

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, April 22, 2025, 6:30 p.m.**

**Village of Cambridge Board of Trustees
Village Board Minutes**

1. **Call to Order/Roll Call:** President Breunig called the meeting to order at 6:30 p.m. Members present: Trustees Trendel, Jacobson, Hollenbeck, Blackwood, Kreklau and President Breunig. Others present: Lisa Moen, Administrator/Clerk; Lucy Peterson, Treasurer/Deputy Clerk/Deputy Treasurer; Tricia Gorby; Jess Wildes, Innovative Public Advisors; Joe and Sarah Schulz; Bill Crist; Doug Tufte.
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 **:** None
5. **Approval of Consent Agenda:**
 - a. Village Board Minutes: April 8, 2025
 - b. Plan Commission Meeting: April 14, 2025
 - c. Water and Sewer Committee: April 15, 2025
 - d. Economic Development: April 15, 2025

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

6. **Reports:**
 - a. **Library Board Meeting: April 9, 2025:** Trustee Trendel gave a report: The Narcan box is now available in the Library, they approved a quote from Vogel Brothers to repair the drive up window, they are holding a special meeting to discuss and review the library handbook.
7. **Treasurers Report/ Bills: Discussion and Possible Action:** First bill run in the amount of \$18,782.19, second bill run in the amount of \$198,287.86 for a total of \$217,070.05

Trustee Hollenbeck made a motion to approve the bills in the amount of \$217,070.05, seconded by Trustee Breunig. Motion carried on a 6-0 vote.

The Bike Trail review has been completed by Paula Hollenbeck. The Bike Trail committee owes the Village of Cambridge \$32,358.44 and they were sent an invoice. Paula has been going through our contracts and putting together an Excel doc with all the info.

There are no updates on the Loans spreadsheet, I will email new trustees this information.

8. **New Business: Discussion and Possible Action Regarding:**
 - a. Arbor Day Proclamation: The Arbor Day Proclamation was read by the Board.

President Breunig made a motion to approve the Arbor Day Proclamation, seconded by Trustee Blackwood. Motion carried.

- b. **Jay Weiss Proclamation:** Tricia Garby spoke as a member of the Wisconsin Urban Forestry Council and as a resident of Cambridge. She acknowledged all that Jay Weiss has done for the Village of Cambridge and it's community forest and congratulated him on his receiving the leadership award. The Village Board read the proclamation.

Trustee Hollenbeck made a motion to approve the Proclamation for Jay Weiss, seconded by Trustee Blackwood. Motion carried.

- c. **Rezone Request for parcel 111/0612-013-0527-1, Kjell Kaashagen:** Recommendation from Plan Commission: There was an overview of the discussion held at the Plan Commission meeting. Main concerns raised related to traffic flow in and out of the subdivision. Village plans were discussed as they related to HWY 134. The plans submitted from the developer were very complete and took into account concerns that were raised at a previous meeting. Setbacks were changed as well as the layout of the buildings and driveway. Stormwater retention and landscaping were discussed. This parcel is currently zoned mixed use and would change to a PUD. This would meet our comprehensive plan which had it dedicated to high density residential. It was recommended unanimously from the Plan Commission.

Trustee Blackwood made a motion to rezone parcel 111/0612-013-0527-1 to a PUD, seconded by Trustee Kreklau. Motion carried.

- d. **Innovative Planning Grant:** Innovative Planning Advisors (IPA): Jess Wildes was present and gave a presentation regarding the State's Innovative Planning Grant. The Innovation Planning Grant is available to municipalities under 5,000 in population and specifically covers the full cost of consultant expenses to conduct a study of shared/transferred services. They would help submit for the grant and if awarded would conduct a comprehensive study of shared EMS/Fire Services. It would include a needs assessment, stakeholder engagement, partnership exploration and financial feasibility. The project timeline would be 16 weeks. Total estimated cost, to be covered by the grant would be \$35,500. Their findings would be a tool for the village, there would be no mandate to carry anything out. If we decided to move forward with anything, we could then apply for another Innovation Grant.

Trustee Blackwood made a motion to approve submitting an Innovation Grant application, with the assistance of Innovative Planning Advisors, seconded by Trustee Breunig. Motion carried.

- e. **2025-26 Village Board Committee Assignments:** It was discussed that for our 101 meeting we have a summary of when committees meet.

Trustee Hollenbeck made a motion to approve the Committee Assignment List as presented, seconded by Trustee Blackwood. Motion carried.

- f. **Vacancy on Village Board:** Trustee Breunig submitted his resignation as a Trustee to enable him to take the position of Village President.

Trustee Blackwood made a motion to accept Trustee Breunig's resignation as a Village Trustee, seconded by Trustee Trendel. Motion carried.

There was board discussion to fill the position as we have in the past. Resumes and letters of interest to be submitted to Administrator by May 9th, and it will be on the agenda to fill the position at the May 13 Village Board meeting.

- g. **Signatories on Bank Accounts:**

Trustee Hollenbeck made a motion to remove Mark McNally from all signature cards at Bank First and Badger Bank and to have Lisa Moen, Lucy Peterson and Kris Breunig on all accounts, with the addition of Samantha Seeman on the Library accounts, seconded by Trustee Kreklau. Motion carried.

- h. **Welcome to Cambridge Signs:** The landowner on the east side of town has removed his request to have language that the sign could be removed at any time.

Trustee Hollenbeck made a motion to place the sign in the secondary location, and to have the attorney draft a permanent easement, seconded by Trustee Blackwood. Motion carried.

- i. **International Truck/Snowplow Invoice:** The Chassis is nearly complete and will be delivered for the body to be completed. We have received an invoice for the chassis. Previous motion from the board was to order the snowplow and determine financing at a later date. Staff directed to determine what the full amount will be, look for a longer term loan – 5 years, as long as there is no penalty to pay it off early. We will also look to sell our old plow. Determine what the breakdown would be between use for Village and Water and Sewer.

9. **Correspondence:**

a. Dane County Sheriff Contract – Filling of Vacancy

10. Public Comment **

- Joe Schulz: Budgeting needs to change, fund things upfront rather than borrowing.
- Sarah Schulz: Interested in filling the vacancy on the Board. She read her letter of interest.
- Doug Tufte: questioned if we received other bids for the plow.

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

- Would like to see the EMS Director/Fire Chief give quarterly updates to the Board.
- Schedule our 101 once a new Trustee is in place
- Trustee Hollenbeck would like to see the Personnel Committee meet to review/revise the Employee handbook as payroll is our highest cost item.

12. Upcoming Meetings: May 12, Plan Commission; May 13, Joint Law Enforcement; May 13, Village Board; May 14, Library Board; May 20, Economic Development; May 20, Water and Sewer; May 27, Village Board; Personnel TBD

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; purchase of public property: *Trustee Hollenbeck 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; purchase of public property, seconded by Trustee Blackwood. Motion carried on a 6-0 Roll call vote.*

14. Reconvene into Open Session: Trustee Blackwood made a motion to reconvene into Open Session, seconded by Trustee Kreklau, motion carried on a 6-0 roll call vote.

15. Possible action taken on closed session items:

Trustee Hollenbeck made a motion to submit a bid for the Dane County Tax Deed Auction as discussed, seconded by President Breunig. Motion carried on a 6-0 roll call vote.

16. Adjournment: *Trustee Blackwood made a motion to adjourn, seconded by Trustee Trendel. Motion carried. President Breunig adjourned the meeting at 8:54 p.m.*

Respectfully submitted,
Lisa Moen, Administrator/Clerk/Deputy Treasurer