

**Amundson Community Center
200 Spring Street, Cambridge
Tuesday, September 9, 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. Plan Commission Minutes - 8/25/2025
 - b. Economic Development Minutes - 8/26/2025
 - c. Village Board Minutes - 8/26/2025
 - d. Personnel Committee Minutes - 8/28/2025 & 9/4/2025
 - e. Operator license report
6. **Reports:**
 - a. Personnel Committee
7. **Approval of Bills: Discussion and Possible Action:**
8. **New Business:**
 - a. Discussion and possible action regarding the DNR Tree Grant
 - b. Discussion and possible action regarding the Computer Magic quote
 - c. Discussion and possible action regarding the Resolution Requesting Exemption from Dane County Library Tax
 - d. Discussion and possible action regarding Financing and Borrowing options
9. **Old Business: Discussion and Possible Action Regarding:**
 - a. Discussion and possible action regarding the Public Works position
 - b. Discussion and possible action regarding the Fireworks Ordinance
 - c. Discussion and possible action regarding the Committee Assignments for the Audit/Finance Committee
 - d. Discussion and possible action regarding the Plow Truck Purchase
10. **Correspondence:** Letter from Kenny Johnson, Friends of Cambridge Pickleball
11. **Public Comment ****
12. **Questions, Referrals to Staff or Future Agenda Items:**
13. **Upcoming Meetings:** September 16, 2025, W/S Committee, September 17, 2025, Fire/EMS Commission, September 22, 2025, Economic Development, September 22, 2025, Plan Commission, September 23, 2025, Village Board, September 29, 2025, Audit & Finance Committee.
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: Utility Superintendent Position and Administrator 3-month review.
15. **Reconvene into Open Session**
16. **Possible action taken on closed session items**
17. **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

Village of Cambridge Plan Commission

August 25, 2025 –6:30 P.M.

**Amundson Community Center, Community Room
200 Spring Street**

PUBLIC HEARING

Minutes

1. Call to Order / Roll Call: The public hearing was called to order at 6:30 p.m. Members present: Commissioners Landowski, Gronemus, Kreklau, and Schulz. Members excused: Commissioners Anderson, Hollenbeck and Milsap. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Melanie Rumpf, Michael Rumpf, Kris Breunig, Lisa Leadholm, John Leadholm, Mike Jeffery, and Dan Higgs.
2. Proof of Posting: The Notice was posted in the upper and lower levels of the Amundson Community Center; Cambridge Post Office, Badger Bank, the Village Website, and published in the Leader Independent.
3. Public Hearing regarding a Rezone Request and Comprehensive Plan Amendment for a portion of the following property:

NOTICE IS HEREBY GIVEN that the Plan Commission will hold a Public Hearing on Monday, August 25, 2025, at 6:30 p.m. in the Community Room, Cambridge Village Hall, 200 Spring Street, Cambridge, WI.

The hearing is to consider a request by EOE Real Estate LLC (Applicant: Jen O'Branovich) to amend the Comprehensive Plan and rezone the property at 111 Spring Street, Cambridge, WI 53523, Parcel 111/0612-121-6141-5, from Mixed Commercial to Residential to allow for a change in tenancy.

Maps and documents are available for public review at Village Hall during regular business hours.

PUBLISHED: August 14 and August 21, 2025

The Commission discussed the applications and agreed that if this property was approved for zoning and amendments to the comprehensive plan, it would be difficult to ever have commercial use in the future. The owners of the property were not present.

Commissioner Landowski made a motion to deny the request for a rezoning and comprehensive plan amendment, seconded by Commissioner Gronemus, motion passed on a 4-0 roll call vote.

4. Adjournment of Public Hearing
Commissioner Gronemus made a motion to adjourn the public hearing, seconded by Commissioner Schulz. Motion carried.

Minutes

1. Call to Order / Roll Call: The Plan Commission meeting was called to order at 6:39 p.m. Members present: Commissioners Landowski, Gronemus, Kreklau, and Schulz. Members excused: Commissioners Anderson, Hollenbeck and Milsap. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Melanie Rumpf, Michael Rumpf, Kris Breunig, Lisa Leadholm, John Leadholm, Mike Jeffery, and Dan Higgs.
2. Proof of Posting: The Notice was posted in the upper and lower levels of the Amundson Community Center; Cambridge Post Office, Badger Bank, the Village Website.
3. Approve Minutes from Plan Commission Meeting on July 14, 2025.

Commissioner Landowski made a motion to approve the minutes as presented, seconded by Commissioner Gronemus. Motion carried

4. Public Appearances: John Leholm, 106 Center Court, Cambridge, WI 53523, shared concerns regarding Westgate Development and provided a written document with those concerns.
5. New Business: Discussion and Possible Action Regarding
 - a. CSM for 313 & 403 E Main Street
Commissioner Gronemus made a motion to recommend to the Village Board approval of the CSM for 313 & 403 E Main Street pending the rezoning application and approval, seconded by Commissioner Schulz. Motion carried
 - b. Extraterritorial CSM for Myklebust Trust in Section 8 of the Town of Oakland
Commissioner Gronemus made a motion to recommend to the Village Board approval of Extraterritorial CSM for Myklebust Trust in Section 8 of the Town of Oakland, seconded by Commissioner Landowski. Motion carried
 - c. Extraterritorial CSM for part of lot 4, block 2, Woodcrest of the Town of Oakland
Commissioner Kreklau made a motion to recommend to the Village Board approval of the Extraterritorial CSM for part of lot 4, block 2, Woodcrest of the Town of Oakland, seconded by Commissioner Landowski. Motion carried.
 - d. Draft of Updated Village of Cambridge Fee Schedule
Administrator Peterson shared the draft version of the updated Village of Cambridge Fee Schedule and asked the commissioners to provide feedback on any items in question or missing items.
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 Landowski made a motion to adjourn, seconded by Commissioner Schulz, motion carried. Meeting adjourned at 7:28 p.m.

Note

- 1) Persons Needing Special Accommodations Should Call 423-3712 At Least 24 Hours Prior To The Meeting.
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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

**Economic Development Committee
Village of Cambridge, Wisconsin 53523
August 26, 2025**

Trustee Kreklau was present and presided over the Economic Development Meeting. The meeting was called to order at 5:23 pm in the Amundson Community Center located at 200 Spring Street, Cambridge, WI 53523.

Members present:	Matt McFalls, Chris Kreuger, Brian Kreklau
Others present:	Lucy Peterson, Administrator/Treasurer/Deputy Clerk Yessi Arce, Village Clerk/ Deputy Treasurer
Absent:	Kayla Sipple, John Scott

1. Call to Order/Roll Call

Trustee Kreklau called the meeting to order at 5:23 p.m.

2. Proof of Posting

The agenda was posted in the upper and lower levels of the Amundson Community Center, Badger Bank, Cambridge Post office and the Village Website.

3. Public Appearances/Citizen Input

4. Approval of Minutes from June 24, 2025

MOTION: Trustee McFalls(1), Trustee Kreklau(2) motion to approve the consent agenda as presented.

Motion CARRIED by voice vote.

5. New Business: Discussion and Possible Action Regarding

a. Data Centers

- The Committee held a discussion regarding Data Centers. This was an informational discussion only, and no action was taken. Trustee Kreklau mentioned that he does not see them coming to the Village of Cambridge and just keep eyes on it.

6. Old Business: Discussion and Possible Action Regarding

a. Discuss Future Initiatives

- i. Engagement opportunities for community and committee
- Trustee Kreklau asked the Committee to consider whether they are effectively exploring opportunities to collaborate with the community. He suggested inviting Cathy to the next Economic Development Committee meeting to further that goal.

b. Welcome to Cambridge sign

- Village Administrator/Treasurer/Deputy Village Clerk reported that Director of Public Works Garcia is currently working on the permits, and the sign is expected to be completed by this fall.

7. Next Meeting - Tuesday September 23, 2025, at 5pm in the Amundson Community Center-Senior Room.

8. Questions, Referrals to Staff or Future Agenda Items

9. Adjournment

MOTION: Trustee McFalls(1), Trustee Kreuger(2) motion to adjourn at 6:06 p.m.

Motion CARRIED by voice vote.

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.

Yessi Arce, Village Clerk/Deputy Treasurer

**Village Board of Trustees
Village of Cambridge, Wisconsin 53523
August 26, 2025**

Village President Breunig was present and presided over the Village Board Meeting. The meeting was called to order at 6:30 pm in the Amundson Community Center located at 200 Spring Street, Cambridge, WI 53523.

Present and responding to roll call were the following:

Voting Member: Breunig, Trendel, Jacobson, Schulz, Kreklau, Blackwood

Absent Voting Member: Hollenbeck

Also Present Non-Voting Member: Lucy Peterson, Village Administrator/ Treasurer/ Deputy Clerk
Cody Garcia, Director of Public Works
Yessi Arce, Village Clerk/ Deputy Treasurer
John Willims, Cambridge EMS
Mary Cebertouicz

1. Call to Order/Roll Call

- Village President Breunig called the meeting to order at 6:30 p.m.

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

5. Approval of Consent Agenda

- a. Village Board Minutes 8/12/2025
- b. Water/Sewer Committee 8/19/2025

MOTION: Trustee Blackwood (1), Trustee Schulz (2) motion to approve the consent agenda as presented.

Motion CARRIED by voice vote.

6. Reports

a. Water/Sewer Committee

- Trustee Schulz reported that Well #3 requires \$30,000 in repairs and is not covered under warranty. Went with the \$30,000 quote instead of the \$42,000 quote. The Utility Superintendent position has been officially posted with a pay range between \$60,000 - \$70,000. Under the direction of the Director of Public Works Garcia, there is a \$40 charge for bulk water hookups and a fee ranging from \$25 to \$40 for final water readings.

b. Library Board

- Trustee Trendel reported that the Library Board met on August 20th and is currently in the process of developing the budget for fiscal year 2026. The installation of the drive-up window has been completed. The new School Superintendent has been invited to attend the next meeting. During a recent HVAC inspection, two chillers were found to be non-operational, and Samantha is currently addressing the issue.

c. Fire/EMS Commission

- Trustee Blackwood announced that regular Library Board meetings will now be held on the third Wednesday of each month at 6:30 p.m. The next meeting is scheduled for September 17th and will focus on budget planning. She also noted an improvement in paramedic coverage.

d. Plan Commission

- Trustee Kreklau presented his report that there are five agenda items for recommendation. He specifically addressed item (e), the fee schedule, noting that the committee appreciated how all the fees were consolidated. He added that the committee will continue working with staff on further development of the schedule.

e. Economic Development

- Trustee Kreklau gave his report, noting discussions around the environmental impact of data centers. He suggested inviting Cathy to the next meeting to provide feedback and share a brief "Lessons Learned" from last year's Enactus Project, as well as any plans you may have for this year. Also mentioned there was talk on helping new businesses coming to town to propose holding a ribbon-cutting ceremony to help promote.

f. Administrator Report

i. LBK park update

- Village Administrator/ Treasurer/ Deputy Village Clerk Peterson reported an update on the LBK Park project. The proposal has been signed and submitted, maintaining the original pricing. Director of Public Works Garcia will be visiting the park site to assess locations, with a potential start date in October. The team is hopeful for a mild fall to complete the work this year. In response to a question from Administrator/ Treasurer/ Deputy Village Clerk Peterson, it was confirmed that no payment is required at this time.

ii. Audit update

- Regarding the audit, it has been completed but will not be officially released. Village Administrator/ Treasurer/ Deputy Village Clerk completed on Sunday 319 journal entries. Once finalized, the audit will be made available for download online. Anyone requesting a physical or separate copy will need to submit an open records request, as it is a publicly available document.

iii. Personnel update (Utility Superintendent & Public Works)

- For personnel matters, an interview for the Utility Superintendent position is scheduled for August 28th with one member of the Public Works team. At the last meeting, Trustee Hollenback was informed that there was no excess wage funding for an additional Public Works employee. Following a meeting on Thursday, she will follow up and may bring a recommendation to the next Public Works meeting and Jennifer is able to make it to the meeting.

iv. Welcome to Cambridge

- On the "Welcome to Cambridge" signage, Director of Public Works Garcia is working on the necessary DOT applications. One of the four major permits—submitted to the Village of Cambridge for right-of-way—has already been approved. A second permit has been submitted to the DOT for sign placement and is awaiting approval. Another permit is pending from Jefferson County. There are ongoing issues regarding the outdoor advertising permit required by DOT, which Director of Public Works Garcia is currently working on.

v. Bike Trail Grant payback

- Lastly, the bike trail grant payback was discussed. There is a significant discrepancy—around \$30,000—related to the final accounting. Steve has identified a few thousand dollars that were previously unaccounted for, but a large gap remains. Administrator/ Treasurer/ Village Deputy Clerk Peterson will follow up with Steve. It was noted that this is a complex situation, as the project concluded several years ago with no follow-up until recently. Administrator/ Treasurer/ Deputy Village Clerk Peterson recommended that the Village of Cambridge not serve as a fiscal agent for future projects. President Breunig reminded the board that the Village donated \$5,000 for the project strictly to allow the grant application to proceed, under the condition that no additional funds would come out of the Village's budget. This understanding was documented in prior meeting minutes.

g. Public Works Director Report

i. Utility work on Main Street and surrounding area

- Director of Public Works Garcia provided the following updates:

A hazardous tree line threatening a house, driveway, and sidewalk was removed since the last Public Works meeting.

Work continues on the service line inventory, and staff are responding to resident inquiries.

A compliance meeting was held with a DNR representative to review the 2023 Sanitary Survey and discuss steps to ensure compliance through 2026.

Policies related to on-call procedures have been updated.

A bulk chemical delivery was received.

The Well #3 submersible pump project has received DNR approval; the department is now waiting for parts to proceed.

A meeting is scheduled with the DNR to discuss the 2026 Tree Grant. The grant offers a 50% reimbursement—up to \$5,000—if the Village spends \$10,000.

Utility work on Main Street continues, led by Alliant Energy as part of a preventative maintenance project that began in June on North Street. Gas lines are being replaced and buried underground.

Two separate crews are working: one is replacing the gas main along Main Street, while the other is focused on repairing and filling holes with cement and concrete. The holes on Main Street are expected to be filled by next Friday.

The decorative sidewalk project is pending identification of the original stone. Once a matching material is located; completion is estimated to take approximately two weeks.

7. **Approval of Bills: Discussion and Possible Action**

- Village Administrator/ Treasurer/ Deputy Village Clerk Peterson presented the approval of bills in the amount of \$108,355.12.

MOTION: Trustee Kreklau(1), Trustee Blackwood(2) motion to approve bills in the amount of \$108,355.12.

Motion CARRIED by the following roll call vote:

Aye: Breunig, Trendel, Jacobson, Schulz, Kreklau, Blackwood

Nay: (None)

Abstain: (None)

Absent: Hollenback

8. **New Business: Discussion and Possible Action Regarding**

- a. 111 Spring Street Rezone Request & Comprehensive Plan Amendment
Plan Commission recommended not to go to the board. Item tabled.

- b. CSM for 313 & 403 E Main Street

- Trustee Kreklau reported that this is a church parking lot and they are making small adjustments from mixed use to light use. Recommendation is subject to a rezoning approval application.

MOTION: Trustee Kreklau(1), Trustee Blackwood (2) motion to approve CSM for 313 & 403 E Main Street pending the approval of the rezoning application.

Motion CARRIED by voice vote.

- c. Extraterritorial CSM for Myklebust Trust in Section 8 of the Town of Oakland

- Trustee Kreklau reported that this Certified Survey Map (CSM) involves neighboring communities and requires their joint approval. He noted that it has minimal impact on the Village of Cambridge.

MOTION: Trustee Kreklau(1), Trustee Breunig(2) motion to approve the extraterritorial CSM for Myklebust Trust in Section 8 of the Town of Oakland.

- d. Extraterritorial CSM for part of lot 4, block 2, Woodcrest of the Town of Oakland
- Trustee Kreklau reported that the CSM (Certified Survey Map) involves neighboring communities and requires approval from each affected municipality. He noted that the CSM has already been approved by the other involved communities.

MOTION: Trustee Blackwood(1), Schulz(2) motion to approve the extraterritorial CSM for Myklebust Trust in Section 8 of the Town of Oakland.

Motion CARRIED by voice vote

- e. Draft of Updated Village of Cambridge Fee Schedule
- Village Administrator/Treasurer/Deputy Village Clerk Peterson presented a draft version of the Village of Cambridge Fee Schedule. She noted that she wanted to share this early in the process and intends to present it formally to the Board. She encouraged Board members to email her with any questions or feedback. The fee schedule, provided in Excel format, will be color-coded as best that it can for clarity. Moving forward, it will be subject to annual review.
- f. DPW/Water/Sewer on Call Policy Updates
- Director of Public Works Garcia reported that the Water/Sewer Committee approved updates to the Department of Public Works' on-call policy to ensure it accurately reflects current practices. He also clarified what qualifies as an emergency and outlined expectations for staff while on call.

MOTION: Trustee Breunig(1), Kreklau(2) motion to approve the DPW/Water/Sewer on Call Policy Updates.

Motion CARRIED by voice vote

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

- a. 15.60 Floodplain Regulations Ordinance update
- Village Administrator/Treasurer/Deputy Village Clerk Peterson reported that she had been in contact with the DNR representative, who had been out of the office for a week and a half. The representative is expected to return on Monday and will follow up to address Trustee Hollenback's question.
- b. Fire/EMS Commission 3rd Qtr. Invoice
- Trustee Blackwood reported that the third quarter is due by August 31. Village Administrator/ Treasurer/ Deputy Village Clerk Peterson updated that we are over budget and will be borrowing from other areas to pay for this and for 4th quarter.

MOTION: Trustee Blackwood(1), Trustee Kreklau(2) motion to approve the Fire/EMS Commission 3rd quarter invoice in the amount of \$147,388.00.

Motion CARRIED by the following roll call vote:

Aye: Kreklau Breunig, Blackwood, Trendel, Jacobson
Nay: Schulz
Abstain: (None)
Absent: Hollenback

10. **Correspondence**

- Village President Breunig welcomed Yessi Arce as the new Village Clerk/ Deputy Treasurer to the Village of Cambridge.

11. **Public Comment**

12. Questions, Referrals to Staff or Future Agenda Items

- Village Administrator/Treasurer/Deputy Village Clerk Peterson reported that Ehlers is actively working on the 2026 budget. Brian, and possibly Casey, are expected to attend the second Village Board meeting in September to provide educational insight on municipal financing and an overview of the Village's current financial status. Following that presentation, they will meet with the Audit and Finance Committee for a detailed, line-by-line budget review.
- Village President Breunig requested that a discussion item regarding Committee Assignments be added to the agenda for the next Finance Committee meeting.

13. Upcoming Meetings

August 28, 2025, Joint Personnel/Water/Sewer
September 4, 2025, Personnel Committee
September 8, 2025, Tentative - Plan Commission
September 9, 2025, Joint Law Enforcement Committee
September 9, 2025, Village Board
September 16, 2025, W/S Committee
September 17, 2025, Fire & EMS Commission
September 23, 2025, Economic Development
September 23, 2025, Village Board
September 30, 2025, Tentative - Audit & Finance Committee.

14. Adjournment

MOTION: Trustee Blackwood(1), Trustee Hollenbeck(2) motion to adjourn at 7:37 p.m.

Motion Carried by voice vote.

I hereby certify that the foregoing was action of the Village Board on September 9, 2025.

Yessi Arce, Village Clerk/ Deputy Treasurer

Minutes approved as distributed at the September 9, 2025, Village Board of Trustees meeting.

**Village Of Cambridge
Personnel Committee Meeting
Amundson Community Center, Community Room
200 Spring St, Cambridge
Thursday August 28, 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: Village President, Kris Breunig, Steve Struss W/S committee representative, Lucy Peterson, Administrator/Treasurer/Deputy Clerk, Cody Garcia, Public Works Director.
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: Utility Superintendent 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: Utility Superintendent Position, seconded by Trustee Trendel. Motion carried on a 3-0 roll call vote.

Trustee Blackwood made a motion to have village board president, Kris Breunig join the closed session, seconded by Trustee Trendel. 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 Trendel. Motion carried on a 3-0 roll call vote.
4. **Possible action taken on closed session items**
Trustee Trendel made a motion to recommend to the Village Board the agreed upon candidate for the Utility Superintendent position, seconded by Trustee Blackwood. 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 14, 2025**
Trustee Blackwood made a motion to approve the minutes as presented, seconded by Trustee Trendel. Motion carried.
8. **Any Other Business to be Brought Before the Committee:** Next meeting Wednesday September 3rd at 5:30pm.
9. **Adjournment**
Trustee Trendel made a motion to adjourn the meeting, seconded by Trustee Blackwood. Motion Carried. The meeting was adjourned at 7:13 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
Wednesday September 3rd, 2025, 5:30pm
Minutes**

1. Call To Order/Roll Call: Chair Kreklau called the meeting to order at 5:35 pm.
Members present: Trustees Blackwell, Trendel, and Kreklau. Others present: Lucy Peterson, Administrator/Treasurer/Deputy Clerk.
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. Public Comment: None
4. Approval of Minutes
 - a. Approval of Personnel Committee Minutes: August 28, 2025
Trustee Blackwood made a motion to approve the minutes as presented, seconded by Trustee Trendel. Motion carried.

Trustee Blackwood made a motion to move up item 6 seconded by Trustee Trendel. Motion carried.
5. 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, including matters related to staff employment and compensation.
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: including matters related to staff employment and compensation, seconded by Trustee Kreklau. Motion carried on a 3-0 roll call vote.
6. 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.
7. Possible action taken on closed session items
Trustee Trendel made a motion to recommend to the Village Board to approve the three-month review for the Village Administrator and salary increase, seconded by Trustee Blackwood. Motion carried on a 3-0 roll call vote.
7. Discussion and Possible Action Regarding:
 - a. Review and Revision of Employee Handbook on Personnel Records (pg. 7) through Employment Policies (ending on pg. 12)
This item was postponed until next meeting.
8. Any Other Business to be Brought Before the Committee: Add Volunteering and Public Works timesheet to the next Personnel Committee agenda.

9. Adjournment

*Trustee Blackwood made a motion to adjourn the meeting, seconded by Trustee Trendel.
Motion Carried. The meeting was adjourned at 8:18 p.m.*

NOTE:

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

Lucy Peterson, Administrator/Treasurer/Deputy Clerk

Operator License Report

Applicant Name	Business Name	Renewal / New
Aria Pratt	Dancing Goat	New 1 year
Donovan Jones	Perry's Piggly Wiggly	New 2 year
Sierra Stevenson	Keystone Grill	New 1 year
Michael Johnsteb	Dollar General	New 2 year

9/05/2025 12:08 PM

In Progress Checks - Full Report - ALL

Page: 1

ALL Checks by Payee

ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/09/2025

From Account:

Thru: 9/09/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/09/2025	CHARTER COMMUNICATIONS/SPECTRUM	
		WATER TOWER 2 INTERNET	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	99.23
		WATER TOWER 2 INTERNET	
		0101115082525 8/25/2025	
		Total	99.23

	9/09/2025	CHARTER COMMUNICATIONS/SPECTRUM	
		170806001 ADMIN INTERNET SVC	
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	53.33
		170806001 ADMIN INTERNET SVC	
		170806001081425 8/14/2025	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	53.33
		170806001 POLICE INTERNET SVC	
		170806001081425 8/14/2025	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	26.67
		170806001 WATER INTERNET	
		170806001081425 8/14/2025	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	26.67
		170806001 SEWER INTERNET	
		170806001081425 8/14/2025	
		Total	160.00

	9/09/2025	COMPUTER MAGIC, INC	
		AUG 2025 COMPUTER SUPPORT	
100-00-51420-280-000		ADMIN - COMPUTER MAINT/REPAIR	767.26
		AUG 2025 COMPUTER SUPPORT	
		13505 8/29/2025	
500-00-53700-681-300		COMPUTER SUPPORT	383.62
		AUG 2025 COMPUTER SUPPORT	
		13505 8/29/2025	
600-00-53700-842-000		TECHNOLOGY EXPENSES	383.62
		AUG 2025 COMPUTER SUPPORT	
		13505 8/29/2025	
		Total	1,534.50

	9/09/2025	DANE COUNTY TREASURER - COURT FINES	
		AUG 25 - COUNTY JAIL & DRIVER SURCHARGES	
100-00-45100-000-000		COURT FINES/PENALTIES	70.00
		AUG 25 - COUNTY JAIL & DRIVER SURCHARGES 8/29/2025	
		Total	70.00

	9/09/2025	FRONTIER	
		423-3772- VILLAGE HALL	
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	197.36
		423-3772- VILLAGE HALL	
		8/28/2025	

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/09/2025

From Account:

Thru: 9/09/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	147.26
	ACCT #608 423 4844 - DPW GARAGE	8/28/2025	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	73.63
	WATER FAX	8/28/2025	
600-00-53700-851-400		TELEPHONE/INTERNET EXPENSE	73.63
	SEWER FAX	8/28/2025	
	Total		491.88

9/09/2025 LOCKS AND UNLOCKS INC.

NEW LOCKS FOR W/S AND DPW BLDGS

500-00-53700-635-000	TOWER REPAIRS & MAINT		198.21
	NEW LOCKS FOR W/S AND DPW BLDGS	2120017 8/26/2025	
500-00-53700-640-000	SUPPLIES AND EXPENSES		991.09
	NEW LOCKS FOR W/S AND DPW BLDGS	2120017 8/26/2025	
100-00-53311-530-000	PUBLIC WORKS - BLDG SUPPLY/EXP		792.89
	NEW LOCKS FOR W/S AND DPW BLDGS	2120017 8/26/2025	
	Total		1,982.19

9/09/2025 MC FARLANE, BRYAN

8/16 - 8/28/2025 LIBRARY CLEANING

150-00-55110-240-000	LIB BUILDING MAINT & REPAIR		375.00
	8/16 - 8/28/2025 LIBRARY CLEANING	8/28/2025	
	Total		375.00

9/09/2025 MSA PROFESSIONAL SERVICES

WELL #3 - MITIGATION GRANT ADMIN

500-00-57915-000-000	WELL #3 PROJ CONST IN PROGRESS		440.00
	WELL #3 - MITIGATION GRANT ADMIN	019897 8/28/2025	
500-00-57915-000-000	WELL #3 PROJ CONST IN PROGRESS		165.00
	WELL #2 GENERATOR DESIGN & CRS	020094 9/3/2025	
500-00-53700-682-300	OUTSIDE SERVICES - ENGINEERING		262.50
	PW VIEWER TO EXP BUILDER	0200990 9/3/2025	
600-00-53700-682-300	OUTSIDE SRVCS - ENGINEERING		612.50
	SANITARY SEWER EDITOR TO EXP BUILDER	020099 9/3/2025	
800-00-58100-300-000	OUTSIDE SERVICES-ENGINEERING		262.50
	STORMWATER EDITOR TO EXP BLD - DATAONLY	020099 9/3/2025	
500-00-53700-682-300	OUTSIDE SERVICES - ENGINEERING		175.00
	WATER DIST EDITOR TO EXP BUILDER	020099 9/3/2025	

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/09/2025

From Account:

Thru: 9/09/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
500-00-53700-682-300		OUTSIDE SERVICES - ENGINEERING	175.00
		USER MANAGEMENT	
	020099	9/3/2025	
		Total	2,092.50
9/09/2025 MSA PROFESSIONAL SERVICES			
STH 134 & LAGOON RD PLANS & SPECS			
100-00-53100-215-000		ENGINEERING SERV	1,390.00
		STH 134 & LAGOON RD PLANS & SPECS	
	020087		
100-00-53100-215-000		ENGINEERING SERV	587.37
		SPRING WATER ALLEY - CONST ADMIN/OBSERV	
	020098		
146-00-56400-000-000		TID EXPENDITURES	135.00
		WESTGATE COMM DR & CRS	
	020085	9/3/2025	
		Total	2,112.37
9/09/2025 MSA PROFESSIONAL SERVICES			
SPRING WATER ALLEY REHABILITATION			
100-00-53340-100-000		STREETS/ROADS - OTHER	91,401.48
		SPRING WATER ALLEY REHABILITATION	
	09310033	7/14/2025	
800-00-58100-650-000		STORMWATER REPAIRS	39,600.00
		SPRING WATER ALLEY REHABILITATION	
	09310033	7/14/2025	
		Total	131,001.48
9/09/2025 NAPA AUTO PARTS			
GEAR OIL - GEAR BOX			
100-00-53311-350-000		PUBLIC WORKS - EQUIP/VEHIC REP	5.39
		GEAR OIL - GEAR BOX	
	775066	8/27/2025	
		Total	5.39
9/09/2025 OAKLAND MUNICIPAL COURT			
REIMBURSE CITATION PAY TO WRONG MUN CT			
100-00-51200-390-000		COURT - SUPPLY & EXPENSE	98.80
		REIMBURSE CITATION PAY TO WRONG MUN CT	
	9//02/2025		
		Total	98.80
9/09/2025 STATE OF WISCONSIN COURT FINES & SURCHARGES			
AUG 25 CC, PENALTY, CRIME LAB SURCHARGES			
100-00-45100-000-000		COURT FINES/PENALTIES	243.38
		AUG 25 CC, PENALTY, CRIME LAB SURCHARGES	
	8/29/2025		
		Total	243.38

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/09/2025

From Account:

Thru: 9/09/2025

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
	9/09/2025	US CELLULAR	
		W&S METER READING MODEM	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	20.82
		W&S METER READING MODEM	
		0748794224 8/10/2025	
		Total	20.82
	9/09/2025	US CELLULAR	
		POLICE CELL PHONES SEP 2025	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	197.95
		POLICE CELL PHONES SEP 2025	
		0751390179 8/22/2025	
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	264.64
		DPW CELL PHONE SEP 2025	
		0751390179 8/22/2025	
100-00-51200-390-000		COURT - SUPPLY & EXPENSE	49.26
		COURT CELL PHONE SEP 2025	
		0751390179 8/22/2025	
100-00-51420-221-000		ADMIN - TELEPHONE/INTERNET	49.26
		ADMIN CELL PHONE SEP 2025	
		0751390179 8/22/2025	
500-00-53700-681-200		TELEPHONE/INTERNET EXPENSE	49.27
		WATER CELL PHONE SEP 2025	
		0751390179 8/22/2025	
		Total	610.38
	9/09/2025	VILLAGE OF DEERFIELD	
		COURT FINES - AUG 2025	
100-00-45100-000-000		COURT FINES/PENALTIES	216.00
		COURT FINES - AUG 2025	
		8/29/2025	
		Total	216.00
		Grand Total	141,113.92

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ACCT

HOMETOWN BANK GENERAL OPERATING

Dated From: 9/09/2025

From Account:

Thru: 9/09/2025

Thru Account:

Amount

Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	96,584.96
Total Expenditure from Fund # 146 - TIF #6 FUND	135.00
Total Expenditure from Fund # 150 - LIBRARY FUND	375.00
Total Expenditure from Fund # 500 - WATER UTILITY	3,060.04
Total Expenditure from Fund # 600 - SEWER UTILITY	1,096.42
Total Expenditure from Fund # 800 - STORMWATER UTILITY	39,862.50
Total Expenditure from all Funds	141,113.92



**COMBINED AUTHORIZING RESOLUTION FOR
URBAN FORESTRY GRANT AND
URBAN FORESTRY CATASTROPHIC STORM GRANT PROGRAMS**

INSTRUCTIONS

For a given grant cycle, each applicant (municipality, tribal government, or non-profit 501(c)(3)) must submit to the DNR an *Authorizing Resolution*, approved by their governing body, that indicates an **"Authorized Representative."** The Authorized Representative is defined here as an office, officer, or employee of the applicant, being given authority to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

We strongly recommend that the Authorized Representative be listed as the title of a position, rather than name of an employee. Employee changes (retirement, changing jobs, etc.) during a grant cycle cause the resolution to be ineffective.

The following is a sample *combined* authorizing resolution. It allows the Authorized Representative to submit **both** Urban Forestry and/or Urban Forestry Catastrophic Storm grant applications. This is strongly recommended, so that, if a catastrophic storm event occurs and the Governor declares a State of Emergency in the applicant's county, then the applicant's Authorized Representative already has the authority to apply for an Urban Forestry Catastrophic Storm grant.

Authorizing Resolution

WHEREAS, the applicant, The Village of Cambridge, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, The Village of Cambridge, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

BE IT FURTHER RESOLVED, the applicant will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers The Director of Public Works, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

Adopted this _____ day of _____, 20____.

I hereby certify that the foregoing resolution was duly adopted by The Cambridge Village Board at a legal meeting on the _____ day of _____, 20____.

Authorized Signature	Title	Date Certified

Wisconsin Community Tree Management Institute



Sponsored by WI Department of Natural Resources in cooperation with partners

The Program At-a-Glance

Wisconsin Community Tree Management Institute (CTMI) is a unique training experience designed for municipal staff with tree management responsibilities but without a strong background in urban forestry. The program is ideal for staff who spend just part of their time dealing with trees. CTMI consists of approximately 38 instruction hours and requires students to complete an out-of-classroom project.

Dates and Locations

To be accepted into the program, participants must be able to attend **all** three sessions.

Session I

November 5-6, 2025, in Green Lake, WI

Session II

March 3-4, 2026, in Green Lake, WI

Session III

June 23-24, 2026, in Stevens Point, WI

Program Cost – \$425

The registration fee covers all course materials, meal and lodging costs for sessions I, II & III.



Benefits of CTMI

Students develop practical knowledge & skills essential for effective management of municipal tree programs. The course focuses heavily on the management side – rather than the technical side – of municipal forestry programs.

Participants also gain:

- enhanced leadership ability
- increased awareness & access to resources
- a support network of peers in other communities

This intensive, interactive training program requires personal commitment, supervisory approval and community support. The payoff is in improved returns on the community's investment in its urban forest canopy and the benefits!

Instructional Staff

CTMI instructors include experienced urban forestry professionals from the public and private sectors, CTMI graduates, WI DNR staff and other program partners.

What CTMI Graduates Are Saying

- ✿ *"CTMI was extremely beneficial and will be the cornerstone of our urban forestry program."*
- ✿ *"This is the first forestry training I've been to where it's been just for people like me."*
- ✿ *"I learned that there's a lot more to this forestry stuff than just trees."*
- ✿ *"My co-worker was impressed at how much I learned."*
- ✿ *"We all need to learn that our trees are constantly working for us. Being there, and working for us 24/7, they improve our quality of life and the environment!"*

The CTMI Curriculum

Come to CTMI prepared to be challenged and inspired! CTMI offers a variety of learning formats in an informal, small-group atmosphere. Instruction includes field tour, small-group exercises, large-group discussions and informal networking. You won't just be sitting in a classroom listening to lectures, you will be working as a team to address your community's tree issues.

The following themes and subjects are illustrative of the CTMI curriculum:

- ✿ Principles of Community Forestry Program Leadership
 - Improving community livability through trees
 - Understanding & promoting tree benefits
 - Connecting trees with other local governance issues
- ✿ Elements of Successful Community Forestry Programs
 - Achieving tree goals through ordinances
 - Tree inventories & management plans
 - Cultivating community awareness & support
 - Pulling it all together – Tour a successful forestry program
- ✿ Technical Foundations of Healthy Community Forests
 - How trees work
 - Tree identification, selection & care principles
 - Tree risk evaluation & management
 - Diagnosing tree health problems
- ✿ Contemporary Community Forestry Issues
 - Field operations – efficiency & safety
 - Trees & construction/infrastructure conflicts
 - Trees & legal issues
 - Budgeting & financing
 - Contracting
 - Tree canopy as infrastructure
 - Solving community problems with trees
- ✿ Sustaining a Successful Program through Partnerships
 - Identifying & working cooperatively with partners
 - Organizational dynamics & effectiveness



How to Apply for CTMI

For a CTMI application contact the urban forestry coordinator for your region:

Abby Krause, Urban Forestry Coordinator – Eau Claire
608-556-5690 Abigail.Krause@Wisconsin.gov

Patricia Lindquist, Urban Forestry Coordinator – Green Bay
715-574-1314 patricia.lindquist@wisconsin.gov

(Vacant), Urban Forestry Coordinator – Wausau
(Interim) 715-574-1314 patricia.lindquist@wisconsin.gov

Elton Rogers, Urban Forestry Coordinator – Milwaukee
414-294-8675 elton.rogers@wisconsin.gov

Brian Wahl, Urban Forestry Coordinator – Fitchburg
608-225-7943 brian.wahl@wisconsin.gov

Olivia Witthun, Urban Forestry Coordinator – Oshkosh
414-750-8744 olivia.witthun@wisconsin.gov



College
"Natural Resources"

Cambridge: Inventory Highlights

This was a query run by Dan Buckler our data specialist – I am sharing it with you because of the 237 organizations we had when this was run – look who comes out on top. More interesting is how Cambridge compares to the averages!!! This is no small feat! This is why Cambridge is the poster child for canopy diversity because back in 2008, Cambridge was mostly ash and maple and was likely below the average in all these categories!

Number of species in communities

1. Cambridge (156 species)
2. Racine (155)
3. Milwaukee (146)
4. Madison (130)
5. Eau Claire (128)

Species making up 80% of communities

On average, municipal governments have 15 species making up < 80% of their trees. The way the query is written, this is how many species would be completely contained within that top 80%, but would not include the species that tips it over the 80% threshold.

1. Cambridge (48 species)
2. Greenfield (32)
3. Whitewater (31)
4. Stoughton (28)
5. Shorewood Hills (27)

That average is 5 species when looking at < 50% of their trees.

1. Cambridge (17 species)
2. Greenfield (12)
3. Elm Grove (11)
4. Whitewater (10)
5. Oconomowoc (10)

Brian Wahl

Forestry Specialist - WI DNR

Phone: 608-225-7943

Brian.Wahl@wisconsin.gov

Proposal for Village of Cambridge
Computer Magic Inc - 6084419888 -
<http://computermagic.us>

Proposal Summary

Prepared by:

Adam Gracyalny

Computer Magic Incs
101 Nichols Rd
Monona
Wisconsin
US
53716

Prepared for:

Lucy Peterson

Village of Cambridge
P.O.Box 99
53523

Quote information:

Quote #22805722-1

Prepared on: 8/15/2025

Expires: 9/14/2025

<http://computermagic.us>

\$OPTIONAL

Description	Optional	Quantity	Unit Price	Tax	Price
Lenovo ThinkPad T16 Gen 4 21QN0045US 16" Copilot+ PC Notebook - WUXGA - AMD Ryzen AI 5 PRO 340 - 16 GB - 256 GB SSD - English Keyboard - Black	N	6	\$1544.39	\$0.00	\$9266.34
Replacing VOC-01, VOC-02 and VOC-05, VOC-LAP-02. Laptop for Lucy and water superintendent. VOC-LAP-03 will be a spare					
Lenovo WARRANTY 3Y Premier Support Plus	N	6	\$333.61	\$0.00	\$2001.66
Lenovo Universal USB-C Dock -US 40AY0090US	N	5	\$231.94	\$0.00	\$1159.70
Lenovo ThinkCentre M75q Gen 5 12RQ000KUS Desktop Computer - AMD Ryzen 5 PRO 8500GE - 16 GB - 512 GB SSD - Tiny - Black	N	1	\$1048.51	\$0.00	\$1048.51
Replacing VOC-04 (Public Works)					

Ubiquiti Pro Max 48 PoE	N	1	\$1640.00	\$0.00	\$1640.00
Ubiquiti U7 Pro Max US	N	2	\$349.44	\$0.00	\$698.88

Sub-total	\$15815.09
Sales tax	\$0.00
TOTAL	\$15815.09

Please see below notes relating to this proposal:

This includes the network item replacement that we discussed, including the switch and 2 access points.

Computer Magic Inc

Village of Cambridge

Signature:



Signature:

Name: Adam Gracyalny

Name:

Email:

Terms of Service

Quotes

Prices subject to change - prices based upon total purchase - all delivery, training, or consulting services to be billed at published rates for each activity involved - generally, all hardware computer components proposed above are covered by a limited one-year warranty, covering parts for hardware only and on a depot basis - we specifically disclaim any and all warranties, express or implied, including but not limited to any implied warranties or with regard to any licensed products. We shall not be liable for any loss of profits, business, goodwill, data, interruption of business, nor for incidental or consequential merchantability or fitness of purpose, damages related to this agreement. Minimum 15% restocking fee with Original packaging.

Resolution Requesting Exemption from Dane County Library Tax

WHEREAS the Dane County Board has established a county library and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes, and

WHEREAS the Dane County Library Board has determined that the library serving the city/village of _____ meets the minimum standards of operation established by the County Board (RES 185, 2011-2012; RES 98, 2013-2014; RES 233, 2016-2017; RES 149 2023-2024) in compliance with Section 43.11 (3) (d) of the Wisconsin Statutes, and

WHEREAS Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city which levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county tax rate in the prior year multiplied by the equalized valuation of property in the city or village for the current year, and

WHEREAS the city/village of _____ will appropriate in 2025 and expend in 2026 an amount in excess of that calculated above in support of its library,

NOW THEREFORE BE IT RESOLVED that the city/village of _____ hereby requests of the Dane County Board of Supervisors that the city/village of _____ be exempted from the payment of any tax for the support of the County Library Service as provided in Section 43.64 (2).

BE IT FURTHER RESOLVED that confirmed copies of this resolution will be forwarded by the City/Village clerk to the following party:

Tracy Herold, Director
Dane County Library Service
herold@dcls.info

Date Passed: _____

Vote: _____

Authorized Signature

Title of Person signing



Village of Cambridge, Wisconsin

Position Title: Public Works Laborer

Reports To: Director of Public Works

Status: Full-Time Non-exempt

Hourly Pay Range: \$XX.XX – \$XX.XX per hour (DOQ)

Application Deadline: This position will be open until filled; applications reviewed on a weekly basis.

Position Summary

The Village of Cambridge seeks qualified candidates that have a strong work ethic, are self-motivated, detail oriented with good organizational skills to serve as a Public Works Laborer. This position will be responsible for supporting day-to-day operations and maintenance of Village parks, buildings and streets, including snow/ice removal and mowing. Work is performed under the general supervision of the Director of Public Works.

Key Responsibilities

- Maintenance of Village parks (lawn mowing, tree trimming, landscaping, etc.)
- Maintenance and repair of Village buildings (cleaning, repairs, improvements, etc.)
- Performing or assisting with general street maintenance of Village roads/sidewalks (Evaluating, inspecting, performing repairs, Etc.)
- Performing or assisting with the repair and maintenance of Village vehicles and equipment (Fluid changes, part replacements, tune ups, etc.)
- Performing or assisting the Utility Superintendent as needed (jetting sewers, water main breaks, hydrant exercising, etc.)
- Evaluating and providing input into the acquisition of new tools and equipment
- Supporting winter snow and ice removal operations
- Corresponding verbally and in writing in a professional manner with elected officials, residents, staff and other agencies
- **Participation in a week at a time 24/7 on-call rotation**
- General manual labor and other duties as assigned

Qualifications - Skills & Knowledge

Minimum:

- Ability to perform physical/manual labor (lifting, pulling, climbing, standing, and walking)
- Ability to work under various outdoor weather and working conditions
- Ability to communicate effectively and courteously with the general public, board members, administration, supervisors, other Village employees, construction contractors, and others
- Ability to take direction, facilitate communication, resolve problems, work individually and as a part of a team

Ability to serve a week at a time 24/7 on-call rotation**Preferred:**

- Experience with arboriculture
- Experience with municipal water testing and municipal water/sewer operations
- Experience with small & large engine repair
- A working knowledge of ArcGIS
- Ability to complete locate requests
- Familiarity with computer programs including Microsoft Excel, Word, Outlook and Teams

Qualifications - Education, Experience, Licenses & Certifications**Minimum:**

- Graduation from high school or equivalent
- Possession of a valid Wisconsin Class A Driver's License

Preferred:

- Experience with snow and ice removal and response
- Experience operating heavy equipment such as front-end loaders, skid steers, etc.
- WIDNR groundwater and distribution, zeolite softening, and iron removal certifications
- Chainsaw safety certification/class

Work Schedule & Environment

- Standard hours: Monday-Thursday, 7:00AM to 4:00PM, Friday 7:00AM to 11:00AM
- This position also requires the employee to work week-long rotating on-call shifts, which include the weekend and occasional holidays

While performing the duties of this job, the employee is regularly required to: stand and walk, occasionally sit, frequently is required to handle or feel objects, tools, or controls; reach with hands and arms, climb or balance, stoop, kneel crouch or crawl; and talk or hear. The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus. While performing the duties of this job, the employee regularly works near moving mechanical parts, in outside-weather conditions, is frequently exposed to wet and/or humid conditions, is occasionally exposed to fumes or airborne particles and vibration. The noise level in the work environment is often loud.

How to Apply

Please submit a cover letter and resume to: **Lucy Peterson**

Via email at: lpeterson@cambridgewi.gov

Or

Village of Cambridge

Subject Line: Public Laborer Application

via mail at:

PO Box 99

Cambridge, WI 53523

Note: Successful candidates may be required to pass a physical examination, a background check, and a drug screening as a condition of employment.

The Village of Cambridge is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer. This job description does not constitute an employment agreement between the Village and the employee. This job description is intended to describe the functions and minimum requirements for the performance of this job. It is not to be construed as an exhaustive statement of all duties, responsibilities, or requirements. In addition, the Village reserves the right to add, change or delete functions of this position at any time. This job description supersedes all previous job descriptions for this position.

Sections:

8.16.010 - Definition.

In this chapter, "fireworks" means anything manufactured, processed or packaged for exploding, emitting sparks or combustion which does not have another common use, but does not include any of the following:

- A. Fuel or a lubricant.
- B. A firearm cartridge or shotgun shell.
- C. A flare used or possessed or sold for use as a signal in an emergency or in the operation of a railway, aircraft, watercraft or motor vehicle.
- D. A match, cigarette lighter, stove, furnace, candle, lantern or space heater.
- E. A cap containing not more than one-quarter grain of explosive mixture, if the cap is used or possessed or sold for use in a device which prevents direct bodily contact with a cap when it is in place for explosion.
- F. A toy snake which contains no mercury.
- G. A model rocket engine.
- H. Tobacco and a tobacco product.
- I. A sparkler on a wire or wood stick not exceeding thirty-six (36) inches in length or 0.25 inch in outside diameter which does not contain magnesium, chlorate or perchlorate.
- J. A device designed to spray out paper confetti or streamers and which contains less than one-quarter grain of explosive mixture.
- K. A device designed to produce an audible sound but not explode, spark, move or emit an external flame after ignition and which does not exceed three grams in total weight.
- L. A device that emits smoke with no external flame and does not leave the ground.
- M. A cylindrical fountain not exceeding one hundred (100) grams in total weight with an inside tube diameter not exceeding 0.75 inch, designed to sit on the ground and emit only sparks and smoke.
- N. A cone fountain not exceeding seventy-five (75) grams in total weight, designed to sit on the ground and emit only sparks and smoke.

(Prior code § 7-6-1(a))

8.16.020 - Sale and possession of fireworks restricted.

No person may sell or possess with intent to sell fireworks, except:

- A. To a person holding a permit under Section 8.16.030(C) of this chapter;
- B. To a municipality; or
- C. For a purpose specified under subsection Section 8.16.030(B)(2) through (B)(6) of this chapter.

8.16.030 - Permit required—Exceptions—Regulations.

- A. Permit Required. No person may possess or use fireworks without a user's permit from the village president or from an official or employee of the village as designated by the village board. No person may use fireworks or a device listed under Section 8.16.010(E) through (G) and (I) through (N) of this chapter while attending a fireworks display for which a permit has been issued to a person listed under subsection (C)(1) through (C)(5) of this section or under subsection (C)(6) of this section if the display is open to the general public.
- B. Permit Exceptions. Subsection A of this section does not apply to:
1. The village, except that village fire and law enforcement officials shall be notified of the proposed use of fireworks at least two days in advance.
 2. The possession or use of explosives in accordance with rules or general orders of the Wisconsin Department of Industry, Labor and Human Relations.
 3. The disposal of hazardous substances in accordance with rules adopted by the Wisconsin Department of Natural Resources.
 4. The possession or use of explosive or combustible materials in any manufacturing process.
 5. The possession or use of explosive or combustible materials in connection with classes conducted by educational institutions.
 6. A possessor or manufacturer of explosives in possession of a license or permit under 18 U.S.C. 841 to 848 if the possession of the fireworks is authorized under the license or permit.
- C. Who May Obtain Permit. A permit under this section may be issued only to the following:
1. A public authority;
 2. A fair association;
 3. An amusement park;
 4. A park board;
 5. A civic organization;
 6. A group of resident or nonresident individuals;
 7. An agricultural producer for the protection of crops from predatory birds or animals.
- D. Crop Protection Signs. A person issued a permit for crop protection shall erect appropriate warning signs disclosing the use of fireworks for crop protection.
- E. Bond. The village president issuing a permit under this section shall require an indemnity bond with good and sufficient sureties or policy of liability insurance for the payment of all claims that may arise by reason of injuries to person or property from the handling, use or discharge of fireworks under the permit. The bond or policy shall be taken in the name of the village, and any person injured thereby may bring an action on the bond or policy in the person's own name to recover the damage the person has sustained, but the aggregate liability of the surety or insurer to all persons shall not exceed the amount of the bond or policy. The bond or policy, together with a copy of the permit, shall be filed in the officer of the village.

F. Required Information for Permit. A permit under this section shall specify all of the following:

1. The name and address of the permit holder;
2. The date on and after which fireworks may be purchased;
3. The kind and quantity of fireworks which may be purchased;
4. The date and location of permitted use;
5. Other special conditions prescribed by ordinance.

G. Copy of Permit. A copy of a permit under this section shall be given to the fire chief and chief of police at least two days before the date of authorized use.

H. Minors Prohibited. A permit under this section may not be issued to a minor.

(Prior code § 7-6-1(c))

8.16.040 - Storage and handling.

- A. Fire Extinguishers Required. No wholesaler, dealer or jobber may store or handle fireworks on the premises unless the premises are equipped with fire extinguishers approved by the fire chief.
- B. Smoking Prohibited. No person may smoke where fireworks are stored or handled.
- C. Fire Chief to Be Notified. A person who stores or handles fireworks shall notify the fire chief of the location of the fireworks.
- D. Storage Distance. No wholesaler, dealer or jobber may store fireworks within five hundred (500) feet of a dwelling.
- E. Restrictions on Storage. No person may store fireworks within five hundred (500) feet of a public assemblage or place where gasoline or volatile liquid is sold in quantities exceeding one gallon.

(Prior code § 7-6-1(d))

8.16.050 - Parental liability.

A parent or legal guardian of a minor who consents to the use of fireworks by the minor is liable for damages caused by the minor's use of the fireworks.

(Prior code § 7-6-1(e))

August 25, 2025

Ms. Kerry Marren
Dane County Supervisor District 37
210 Martin Luther King Jr Blvd #114
Madison, WI 53703

Kenneth Johnson
Friends of Cambridge Pickleball
315 Merchant St.
Cambridge, WI 53523

Kerry,

Our committee, Friends of Cambridge Pickleball, is working toward building pickleball courts to serve Cambridge, Wisconsin. We are appealing to you for help.

We contacted the Village of Cambridge in hopes of siting a 4-court project within the village limits. The village does not have suitable space in any of its three parks. Land available in Westside Park is in a flood plain. LBK Park and Memorial Park lack available space. At present there is no place to play pickleball, the fastest growing sport in the U.S.A., in Cambridge.

Foundation Park, also known as Ripley Park, is in the Township of Oakland a short distance from the Village of Cambridge. Cambridge has relied on Foundation Park for facilities for tennis. The two courts in Ripley Park are old: at the end of their useful life. These tennis courts have been taped for pickleball play and are used daily. The problem with converted tennis courts is they are not regulation pickleball courts. Play is different due to net differences and lines for boundaries. This is in addition to the fact that the courts are cracked and uneven. A plan to build new courts in Ripley Park was abandoned due to lack of space within the park. New courts would decrease parking required for other events held in the park.

The next place we tried for space is CamRock Park. CamRock is located near Cambridge and has space for pickleball courts. Our inquiry found that CamRock's master plan does not include, among other things, pickleball courts. What we would like you to do is find a way to update the master plan so that it would be possible to build pickleball courts in CamRock Park.

Why is CamRock Park the best (only) option? CamRock is close to Cambridge. CamRock has water and restroom facilities. CamRock has space for parking and courts.

The Village of Cambridge is stressed financially. Years of deficit spending by the Village of Cambridge have resulted in no ability to grow or enable acquiring space for sports facilities. We, our committee, do not want the financial shortcomings of the Village to hinder our ability to achieve necessary athletic opportunities. Pickleball has about 58

registered users and many users not registered with the Cambridge Community Athletic Programs. Pickleball is a part of a community that helps to keep our aging population in better working order: We exercise regularly by playing pickleball. Pickleball is a sport for all ages and the facilities we propose will be used by young and old alike. Better health for everyone.

We believe that Cambridge will benefit financially from having pickleball courts in the community. Many of our registrants drive some distance to play pickleball in Cambridge. There is a solid community of players, most of which eat and drink before and/or after playing on the courts. If we allow this activity to go elsewhere, the village and its businesses will suffer. Thus, promoting further business stagnation. We are appealing to the county for help in overcoming the outlined impediments to expansion in our community of Cambridge.

We trying to build four regulation courts. In addition to local use, this number of regulation courts will enable us to bring small tournaments to the area. Tournament activity will support local businesses and the local economy generally.

Kerry, we are asking for your help. What can you do to help us with achieving the goal of building four new pickleball courts?

Sincerely,

Kenny Johnson
Friends of Cambridge Pickleball

CC: Village of Cambridge, Cambridge Foundation