

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, July 22, 2025, 6:30 p.m.
Village of Cambridge Board of Trustees
Village Board 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 7/8/2025
 - b. Joint Law Enforcement 7/8/2025
 - c. Personnel Committee 7/10/2025 & 7/14/2025
 - d. Plan Commission 7/14/2025
 - e. Board of Review 7/15/2025
 - f. Water/Sewer Committee 7/15/2025
 - g. Joint Personnel/Public Works Committee 7/16/2025
 - h. Operator Licenses
 - i. Street Use Permits
- 6. Reports:**
 - a. Personnel Committee
 - b. Plan Commission
 - c. Board of Review
 - d. Water/Sewer Committee
- 7. Approval of Bills: Discussion and Possible Action:**
- 8. New Business: Discussion and Possible Action Regarding:**
 - a. Bauman and Associates Audit presentation
 - b. Budget/Borrowing for Public Safety, Equipment, Personnel, & Operations
 - c. Board Efficiency/Committee Assignments
 - d. COWC board member
- 9. Old Business: Discussion and Possible Action Regarding:**
 - a. 15.60 Floodplain Regulations Ordinance update
 - b. LBL park sub committee
 - c. Welcome to Cambridge Sign
- 10. Correspondence:**
- 11. Public Comment ****
- 12. Questions, Referrals to Staff or Future Agenda Items:**
 - a. 8.16 Fireworks ordinance
- 13. Upcoming Meetings:** July 23rd, Fire/EMS Commission, August 11, Plan Commission, August 12, Village Board, August 13, Library Board, August 19, Water/Sewer Committee, August 20, Library Board Budget Committee, August 26, Economic Development Committee, August 26, Village Board
- 14. 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: Public Works Director position and Clerk/Deputy Treasurer Position**
- 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

Lucy Peterson, Administrator/Treasurer/Deputy Clerk

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, July 8th, 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, Patty Strobusch, Jackie Frey, Julie Leser, Jim Leser, Cody Garcia, Mary Cebertowicz, and John Williams.

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: None

5. Approval of Consent Agenda:

- a. Village Board Minutes 06/10/2025 & 06/24/2025
- b. Economic Development Committee Minutes 06/24/2025

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

Motion carried.

6. Reports:

- a. Joint Law Enforcement 07/08/2025

Trustee Blackwood shared that the May court report and May and June Police reports were shared. In September's meeting the Joint Law Enforcement Committee will be discussing the 2026 budget, and personnel with Deputy Lauritsen's upcoming retirement.

7. Approval of Bills: Discussion and Possible Action:

First run of bills in the amount of \$44,008.54, second run in the amount of \$61,270.07, for a total of \$105,278.61.

Trustee Hollenbeck made a motion to approve the bills in the amount of \$105,278.61, seconded by Trustee Trendel.

Motion carried on a 7-0 roll call vote.

8. New Business: Discussion and Possible Action Regarding:

- a. 8.16 Fireworks ordinance

Trustees were advised to review the Firework ordinance and come prepared with feedback on revisions/updates at the next board meeting.

9. Old Business: Discussion and Possible Action Regarding:

- a. 15.60 Floodplain Regulations Ordinance update

Administrator Peterson is continuing to work with the DNR on this ordinance update and will provide an update at the next meeting.

- b. Spring Water Alley Update

Spring Water Alley is completed. A change order was received for \$10,450 for the additional work that was needed for the storm water drainage. This will be billed to the sewer account. This project came under budget of approximately \$15,000 for the street improvements account. Those funds will be used for additional road work such as patch, crack fill, and seal coating.

- c. LBK Park Sub Committee

The LBK Park subcommittee is postponing this agenda item until more information is gathered regarding the park impact fees.

10. Correspondence: None

11. Public Comment: Julie Leser, 509 Allen Street, shared that she noticed a homeowner across the creek making alterations to the bank of the Dahlen Creek. She would like Dahlen Creek included with the Flood Plain study or any future studies because it flows into the Koshkonong Creek. In the past there has been flooding when lots of rain and debris in the creek.

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

- a. 8.16 Fireworks ordinance follow up
- b. Public Works Director Position
- c. Audit Presentation
- d. Oakland Joint Meeting

13. Upcoming Meetings: July 9th, 2025, Library Board, July 14th, Plan Commission, July 15th, 2025, Board of Review, July 15th, Water/Sewer, July 16th, Public Works, July 22nd, Village Board, July 22nd, Economic Development, July 23rd, Fire/EMS Commission

14. Adjournment: *Trustee Blackwood made a motion to adjourn, seconded by Trustee Trendel. Motion carried. President Breunig adjourned the meeting at 6:55 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).)

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Lucy Peterson, Administrator/Treasurer/Deputy Clerk

JOINT CAMBRIDGE / DEERFIELD LAW ENFORCEMENT COMMITTEE
Amundson Community Center, Community Room
Tuesday, July 8th, 2025, 5:30 p.m.
Minutes

Consideration and Possible Action on the Following:

1. **Call to Order/Roll Call:** Chair Wieczorek called the meeting to order at 5:38 p.m. Members present: Deerfield: Trustees Wieczorek and Hewitt; Cambridge: Trustees Jacobson, Trendel, and Blackwood. Others Present: Lucy Peterson, Cambridge Administrator/Treasurer/Deputy Clerk, Cambridge; Deputy O'Donnel. Deerfield: Trustee Dunnington absent.

2. **Approval of Agenda**

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

3. **Approval of Minutes:** May 27, 2025

Trustee Hewitt made a motion to approve the minutes as written and reviewed, seconded by Trustee Trendel. Motion carried.

4. **Public Comment: None**

5. **Reports**

- a. Court: May 2025: *Trustee Blackwood made a motion to approve the court report, seconded by Trustee Wieczorek. Motion carried.*

The June report was received late on July 7, 2025, and will be included on the September agenda. Court Clerk Wendy Motl will be assisting McFarland in Court Clerk duties temporarily until their open position is filled. She will be able to maintain her responsibilities with the Eastern Dane County Joint Municipal Court.

- b. Police: May and June 2025: *Trustee Blackwood made a motion to approve the Police reports as presented, seconded by Trustee Hewitt. Motion carried.*

Trustee Hewitt requested that Deerfield receive the monthly deputy schedule sooner, as they did not have it the first week of July. Deputy O'Donnel stated it was a quiet fourth of July.

6. **Unfinished Business: None**

7. **New Business, Discussion and Possible Action:**

- a. 2026 Budget Discussions

Budget information is not available at this time. We will keep this item on the agenda for September's meeting.

- b. Personnel

Personnel information is not available at this time. We will keep this item on the agenda for September's meeting.

- c. SRO Contract

Trustee Hewitt will follow up with Deerfield Administrator Darr regarding the updated SRO contract and present at the next meeting.

8. **Correspondence: None**

9. **Next Meeting Date, Future Agenda Items, Correspondence and Miscellaneous Business**

- a. Next Meeting date, September 9, 2025, at 5:30pm
- b. 2026 Budget Discussions
- c. Personnel

d. SRO Contract

10. **Adjournment:** *Trustee Blackwood made a motion to adjourn, seconded by Trustee Hewitt.
Meeting adjourned at 6:01pm.*

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

More specific information about agenda items may be obtained by calling 423-3712.

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Lucy Peterson, Village of Cambridge Administrator/Treasurer/Deputy Clerk

Village Of Cambridge
Personnel Committee Meeting
Amundson Community Center, Community Room
200 Spring St, Cambridge
Thursday, July 10th, 5:30 p.m.
Minutes

1. Call To Order/Roll Call: Chairman Kreklau called the meeting to order at 5:43pm. Members present: Trustees Blackwood, and Kreklau. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Cody Garcia, 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 Website.
3. Approval of Minutes from Meeting: May 29, 2025: *Trustee Blackwood made a motion to approve the minutes as approved, seconded by Trustee Kreklau. Motion carried.*
4. Public Appearances/Citizen Input: None
5. Discussion and Possible Action Regarding:
 - a. Review and Revision of Employee Handbook on Personnel Records (pg. 7) through Employment Policies (ending on pg. 12)
5a was postponed until a future meeting.
 - b. Insurance buyback option for employees not utilizing Village insurance
The committee discussed different options for health insurance opt out. The committee members and village staff will continue to explore options and discuss them at a future meeting.
 - c. Computer punch in/out process for timecards
The committee discussed different options for staff to punch in/out to assist with the recording of hours worked. This item will be revisited at a future meeting if needed. The Administrator will work with the future Public Works Director to determine the needs regarding this matter.
 - d. Review of Public Works timesheets
The committee discussed the public works/water/sewer employee timesheets. It was determined that improvements are needed. Administrator Peterson will continue to gather more information on what codes are required for tracking for purposes such as reporting and grant applications. This item will be revisited at a future meeting.
6. 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: Public Works Director Position and Personnel Matter
Trustee Blackwood 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, Public Works Director Positions and Personnel Matter, seconded by Trustee Kreklau. Motion carried on a 2-0 roll call vote.

7. Reconvene into Open Session: *Trustee Kreklau made a motion to reconvene into Open Session, seconded by Trustee Blackwood. Motion carried on a 2-0 vote.*
8. Possible action taken on closed session items
Trustee Blackwood made a motion to direct staff to invite Public Works Director candidates to provide a letter of interest for the position and attend an interview with joint Personnel/Public Works Committee on Wednesday July 16th, 2025, at 6:30pm, Seconded by Trustee Kreklau. Motion carried on a 2-0 roll call vote.
9. Any Other Business to be Brought Before the Committee
 - a. Begin review of the handbook on Personnel Records (pg. 7) through Employment Policies (ending on pg. 12)
 - b. Insurance buy back for those not taking insurance.
 - c. Review of Public Works time sheets
10. Adjournment: Trustee Blackwood made a motion to adjourn the meeting, seconded by Trustee Kreklau. Motion Carried. The meeting was adjourned at 8:00 p.m.

NOTE:

1. Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
2. A quorum of the Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. No matters shall be considered by said Village Board members nor shall any action be taken by said Village Board members at this meeting.
3. More specific information about agenda items may be obtained by calling 423-3712.

Lucy Peterson, Administrator/Treasurer/Deputy Clerk

**Village Of Cambridge
Personnel Committee Meeting
Amundson Community Center, Community Room
200 Spring St, Cambridge
Monday, July 14th, 5:30 p.m.
Minutes**

1. Call To Order/Roll Call: Chair Kreklau called the meeting to order at 5:33 pm. Members present: Trustees Blackwell, Trendel, and Kreklau. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk.
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: Clerk/Deputy Treasurer Position
Trustee Kreklau 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: Clerk/Deputy Treasurer Position, seconded by Trustee Blackwood. Motion carried on a 3-0 roll call vote.
3. Reconvene into Open Session
Trustee Blackwood made a motion to reconvene into Open Session, seconded by Trustee Kreklau. Motion carried on a 3-0 roll call vote.
4. Possible action taken on closed session items.
Trustee Blackwood made a motion to recommend to the Village Board the agreed upon candidate for the Clerk/Deputy Treasurer position, seconded by Trustee Kreklau. Motion carried on a 3-0 roll call vote.
5. 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
6. Public Comment: None
7. Approval of Minutes
 - a. Approval of Personnel Committee Minutes: July 10, 2025
Trustee Blackwood made a motion to approve the minutes as approved, seconded by Trustee Kreklau. Motion carried.
8. Any Other Business to be Brought Before the Committee: None
9. Adjournment: *Trustee Blackwood made a motion to adjourn the meeting, seconded by Trustee Trendel. Motion Carried. The meeting was adjourned at 6:22 p.m.*

NOTE:

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2. A quorum of the Village Board may attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. No matters shall be considered by said Village Board members nor shall any action be taken by said Village Board members at this meeting.
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Lucy Peterson, Administrator/Treasurer/Deputy Clerk

**Village of Cambridge
Plan Commission
July 14, 2025 –6:30 P.M.
Amundson Community Center, Community Room
200 Spring Street
Minutes**

1. Call to Order / Roll Call: Chair Kreklau called the meeting to order at 6:33pm. Members present: Commissioners Landowski, Hollenbeck, Anderson, Gronemus, Schulz, and Kreklau. Members absent: Commissioner Milsap. Others present; Lucy Peterson, Administrator/Treasurer/Deputy Clerk, and Mike Herl.
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 Website.
3. Approve Minutes from Plan Commission Meeting on June 9, 2025
Commissioner Hollenbeck made a motion to approve the minutes as presented, seconded by Commissioner Landowski. Motion carried.
4. Public Appearances: Mr. Mike Herl from Madison Commercial Real Estate LLC shared information regarding the Westgate Court Project to the commission. This item was not on the agenda and Administrator Peterson shared that she would send Mr. Herl a rezoning application, and comprehensive plan amendment application to him by the end of the week, as that is the first step of the process before this item can come to the Plan Commission.
5. New Business: Discussion and Possible Action Regarding
 - a. Plan Commission Committee Documents
 - i. Orientation Packet
 - ii. By-laws
 - iii. Mission StatementAdministrator Peterson shared the orientation packet, by-laws, and mission statement she put together for the Plan Commission. It was agreed that all the documents were satisfactory, and the commission would like all permit and application forms included in the orientation packet as a reference. They would also like all documents including contact information for all current commission members. Administrator Peterson will gather that information and add to what has been assembled.
 - b. Full Fee Schedule
The commission agreed that the fee schedule should be updated and prefers to have all fees on one form in lieu of the two separate forms/resolutions we currently have. We reviewed Lodi's fee schedule as an example. Commission Anderson and Administrator Peterson will continue to gather fee schedules from neighboring municipalities to use as a reference. The goal is to get a revised fee schedule to the board by September or October for implementation to begin January 1, 2026.
 - c. Building Inspection
Administrator Peterson stated that our Building Inspection contract with Safebuilt will be expiring on September 12, 2025. She is currently looking into interim options and has completed an RFP for building inspection. At this time there is no action to be taken, but she will provide updates and/or agenda items regarding this at the August meeting.
 - d. Comprehensive Plan
The comprehensive plan was included in the packet, as well as the information on where to find it on the Village of Cambridge website. The commission will begin reviewing this in its entirety in the upcoming months to address any needs for revisions or updates.
6. Unfinished Business: None
7. Correspondence: None

8. Any Other Such Business That Can Legally Be Brought Before the Committee for Consideration on Future Agendas/Questions or Comments for Staff: None

9. Adjournment of Meeting

Commissioner Anderson made a motion to adjourn, seconded by Commissioner Schulz. Motion carried. Chair Kreklau adjourned the meeting at 7:24 p.m.

Note

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- 3) Final Plan Commission Agendas Are Typically Posted By 4 Pm On The Friday Preceding The Regular Meeting At The Amundson Community Center, Cambridge Post Office, Village Website and Badger Bank.

Lucy Peterson, Administrator/Treasurer/Deputy Clerk

CAMBRIDGE BOARD OF REVIEW
PUBLIC MEETING NOTICE
AMUNDSON COMMUNITY CENTER
COMMUNITY ROOM
200 SPRING STREET
TUESDAY, JULY 15, 2025
12:00 – 2:00 P.M.

Minutes

1. Call Meeting to Order/Roll Call: Chairperson Hollenbeck called the meeting to order at 12:05 p.m. Members present: Trustees Hollenbeck, Breunig, and Lucy Peterson, Administrator/Treasurer/Deputy Clerk. Absent: Trustee Jacobson. Also present: Lori Sacco, Accurate Appraisal.
2. Approval of Minutes from July 7, 2024, and May 10, 2025
Trustee Hollenbeck made a motion to approve the minutes, seconded by Trustee Breunig. Motion carried.
3. Confirmation of Appropriate BOR and Open Meetings Notices: The agenda was posted in the upper and lower-level doors of the Amundson Community Center, Badger Bank, Cambridge Post Office, Village Website and published in the Cambridge News.
4. Appoint a Board of Review Vice Chairperson: *Trustee Hollenbeck made a motion to appoint Trustee Breunig as the Vice Chairperson, seconded by Trustee Breunig. Motion carried.*
5. Verify that at least one BOR Member has Met the Annual Mandatory Training Requirements
Trustee Hollenbeck met the annual mandatory training requirements, and it was documented with the WI DOR.
6. Verify the Village has an Ordinance for the Confidentiality of Income and Expense Information Provided to the Assessor Under State Law (Wis. Stat. 70.47(7)(af)): A Copy was included in the packet.
7. Verify Village Policy Regarding the Procedure for Sworn Telephone Testimony and Sworn Written Testimony. A copy was included in the packet.
8. Filing and Summary of Annual Assessment Report by Assessor's Office
Lori Sacco provided a summary. We were in a maintenance year. There were 78 permits this year, 83 sales, with 55 being valid sales. They visited 35 parcels and received 11 phone calls and/or emails. Next year is also a maintenance year. We are at a 76.90% assessment ratio.
9. Receipt of the Assessment Roll by the Clerk from the Assessor
10. Review the Assessment Roll and Perform Statutory Duties;
 - a. Examine the Roll
 - b. Correct Description or Calculation Errors: None
 - c. Add Omitted Property: None
 - d. Eliminate Double Assessed Property: None*Trustee Breunig made a motion to move up agenda item 12, seconded by Trustee Hollenbeck. Motion carried.*
12. Allow Taxpayers to Examine Assessment Data
13. During the First Two Hours, Consideration of:
 - a. Waivers of the Required 48- Hour Notice of Intent to File an Objection when There is Good Cause

Trustee Breunig made a motion to waive the required 48-hour notice of Intent to File an Objection when There is good cause for Riley Hawes, 561 Cletus Street, seconded by Trustee Hollenbeck. Motion passes.

15. Board of Review Appointments, if any and if Proper Notice/Waivers Given

Administrator Peterson swore in property owner, Riley Hawes, and Assessor, Lori Sacco for their testimony.

Riley Hawes shared documentation with comparable homes built on or near his street with assessed values of \$70,000 less than his property. He confirmed that the completed square footage for his home is 1756 square feet.

Assessor Lori Sacco stated the assessment was based on a total of 3,412 square feet of finished living space on his property record card.

Riley Hawes confirmed that his basement is not finished and there is no drywall, sheet rock, or flooring in the basement. Riley Hawes is asking for his assessed value to be updated from \$574,200 to \$495,000. Land assessment to be \$64,500 and improvements to be \$430,500 for a total assessment of \$495,000.

I, Lucy Peterson, Clerk of the Board of Review do hereby certify that the members of the Board of Review voted as follows; Hollenbeck-yes, Breunig-yes, Peterson-yes, to adopt these findings of fact determined in decision on this 15th day of July 2025.

11. Discussion and Possible Action Regarding Certifying all Corrections of Error Under State

Law (Wis. Stat. 70.43): None

11a. Discussion and Possible Action Regarding Verifying with the Assessor that Open Book Changes are Included in the Assessment Roll: None

13. During the First Two Hours, Consideration of:

- b. Requests for Waivers for the BOR Hearing Allowing the Property Owner of Appeal Directly to the Circuit Court: None
- c. Requests to Testify by Telephone or Submit a Sworn Written Statement: None
- d. Act on any Other Legally Allowed or Required BOR Matters: None
- e. Review Notices of Intent to File Objection: None

16 Consider Additional BOR Dates, if Necessary: None

17. Adjournment: *Trustee Breunig made a motion to adjourn, seconded by Trustee Hollenbeck. Motion carried. Meeting adjourned at 2:30 p.m.*

Lucy Peterson Administrator/Treasurer/Deputy Clerk

**CAMBRIDGE WATER, SEWER, AND STORMWATER COMMITTEE
AMUNDSON COMMUNITY CENTER
200 SPRING STREET - COMMUNITY ROOM
JULY 15, 2025
6:30PM
MINUTES**

1. **Call to Order/Roll Call:** Hollenbeck called the meeting to order at 6:30pm. Members present: Steve Struss, Mat Hughson, Sarah Schulz, and Paula Hollenbeck. Members absent: Ted Kumbier. Others present: Chris Snyder, Jim Polk, Jackie Frey. 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.

Hollenbeck made a motion to move #8 Public Comment to current discussion. Struss seconded the motion. Motion carried. There was no public comment.

Hollenbeck made a motion to move 7a. Large Water Usage at 427 Simonsen St. to current discussion. Struss seconded the motion. Motion carried.

3. **Approval of consent agenda**

- a. Meeting Minutes from 06-17-2025

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

Struss asked Redford to change a word in his COWC report from constructive to constructed in the June W&S minutes.

4. **Approval of Bills**

Struss made a motion to approve the bills in the amount of \$ 67,946.74 Hollenbeck seconded the motion. Motion carried on a 4-0 roll call vote.

5. **Reports**

- a. Utility Clerk: I have been working on my daily, monthly and weekly duties. The office has been very busy. I have been learning some new duties, working on the website and other jobs.
- b. Staff Report: Schroedl asked Hollenbeck if she inquired about the water at the bottom of the outside stairs north end of the Amundson Community building. Schroedl said they will do something about it, so someone doesn't slip and get hurt. Schroedl said his time has been spent doing Diggers Hotline 's for the past few weeks.
US Cellular was unable to get the antenna to work for the AMI meter reading equipment. Schroedl contacted Spectrum and they were able to get the antenna to work on the water tower.

Derek said we need to send out Federal Violation letters because he sent the service line inventory to the DNR two weeks late. A letter will be sent to let residents know of the late submittal. Hollenbeck has offered to help mail out these letters. Struss asked if the chlorine leak at well #3 was fixed. Schroedl said he will buy the fittings to repair the problem.

- c. COWC Report: Struss updated the Committee. He said COWC has not been getting big hits to the system. They are looking into the school and pool to see if they could be using something that would be causing problems for the wastewater system.

Struss said the DNR is not going to allow adaptive management. They are looking into Phosphorus trading credits. They need farms to participate. For every pound of phosphorus you get out, you get one credit. They hope to get 350 credits for the year. There is a farm they are looking into that could potentially be 250 credits. There is also the pilot study with aqua aerobics. They have a new system where they can get phosphorus down without chemicals.

Hollenbeck said to put COWC on the next Village Board agenda. Kumbier will be resigning at the end of the year. Mat Hughson would like to take his place.

6. Old Business: Discussion and Possible Action Regarding

- a. Regionalization Update: The Committee discussed the Regionalization update from MSA from the packet. Administrator Peterson, the Village Attorney, and Ehlers are working on what the charge to Rockdale will be to finalize the IGA. There was also discussion about the wear and tear that could happen to our system over time. Our agreement needs to say that we can check their metering and do any other inspecting we see fit. Rockdale has decided to delay this project until 2026.
- b. Update on Budget: There was information included in the packet from Ehlers. It is the timeline to expect each part of the process to be completed.
- c. Sewer Lining/Abandon Sewer Line at Old Fur Company – Schroedl: Schroedl sent out an itemized list of frequent problem areas to some companies for bids. He has not heard back yet. He will reach back out to them with a deadline to respond. When our budget is completed, we will have a better idea of how much sewer lining we can do.
- d. Bulk Water Dispensing Station Update -Schroedl: Schroedl is waiting on a price quote to connect the water to the station. Public Works can do some of the work on this project. The Committee would like Administrator Peterson to get in contact with Koshkonong Solar about possibly helping finance the Water Dispensing Station.

7. New Business: Discussion and Possible Action Regarding

- a. Large Water Usage 427 Simonsen St. – Chris Snyder: Mr. Snyder told the Committee that he has an issue with his toilet. He told them how large his last two bills were. The committee explained that a leaking toilet can use several thousand gallons of water. Mr. Polk the landlord was also in attendance. He said he was told the toilet leaking last week. Hollenbeck explained the W&S formula that could give partial sewer credit. Struss said that because the water did go down the sewer system, a complete credit would not be possible.

*Struss made a motion to give Chris Snyder a sewer credit in the amount of \$135.41
Hughson seconded the motion. Motion carried on a 4-0 roll call vote.*

- b. Well #2 & Well #3 Submersible Pumps – Schroedl: There was information in the packet on comparing submersible pumps to vertical turbine. After discussion it was decided that replacing the pump at well #3 first would be the best plan of action, because it has a bad vibration. The Committee decided that submersible pumps are what we will purchase moving forward.
- c. CCR & CMAR: Included in the packet for Committee to review.

8. Public Comment: Moved to top of agenda.

9. Questions, referrals to Staff or Future Agenda Items

- 1. Bulk Water Dispensing Station
- 2. Update on Water pumps for Well #2 & Well #3

10. Adjournment: Struss made a motion to adjourn the meeting. Hughson seconded the motion. Hollenbeck adjourned the meeting at 7:57pm.

Vicki Redford - Utility Clerk

- a) Persons needing special accommodations should call 608-423-3712 at least 24 hours prior to the meeting.
- b) More specific information about agenda items may be obtained by calling 608- 423-3712.
- c) 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 Village of Cambridge Web site at www.ci.cambridge.wi.us

Village of Cambridge
JOINT PERSONNEL/PUBLIC WORKS COMMITTEE
Thursday, July 16th, 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 6:30 p.m. Members present: Trustees Jacobson, Hollenbeck, Blackwood, and Trendel. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Cody Garcia, and President Breunig.
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: Director of Public Works Position
Trustee Blackwood 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: Public Works Director Position, and to include President Breunig in closed session, seconded by Trustee Hollenbeck. Motion carried on a 4-0 roll call vote.
3. **Reconvene into Open Session**
Trustee Hollenbeck made a motion to reconvene into Open Session, seconded by Trustee Blackwood. Motion carried on a 4-0 roll call vote.
4. **Possible action taken on closed session items**
Trustee Hollenbeck made a motion to recommend to the Village Board the appointment of Cody Garcia to the position of Public Works Director with a salary of \$78,000, an additional 40 hours of vacation, and eligibility for the on-call stipend, effective immediately. The motion was seconded by Trustee Blackwood and motion carried on a 4-0 roll call vote.
5. **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.
6. **Public Comment: None**
7. **Approval of Minutes**
 - a. Approval of Public Works Minutes: June 5, 2025
Trustee Blackwood made a motion to approve the minutes as presented, seconded by Trustee Hollenbeck. Motion carried
8. **Unfinished Business: Update, Discussion and Possible Action Regarding: None**
9. **New Business: Discussion and Possible Action Regarding Items Requested of Committee: None**
10. **Update/Other Items for Future Consideration: None**
11. **Adjournment:** *Trustee Blackwood made a motion to adjourn the meeting, seconded by Trustee Trendel. Motion carried. Chairman Hollenbeck adjourned the meeting at 7:33 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, Administrator/Treasurer/Deputy Clerk

Operator Licenses valid through 2026

The Plow-new

John Harkins-new

Operators Licenses valid through 2027

Cambridge Lions Club-renewal

Donald Mehlretter

Kwik Trip-new

Andrea Taft

Joann Melby

Haley Budz

Sarah Imig

Russell Scott

STREET USE PERMIT APPLICATION

Village of Cambridge, Wisconsin

200 Spring Street, P.O. Box 99 53523 (608) 423-3712

APPLICANT NAME Abbey VanValkenburg	TELEPHONE 616-460-8172
ADDRESS 1111 Highland Ave. WIMR 3157	CITY/STATE/ZIP Madison, WI 53705
ORGANIZATION INFORMATION (IF APPLICABLE)	
ORGANIZATION NAME Badger Challenge	ORGANIZATION ADDRESS 1111 Highland Ave. WIMR 3157 Madison, WI 53705
PRESIDENT/DIRECTOR NAME Dr. Deric Wheeler	TELEPHONE 608-263-6359
CONTACT NAME Abbey VanValkenburg	TELEPHONE 616-460-8172
DESCRIBE YOUR REQUEST	
PROPOSED USE FOR STREET PERMIT: The 100 Mile and 100K bike routes for this year's Badger Challenge to be held on Sunday September 21, 2025 will be going through the Cambridge. This is ride and not a race so we are not requesting any road closures and all riders are reminded to obey WI cycling laws.	
STREET REQUESTED: FROM: TO:	
DATE and TIMES REQUESTED 9/21/25 Riders will come in on Prairie Queen road to West	NUMBER of PEOPLE EXPECTED estimating 500 100Mile + 100K riders
Water Street and then head back out of town south	
FEE: NONE on Spring Street to County Hwy B.	
<i>The applicant agrees to abide by Village of Cambridge ordinances. You may be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit. The Village of Cambridge is not responsible for injuries or damages resulting from the activities for which the permit is granted. The Village President or a law enforcement officer has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit, or if the health, safety and welfare of the public appears to be endangered by activities as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Village of Cambridge.</i>	
SIGNATURE Dana Casey	DATE 6/9/25
OFFICE USE ONLY	
Recommendation from Cambridge Police Department:	☒ I recommend approval of the permit ☐ I recommend refusal of the permit
Reasons if refusal:	
Officer Signature: [Signature] 7/7/25	Approved by Village Board:
Valid Dates	

STREET USE PERMIT APPLICATION

Village of Cambridge, Wisconsin

200 Spring Street, P.O. Box 99 53523 (608) 423-3712

APPLICANT NAME <i>Ken Kemler</i>	TELEPHONE <i>608 423-3730</i>
ADDRESS <i>206 W main street</i>	CITY/STATE/ZIP <i>Cambridge WI 53523</i>
ORGANIZATION INFORMATION (IF APPLICABLE)	
ORGANIZATION NAME <i>Cambridge Ribfest</i>	ORGANIZATION ADDRESS <i>206 W main</i>
PRESIDENT/DIRECTOR NAME <i>Ken Kemler</i>	TELEPHONE <i>608 423 3730</i>
CONTACT NAME <i>Ken</i>	TELEPHONE <i>608 423 3730</i>
DESCRIBE YOUR REQUEST	
PROPOSED USE FOR STREET PERMIT: <i>Rib comp</i>	
STREET REQUESTED: <i>Mill Street</i> FROM: <i>midnight</i> TO: <i>7 PM</i>	
DATE and TIMES REQUESTED <i>August 3rd midnight - 7pm</i>	NUMBER of PEOPLE EXPECTED <i>300</i>
FEE: NONE	
The applicant agrees to abide by Village of Cambridge ordinances. You may be required to furnish a certificate of comprehensive general liability insurance or a performance bond prior to being granted the permit. The Village of Cambridge is not responsible for injuries or damages resulting from the activities for which the permit is granted. The Village President or a law enforcement officer has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit, or if the health, safety and welfare of the public appears to be endangered by activities as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Village of Cambridge.	
SIGNATURE <i>[Signature]</i>	DATE <i>6/4/25</i>
OFFICE USE ONLY	
Recommendation from Cambridge Police Department: <i>Mill St from W Main to W North St</i>	☒ I recommend approval of the permit ☐ I recommend refusal of the permit
Reasons if refusal:	
Officer Signature: <i>[Signature]</i>	Approved by Village Board: <i>[Signature]</i>
Valid Dates <i>7/3/25</i>	

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 ALL Checks by Payee
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Dated From: 7/22/2025 From Account:
 Thru: 7/22/2025 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
7/22/2025 1901 INC. MECHANICAL & PLUMBING			
SPRING 20 HVAC PM AGREEMENT VILLAGE HALL			
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	1,412.10
SPRING 20 HVAC PM AGREEMENT VILLAGE HALL 15610 7/14/2025			
Total			1,412.10
7/22/2025 ACCURATE APPRAISAL LLC			
2025 BOARD OF REVIEW AND 10% RETAINER			
100-00-51530-210-000		ASSESSOR - CONTRACT FEE	2,310.00
2025 BOARD OF REVIEW AND 10% RETAINER 5557 7/15/2025			
Total			2,310.00
7/22/2025 CHARTER COMMUNICATIONS/SPECTRUM			
170805901 AUG 2025			
100-00-52100-310-000		POLICE - INTERNET	55.01
170805901 AUG 2025 170805901070725 7/07/2025			
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	55.00
170805901 AUG 2025 170805901070725 7/07/2025			
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	54.99
170805901 AUG 2025 170805901070725 7/07/2025			
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	54.99
170805901 AUG 2025 170805901070725 7/07/2025			
Total			219.99
7/22/2025 CHARTER COMMUNICATIONS/SPECTRUM			
242543501			
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	102.49
242543501 242543501070125 7/01/2025			
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	102.49
242543501 242543501070125 7/01/2025			
Total			204.98
7/22/2025 DANE COUNTY TREASURER (LAND CONSERVATION)			
EROS CONTROL 2024-06 DANCING GOAT			
100-00-56700-210-000		PLANNING - CONSULTING FEES	29.41
EROS CONTROL 2024-06 DANCING GOAT CAM0625 7/08/2025			
100-00-51520-290-000		CONTRACTED SERVICES	19.60
EROS CONTROL -2023-01 KWIK TRIP#1073 CAM0625 7/08/2025			

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Voucher Nbr	Check Date	Payee	Amount
600-00-53700-682-300		OUTSIDE SRVCS - ENGINEERING	49.01
		ROCKDALE WWTF REGIONALIZATION CAM0625 7/08/2025	
100-00-56700-210-000		PLANNING - CONSULTING FEES	29.41
		EROS CONTROL-2022-01 THE VINEYARDS CONDO CAM0625 7/08/2025	
100-00-56700-210-000		PLANNING - CONSULTING FEES	29.40
		EROS CONTROL 2024-04-VINEYARD DR -LOT 1 CAM0625 7/08/2025	
		Total	156.83

7/22/2025 MENARDS - JOHNSON CREEK			
TAPE MEASURES, LG TRASH BAGS			
100-00-53311-340-000		PUBLIC WORKS - SHOP SUPPLIES	47.80
		TAPE MEASURES, LG TRASH BAGS 90573 6/19/2025	
800-00-58100-689-000		MISCELLANEOUS EXPENSE	109.95
		BLK PIPE - FOR STORM DRAIN GATE 90573 6/19/2025	
		Total	157.75

7/22/2025 QUILL CORPORATION			
REWARDS AND ANNUAL MEMBERSHIP			
100-00-51420-310-000		ADMIN - OFFICE SUPPLY	34.99
		REWARDS AND ANNUAL MEMBERSHIP 44674183 6/26/2025	
500-00-53700-640-000		SUPPLIES AND EXPENSES	17.50
		REWARDS AND ANNUAL MEMBERSHIP 44674183 6/26/2025	
600-00-53700-851-000		OFFICE SUPPLIES & EXPENSES	17.50
		REWARDS AND ANNUAL MEMBERSHIP 44674183 6/26/2025	
		Total	69.99

7/22/2025 REFUEL PANTRY			
PUBLIC WORKS FUEL JUN 2025			
100-00-53311-370-000		PUBLIC WORKS - FUEL	622.16
		PUBLIC WORKS FUEL JUN 2025 2090 7/10/2025	
100-00-52100-370-000		POLICE - SQUAD GAS/OIL	40.00
		POLICE (SRO) FUEL - JUNE 2025 2088 7/10/2025	
		Total	662.16

7/22/2025 SUPERIOR STATE ADMINISTRATORS INC			
FSA MTHLY FEE (5) JUN 2025			
100-00-51420-134-000		ADMIN - FLEX BEN	7.19
		FSA MTHLY FEE (5) JUN 2025 GHX3214 6/1/2025	

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Voucher Nbr	Check Date	Payee	Amount
100-00-53311-134-000		PUBLIC WORKS - FLEX BEN	7.19
		FSA MTHLY FEE (5) JUN 2025 PWORKS GHX3214 6/1/2025	
150-00-55110-134-000		LIB - FLEX BENEFIT	7.19
		FSA MTHLY FEE (5) JUN 2025 LIB GHX3214 6/1/2025	
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS	3.59
		FSA MTHLY FEE (5) JUN 2025 - WATER GHX3214 6/1/2025	
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS	3.59
		FSA MTHLY FEE (5) JUN 2025 - SEWER GHX3214 6/1/2025	
Total			28.75
7/22/2025 VESTIS			
MATS - AS OF 7/15/2025			
100-00-51600-390-000		MUN BLDG - SUPPLIES	169.01
		MATS - AS OF 7/15/2025 6140628979 7/15/2025	
Total			169.01
7/22/2025 VILLAGE OF DEERFIELD			
6/1 - 6/28/2025 POLICE WAGES			
100-00-52100-290-000		Dane County Sheriffs Contract	20,764.45
		6/1 - 6/28/2025 POLICE WAGES 3039 7/9/2025	
100-00-52100-370-000		POLICE - SQUAD GAS/OIL	446.89
		POLICE FUEL 6/01 - 6/30/2025 3040 7/11/2025	
Total			21,211.34
7/22/2025 VILLAGE OF McFARLAND - SENIOR OUTREACH			
2025 2ND HALF - OUTREACH SERVICES			
100-00-55400-000-000		SENIOR SERVICES	9,724.50
		2025 2ND HALF - OUTREACH SERVICES 9137 7/1/2025	
Total			9,724.50
Grand Total			36,327.40

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	Amount
Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	35,804.11
Total Expenditure from Fund # 150 - LIBRARY FUND	7.19
Total Expenditure from Fund # 500 - WATER UTILITY	178.57
Total Expenditure from Fund # 600 - SEWER UTILITY	227.58
Total Expenditure from Fund # 800 - STORMWATER UTILITY	109.95
Total Expenditure from all Funds	36,327.40

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