Goat Sampling Plan – MSA:** Matt Castillo recommended to the board that we move ahead with the sampling plan.

Hollenbeck made a motion to the Village Board to approve the Dancing Goat Sampling Plan. Struss seconded the motion. Motion carried on a 5-0 vote.

- b. **Retention Ponds in the Vineyards – MSA:** Matt Castillo from MSA said the recommendation is to excavate the infiltration basin that is filled in. Other than that, it is maintenance on the ponds that will need to be completed. There was discussion about what equipment will be needed to do the maintenance. Equipment will need to be rented. Hollenbeck said Administrator Moen will need to direct staff on where to start with the project, as well as talk to the developer that was involved with the retention ponds in the past. Committee members would like to see some of this maintenance done before winter, as well as monthly updates.

7. New Business: Discussion and Possible Action Regarding

- a. **Service Line Inventory Notices to Residents – Derek:** Schroedl told the Committee that letters went out to residents that we do not know what their water pipes are made of. There is not any lead in the Village that we are aware of. Kreklau asked Schroedl if homes 30 years old and newer could be eliminated from the search. Schroedl said yes, they would have copper or plastic material in the newer homes.
- b. **Sewer Cleaning/Televising/Future Repair – Derek:** Schroedl said The Expeditors did some televising. He will notify the public the best he can. There isn't always notice from them. There are areas of narrowing of the pipes. Schroedl said we need to line some of our pipes in the Village. Castillo from MSA said there is a method of bursting the pipes for lining and repair as well. Schroedl got some pricing of \$40 a foot to line the pipes.

8. Public Comment:

Mike Rumpf- asked to be put on the December agenda for a large W&S bill in November.

Sandy Jankowski, Greg Jankowski, and Blake Sollenberger- all discussed their concerns with the Committee about the retention ponds at the Vineyards. These residents had questions about what the pond bottom is made of, saturation of land, as well as maintenance questions on the ponds.

Mark McNally- asked Schroedl how many times water testing is taken to Madison. Schroedl said once or twice a week.

Matt Castillo- from MSA told the Committee that there are funding opportunities that help residents with the cost of replacing water pipes.

9. Questions, Referrals to Staff or Future Agenda Items:

1. Retention Pond Plan
2. Rumpf November W&S Bill
3. Report on Televising & Future Repair
4. Budget- Review of obtained financials.

- 10. Adjournment:** Struss made a motion to adjourn the meeting. Kreklau seconded the motion. Hollenbeck adjourned the meeting at 8:00pm.

Village of Cambridge
JOINT PERSONNEL AND PUBLIC WORKS COMMITTEE
Thursday, November 21, 2024, 5:30 p.m.
Amundson Community Center
200 Spring Street

MINUTES

1. **Call to order/Roll Call:** Trustee Blackwood called the meeting to order at 5:30 p.m. Members present: Trustees Franklin, Blackwood and President McNally. Others present: Lisa Moen, Administrator/Clerk; Lucy Peterson; Kayla Sipple, EDC; Jae Ames, Public Works; Daniel Paape, Sweet Treats.
2. **Convene into Closed Session** per 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees: Treasurer/Deputy Clerk/Deputy Administrator Position. *Trustee Franklin made a motion to convene into closed session per 19.85(1)(c) of the Wisconsin Statutes to consider the employment, promotion, compensation or performance evaluation data of Village employees: Treasurer/Deputy Clerk/Deputy Administrator Position, seconded by President McNally. Motion carried on a 3-0 roll call vote.*
3. **Reconvene into Open Session:** *President McNally made a motion to reconvene into Open Session, seconded by Trustee Franklin. Motion carried on a 3-0 vote.*
4. **Proof of Posting:** *The agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge Post Office, Badger Bank and the Village Website.*
5. **Public Comment:**
 - Kayla Sipple was asked to share a comment from Charles Fiesel – He does not want to see the Village push/pile snow on Spring Water Alley behind the businesses. Staff will talk to him.
 - Kayla Sipple: Collaborative 523 will spearhead fundraising for flowers and garland for Main St for 2025. They are asking if public works can assist them with watering flowers and hanging garland. They would also like to use the Village Baskets for flowers, and that the Village still put up the holiday lights.
6. **Approval of Minutes**
 - a. Approval of Public Works Minutes: October 3, 2024: *Trustee Blackwood made a motion to approve the minutes of October 3, 2024, seconded by President McNally. Motion carried.*
 - b. Approval of Personnel Committee Minutes: November 6, 2024: *Trustee Blackwood made a motion to approve the minutes of November 6, 2024, seconded by President McNally. Motion carried.*
7. **New Business: Discussion and Possible Action Regarding Items Requested of Committee:**
 - a. **Treasurer/Deputy Clerk/Deputy Administrator Position:** *President McNally made a motion to recommend to the Village Board to appoint Lucy Peterson to the position of Treasurer/Deputy Clerk/Deputy Administrator. Seconded by Trustee Blackwood. Motion carried.*
 - b. **Public Works Staffing:** Lee Farrar will be out of the office beginning December 1 for Medical leave. Moen will verify what is budgeted for Public Works. The Interim Director Plan is going well. Moral and communication is better. Working on flow and organization.

Trustee Franklin made a recommendation to the Village Board to hire an LTE for Public Works, at an amount not to exceed \$10,000, seconded by President McNally. Motion carried.

- c. Audit and Finance Recommendations:** The Committee reviewed a list of items from the Audit and Finance Committee as well as a list of items from Public Works.
- 1) Recommendation to cut yard waste – the Committee agreed to cut brush and compost pick up from 2 times a month to one time a month. A press release will go out in the spring as well as posted on our website.
 - 2) Park impact fees for all parks, not just LBK park: Lee Recreation is working on plans for LBK park. They will provide a number of options. They also provided an estimate for updates at Westside Park. It includes \$3,235 to replace broken equipment, \$1085 for mats and \$4375 for wood fiber – for a total of \$8,695. It was recommended that we include this in our Foundation Grant request.
 - 3) Soda machine at the Amundson Center: Moen had provided numbers that the soda machine is paying for itself. It is there for residents attending events at the Amundson Center and those renting it. Little staff time is put into the machine – filling it 2-3 times a year, and 3-4 deposits a year. Recommended that the soda machine remains.
 - 4) “Friends of Cambridge” – Audit and Finance Committee recommended removing funding for flowers and garland for Main Street from the budget, asking residents to help fund these items. The Collaborative 523 has stated that they will spearhead this, but have asked if Public Works staff could still assist them with watering flowers and hanging garland. They would also like to use the Village Baskets for flowers, and that the Village still put up the Christmas lights.

Trustee Franklin made a motion to recommend to the Village Board that the Village provide the baskets and pots for flowers and continue to put up Holiday lights, and for staff to hang the garland and water the flowers, seconded by President McNally. Motion carried.

- 5) There was discussion about the board’s support of staff as we make changes. Residents will be concerned over changes and staff take the brunt of the complaints due to changes made by the board. Things may take longer to get done, priorities may change, some things that were done in the past may no longer be done, or done differently, etc.

d. Economic Development Request: See item 7.c.4 above above

- e. Sidewalk repairs:** Audit and Finance recommended that when we do the sidewalk repairs, we will have to borrow for it. Further discussion is needed on terrace trees that are causing damage to the sidewalks. The Committee also discussed a situation where there is damage to two sidewalks at a new home build. The Right of Way permit was signed off on and the deposit given back to the builder. The Village can look to repair these when we do the sidewalk plan.

8. Update/Other Items for Future Consideration:

- a. Flags: Quotes were received for Flags for Veteran’s Park. Nylon/Polyester combination and Nylon. Recommended to not have the Nylon flying year-round. Moen will check what is budgeted for 2025.
- b. Review our Ordinances as they relate to new road construction and Engineering oversight, testing, gradation, water shut offs

- c. Rental of Equipment from Fort Atkinson
- d. Ice Rink revisions – temporarily on hold
- e. Spring Water Alley – Renaming, new survey to expand the right of way to qualify it for road aids, timing of redoing the road – do we wait to see if we can get it added and apply for grants
- f. Maintenance Plan for Retention Ponds
- g. Leaf Pickup: to date 650 cubic yards picked up, 32.5 loads

9. Adjournment: Trustee Blackwood made a motion to adjourn the meeting, seconded by President McNally. Motion Carried. The meeting was adjourned at 8:29 p.m.

Lisa Moen, Village Clerk/Administrator/Deputy Treasurer

11/22/2024 12:42 PM

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 ALL Checks by Payee
 HOMETOWN BANK GENERAL OPERATING

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 ACCT

Dated From: 11/26/2024 From Account:
 Thru: 11/26/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
11/26/2024 ALLIANT ENERGY/WP&L			
#370181			
100-00-51600-220-000		MUN BLDG - UTILITIES	804.43
#370181	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	32.63
#1611869258	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	34.49
#252381	11/13/2024		
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	177.21
#034153	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	2.71
#480381	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	18.12
#543106	11/13/2024		
100-00-55200-220-000		PARK UTILITIES	35.78
#0335194619	11/13/2024		
100-00-55200-220-000		PARK UTILITIES	23.66
#69591 VETERANS PARK	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	24.71
#9239520000 WATER ST SCOTT FARM	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	47.57
#5706050000	11/13/2024		
100-00-53420-000-000		STREET LIGHTS	79.26
#9380220000	11/13/2024		
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	20.22
#5613463308	10/14/2024		
100-00-53420-000-000		STREET LIGHTS	69.74
#5122342434	11/14/2024		
Total			1,370.53
11/26/2024 ALLIANT ENERGY/WP&L			
#1762800000 SKOGEN RD WELL #3			
500-00-53700-620-000		POWER PURCHASED FOR PUMPING	1,173.22
#1762800000 SKOGEN RD WELL #3	11/14/2024		
Total			1,173.22
11/26/2024 BRUCE COMPANY			
IRRIGATION SHUTDOWN 11/4/2024			

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Dated From: 11/26/2024 From Account:
 Thru: 11/26/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-55200-245-000		FOUNTAIN MAINTENANCE	165.39
	IRRIGATION SHUTDOWN 11/4/2024	SI00164559	
		Total	165.39

11/26/2024 CHARTER COMMUNICATIONS/SPECTRUM			
170806001 ADMIN INTERNET SVC			
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	53.32
	170806001 ADMIN INTERNET SVC	170806001111424	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	53.32
	170806001 POLICE INTERNET SVC	170806001111424	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	26.66
	170806001 WATER INTERNET	170806001111424	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	26.66
	170806001SEWER INTERNET SVC	170806001111424	
		Total	159.96

11/26/2024 CHARTER COMMUNICATIONS/SPECTRUM			
170804901			
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	79.99
	170804901	170804901111424 11/14/24	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	39.99
	170804901	170804901111424 11/14/24	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	39.99
	170804901	170804901111424 11/14/24	
		Total	159.97

11/26/2024 GFC LEASING - GORDON FLESCH CO.			
CANON PRINTER LEASE -12/05 - 06/04/2025			
100-00-51420-240-000		ADMIN - MAINT & REPAIR	1,028.22
	CANON PRINTER LEASE -12/05 - 06/04/2025	I00970940	
500-00-53700-681-000		OFFICE SUPPLIES & EXPENSES	514.11
	CANON PRINTER LEASE -12/05 - 06/04/2025	I00970940	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	514.11
	CANON PRINTER LEASE -12/05 - 06/04/2025	I00970940	
		Total	2,056.44

11/26/2024 LRS LLC
 HANDICAP RR AT LAGOON RD

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HOMETOWN BANK GENERAL OPERATING

Dated From: 11/26/2024

From Account:

Thru: 11/26/2024

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-55200-290-000		FISH PONDS - LAGOON RD	200.00
		HANDICAP RR AT LAGOON RD	
		0005533214	
		Total	200.00
	11/26/2024	MC FARLANE, BRYAN	
11/02 - 11/15/2024		CLEAN VILLAGE HALL	
100-00-51600-120-000		MUN BLDG - HOURLY WAGES	375.00
	11/02 - 11/15/2024	CLEAN VILLAGE HALL	
		11/01/2024	
		Total	375.00
	11/26/2024	MSA PROFESSIONAL SERVICES	
R09310028 -		VINEYARDS LOT 1 CRS	
100-00-56700-215-000		PLANNING - DEV PROJECT CONSULT	6,223.55
		R09310028 - VINEYARDS LOT 1 CRS	
		010622 11/18/2024	
100-00-53100-215-000		ENGINEERING SERV	270.00
		R09310033 - SPRING WATER ALLEY	
		010624 11/18/2024	
		Total	6,493.55
	11/26/2024	QUILL CORPORATION	
		FACIAL TISSUE, COPY PAPER	
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	39.48
		FACIAL TISSUE, COPY PAPER	
		41447231	
500-00-53700-640-000		SUPPLIES AND EXPENSES	19.75
		FACIAL TISSUE, COPY PAPER	
		41447231	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	19.75
		FACIAL TISSUE, COPY PAPER	
		41447231	
		Total	78.98
	11/26/2024	RED HAWK NURSERY	
		50 FT GARLAND PLUS WILT PRUF SPRAY	
100-00-55300-000-000		HOLIDAY DECORATIONS	2,256.96
		50 FT GARLAND PLUS WILT PRUF SPRAY	
		7334	
		Total	2,256.96
	11/26/2024	STAFFORD ROSENBAUM LLP	
		LEGAL SVCS - GENERAL CORPORATE	
100-00-51300-210-000		VILLAGE LEGAL WORK	2,477.40
		LEGAL SVCS - GENERAL CORPORATE	
		1302052	
100-00-51300-390-000		VINEYARDS DISTILLERY - LEGAL	279.00
		VINEYARDS	
		1302052	

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Dated From: 11/26/2024 From Account:

Thru: 11/26/2024 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-51300-210-000		VILLAGE LEGAL WORK	248.00
		MELSTER CANDY SITE DEVELOPMENT 1302052	
100-00-51300-210-000		VILLAGE LEGAL WORK	888.00
		FIRE & EMS COMMISSION 1302052	
100-00-51200-399-000		COURT LEGAL WORK	66.00
		LEGAL SVCS- K GUETZKOW 1302142	
100-00-51200-399-000		COURT LEGAL WORK	108.00
		LEGAL SVCS - G LAUGHNAN 1302141	
100-00-51200-399-000		COURT LEGAL WORK	28.00
		LEGAL SVCS 1302140	
		Total	4,094.40

11/26/2024 SUPERIOR STATE ADMINISTRATORS INC

FSA MTHLY FEE (4) DEC 2024

100-00-51420-134-000		ADMIN - FLEX BEN	5.75
		FSA MTHLY FEE (4) DEC 2024 GHX652	
100-00-53311-134-000		PUBLIC WORKS - FLEX BEN	5.75
		FSA MTHLY FEE (4) DEC 2024 PWORKS GHX652	
150-00-55110-134-000		LIB - FLEX BENEFIT	5.75
		FSA MTHLY FEE (4) DEC 2024 LIB GHX652	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	2.88
		FSA MTHLY FEE (4) DEC 2024 - WATER GHX652	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	2.87
		FSA MTHLY FEE (4) DEC 2024 - SEWER GHX652	
		Total	23.00

11/26/2024 TERMINIX WIL-KIL

AMUNDSON BUILDING QTRLY

100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	73.05
		AMUNDSON BUILDING QTRLY 70332390 11/13/2024	
		Total	73.05

11/26/2024 WISCONSIN ELEVATOR INSPECTION INC

ANNUAL INSPECTION 8/23/2024

100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	145.00
		ANNUAL INSPECTION 8/23/2024 19565	
		Total	145.00

Grand Total 18,825.45

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HOMETOWN BANK GENERAL OPERATING

Dated From: 11/26/2024

From Account:

Thru: 11/26/2024

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	16,439.71
Total Expenditure from Fund # 150 - LIBRARY FUND	5.75
Total Expenditure from Fund # 500 - WATER UTILITY	1,776.61
Total Expenditure from Fund # 600 - SEWER UTILITY	603.38
Total Expenditure from all Funds	18,825.45

SUBJECT: Dog License Fee Increase

FROM: Lisa Moen, Administrator

MEETING DATE: November 26, 2024

BACKGROUND/ANALYSIS: Dane County increased dog license fees in their recently approved 2025 budget. Residents apply for the dog license through us and we process them. We then share the information with the county and send them a check. We receive \$.25 back from the County for each license we process.

We need to revise our fee schedule to reflect the new amounts for the county. The board can set the amount that we will charge. On average, if we assume 15 minutes per dog to process, mail, reports to the county, etc. we'd be looking at \$6.00 per dog. If it is mailed, we'd be adding an additional \$.69 .

DANE COUNTY- NEW DOG LICENSE FEES

Type	Our current fee	DC 2024	DC 2025
Spayed or Neutered	\$ 20.00	\$13.75	\$18.75
Un-Spayed or Un-Neutered	\$ 25.00	\$18.75	\$27.75
Neutered/Spayed Puppy (5 months old by July 1)	\$12.50	\$12.25	\$17.25
Un-Neutered/Un-Spayed Puppy (5months Old by July 1)	\$12.50	\$14.75	\$23.75
Multiple Dogs(Kennel) License (includes up to 12 dogs)	\$43.50	\$43.25	\$54.75
Additional tags (for dogs over the 12 in the Kennel License)	\$6.50	\$13.75	\$27.75

ACTION REQUESTED: Approve new Village of Cambridge Fee Schedule.

ATTACHMENTS: Draft Fee Schedule

RESOLUTION No. 2024-10**A RESOLUTION OF THE VILLAGE BOARD OF TRUSTEES
OF THE VILLAGE OF CAMBRIDGE,
DANE AND JEFFERSON COUNTY, WISCONSIN****TO ESTABLISH
LICENSES, MISCELLANEOUS PERMITS AND ADMINISTRATIVE SERVICES
FEE SCHEDULE**

The Board of Trustees of the Village of Cambridge does hereby establish the following Schedule of Fees:

LICENSES – if modified, EFFECTIVE DATE January 1, 2025

Dogs – Unspayed or unneutered	\$25.00		6.04.040 A. 3.
Dogs – Spayed or neutered	\$20.00		
Kennel	\$43.50	Plus \$ 6.50 each additional dog in excess of 12 dogs	
Puppies - Unspayed or unneutered	\$12.50	<i>Puppies are dogs who became 5 months of age after July 1 of the</i>	
Puppies - Spayed or neutered	\$10.00	<i>license year</i>	
Impoundment of Animals		The fee charged to owner will equal actual costs incurred by the village.	6.04.080 C.

Operator's License	35.00/	or \$60.00 for two years	5.08.050 yr
Liquor – Class A: off premise	\$500.00	Annual	
Beer – Class A: off premise	\$100.00	Annual	
Liquor – Class B: on premise	\$500.00	Annual	State governed quota – Reserve License \$10,000
Beer – Class B: on or off premise	\$100.00	Annual	
Wine – Class C: on premise	\$100.00	Annual	
Temporary Class B: Beer	\$10.00	Per event	
Temporary Class B: Wine	\$10.00	Per event	
Tobacco / Cigarette	\$100.00	Annual	5.12.010
Publication Fee	\$10.00		Section 985.08, Wis. Stats

PERMITS – MISCELLANEOUS

Parade	\$25.00	Schools are exempt	
Street Use (Block Party)		No charge	
Bee Keeping	\$50.00	One time – initial application	6.04.220
Banners	\$200.00	\$100 to put up \$100 to take down	

PROPERTY – SPECIAL CHARGES

Snow & ice removal	\$175.00 for the first hour/\$100.00 each hour after	.
Weed elimination	\$175.00 for the first hour/\$100.00 each hour after	.
Tree care or removal	\$175.00 for the first hour/\$100.00 each hour after	
Other Public Works services	\$175.00 for the first hour/\$100.00 each hour after	
Refuse and Recycling	\$126.00 placed on the tax roll	

ADMINISTRATION

Photocopying/faxing	.25 cents	Per page	No ref.
Special Assessment Letters	\$40.00	Per letter	
Title Searches	\$40.00	Per request	

Mortgage Company Tax Bill Requests \$5.00 Per parcel

SPECIAL MEETING \$300.00 Per meeting

PER DIEMS

Village Board	\$40.00	Per Village Board meeting	2.08.080 A.
	\$20.00	Per standing committee meeting	
Village President	\$3708.00	Annually	2.08.080
	\$40.00	Per Village Board meeting	
	\$20.00	Per standing committee meeting	
Committee, Commission and Board Members	\$20.00	Per Meeting of Committee/Commission or Board that you are appointed to	

PREVAILING FEES

This Resolution shall supersede and replace any previous Resolutions, unless otherwise noted. The fees listed herein shall be in effect from the date of passage until revised by a later Resolution.

EFFECTIVE DATE. This resolution shall become effective upon passage by the Village Board, UNLESS OTHERWISE NOTED ABOVE.

APPROVED AND ADOPTED this _____ day of _____, 2024.

Mark McNally, President
Village of Cambridge

Attest:

Lisa Moen
Administrator/Clerk/Treasurer
Village of Cambridge

VILLAGE OF CAMBRIDGE RESOLUTION No. 2024-11

A RESOLUTION OF THE VILLAGE BOARD OF TRUSTEES OF THE VILLAGE OF CAMBRIDGE, WISCONSIN

A Resolution authorizing the borrowing of \$300,000.00
for the purpose of 2025 General Operations

WHEREAS, the Village of Cambridge, Dane/Jefferson County, Wisconsin, is presently in need of funds aggregating \$300,000.00 for public purposes including 2025 general operations; and

WHEREAS, at the meeting held November 12, 2024, the Village Board authorized staff to arrange for such loan with Badger Bank, detail the terms of the loan being amortized over a period of one year and one day, at a rate of 5.25%, with no prepayment penalties; and such terms were approved at said meeting, and

WHEREAS, the Village Board deems it necessary and in the best interests of the Village that, pursuant to the provisions of Section 67.12, Wisconsin Statutes, the sum of \$300,000.00 be borrowed for such purposes upon the terms and conditions hereinafter set forth;

NOW, THEREFORE, BE IT RESOLVED, that for the purposes hereinabove set forth the Village, by its President and Clerk, pursuant to Section 67.12, Wisconsin Statutes, borrow from Badger Bank, the sum of \$300,000.00, and, to evidence such indebtedness, said President and Clerk shall make, execute and deliver to the Lender for and on behalf of the Village the General Obligation Promissory note of the Village to be dated November 26, 2024, in said principal amount with interest amortized over a one year and one day term at the rate of 5.25% per annum.

Adopted this _____ day of _____, 2024 by roll call vote of _____ for, _____ against, and _____ abstaining.

I hereby certify that the foregoing resolution was duly adopted by the Cambridge Village Board at a legal meeting on the _____ day of _____, 2024.

Mark McNally, President
Village of Cambridge

Date

Lisa Moen
Village Clerk
Village of Cambridge

Date

EXHIBIT A
RESOLUTION(Adopted at an Open Meeting held November 12, 2024)

WHEREAS the Village of Cambridge, Dane County, Wisconsin ("**Village**"), is presently in need of funds aggregating three hundred thousand and 00/100 (\$ 300,000.00) for public purpose(s) of: (1) 2025 operating expenses

; and

WHEREAS, the Village Board deems it necessary and in the best interests of the Village that, pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, the sum of three hundred thousand and 00/100

Dollars (\$ 300,000.00) be borrowed for such purpose(s) upon the terms and conditions hereinafter set forth:

NOW, THEREFORE, BE IT RESOLVED, that for the purpose(s) hereinabove set forth the Village, by its President, and Clerk, pursuant to Section 67.12(12), Wisconsin Statutes, borrow from Badger Bank ("**Lender**"), the sum of \$ 300,000.00, and, to evidence such indebtedness, said President and Clerk shall make, execute and deliver to the Lender for and on behalf of the Village the promissory note of the Village to be dated November 26, 2024, in said principal amount with interest at the rate of five and a quarter percent (5.25 %) ("**stated interest rate**") and payable as follows:

[Check (a), (b), (c) or (d); only one shall apply.]

(a) ☒ **Single Payment.** In one payment on November 27, 2024, PLUS interest payable as set forth below.

(b) ☐ **Installments of Principal and Interest (2).** In _____ equal payments of \$ _____ due on _____, and on ☐ the same day(s) of each _____ month thereafter ☐ every 7th day thereafter ☐ every 14th day thereafter, PLUS a final payment of the unpaid balance and accrued interest due on _____. All payments include principal and interest.

(c) ☐ **Installments of Principal.** In _____ equal payments of principal \$ _____ due on _____, and on ☐ the same day(s) of each _____ month thereafter ☐ every 7th day thereafter ☐ every 14th day thereafter, PLUS a final payment of the unpaid principal due on _____, PLUS interest payable as set forth below.

(d) ☐ **Other.** _____

Interest is payable on November 27, 2024, and on ☐ the same day of each _____ month thereafter, ☐ every 7th day thereafter, ☐ every 14th day thereafter, and at maturity, or, if box (b) is checked, at the times so indicated.

Interest shall accrue before maturity (whether by acceleration or lapse of time) at the stated interest rate identified above on the unpaid principal balance, calculated by applying a daily interest rate for the actual number of days interest is owing, up to 365 days in a full year or 366 days in a full leap year. ☒ The daily interest rate will be calculated on the basis of a 360 day year, which means that it is calculated by dividing the applicable stated interest rate, above, by 360. Calculating the daily interest rate using a 360 day year means the actual annual interest rate in a 365 day year and in a 366 day leap year is higher than the stated interest rate, above. ☐ The daily interest rate will be calculated on the basis of a 365 day year, which means that it is calculated by dividing the applicable stated interest rate, above, by 365. Calculating the daily interest rate using a 365 day year means the actual annual interest rate in a 366 day leap year is higher than the stated interest rate, above. (2)

Said interest to be payable on the dates set forth above on the outstanding principal balance, with ☐ no prepayment privileges ☒ prepayment privileges on any principal or interest payment date on or after November 26, 2024.

A copy of the promissory note shall be attached to this resolution.

(1) Here describe each purpose in detail. If the purpose is meeting general and current municipal expenses or refinancing obligation of the Village, so specify.

(2) Section 67.12(12), Wisconsin Statutes, does not place any restrictions on the basis of interest rate calculations.

BE IT FURTHER RESOLVED, that for the purpose of paying principal and interest on the promissory note as the same becomes due, the full faith, credit and resources of the Village are irrevocably pledged, and that there be, and there hereby is, levied on all the taxable property of the Village, a direct annual irrepealable tax sufficient in amount to pay the principal and interest on said note as the same becomes due and payable, said tax to be in the following minimum amounts: (3)

Amount of Tax (principal and interest)	To Meet Note Payments Due On	Year of Levy (must be in year(s) prior to due date)
\$ 315,788.91	November 27, 2025	For the year 2024
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____
\$ _____	_____	For the year _____

If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said note when due, the requisite amount shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

In the event that the Village exercises its prepayment privilege, if any, then no such direct annual tax shall be included on the tax rolls for the prepayments made and the amount of direct annual tax hereinabove levied shall be reduced accordingly for the year or years with respect to which said note was prepaid.

So long as any part of the principal of, or interest on, the promissory note remains unpaid, the Village shall be, and continue without power to, repeal such levy or obstruct the collection of said tax until such payments have been made or provided for.

In each of said levy years, the direct annual tax so levied shall be carried into the tax rolls each year and shall be collected in the same manner and at the same time as other taxes of the Village for such years are collected; provided, that the amount of tax carried into the tax roll may be reduced in any year by the amount of any surplus in the debt service account for the note. So long as any part of the principal of, or interest on, said note remains unpaid, the proceeds of said tax shall be segregated in a special fund used solely for the payment of the principal of, and interest on, said note.

BE IT FURTHER RESOLVED, that there be and there hereby is established in the treasury of the Village, if one has not already been established, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund. Within the debt service fund, there be and there hereby is established a separate and distinct account designated as the "Debt Service Account for Promissory Note dated November 26, 2024", which account shall be used solely for the purpose of paying principal of and interest on said note. There shall be deposited in said account any accrued interest paid on said note at the time it is delivered to the Lender, all money raised by taxation or appropriated pursuant hereto, and such other sums as may be necessary to pay principal and interest on said note when the same shall become due.

BE IT FURTHER RESOLVED, that the proceeds of said note shall be used solely for the purposes for which it is issued, but may be temporarily invested until needed in legal investments, provided that no such investment shall be in such a manner as would cause said note to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, or the Regulations of the Commissioner of Internal Revenue thereunder; and an officer of the Village, charged with the responsibility for issuing the note, shall certify by use of an arbitrage certificate, if required, that, on the basis of the facts, estimates and circumstances in existence on the date of the delivery of the note, it is not expected that the proceeds will be used in a manner that would cause said note to be an "arbitrage bond."

BE IT FURTHER RESOLVED, that the projects financed by the note and their ownership, management and use will not cause the note to be a "private activity bond" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended, and that the Village shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the note.

BE IT FURTHER RESOLVED, that the Village Clerk shall keep records for the registration and for the transfer of the note. The person in whose name the note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on the note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such note to the extent of the sum or sums so paid. The note may be transferred by the registered owner thereof by presentation of the note at the office of the Village Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation, the note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the Village Clerk, shall be made on such note.

BE IT FURTHER RESOLVED, that the note is hereby designated as a "qualified tax-exempt obligation" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended, relating to the ability of financial institutions to deduct from income, for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations. (4)

BE IT FURTHER RESOLVED, that the Village officials are hereby authorized and directed, so long as said note is outstanding, to deliver to the Lender any audit statement or other financial information the Lender may reasonably request and to discuss its affairs and finances with the Lender.

BE IT FURTHER RESOLVED, that said note shall be delivered to the Lender on or after the date of said note, upon receipt of the total principal amount of the loan evidenced thereby, plus accrued interest, if any, to date of delivery, provided that, if this is a refinancing, the refunding note shall be immediately exchanged for the note being refinanced.

- (3) First tax levy should be for the current year unless tax roll has already been delivered for collection, and amount of levy should be sufficient to meet all principal and interest payments coming due prior to date for collection of next succeeding tax levy.
- (4) Delete this paragraph if the Village will be issuing more than \$10,000,000 of tax-exempt obligations in the calendar year. In that case, financial institutions will not be entitled to deduct, for federal income tax purposes, interest expense that is allocable to carrying or acquiring the note.

VILLAGE OF CAMBRIDGE RESOLUTION NO. 2024-12

ADOPTING THE 2025 ANNUAL VILLAGE OPERATING BUDGET

WHEREAS, the Audit and Finance has reviewed the proposed budget of the Village of Cambridge for the year 2025; and

WHEREAS, a Summary of the Budget and Notice of Public Hearing was published on October 31, 2024; and

WHEREAS, a public hearing was held on the budget on November 26, 2024 by the Board of Trustees; and

WHEREAS, the Board of Trustees has examined the budget and various items therein and finds the budget as presented and amended to date of this resolution to represent the income anticipated and the expenditures for the various departments by major category as set forth therein;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees of the Village of Cambridge, portions in Dane and Jefferson Counties, Wisconsin, does approve the following:

SECTION 1. 2025 Budget Adopted.

There is hereby adopted the 2025 Budget for the Village of Cambridge and appropriated out of the receipts of the Village of Cambridge for the year 2025, including monies received from the general property tax levy and other sources as therein provided, for the various purposes therein specified, the amounts set forth in said Budget presented, or attached thereto or referenced by it.

SECTION 2. Tax Levy Adopted

There is certified to the Village Clerk, a general property tax levy in the amount of \$1,934,806 on all of the taxable property within the Village of Cambridge for the year 2024 for the uses and purposes set forth as expenditures in the Budget hereby adopted.

SECTION 3. Village Clerk Directed to Spread Tax on Roll.

The Clerk of the Village of Cambridge is hereby authorized and directed to spread the tax levied herein on the tax roll of the Village of Cambridge for the year 2024.

Approved this 26th day of November, 2024.

Vote: Ayes: Noes:

APPROVED: _____
Mark McNally, Village President Date

ATTEST: _____
Lisa Moen, Village Administrator/Clerk/Deputy Treasurer Date

Dancing Goat Distillery Proposed Monitoring Plan for Wastewater Discharges

November 19, 2024

1. Background

The Dancing Goat Distillery (DG Distillery) discharges wastewater to the Village of Cambridge (Village) wastewater collection system. Wastewater from the Village is conveyed to the Cambridge-Oakland Wastewater Commission (COWC) wastewater treatment facility (WWTF). In recent years, COWC staff have reported intermittent problems with the treatment process. At the request of the Village, pursuant to Village Ordinance 13.16.220, DG Distillery agrees to implement a Wastewater Monitoring Plan for testing and management of its wastewater. This document describes the sampling plan agreement.

The DG Distillery generates the following wastewater streams. These streams enter the Village's collection system and ultimately enter the COWC has the following wastewater streams:

1. Greensand filter (blowdown)
2. RO filter (blowdown)
3. Boilers (fed with RO; blowdown)
4. Spray down with hoses (combination of Village water, Strahman steam system, and RO)
5. Ozonated water
6. Sanitary wastewater (toilets, sinks, and shower; 6 bathrooms in total)
7. Safety equipment (eye wash and emergency showers – tested monthly)
8. Kitchen sink (in employee breakroom)
9. Dishwashers (residential grade in kitchen, commercial grade in tasting room)

DG Distillery states that the majority of the waste stream that enters the Village's collection system is #4 Spray down with hoses. The spray-down wastewater is generated when they spray down floors, tanks, and barrels at various process locations.

Based on information provided by DG Distillery staff, facility operators are instructed to sweep floors before spraying or scrubbing to limit solids down the drain. DG Distillery sprays down the internals of its stills quarterly, which does contain organics, but the spent mash is hauled off in tankers daily. During bottling, there is remnant alcohol in the filler (approximately ¼ of a gallon in total) that goes down the drain and enters the collection system. However, DG Distillery has a strict policy that alcohol in mass is never to go down the drain. It is collected in totes and removed from the facility. Although this is not done frequently, it is the standard operating procedure if there is tainted product.

The primary chemicals used for cleaning at DG Distillery are citric acid and caustic, with the latter used at a concentration of 0.5 – 1%. COWC maintains the Safety Data Sheets (SDSs) for these chemicals (see **Attachment A**). Currently, DG Distillery employs steam and ozonated

water for frequent cleaning, while chemicals are used every 2-3 months. All cleaning solutions for these processes to internally clean tanks are aggregated for a scheduled release, or if the amount is smaller, it is tankered out with the stillage.

2. Wastewater Operations

- a. DG Distillery will modify its wastewater discharge management practices and operations by collecting its wastewater generated during the episodic system and process cleaning events (collectively the “Process Wastewater”) in its 3,000-gallon high-capacity vertical tank for slow batch releases. By collecting and retaining its Process Wastewater in this manner, DG Distillery will enable easier representative sampling, access, notice, and coordination with COWC staff. A schematic of the holding tank and photos of the system are in **Attachment B**).
- b. DG Distillery commits to scheduling the coordinated slow releases of Process Wastewater, which it periodically collects with COWC staff.
- c. The slow releases of Process Wastewater will be coordinated with COWC in advance with total volume, days of planned discharge, time of day for discharge, and discharge rate per minute documented. Slow batch releases consist of discharging the volume of the vertical tank at a flow rate of 2.5 gpm. DG Distillery will not discharge the Process Wastewater without the consent of COWC.
- d. To allow for coordination of this work, DG Distillery will make the vertical tanks available for access and sampling by COWC staff or Village wastewater staff. DG Distillery shall notify the Village and COWC staff a minimum of one week before the release of Process Wastewater. The Village may or may not request a site visit during the release of the Process Wastewater. Upon request to DG Distillery, the Village and COWC shall be granted access to the DG Distillery during reasonable business hours to see the facility’s drain and other wastewater-generating processes even when the release of Process Wastewater is not planned.
- e. DG Distillery agrees to notify the COWC staff within an hour of the discovery of any unplanned discharge events that are the result of unplanned equipment failure or process malfunction. The Village staff agree to immediately notify DG Distillery when they become aware of issues within the collection system.
- f. DG will notify COWC staff at least one week before any modification to the planned frequency of DG Distillery’s Process Wastewater discharge subject to this monitoring plan.

3. Monitoring Equipment Requirements

- a. DG Distillery will modify and ensure installation of suitable equipment to evaluate the nature of the discharge of Process Wastewater to enable collection composite samples of all Process Wastewater produced by the DG Distillery from its holding tanks and calibrated flow meter.
- b. Upon Village approval of this Plan, the DG Distillery will adhere to this Plan for the management of the Process Wastewater available effective immediately.
- c. The DG Distillery will be responsible for all costs associated with implementing this Plan and other sampling events specific to the DG Distillery

wastewater (see paragraph 3.d).

- d. The Village may sample wastewater in the right of way within the Village of Cambridge in accordance with Village Ordinance 13.16. In the event the Village samples manholes outside of the DG Distillery's facility, the Village staff will reasonably notify the DG Distillery upon Village staff arrival to conduct a Village sampling event. The DG Distillery may collect samples around the same time of the Village and COWC sampling event.

4. Sampling and Testing Requirements

- a. The Process Wastewater sampling and monitoring equipment will be owned, operated, and sufficiently maintained by the DG Distillery. The DG Distillery will be responsible for all costs associated with operating and maintaining the sampling and monitoring equipment, including electrical power. Upon request, the DG Distillery will provide maintenance logs, flowmeter calibration logs, and flow meter data related to Process Wastewater to the Village and COWC staff.
- b. Village and COWC personnel shall have access to the Process Wastewater vertical tanks and associated equipment, upon request to DG Distillery.
- c. During a scheduled discharge, DG Distillery will record total flow (volume) of the Process Wastewater, as measured by the monitoring equipment, on a daily basis, with flow readings recorded at approximately the same time each day. DG Distillery will record the volume of the Process Wastewater and will provide records of relevant volumes of the discharges of Process Wastewater to the COWC with copy to the Village, together with corresponding sampling results for each discharge event, within 5 days of DG Distillery's receipt of sampling results. DG Distillery anticipates these events to be semi-regularly (anticipated between semi-monthly and quarterly; likely 5 to 8 events per year).
- d. The DG Distillery will coordinate analysis of samples of the Process Wastewater at a laboratory which is certified by the Wisconsin Department of Natural Resources for the parameters tested. The DG Distillery will be responsible for sample transportation and laboratory costs.
- e. The DG Distillery will analyze its Process Wastewater for the parameters agreed to by DG Distillery and the Village, as proposed below:
 - The Process Wastewater composite samples will be tested for 5-day Biochemical Oxygen Demand (BOD5) and Total Suspended Solids. Grab samples of the vertical tank shall be tested for pH at the beginning and end of the discharge event.
 - The parameters for which testing of the Process Wastewater is required may be adjusted at the request of the Village. DG Distillery is responsible for all testing-related costs.
- f. The DG Distillery will instruct the laboratory to copy the Village on transmittal of the Process Wastewater analytical results provided to the DG Distillery.

5. Other Sources of Wastewater

- a. The above information describes the sampling of the Process Wastewater. The Village retains all authority in Village Ordinance 13.16 to administer its sewer service system and this Monitoring Plan to address Process Wastewater is not a waiver or limitation of this authority.
6. Communication Plan: the following describes the communication plan for notifying parties.
- a. All Parties include:
- i. Village of Cambridge Administrator
 - ii. Village of Cambridge Water Operator
 - iii. COWC WWTF Operator
 - iv. Dancing Goat
- b. When notification is required, a phone call shall be conducted between directly involved parties. Within 24 hours, an email describing the reason for notification and a summary of the phone call shall be sent to All Parties.
7. Approval: Authorization to proceed is acknowledged by signatures of the parties to this agreement.

DANCING GOAT DISTILLERY

VILLAGE OF CAMBRIDGE

Owner's Contact
Owner's Title

Village Contact
Village Title

Date: _____

Date: _____