

VILLAGE OF CAMBRIDGE – VILLAGE BOARD OF TRUSTEES
CAMBRIDGE, WI 53523
OCTOBER 14, 2025

Acting chair Trustee Hollenbeck 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 Members:

Blackwood, Schulz,
Hollenbeck, Trendel, Jacobson

Absent Voting Member:

Breunig, Kreklau

Also Present Non-Voting Members:

Lucy Peterson, Village Administrator
Cody Garcia, Director of Public Works
Mary Cebertowicz, Wenzy
Melendez, Gail Tufte, Julie
Crist, Patty Strohmusch, Melanie
Rumpf

1. CALL TO ORDER

- Trustee Hollenbeck called the meeting to order at 6:30 p.m.

2. ROLL CALL

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. PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENT

6. APPROVAL OF CONSENT AGENDA

- a. Village Board Minutes – 9/9/2025
- b. Operator license report

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

Motion **CARRIED** by voice vote.

7. REPORTS

a. Audit & Finance Committee

- Trustee Blackwood reported that the committee held a productive meeting focused on exploring potential areas for reductions.

b. Economic Development Committee

- Village Administrator Peterson reported that documentation was reviewed, including the room tax ordinance. Six new documents have been created and will be added to the next meeting agenda. Staff were instructed to develop a webpage to host the related forms, news, and updates. Garland is scheduled to be ordered, and Public Works staff will install it prior to Thanksgiving.

c. Fire/EMS Commission

- Trustee Blackwood reported they had a 4 joint municipality meeting, very productive meeting. The next Fire Commission is tomorrow and have duties to go through 22 item agenda for tomorrow night.

d. Library Board

- Trustee Trendel reported that Baker & Taylor who is the biggest book distributor across the nation, has gone out of business and November is the month that has the most book releases. There were a couple resignations from the staff and a board member.

- e. Personnel Committee
 - Trustee Blackwood reported that the committee met last Thursday with a full agenda. Due to extended discussion on personnel matters, not all items were addressed. The committee agreed to take a new approach to the employee handbook, restructuring it as a policy- and procedure-driven document.
- f. Plan Commission
 - Trustee Schulz reported they met last night and had four action items to vote on. The items will be discussed later on the agenda.

8. APPROVAL OF BILLS: DISCUSSION AND POSSIBLE ACTION

- Village Administrator Peterson presented the approval of bills in the amount of \$36,582.76.

MOTION: Trustee Blackwood(1), Trustee Hollenbeck(2) moved to approve the bills in the amount of \$36,582.76.

Motion **CARRIED** by the following roll call vote:

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

9. UNFINISHED BUSINESS – ACTION REQUIRED

- A. Discussion and possible action on 2025 Financial Management Plan Workshop #2, presentation by Ehlers.
 - Brian and Caitlin from Ehlers were present and continued the 2025 Financial Management Plan Workshop #3.

MOTION: Trustee Hollenbeck(1), Trustee Trendel(2) moved to approve staff to go out to BankFirst for a \$480,000.00 loan for the Village of Cambridge.

Motion **CARRIED** by the following roll call vote:

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

MOTION: Trustee Hollenbeck(1), Trustee Schulz(2) moved to move item 10E. up to current discussion.

Motion **CARRIED** by voice vote.

- 10F. Discussion and possible action on a conditional use permit for 403 England Street.
 - Amigo Construction owner Wenzly Melendez started a business CCI for residential and commercial buildings. The hours will be until 9pm, the fencing on the west elevation is facing the grocery store, and on the South, there is trees. They discussed lighting, signage and the permit only applies to the owner only.
 - Trustee Schulz reported that the Plan Commission recommended approval of the conditional use permit.

MOTION: Trustee Blackwood(1), Trustee Schulz(2) moved to approve conditional use permit for light manufacture and retail sales for 403 England Street to include MSA's recommendations.

Motion **CARRIED** by Voice Vote.

MOTION: Trustee Hollenbeck(1), Blackwood(2) moved to move item 10E. up to current discussion.

Motion **CARRIED** by voice vote.

10E. Discussion and possible action on a rezone for 313 E. Main Street

- Melony Rumf from Oakland-Cambridge Presbyterian Church was present and provided an overview of the Church's plan to sell the house with the lot and Plan Commission voted in favor to rezone last night at the meeting.

MOTION: Trustee Blackwood(1), Schulz(2) moved to rezone for 313 E. Main Street to residential low density residential from LR to LM.

Motion **CARRIED** by voice vote.

10. NEW BUSINESS – ACTION REQUIRED

10A. Discussion and possible action on approval of Street Use Permit for Halloween Parade – Applicant: Erica Lien.

- Village Administrator Peterson reported that this event will be from 5:30 p.m. to 7:00 p.m. and have moved Audit & Finance Committee to start at 7:00 p.m. to give staff and trustees time to enjoy this event.

MOTION: Trustee Blackwood(1), Trustee Jacobson(2) moved to approve the Street Use Permit for Halloween Parade – Applicant: Erica Lien.

Motion **CARRIED** by Voice Vote.

10B. Discussion and possible action on the Exterritorial CSM – Town of Oakland, Jefferson County, Wisconsin (Lots 8 & 9 and part of Lot 10, Block 5, Sylvan Mounds).

MOTION: Trustee Schulz(1), Trustee Hollenbeck(2) moved to approve the Exterritorial CSM – Town of Oakland, Jefferson County, Wisconsin (Lots 8 & 9 and part of Lot 10, Block 5, Sylvan Mounds).

Motion **CARRIED** by Voice Vote.

10C. Discussion and possible action Reviewing Village Hall Board Meetings and Committee Meetings Schedule.

- Village Administrator Peterson provided an overview of this item and was tabled to the October 28, 2025 meeting.

10F. Discussion and possible action on a conditional use permit for 403 England Street.

MOTION: Trustee Hollenbeck(1), Trustee Schulz(2) moved to approve conditional use permit for 403 England Street.

Motion **CARRIED** by Voice Vote.

10E. Discussion and possible action on a rezone for 313 E. Main Street.

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to approve rezone for 313 E. Main Street.

Motion **CARRIED** by Voice Vote.

10C. Discussion and possible action Reviewing Village Hall Board Meetings and Committee Meeting Schedule.

- No action.

10D. Discussion and possible action approving resolution #2025-05 regarding the vacating and discontinuance of a portion of the Lucille Circle right-of-way.

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to approve approving resolution #2025-05 regarding the vacating and discontinuance of the portion of the Lucille Circle right-of-way after we get confirmation from legal that the portion we are vacating is the top of the circle and does not include ingress or egress to the condominiums or connection to HWY 134.

Motion **CARRIED** by voice vote:

Nay: Schulz

10G. Discussion and possible action on HWY PQ Bridge Project Nominal Offer.

MOTION: Trustee Hollenbeck(1), Trustee Trendel(2) moved to approve HWY PQ Bridge which would allow a temporary easement for the PQ Bridge Project.

Motion **CARRIED** by the following roll call vote:

Aye: Blackwood, Hollenbeck, Trendel, Jacobson,

Nay: (None)

Abstain: Schulz

Absent: Breunig, Kreklau

10H. Discussion and possible action on HWY PQ Bridge Project Payment Request.

MOTION: Trustee Blackwood(1), Trustee Trendel(2) moved to approve HWY PQ Bridge Project Payment Request.

Motion **CARRIED** by the following roll call vote:

Aye: Blackwood, Schulz, Hollenbeck, Trendel, Jacobson

Nay: (None)

Abstain: (None)

Absent: Breunig, Kreklau

Motion **CARRIED**.

10A. Discussion and possible action on Park Reservation Permit for Cambridge Action – Applicant: Catherine Manakas.

- Village Administrator Peterson provided an overview of the park reservation permit.

MOTION: Trustee Hollenbeck(1), Trustee Jacobson(2) moved to approve Park Reservation Permit for Cambridge Action – Applicant: Catherine Manakas.

Motion **CARRIED** by Voice Vote.

10J. Convene into Closed Session per 19.85(1)© of the Wisconsin Statutes to consider the employment, promotions, compensation or performance evaluation data of Village employees: Public Works Laborer Position.

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to Convene into Closed Session per 19.85(1)(C) of the Wisconsin Statutes to consider the employment, promotions, compensation or performance evaluation data of Village employees: Public Works Laborer Position.

Motion **CARRIED** by Roll Call Vote.

Reconvene into Open Session.

Trustee Hollenbeck(1), Trustee Blackwood(2) moved to reconvene into open session.

Motion **CARRIED** by Roll Call Vote.

Possible action taken on closed session items.

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to offer the Public Works Laborer position to the recommended candidate per discussion in closed session.

Motion **CARRIED** by Roll Call vote.

11. **CORRESPONDENCE**

12. **PUBLIC COMMENT**

13. **REFERRALS**

14. **ANNOUNCEMENTS**

- A. Plan Commission – October 13, 2025, 6:30 p.m.
- B. Public Works Committee – October 16, 2025, 6:00 p.m.
- C. Water & Sewer Committee Meeting – October 21, 2025, 6:30 p.m.
- D. Audit & Finance Committee – October 23, 2025, 7:00 p.m.
- E. Village Board – October 28, 2025, 6:30 p.m.

15. **ADJOURNMENT**

MOTION: Trustee Schulz(1), Trustee Blackwood(2) to adjourn at 9:40 p.m.

Motion **CARRIED** by Voice Vote.

I hereby certify that the foregoing was action of the Village Board on October 14, 2025.

Yessi Arce, Village Clerk/ Deputy Treasurer

Minutes approved as distributed on November 19, 2025, Village Board of Trustees meeting.



**Village of Cambridge
VILLAGE BOARD BILL APPROVAL
October 14, 2025**

APPROVAL OF BILLS TOTALING \$35,250.56

Absent _____ President Breunig	<u>Sarah Schulz</u> _____ Trustee Schulz
<u>Jennifer Trendel</u> _____ Trustee Trendel	Absent <u>absent</u> _____ Trustee Kreklau
<u>Sharon Jacobson</u> _____ Trustee Jacobson	Absent <u>Kent Blackwood</u> _____ Trustee Blackwood
<u>R Hollenbeck</u> _____ Trustee Hollenbeck	

Highlights: Current Bills over \$5,000

Dean	\$6,279.52
Safebuilt	\$8,854.33
GFL	\$9,529.94

Bill Run Totals:

First Run	October 10, 2025	35,250.56
Second Run	October 14, 2025	<u>\$1,332.20</u>
Total		\$36,582.76

PAYROLL	October 16, 2025	\$21,231.38
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Respectfully submitted.

Lucy Peterson, Administrator/Treasurer/Deputy Clerk