

Village of Cambridge
PUBLIC WORKS COMMITTEE
Thursday, June 5th, 6:30 p.m.
Amundson Community Center
Community Room
200 Spring Street
MINUTES

- 1. Call to order/Roll Call:** Chairman Hollenbeck called the meeting to order at 5:30 p.m. Members present: Trustees Kreklau, Jacobson, and Hollenbeck. Others present: Lucy Peterson Treasurer/Deputy Clerk/Deputy Administrator; Cody Garcia, and Derrick Schroedl Public Works; and Mary Cebertowicz.
- 2. 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 Web Site.
- 3. Public Comment: None**
- 4. Approval of Minutes**
 - a.** Approval of Public Works minutes: January 27, 2025
Trustee Kreklau made a motion to approve the minutes as presented, seconded by Trustee Jacobson. Motion carried
- 5. Unfinished Business: Update, Discussion and Possible Action Regarding:**
 - a.** Welcome Signs update
Trustee Hollenbeck made a motion to recommend to the Village Board to approve hiring Combs and Associates survey for the Welcome to Cambridge Sign, seconded by Trustee Kreklau. Motion carried.
 - b.** Spring Water Alley update
Derek Schoedl stated that some extra was needed to connect the storm drains. Engineers didn't include in the plans that the roof drains from the businesses on main street connect directly to the storm sewer main and those connections needed to be made. Lucy Peterson stated that no change order has been received from MSA and she has reached out to them for an update. Trustee Hollenbeck wants the contract looked at to see who is responsible when details are missed on project plans.
 - c.** Sidewalk Projects
 - 1) Village Wide Sidewalk Project**
Cody Garcia had MSA revamp a GIS program so we can find a location, make notes, and add a picture. He has completed an inventory of approximately four blocks and thinks it would be more realistic to shrink the scope so that action can be made each year. He noted Main St, and a few outliers are the highest priority. Cody stated that he would like to know how much money is in the budget for sidewalk repairs and replacements. The homeowners will be assessed for repairs and replacements, but the Village needs funding to pay upfront for the work to be completed. Cody Garcia explained the process is that the village provides a notice to the homeowner for repairs/replacements and they have a specific amount of time to have that work completed or they can have the village do the work and the homeowner would be assessed on the tax roll.
 - 2) Village Sidewalks : None**
 - 3) Sidewalk Connection to New Kwik Trip**
Trustee Hollenbeck asked staff to reach out to the developer to remind them this needs to be completed. Cody Garcia stated we aren't getting road aid for Westgate Court because this sidewalk has not been installed by the Developers Plans.
 - 4) Connection from Kwik Trip to Bike Trail**
Lucy Peterson reached out to MSA for an update and will provide when it becomes available. Paula Hollenbeck wants staff to check whose responsibility it is to put in the crosswalk.
 - d.** LBK Park
Trustee Hollenbeck directed this item to go to the village board and discuss having an LBK subcommittee.

e. Update on Superintendent Rotation

The final rotation has started, and it ends on July 31, 2025. Derek Schroeld is the current interim Public Works director. Per Trustee Hollenbeck this position review will go to the full board in closed session in July 8th of 2025.

f. Cleaning of Amundson Center

The committee reviewed the cleaning checklist provided to the cleaning staff member and advised Lucy Peterson to look into the budget amount for cleaning services and to see if the budget allows the cleaning staff member to increase hours from 10 to 15 per week. Staff will also purchase a carpet cleaner.

6. New Business: Discussion and Possible Action Regarding Items Requested of Committee:

a. Katie Court

Trustee Kreklau made a motion to recommend to the Village Board to assess the owners of the parcel at Katie Court special charge to repair the curb, seconded by Trustee Hollenbeck. Motion carried.

b. Flags for Veteran's Park

President Breunig offered a donation of \$700 towards the flag replacement. Trustee Hollenbeck and Kreklau also stated they would contribute, and this item will go to the next Village Board meeting to see if anyone else would like to donate. In the future this would be a good item to ask for donations from the Cambridge Community Foundation.

c. No Parking South Lawn Street

Public Works staff was contacted by the school to put a no parking sign and paint the curb yellow on South Lawn Street near the intersection to help control

d. North Street and Potters Road-Cambridge/Oakland IGA

The IGA will be expiring in June of 2026.

7. Update/Other Items for Future Consideration: None

8. 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 equipment.

Trustee Kreklau 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 equipment, seconded by Trustee Hollenbeck. Motion carries on a 3-0 roll call vote.

9. Reconvene into Open Session: Trustee Hollenbeck made a motion to reconvene into Open Session, seconded by Trustee Kreklau. Motion carried on a 3-0 roll call vote.

10. Possible action taken on closed session items: None

11. Adjournment: Trustee Kreklau made a motion to adjourn the meeting, seconded by Trustee Jacobson. Motion carried. Chairman Hollenbeck adjourned the meeting at 8:38 p.m.

Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.

A quorum of the Village Board will attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. Recommendation by the committee will be made to be acted upon by the Village Board at a regular meeting.

More specific information about agenda items may be obtained by calling 423-371

Lucy Peterson, Treasurer/Deputy Clerk/Deputy Administrator