

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, June 24, 2025, 6:30 p.m.
Village of Cambridge Board of Trustees
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, Schulz, and President Breunig. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Chris Lee, Hank Wieland, Charles Fiesel, Patty Strohbusch, Kathye Fray, Jackie Frey, and Bill Pinnow.
- 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 Village Website.
- 4. Public Comment ****
Hank Wieland from Lakeside International Truck spoke regarding the cancellation of the chassis order. He would like the village board to work with him to complete this order process.

President Breunig made a motion to move up agenda item 10 Correspondence, seconded by Trustee Hollenbeck. Motion carried.

10. Correspondence:

- a. Letter from Sandy Jankowski
- b. Pond Petition for Vineyards of Cambridge

President Breunig made a motion to move up agenda item 9 Old Business, Stormwater Ponds and Springwater Alley, seconded by Trustee Hollenbeck. Motion carried.

9. Old Business: Discussion and Possible Action Regarding:

a. Stormwater Ponds

Bill Pinnow from MSA shared the work up MSA provided in the Fall of 2024 regarding all stormwater ponds and recommended maintenance again. He also shared the public works staff has shared with him photos and details on what maintenance they have completed and per MSA's recommendation the maintenance is in agreement. Trustee Hollenbeck stated she will work with the water/sewer and public works committees to work on a manual maintenance schedule and provide updates regarding this on the village website.

b. Spring Water Alley Update

Bill Pinnow shared that this project should be completed late this week or early next week. There is a change order for approximately \$10,000 coming for the header system at the north end. There was \$15,000 budgeted for undercutting that was not needed so this project will be completed under budget.

President Breunig made a motion to move up agenda item 8b, seconded by Trustee Hollenbeck. Motion carried.

8. New Business: Discussion and Possible Action Regarding:

b. Ehlers Proposal 2026 Budget and Capital Planning

Brian Roemers and Casey Griffiths from Ehlers shared the details of what Ehlers proposal would include, timeline, and how they would work with the village board, committees, and staff to complete both the 2026 budget and 5- and 10-year capital planning.

Trustee Hollenbeck made a motion to approve the Ehlers Proposal for 2026 Budget and Capital Planning, seconded by Trustee Blackwood. Motion carried on a 7-0 roll call vote.

11. Approval of Consent Agenda:

- a. Village Board Minutes 05/27/2025
- b. Joint Police Minutes 05/27/2025
- c. Public Works Minutes 06/05/2025
- d. Plan Commission Minutes 06/09/2025

- e. Licensing Minutes 06/10/2025
- f. Board of Review Minutes 06/10/2025
- g. Water/Sewer Minutes 06/17/2025

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

12. Reports:

a. Fire/EMS Commission June 11, 2025

Trustee Blackwood stated she and the commission treasurer had a meeting with the CPA. They are working on a bill paying report. They are working on the administrative clerk and EMS Director job descriptions.

b. Library Board June 11, 2025

Trustee Trendel shared that summer reading programs are under way. There is an upcoming orientation scheduled for the new library board members.

c. Water/Sewer Committee June 17, 2025

Trustee Hollenback shared that the final payment was made for Well #3. The committee and staff are looking into purchasing and installing a bulk water station.

d. Economic Development June 24, 2025

Trustee Kreklau shared that the committee continued to review the documents for the Room Tax Ordinance, committee bylaws and mission statement.

13. Approval of Bills: Discussion and Possible Action

First run of bills in the amount of \$23,149.92, second run in the amount of \$8,490.17, for a total of \$31,640.09.

Trustee Hollenbeck made a motion to approve the bills in the amount of \$31,640.09, seconded by Trustee Blackwood. Motion carried on a 7-0

The draft of the audit was received on Tuesday June 24th. I had a meeting with Eric Davidson from Bauman Associates to go over the draft today. He would like to meet with the audit and finance committee on July 1st in the afternoon. He will be presenting to the entire board on July 22nd at our regularly scheduled board meetings.

14. New Business: Discussion and Possible Action Regarding:

a. Floodplain Ordinance

Lucy Peterson is working with the DNR to update the Floodplain Ordinance. Will provide an updated version of the ordinance for board to review when available.

c. Dane County Urban County Consortium Renewal FFY 2026-2028

Trustee Breunig made a motion to renew the contract with Dane County Urban County Consortium FFY 2026-2028, seconded by Trustee Kreklau. Motion carried.

d. Discussion regarding procedures for public meetings and legal duties for public officials

Attorney Jane Landretti and Attorney Kieren O'Day shared information with the board on procedures for public meetings, and legal duties for public officials. A training outline was provided and recent law updates were shared.

e. 2025 Wisconsin Municipal Clerks Association Annual Conference Scholarship

Trustee Hollenbeck made a motion to have Lucy Peterson complete the letter of approval to attend the WMCA annual conference on behalf of the village board, seconded by Trustee Kreklau. Motion carried

f. Resolution 2025-04 – Relating to 2025-26 Alcohol and Tobacco Licensing

Trustee Blackwood made a motion to approve Resolution 2025-04, seconded by Trustee Jacobson. Motion carried.

g. Resolution 2025-06 – Relating to the 2024 Compliance Maintenance Annual Report

Trustee Hollenbeck made a motion to approve Resolution 2025-06, seconded by Trustee Blackwood. Motion carried.

h. Job Description for Clerk/Deputy Treasurer position

Trustee Blackwood made a motion to approve the Job Description for Clerk/Deputy Treasurer position, seconded by Trustee Trendel. Motion carried

i. Discussion about Oakland rejoining IGA.

Trustee Breunig made a motion for staff to write a letter to the Oakland Board to inform them of the positive changes the Fire/EMS commission has made, seconded by Trustee Hollenbeck. Motion carried.

10. Correspondence:

c. Certificate of Commendation from Governor Evers

President Breunig read the certificate of commendation from Governor Evers presented to former Village Administrator, Lisa Moen.

11. Public Comment: None

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

- a.** Ordinance Follow up
- b.** Public Works Director
- c.** Welcome to Cambridge Sign
- d.** LBK Park Sub Committee

13. Upcoming Meetings: July 8th, 2025, Village Board, July 8th, 2025, Joint Police Committee, July 9th, 2025, Library Board, July 14th, Plan Commission, July 15th, 2025, Board of Review, July 15th, Water/Sewer, July 22nd, Village Board, July 23rd, 2025, Fire/EMS Commission

14. Adjournment

Trustee Blackwood made a motion to adjourn, seconded by Trustee Schulz. Motion carried. President Breunig adjourned the meeting at 9:15 pm.

**** 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

Lucy Peterson, Administrator/Treasurer/Deputy Clerk