



NOTICE IS HEREBY GIVEN that the Village Board will meet at 7:00 PM or as soon as possible thereafter for a Meeting on Wednesday, November 19, 2025, in the Amundson Community Center, 200 Spring St. to consider and act on the following:

1. CALL TO ORDER/ ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PROOF OF POSTING

4. PUBLIC COMMENT **

5. CONSENT AGENDA

ALL ITEMS LISTED UNDER THE CONSENT AGENDA are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a motion to amend is passed in which event the item will be removed from the Consent Agenda and considered separately.

A. APPROVAL OF MINUTES

1. Village Board Meeting – October 14, 2025
2. Village Board Meeting – October 28, 2025

6. COMMITTEE REPORTS

- A. Fire/EMS Commission
- B. Audit/Finance Committee
- C. Water/Sewer Committee

7. UNFINISHED BUSINESS – ACTION REQUIRED

- A. Discussion and Possible Action Rockdale Regionalization Agreement
- B. Discussion and Possible Action 4th Qtr. Fire/EMS Commission Invoice
- C. Discussion and Possible Action Budget Line Items.

8. NEW BUSINESS – ACTION REQUIRED

- A. Discussion and Possible Action Committee Assignments – Cable Commission
- B. Discussion and Possible Action Deputy Clerk/Utility Clerk Position
- C. Discussion and Possible Action PFP Resolution
- D. Discussion and Possible Action Extraterritorial CSM LOT 1 OF CERTIFIED SURVEY MAP NO.685, RECORDED IN VOLUME 3, PAGE 44 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY, WISCONSIN AS DOCUMENT NO.725537 AND LOCATED IN NE 1/4 OF SECTION 7, T.6N., R.13E. OF THE 4TH P.M., TOWN OF OAKLAND, JEFFERSON COUNTY, WISCONSIN.
- E. Discussion and Possible Action Extraterritorial CSM Part of the Fractional NW 1/4 of the NW 1/4 & the Fractional SW 1/4 of the NW 1/4 of Section 31, Township 7 North, Range 13 East, Town of Lake Mills, Jefferson County, Wisconsin.
- F. Discussion and Possible Action Cambridge Foundation Grant Request

9. CORRESPONDENCE

10. PUBLIC COMMENT **

11. QUESTIONS, REFERRALS TO STAFF OR FUTURE AGENDA ITEMS

12. UPCOMING MEETINGS

- A. Economic Development Committee – December 1, 2025. 5:30pm
- B. Budget Public Hearing - December 5, 2025, 6:00pm
- C. Plan Commission – December 8, 2025, 6:30pm
- D. Joint Law Enforcement Committee – December 9, 2025, 5:30pm
- E. Village Board Meeting – December 9, 2025, 6:30pm
- F. Library Board Meeting – December 10, 2025, 6:30pm
- G. Water/Sewer Committee – December 16, 2025, 6:30pm

13. 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

Posted: November 16, 2025

Village of Cambridge Village Board of Trustees
CAMBRIDGE, WI 53523
OCTOBER 14, 2025
DRAFT MINUTES

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 Member:

Blackwood, Schulz,
Hollenbeck, Trendel, Jacobson

Absent Voting Member:

Breunig, Kreklau

Also Present Non-Voting Member:

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 11, 2025, Village Board of Trustees meeting.

**VILLAGE BOARD OF TRUSTEES
VILLAGE OF CAMBRIDGE, WISCONSIN 53523
OCTOBER 28, 2025
DRAFT MINUTES**

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
Following Voting Members:

Absent Voting Members:
Also Present (Non-Voting Members)

Schulz, Jacobson, Blackwood,
Hollenbeck, Trendel, Breunig
Kreklau
Betsy Busch, Carl Nurmi, Becky
Philips, Brenda Swain, Tim Swain,
Jenn Landowski, Patty Strohmusch,
Joe Schulz, Julie Crist, Bruce Virgin,
Steve Struss, Jeff Jeske, Bill Crist,
Nick Phillips, Adam Stefanik, Matt
Castillo

1. CALL TO ORDER/ROLL CALL

- Trustee 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

- Julie Crist, 312 Oriole Ln, stated the following: I am married to Bill Crist who most of you know was a Cambridge village trustee for almost two years beginning in 2022 Bill is a retired CFO, vice president of finance and a CPA who started his career as an auditor he has extensive financial experience and knowledge when he joined the board it became evident to him there were numerous red flags when it came to fiscal responsibility being a village trustee he offered to help figure out some solutions to the fiscal irresponsibility that had been occurring for years however he was ignored never allowed to meet with the Audit & Finance Committee which hardly even met and never given the opportunity to provide some of his expertise and knowledge we both became very frustrating and for Bill to the point of resigning his position as trustee in the last four months of his term why is this board so oppose to getting financial advice from a career financial professional who is a community member like Bill that he knows what he is talking about unfortunately it seems like you as a board that all of our financial problems will go away if we simply borrow money borrowing money is never a solution for fiscal irresponsibility you cannot borrow your way out of debt when does it end you get the idea that the only people of this community that show up to meetings are the ones who care I beg to differ you were elected to represent all of the citizens of this community and we all have a say even the single mom who cannot come to a board meeting because she can't afford a babysitter to watch her children during the time of the meeting even the parents of elementary school kids or high school kids that have school activities the night of a meeting and the parents have to be there even the elderly residents who don't drive at night and therefore they cannot attend the meeting even the residents that have become so frustrated with the way our village board functions that they feel what's the use there are many more Cambridge residents that are upset the way our

tax dollars are being managed by this board are here in attendance of this meeting we all deserve respect and to not be treated as our voices don't count or matter a rude comment made to my husband Bill at a recent Audit & Finance meeting and nasty text you might about it later I urge you to do the hard thing and do your job as trustees of this Village and seriously consider making cuts to our spending for 2026 I believe Ehlers will be telling you later tonight how much you should borrow and how much the tax levy allows us to borrow please don't borrow money simply because we can how about looking seriously at the budget line by line and figuring out which things are wants and which things are needs when we are in a budget deficit wants need to be put in the back burner until things get back in order it might not feel good and yes some people will inevitably be unhappy but let's begin to turn this mess around for the good of everyone in the long run thanks.

- Joe Schulz, 341 Waverly Drive, criticized the board's decision to take out a one-time \$200,000 loan, stating that the financial situation has worsened over the past year. Mr. Schulz noted that only one Audit and Finance Committee meeting has been held year-to-date, with the most recent meeting canceled. When Trustee Schulz asked Kris for the reason, he was told it was to avoid overwhelming trustees with too many meetings. Mr. Schulz emphasized that this lack of action is precisely why his wife, Sarah, joined the board—to make a difference. He stated that Sarah represents not just a neighborhood, but the broader community. Her “no” vote, he added, will inspire others to get involved, turning one dissenting vote into two.
- Bruce Virgin, 213 Elm St, reiterated that “you cannot borrow your way out of debt” and urged the board to begin making difficult decisions regarding which services could be streamlined. They suggested exploring additional areas where spending could be reduced.
- Steve Struss, 313 S. Street, spoke in regard to the Water & Sewer Committee and acknowledged the frustration currently being experienced by the Trustees.
- Jeff Jeske, 605 Woodhaven, shared that he was invited to attend and express his concerns. He recommended pursuing available grants and thoroughly evaluating all alternatives before committing to any new debt.
- Betsy Busch, 566 Cletus Street, stated the following: I am a relatively new community member here and what a shock it's been guys from the debt you can't dig a deeper hole to get out of a hole none of us I hope put our monthly expenses on our credit cards and make partial payments that's what your doing and before we even moved here we got a letter telling us that our water and sewer was going up over 60% is that sustainable I hope not and what I find really disappointing and shameful as I lived here longer is that our former village president was a CPA what is going on I don't understand it I'm here tonight because I am on various Facebook threads I know there are rumors going around and I don't want to be part of the problem I want to be part of the solution and I expect you guys to be a part of the solution Kris you don't even look at people when they are speaking to you and that is not ok even if you have nothing on an agenda for a finance committee have it anyway we are watching we want to know that you care and that you are transparent and that you are thinking forward and thinking out of the box and not just looking for low hanging fruit to cut that you are making capital plans that your looking into the future that you have hope for your kids and grandkids to want to live here and to be able to afford to live here thank you.
- Bill Crist, 312 Oriole Ln, expressed concern that the board has gone an entire year without issuing a treasury report. He emphasized that every board typically provides such a report and called the lack of financial transparency unacceptable.
- Nick Phillips, 703 Merlot Ln, stated that taking out a loan is not a viable solution, emphasizing that the board is simply “chasing its tail.” He stressed that the path forward requires greater transparency and warned that without it, the issue will only continue to grow.

5. **CONSENT AGENDA**

ALL ITEMS LISTED UNDER THE CONSENT AGENDA are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a motion to amend is passed in which event the item will be removed from the Consent Agenda and considered separately.

A. APPROVAL OF MINUTES

a. October 14, 2025

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to table October 14, 2025 minutes to the November 11, 2025 meeting.

Motion **CARRIED** by Voice Vote.

6. **COMMITTEE REPORTS**

A. Fire/EMS Commission

- Trustee Blackwood reported that a meeting was held to discuss the Fire Department budget exclusively. Revisions to the budget are needed. Chief Evans requested a letter of support for the EMR and did give that letter so they can become a Fire Department member. A municipal meeting is proposed for November 12 in Christiana to further discuss next steps, including a possible AGI amendment. The board also agreed to schedule an interview for the director candidate within the next two weeks.

B. Public Works Committee

- Trustee Hollenbeck reported that the board discussed the bricks along Main Street and asked staff to evaluate the cost of replacing all individual bricks, noting that from a safety standpoint, this would help prevent liability concerns. The discussion also included prioritizing projects in order of importance. The park children play area did get installed, and the Welcome to Cambridge sign is up by the Kwik Trip.

C. Water & Sewer Committee

- Trustee Hollenbeck reported that the board discussed the potential installation of a bulk water station and is currently evaluating the associated costs. The new Water & Sewer Superintendent advised that a three-season station would be more practical than a four-season option. The board will continue reviewing cost estimates and also examined upcoming projects that the Water & Sewer Department may need to undertake. There are some things like the meter swap that will be in the capital planning.

D. Administrator Report

- Village Administrator Peterson reported that the Payment Service Network online payment system is now live. Links are available on the village website. There is no fee for users who pay via checking or savings accounts; however, a 3.5% fee applies to debit and credit card transactions. Residents can create an account to view payment history, set up automatic payments, or visit the office for assistance from staff.

Administrator Peterson also announced that Brock Pinnow joined the team as a new employee. The second "Welcome to Cambridge" sign is currently in development, and Phase I of the LBK Park project has been completed.

The budget was reviewed line by line with the Public Works Director, and a meeting with the Utilities Superintendent is scheduled to continue the budget review. Trustee Hollenbeck requested that a direct payment link be added to the homepage to improve accessibility.

Lastly, Administrator Peterson shared that the Halloween event was a great morale booster for staff and a meaningful opportunity to engage with the community. Appreciation was extended to everyone who supported the event.

7. **APPROVAL OF BILLS**

- Village Administrator Peterson presented the approval of bills in the amount of \$104,292.06.

MOTION: Trustee Blackwood(1), Trustee Hollenbeck(2) moved to approve the bills in the amount of \$104,292.06.

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

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

8. **UNFINISHED BUSINESS – ACTION REQUIRED**

- a. Discussion and Possible Action on the 2025 Financial Management Plan – Workshop #3 Presentation, Casey Griffiths - Ehlers
- Casey Griffiths from Ehlers was present and presented the 2025 Financial Management Plan – Workshop #3
- No action was taken.
- b. Discussion and Possible Action on Rockdale Regionalization – Matt Castillo
- No action was taken.
- c. Discussion and Possible Action on the Fee Schedule.

MOTION: Trustee Hollenbeck(1), Trustee Schulz(2) moved to approve the fee schedule as presented in the packet effective immediately.

Motion **CARRIED** by Voice Vote.

- d. Discussion and Possible Action on Fire/EMS – 4th Quarter Payment

MOTION: Trustee Breunig(1), Trustee Hollenbeck(2) moved not to pay the Fire/EMS – 4th Quarter Payment and move to the November 11, 2025 meeting.

Motion **CARRIED** by Voice Vote.

- e. Discussion and Possible Action on Moving to One Monthly Meeting.

MOTION: Trustee Breunig(1), Trustee Blackwood(2) moved to approve moving to one monthly meeting.

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

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

- f. Discussion and Possible Action on Village Hall hours.

MOTION: Trustee Hollenbeck(1), Trustee Blackwood(2) moved to approve new Village Hall hours with an additional day prior to 8 am one evening until 6 pm.

Motion **CARRIED** by Voice Vote.

- g. Discussion and Possible Action of Weekly Check Runs with JotForm Approval Process.
 - Check runs will be done at 2pm on Mondays with an approval deadline of Thursday's at 10am.

MOTION: Trustee Blackwood(1), Trustee Jacobson(2) moved to approve weekly check runs with JotForm approval process.

Motion **CARRIED** by Voice Vote.

9. **UNFINISHED BUSINESS – NO ACTION REQUIRED**

10. **NEW BUSINESS – ACTION REQUIRED**

- A. Discussion and Possible Action on an Amendment to the Intergovernmental Agreement (IGA) for EMS Services.

MOTION: Trustee Blackwood(1), Trustee Jacobson(2) moved to approve an Amendment to the Intergovernmental Agreement (IGA) for EMS Services.

Motion **CARRIED** by Voice Vote.

- B. Discussion and Possible Action on RFP for computer services

MOTION: Trustee Breunig(1), Trustee Hollenbeck(2) moved to approve RFP for computer services, Auditing Services, and RFP for legal services.

Motion **CARRIED** by Voice Vote.

- C. Discussion and Possible Action on Auditing Services.

MOTION: Trustee Breunig(1), Trustee Hollenbeck(2) moved to approve RFP for computer services, Auditing Services, and RFP for legal services.

Motion **CARRIED** by Voice Vote.

- D. Discussion and Possible Action on RFP for legal services.

MOTION: Trustee Breunig(1), Trustee Hollenbeck(2) moved to approve RFP for computer services, Auditing Services, and RFP for legal services.

Motion **CARRIED** by Voice Vote.

11. **NEW BUSINESS – NO ACTION REQUIRED**

12. **CORRESPONDENCE**

13. **PUBLIC COMMENT**

- Bill Crist, 312 Oriole Ln expressed his concerns about the budget.
- Betsy Busch, 566 Cletus Street, shared concerns about the village's finances.

- Matt Dozois, Drumlin Trail expressed a more detailed invoice from the Fire/EMS Commission.
- Carl Nurim, 518 Allen St concerns about sex offenders in the village.

14. REFERRALS

15. ANNOUNCEMENTS

- A. Katie from the Village of McFarland's Senior Outreach Services will be attending the meeting to provide an update.

16. ADJOURNMENT

MOTION: Trustee Blackwood(1), Trustee Jacobson(2) moved to adjourn at 9:45 p.m.

Motion **Carried** by Voice Vote.

I hereby certify that the foregoing was action of the Village Board on October 28, 2025.

Yessi Arce, Village Clerk/ Deputy Treasurer

Minutes approved as distributed on November 11, 2025, Village Board of Trustees meeting.

**Agreement for Wastewater Treatment and Disposal Between the
Village of Rockdale and Village of Cambridge**

This agreement, made and entered into this day of, 20....., by and between the Village of Rockdale ("Rockdale"), and the Village of Cambridge ("Village") (together, the "Parties").

Whereas, the Village contracts with Cambridge-Oakland Wastewater Commission ("COWC") that owns and operates a wastewater treatment facility ("WWTF") for the purpose of treating wastewater discharged to it by its member and contract customers; and

Whereas, the Village owns and operates a sanitary sewer system ("Village Collection System") for the collection and transmission of wastewater to the COWC WWTF.

Whereas, Rockdale owns and operates a sanitary sewer collection system ("Rockdale Collection System") in the Village of Rockdale, in Dane County, Wisconsin, that collects wastewater from the Rockdale Service Area identified on Exhibit A.

Whereas, Rockdale currently collects and conveys untreated wastewater by the Rockdale Collection System to the Village of Rockdale Wastewater Treatment Plant for treatment and disposal.

Whereas, Rockdale desires that the Village provide the services of receiving the wastewater discharged by Rockdale Collection System.

Whereas, the Village agrees to accept Rockdale wastewater under the terms and conditions of this agreement, provided that Rockdale's wastewater will not have a detrimental effect on the Village Collection System, its equipment, infrastructure, processes, operation, or discharge to the COWC WWTF;

Whereas, Rockdale agrees that by entering into this agreement, it is subject to Village of Cambridge Ordinances ("Village Ordinances") governing users of Public Services;

Now therefore, in consideration of the covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as described below:

AGREEMENT

IN CONSIDERATION of the wastewater treatment services to be provided by the Village and the sums which have been paid and will be paid by Rockdale for such services, and other good and valuable consideration contained in the mutual covenants herein, it is hereby agreed between the Village and Rockdale as follows:

1. TREATMENT AND DISPOSAL SERVICES

- 1.1 Rockdale Service Area. For purposes of this Agreement, the "Rockdale Service Area" is limited to the area shown on Exhibit A. Exhibit A may be modified from time to time by the written agreement of both Parties.
- 1.2 Acceptance of Rockdale Wastewater. During the term of this Agreement, Rockdale Collection System is authorized to convey such wastewater through the Rockdale Force Main to the Village Collection System in accordance to the terms and conditions of this agreement and Village Ordinances.
- 1.3 Wastewater Only. Rockdale shall only send, and the Village shall only accept, wastewater from Rockdale within the volumetric and strength limits in Village Ordinances as amended from time to time and those outlined in Section 4 below, whichever is stricter.
- 1.4 No Obligation to Serve Beyond Terms of Agreement. The Village's obligation to accept Rockdale wastewater is limited to the terms of this Agreement and the Village has no obligation to provide Rockdale with any other municipal or utility services beyond the terms of this Agreement.

2. ROCKDALE COLLECTION SYSTEM

- 2.1 Rockdale Collection System, Defined. The Rockdale Collection System consists of all facilities necessary to collect and convey wastewater originating within the Rockdale Service Area to the Rockdale Force Main. The Rockdale Collection System includes, but is not limited to, the Rockdale Lift Station located as shown on Exhibit A, the flow meter, and any sampling equipment installed at the Rockdale Lift Station.
- 2.2 Maintenance of Rockdale Collection System. Rockdale shall, at its cost, install, operate, monitor, secure, maintain, repair, and replace the Rockdale Collection System. These costs include, without limitation, those associated with the lift station, chemical addition, pumps, machinery and equipment, mains, laterals, manholes, flow monitoring, and metering devices. Rockdale shall also be solely responsible for

the cost of abandoning any portion of the Rockdale Collection System. Rockdale shall indemnify and hold harmless the Village for any damages or costs resulting from failure to maintain the Rockdale Collection System properly.

- 2.3 Rockdale Collection System to Meet DNR Requirements. The construction, replacement, expansion, or abandonment of any portion of the Rockdale Collection System shall comply with State law, including all Wisconsin Department of Natural Resources ("DNR") DOA codes (such as NR 110), and DNR-approved plans.

3. ROCKDALE FORCE MAIN

- 3.1 Rockdale Force Main. A force main extends from the Rockdale Lift Station at County Road B in the Village of Rockdale to a new manhole and then ties into the Village Manhole No. 58, located on County Road B in the Village.
- 3.2 Ownership, Operation and Maintenance of the Rockdale Force Main. Rockdale owns the entire Force Main, within Rockdale and Cambridge boundaries, in accordance with the WDNR. Rockdale shall be solely responsible for, and shall bear all costs for, the operation, maintenance, monitoring, security, repair, replacement and, if necessary, the abandonment of the Force Main and associated manholes.
- 3.3 Rockdale Force Main to Meet WDNR Requirements. The initial construction and all subsequent replacement, expansion, and abandonment of the Rockdale Force Main must be approved by the WDNR and Village. All construction and all subsequent replacement, expansion, and abandonment provided must comply with the WDNR DOA code.
- 3.5 No Additional Connections to Rockdale Force Main. Without the express written permission of both the Village and Rockdale, neither the Village nor Rockdale shall permit any connection to the Rockdale Force Main other than the connection at the Rockdale Lift Station.
- 3.6 Impact of Annexation. Any portion of the Rockdale Force Main located within lands annexed to the Village shall remain the property of Rockdale and Rockdale shall maintain all ownership, operation, and maintenance responsibilities of the system Force Main. If the Village's ordinances or the COWC's permit require upgrades to the Force Main as a result of annexation or increased flows, Rockdale shall fund such upgrades at its sole expense.

4. LIMITS ON ROCKDALE DISCHARGE

- 4.1 Volumetric Limits. The volume of wastewater discharged from the Rockdale

Collection System to the Village Collection System shall not exceed 30,000 gallons per day, averaged over 12 months. A maximum daily flow shall not exceed 0.1 MGD.

- 4.2 Pumping and Forcemain Velocity Limits. An individual pump shall pump no more than 80 gallons per minute and velocities within the forcemain shall be a minimum of 2 feet per second when a pump is operating. The Rockdale Lift Station's pumps shall act as a single duty system, with the second pump as a backup. Written approval from the Village is required if more than one pump is to be operated simultaneously.
- 4.3 Strength Limits. The Rockdale wastewater shall not exceed the strength limits set forth in the Village Ordinances, including any future amendments to these Ordinances. The Village may review and revise these limits in accordance with applicable regulations, WWTF permits, and sound engineering practices, provided thirty (30) days' written notice is given to Rockdale.
- 4.4 Penalties for Exceedance of Limits. To determine whether Rockdale is complying with the aforementioned volumetric and strength limits, the Village may apply its Ordinance, including its monitoring, sampling, and analysis requirements. Additionally, the Village may randomly meter and sample the wastewater as described in Sections 5 and 6 below. If it is determined that Rockdale has discharged wastewater to the Village Collection System in excess of the limits of this Section 4, then Village Ordinances and the provisions of Section 9 apply.
- 4.5 Odor and Corrosion Mitigation. Rockdale shall be fully responsible for promptly implementing all mitigation, corrective actions, repairs, lining, replacements, coatings, or other measures necessary to address or prevent odor or corrosion conditions identified by the Village within the Village's sanitary sewer system, including but not limited to the new manhole immediately upstream of Manhole 58, Manhole 58 itself, and all downstream manholes to the Village's lift station (collectively, the "Affected Manholes"). Rockdale shall bear all costs associated with such work, including restoration of any affected areas. The Village may conduct monitoring within its limits to detect odor or corrosion conditions; such monitoring does not relieve Rockdale of its obligations. If the Village determines that immediate repairs or lining are required to protect its facilities, it may perform or contract for such work. The Village shall notify Rockdale in writing of the work required as soon as reasonably practicable. Rockdale agrees to reimburse the Village for 100% of the costs incurred for such work, including restoration, within thirty (30) days of receiving the Village's invoice.
- 4.6 Chemical Use and Emerging Contaminants. Rockdale shall not introduce any chemical, additive, or odor/corrosion control agent into its collection system or the Rockdale Force Main without first providing written notice to and receiving written approval from the Village. If the Village determines any such chemical is or may be detrimental to its collection system, lift stations, or COWC WWTF processes, Rockdale

shall immediately discontinue or modify the additive at its sole cost and reimburse the Village for all costs, damages, or regulatory penalties. Rockdale shall prevent the discharge of emerging contaminants (including PFAS, microplastics, pharmaceuticals) and nuisance materials (flushable wipes, rags, grease, or other non-domestic-strength substances) and indemnify the Village for any damages or costs caused by such substances.

- 4.7 Capital Cost Contributions. If upgrades, expansions, or modifications to the Village Collection System or the COWC WWTF are required in whole or in part as a result of Rockdale's flows or loads, Rockdale shall pay its proportional share of such capital costs, based on flow and load contribution, in addition to its ongoing user charges. Payment terms shall be as provided in Sections 7 and 8.

5. METERING

- 5.1 Rockdale Meter. Rockdale shall own and maintain a wastewater flow meter to accurately measure the volume of wastewater discharging from the Rockdale Collection System to the Village Collection System. The flow meter ("Rockdale Meter") shall be located at the Rockdale Lift Station. Rockdale shall assume all responsibilities and costs to maintain, service, repair, and replace the Rockdale Meter. If the Rockdale Meter is replaced or modified, meter installation or modification plans shall be submitted to the Village for review and approval.
- 5.2 Measurement of Volume. The volume of wastewater discharged from the Rockdale Collection System into the Village Collection System shall be measured by the Rockdale Meter.
- 5.3 Reading of Rockdale Meter. Rockdale shall record and provide to the Village, on a monthly basis, the totalized daily flow readings from the Rockdale Meter as recorded by the flow meter or SCADA monitoring system. Such reports shall be submitted within 30 days of the following month. The Village shall have the right to access, inspect, and verify the Rockdale Meter, its data, and any related monitoring equipment at any time, with reasonable notice, for the purpose of confirming accuracy and compliance.
- 5.4 Access to Rockdale Lift Station. Rockdale grants the Village the right to access, inspect, and verify the Rockdale Meter, its data, and any related monitoring equipment at any time. If the Village discovers any problem, defect, or deficiency with the Rockdale Meter or Rockdale Lift Station during said visits, the Village shall promptly report it to Rockdale. Rockdale is responsible for all corrective measures.
- 5.5 Testing of Rockdale Meter. The Rockdale Meter shall be inspected, tested, and calibrated by a qualified technician at a minimum of once per year. The Village may

request more frequent inspections, tests, and calibration if there is a reason to believe the flow meter data is inaccurate. Rockdale shall pay all expenses related to the inspection, testing, maintenance, calibration, and/or replacement of the Rockdale Meter. Rockdale shall provide the Village with notice of the inspection, testing, calibration, and maintenance at least 14 working days before the time of inspection and testing, so that the Village may, if it elects, have a representative present during the inspection and testing. Rockdale shall provide the Village with information regarding the technician's credentials and the results of such inspection, calibration, and testing within thirty (30) days after the completion thereof. The Rockdale Meter shall be maintained to provide readings within 92% - 107% of actual flow or within equipment accuracy standards, whichever is stricter.

5.6 Failure to Maintain Rockdale Meter. In the event Rockdale fails to comply with Section 5, Rockdale shall notify the Village of the violation and Rockdale has 30-days to correct the issue. If the Village is aware of the Violation, they will notify Rockdale and Rockdale has 30-days to correct the issue. If Rockdale fails to correct the violation within 30-days of the known issue (or other duration mutually agreed upon by the Village and Rockdale), the Village is authorized to test, maintain, and, if necessary, repair or replace the meter, and charge the expenses related to such testing, maintenance, and replacement to Rockdale, which Rockdale agrees to pay. The Village shall bill its costs to Rockdale and the bill shall be due as provided in Section 7. If the Rockdale Meter fails, the Village may substitute its own measurements or estimates for billing.

5.7 Retention of and Access to Records. Both Rockdale and the Village shall maintain records of metering for a period of at least three (3) years.

6. SAMPLING

6.1 Measurement of Strength. At a minimum, quarterly, Rockdale shall be responsible for the work and costs related to sampling wastewater discharged from the Rockdale Collection System into the Village Collection System. Sampling shall be representative of Rockdale's collective wastewater. The Village is allowed to review Rockdale's sampling method to determine if samples are representative. Rockdale shall provide all sample results to the Village within thirty (30) days of sample collection. The Village is allowed to request sample parameters, paid for by Rockdale, if related to new regulatory requirements or if violations of the Village Ordinance has occurred.

6.2 Duplicate Sampling. The Village may sample and analyze the wastewater pursuant to its ordinance authority. Rockdale may also sample or test and shall copy the Village on the results directly from the testing lab.

6.3 Compliance. Compliance with the parameters of wastewater strength will be determined, at a minimum, by the quarterly samples. Rockdale may elect to sample more often, at their own cost. Additional samples may be included in the measurement of strength compliance if the samples are agreed to be representative by the Village.

6.4 Access to Rockdale Lift Station. Rockdale grants the Village the right to access the Rockdale Lift Station at any time for the purpose of sampling the wastewater. If the Village discovers any problem, defect or deficiency with the Rockdale Lift Station during said sampling, the Village shall report it to Rockdale within thirty (30) days. Rockdale has 30-days to correct the issue. If Rockdale fails to correct the violation within 30-days of the known issue (or other duration mutually agreed upon by the Village and Rockdale), the Village is authorized to correct the issue, and charge the expenses to Rockdale, which Rockdale agrees to pay. The Village shall bill its costs to Rockdale and the bill shall be due as provided in Section 7. Nothing herein shall authorize the Village to test, dismantle, alter or repair the Rockdale Lift Station without the express written consent of Rockdale.

6.5 Penalties for Exceedance of Limits. If Rockdale is found to be exceeding limits, the Village may apply its Ordinance, including its monitoring, sampling, and analysis requirements.

7. CONNECTIONS: CONNECTION FEE

Commented [MC1]: Need Ehlers info

7.1 Service Charge. Rockdale shall pay the Village for wastewater discharged from Rockdale's collection system into the Village's collection system for treatment a service charge on the basis of a Base Charge per meter size plus a Volume Charge per the Rockdale Lift Station sewage flow meter readings consistent with charges set by Village Ordinance.

7.2 Authorized Connection. As of the Effective Date of this Agreement, The Village agrees to recognize Rockdale as a Village user with one connection at the Village manhole. Rockdale will pay a one-time connection fee of XX dollars. At this time, no other connections to the Rockdale Collection System are permitted unless the provisions of Subsection 7.3 are met.

7.3 New Residential Connections. The Village will work with Rockdale to permit new residential Rockdale users to the Rockdale Collection System, and the following requirements will need to be met.

a. The proposed connection is located within the Rockdale Service Area.

7.4 New Significant Flow Connections. The Village will work with Rockdale and consider

on an individual basis any commercial user, industrial user, or residential development of 50 or more homes to the Rockdale Collection System, and the following requirements will need to be met.

- a. The proposed connection is located within the Rockdale Service Area.
- b. Written consent is obtained from the Village.
- c. A connection fee as outlined in the Village Ordinance.

8. USER FEES: BILLING

Commented [MC2]: Need Ehlers info

- 8.1 Monthly User Fees. Rockdale agrees to pay the Village a monthly user fee comprised of a fixed service charge, and a volumetric charge.
- 8.2 Fixed Monthly Charge. Rockdale agrees to pay the Village a fixed monthly charge calculated based on the Rockdale connection size to the Village Collection System.
- 8.3 Volumetric Monthly Charge. Rockdale agrees to pay the Village a monthly volumetric charge calculated by multiplying (a) the volume of wastewater as metered at the Rockdale Meter by (b) a volumetric charge. The volumetric charge shall be the same volumetric charge imposed on a single-family residential dwelling with a 5/8" meter in the Village, (currently described in the Village Ordinances)
- 8.5 Billing. Rockdale agrees to administer customer billing within the Rockdale service area. The Village will bill Rockdale monthly on or before the 15th day of the month for the aforesaid monthly user fees incurred during the prior quarter. Invoices shall be due and payable within twenty (20) days of the date of the invoice. If an invoice is not fully paid within twenty (20) days, the unpaid balance will be subject to interest at the rate of one and one-half percent (1.5%) per month.
- 8.6 Amendments to Charges. The Fixed Monthly Charge and Volumetric Monthly Charge shall be the same charges imposed by the Village on single-family residential dwellings located in the Village.

9. REGULATIONS ON USE: ENFORCEMENT

- 9.1 Plumbing. All plumbing in the Rockdale Collection System shall be installed and maintained in compliance with the Village Ordinances and the Wisconsin State Plumbing Code.
- 9.2 Prohibition on Clear Water. Rockdale shall adhere to Village Ordinances to prevent clear water discharge from drain tile, rainwater, surface water conduits, or any other clear water source into the Rockdale Collection System.

- 9.3 Prohibition on Trucked Waste. Rockdale shall not permit any septic tank waste, seepage pit wastes, grease-trap waste, or any trucked liquid waste to be deposited into the Rockdale Collection System without the express written consent of the Village.

10. NOTICES

- 10.1 Written Notice Required. Unless otherwise provided in this Agreement, any notice, demand or other communication required or permitted under this Agreement shall be given in writing and delivered personally, by courier, by U.S. Mail or commercial delivery service.
- 10.2 Effective Date of Notice. Notice provided under this Agreement shall be deemed effective: (i) when personally delivered; or (ii) three (3) days after deposit with the United States Postal Service, postage prepaid, certified, return receipt requested; or (iii) one (1) business day after deposit with a nationally recognized overnight courier service, addressed by name to the party intended, at the address provided in accordance with Subsection 10.3.
- 10.3 Address for Notices. Notices to a party shall be provided to its respective address set forth below, or at such other person or address as may from time to time be designated by such party in writing to the other.

To Village of Rockdale:
Village of Rockdale
208 Benton Street
P.O. Box 160
Cambridge, WI 53523

To the Village of Cambridge:
Village of Cambridge
200 Spring St, Cambridge WI 53523-9218

11. EFFECTIVE DATE; TERM; TERMINATION FOR CAUSE

- 11.1 Effective Date. This Agreement shall become effective on [date].
- 11.2 Reevaluation During Term of Agreement. The Village and Rockdale agree to meet and confer at least once every five years through the term of this Agreement to discuss revisions to the Agreement necessary to accurately capture up-to-date and representative operational arrangements. Neither the Village nor Rockdale shall unreasonably withhold approval for modification of the Agreement necessary to adequately capture up-to-date and representative operational arrangements. If this Agreement terminates and Rockdale continues to take service from the Village,

Rockdale shall continue to be responsible for all charges established by Section 7 unless and until either a new agreement is reached or such service is terminated.

11.3 Default and Termination.

11.3.1 Default by Rockdale. The Parties agree that the Village ordinance shall govern wastewater entering the Village. Except as otherwise provided herein, if Rockdale fails to comply with or perform any of the conditions or obligations on its part, the Village shall notify Rockdale in writing of the specific violation and provide Rockdale with a 60-day notice to correct. Rockdale shall correct said violation within 60-days of receipt of the notice to correct, including conducting sampling to assess the extent and nature of the violation or require the Rockdale user causing the discharge to correct the violation. If Rockdale fails or refuses to correct the violation within the aforesaid time period, then Rockdale may be required to halt the discharge or require the Rockdale user to halt the discharge causing or contributing to the immediate threat. The Village shall have the right to take any and all lawful measures, including court action for equitable and injunctive relief, forfeitures under the Village Ordinances and termination of service or the right to use the Village sewerage system. The discontinuance of service shall not release Rockdale from its obligations to make payments on past due services rendered under this Agreement.

11.3.2 Default by Village. Except as otherwise provided herein, if the Village fails to comply with or perform any of the conditions or obligations on its part, Rockdale shall notify the Village in writing of the specific violation and provide the Village with a 60-day notice to correct. The Village shall correct said violation within 60-days of receipt of the notice to correct, provided however, said time shall be extended (a) if more time is needed to correct said violation based upon industry custom and sound engineering practices, or (b) if the Parties agree to another date. If the Village fails or refuses to correct the violation within the aforesaid time period, then Rockdale shall have the right to discontinue payment of the monthly user fees established in Section 7 above until the violation is corrected. If the Village's violation causes a termination or limitation of the Village's ability to accept and dispose of wastewater from the Rockdale, then the monthly user fees established by Section 7 shall be suspended during the period of time during which the Village was unable to accept and dispose of Rockdale wastewater, and the Village shall be liable for the fees and charges incurred by Rockdale in transporting and disposing of the wastewater which the Village was obligated hereunder to take.

11.4 No Service Obligation Following Expiration or Termination. Upon the termination of this Agreement, in addition to such rights and obligations enumerated elsewhere in

this Agreement, the obligation of the Village to provide wastewater treatment service to Rockdale shall cease, and the obligation of the Rockdale to pay for wastewater treatment services shall cease.

12. FORCE MAJEURE

- 12.1 Force Majeure. In case by reason of Force Majeure any party is rendered unable wholly or in part to carry out its obligations under this Agreement, then if such party gives notice and full particulars of such Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied on, the obligations of the party giving such notice, so far as it is affected by such Force Majeure shall be suspended during the continuance of the inability then claimed, but for no longer period, and any such party shall endeavor to remove or overcome such inability with all reasonable dispatch. Notwithstanding any Force Majeure, Rockdale shall remain responsible for any costs incurred by the Village as a result of Rockdale discharging wastewater from the Rockdale Collection System to the Village Collection System in excess of the discharge limits of Section 4. The term Force Majeure means acts of God, acts of public enemy, orders of any kind of Governmental Authorities, or of any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrests, restraints of government and people, civil disturbances, explosions, breakage or accidents to machinery, or pipelines, partial or entire failure of wastewater treatment, or inability on the part of a party to receive or convey wastewater hereunder, on account of any other causes not reasonably within the control of the party claiming such inability.

13. MISCELLANEOUS

- 13.1 Recitals. The Parties confirm and ratify the statements and commitments contained in the Recitals. The Recitals are incorporated and made a part of this Agreement.
- 13.2 Agreement Supersedes Prior Agreements. This Agreement replaces all former agreements between the Village and Rockdale related to the treatment and disposal of wastewater.
- 13.3 Authority to Sign. The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.
- 13.4 Rockdale Representations. Rockdale represents and warrants to the Village that it has full authority and power to enter into this Agreement, that it has the full authority and power to enforce the provisions of this Agreement on the users of the Rockdale

Collection System within the Rockdale Service Area; that it is not a party to any agreement with any other person or entity that is inconsistent with the terms of this Agreement; and that upon execution by each party, this Agreement will immediately be a valid and binding obligation of Rockdale and the Village, enforceable in accordance with its terms.

- 13.5 Non-Assignability. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and their respective successors and assigns, or public board(s) and commission(s). No assignment or transfer of this Agreement may be made by Rockdale or the Village without the prior written agreement of the other party, except Rockdale may assign this Agreement to a new entity established by the users of the Rockdale Collection System for the purpose of administering the Rockdale Collection System and this Agreement
- 13.6 Modification of this Agreement. This Agreement may be modified only by a writing signed by both Parties.
- 13.7 Severability. The provisions of this Agreement are severable. If any provision or part of this Agreement or the application thereof to any person or circumstance shall be held by a court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part thereof to other persons or circumstances shall not be affected thereby.
- 13.8 No Waiver. The failure of any party to insist, in any one or more instance, upon performance of any of the terms, covenants, or conditions of this Agreement shall not be construed as a waiver, or relinquishment of the future performance of any such term, covenant, or condition by the other party but the obligation of such other party with respect to such future performance shall continue in full force and effect.
- 13.9 Counterparts. This Agreement may be executed in one or more counterparts, all of which shall be considered but one and the same agreement and shall become effective when one or more counterparts have been signed by each of the Parties and delivered to the other party.
- 13.10 Survival. All express representations, indemnifications and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 13.11 Governing Law. This Agreement and all questions and issues arising in connection herewith shall be governed by and construed in accordance with the laws of the

State of Wisconsin. Venue for any action arising out of or in any way related to this Agreement shall be exclusively in Dane County, Wisconsin. Each party waives its right to challenge venue.

13.12 References to Laws. Unless otherwise explicitly provided in this Agreement, any reference to laws, ordinances, rules, or regulations shall include such laws, ordinances, rules, or regulations as they may be amended or modified from time to time hereafter.

IN WITNESS WHEREOF, this Agreement has been executed on behalf of the Village of Cambridge pursuant to such resolution adopted by the Village Board on _____ 2025. This Agreement has been approved and executed by Rockdale pursuant to such resolution adopted by the Board of Directors on _____ 2025.

Village of Cambridge:

Village President

Village Clerk

Rockdale

Village President

Village Clerk

Attachment: Exhibit A: Rockdale Service Area Map

EXHIBIT A

ROCKDALE SERVICE AREA MAP

Cambridge Community Fire and EMS Commission
(Legacy)
271 W Main St
Cambridge, WI 53523 US
+16084233511
sheila.palinkas@tn.oakland.jefferson.wi.gov

Invoice

BILL TO
Village of Cambridge
200 S. Spring Street
Attn: L Peterson
Cambridge, WI 53523

INVOICE #	DATE	TOTAL DUE	TERMS	ENCLOSED
1355	10/17/2025	\$147,888.00	Due on receipt	

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Municipal Income- Village of Cambridge	Fourth Quarter Payment for 2025 Fire & EMS Operations	1	147,888.00	147,888.00
Fourth Quarter Payment for 2025 Fire & EMS Operations		BALANCE DUE		\$147,888.00

		2024	2025	2025	2026
		ACTUALS	BUDGET	5/31/2025	BUDGET
REVENUES	Description				
Grouping					
TAXES	GENERAL PROPERTY TAX	1,091,557	1,074,931	1,074,931	1,391,784
TAXES	PAYMENT IN LIEU OF TAXES	109,832	92,000	0	92,000
TAXES	DELINQUENT TAX COLLECTED	0	1,000	0	0
TAXES	INTEREST ON TAXES	2,047	0	0	0
TAXES	Other Taxes - First Dollar Crd	2,590	0	0	0
SPECIAL ASSESSMENTS	SPEC ASSESSMENTS STREETS	15,792	15,792	0	20,000
SPECIAL ASSESSMENTS	INTEREST ON SPEC. ASSESSMENTS	0	0	0	0
INTERGOVERNMENTAL REVENUES	FEDERAL AID - ARPA	0	0	0	0
INTERGOVERNMENTAL REVENUES	STATE SHARED REVENUES	119,412	122,240	0	126,255
INTERGOVERNMENTAL REVENUES	EXPENDITURE RESTRAINT PAYMENT	0	0	0	0
INTERGOVERNMENTAL REVENUES	STATE AID/FIRE INSURANCE	11,197	9,000	0	12,896
INTERGOVERNMENTAL REVENUES	EXEMPT COMPUTER AIDS	677	1,572	0	677
INTERGOVERNMENTAL REVENUES	PERSONAL PROPERTY AID	3,098	9,418	0	3,098
INTERGOVERNMENTAL REVENUES	GRANT REVENUE	(43,087)	0	0	0
INTERGOVERNMENTAL REVENUES	STATE AID/LOCAL STREETS	125,449	121,087	60,943	121,000
INTERGOVERNMENTAL REVENUES	STATE AID - POLICE	0	0	0	0
INTERGOVERNMENTAL REVENUES	STATE RECYCLING GRANTS	3,958	4,000	0	4,000
INTERGOVERNMENTAL REVENUES	STATE AIDS - PETROLEUM	0	4,000	0	0
INTERGOVERNMENTAL REVENUES	ELECTION GRANT FUNDS	167	0	0	0
INTERGOVERNMENTAL REVENUES	COVID-19 GRANTS	0	0	0	0
INTERGOVERNMENTAL REVENUES	PASSTHRU - EMS	0	7,000	7,000	7,000
INTERGOVERNMENTAL REVENUES	GRANTS: PLANNING	0	0	0	0
INTERGOVERNMENTAL REVENUES	CAMBRIDGE FOUNDATION	0	0	(13,879)	0
INTERGOVERNMENTAL REVENUES	BIKE TRAIL GRANTS	58,433	0	0	0
LICENSES AND PERMITS	LIQUOR LICENSE	8,275	8,200	7,700	8,200
LICENSES AND PERMITS	OPERATORS LICENSE	1,890	2,000	1,710	2,000
LICENSES AND PERMITS	CIGARETTE LICENSE	710	610	600	770
LICENSES AND PERMITS	OTHER BUSINESS & OCCP LICENSES	1,200	1,000	685	1,000
LICENSES AND PERMITS	DOG LICENSE	2,561	2,500	2,559	3,738
LICENSES AND PERMITS	BUILDING PERMITS	79,079	39,500	30,043	64,364
LICENSES AND PERMITS	ZONING PERMITS	700	1,000	350	1,000
LICENSES AND PERMITS	PARK IMPACT FEE	10,668	15,000	100,000	23,470
FINES, FORFEITS AND PENALTIES	COURT FINES/PENALTIES	8,701	10,000	6,272	9,156
PUBLIC CHARGES FOR SERVICES	GENERAL GOV CHARGES SPECIALS	4,316	3,000	28,414	4,751
PUBLIC CHARGES FOR SERVICES	PARK USE FEES	75	100	50	105
PUBLIC CHARGES FOR SERVICES	TWN OF OAKLAND - HWY AID	1,809	1,800		

GENERAL GOVERNMENT	RESTITUTION	337	200	14	296
GENERAL GOVERNMENT	VILLAGE LEGAL WORK	80,537	24,000	13,950	35,000
GENERAL GOVERNMENT	VINEYARDS DISTILLERY - LEGAL	2,170	0	0	0
GENERAL GOVERNMENT	VILLAGE LEGAL-SOLAR	0	0	0	0
GENERAL GOVERNMENT	PRESIDENT - SALARIES	3,708	3,708	1,545	3,708
GENERAL GOVERNMENT	PRESIDENT FRINGE BENEFITS	284	200	118	284
GENERAL GOVERNMENT	PRESIDENT - SUPPLY & EXPENSE	0	200	11	200
GENERAL GOVERNMENT	ADMIN - SALARIES	128,544	133,025	54,877	128,904
GENERAL GOVERNMENT	ADMIN - HOURLY WAGES	40,324	39,867	17,709	42,000
GENERAL GOVERNMENT	ADMIN - FRINGES	23,162	13,226	9,582	23,936
GENERAL GOVERNMENT	ADMIN - MEDICARE REIMBURSEMENT	0	0	0	0
GENERAL GOVERNMENT	ADMIN - HEALTH/DENTAL INS	35,035	32,831	20,249	43,862
GENERAL GOVERNMENT	ADMIN - FLEX BEN	6,485	0	1,942	5,000
GENERAL GOVERNMENT	ADMIN - LIFE INS	2,826	1,600	473	2,000
GENERAL GOVERNMENT	FICA TAX(EMPLOYER PORTION)	0	0	0	0
GENERAL GOVERNMENT	ADMIN - TELEPHONE/INTERNET	3,717	3,000	1,578	3,750
GENERAL GOVERNMENT	ADMIN - INTERNET	0	0	0	0
GENERAL GOVERNMENT	ADMIN - MAINT & REPAIR	2,660	2,200	1,093	2,200
GENERAL GOVERNMENT	ADMIN - WDOJ TIME SYSTEM	574	400	28	600
GENERAL GOVERNMENT	ADMIN - COMPUTER MAINT/REPAIR	11,369	15,000	8,195	15,000
GENERAL GOVERNMENT	Website & Credit Card Pymts	150	0	0	0
GENERAL GOVERNMENT	ADMIN - OFFICE SUPPLY	483	1,800	263	1,650
GENERAL GOVERNMENT	ADMIN - POSTAGE	1,216	1,500	421	1,300
GENERAL GOVERNMENT	ADMIN - SUBSCR/PRINTING	255	1,000	282	300
GENERAL GOVERNMENT	ADMIN TRAINING/MILEAGE	1,688	2,500	442	7,000
GENERAL GOVERNMENT	ADMIN - SUPPLY & EXPENSES	2,523	1,000	216	1,465
GENERAL GOVERNMENT	PUBLICATION/HEARING NOTICES	1,068	1,200	153	2,000
GENERAL GOVERNMENT	POLL WORKER WAGES	4,242	2,500	2,418	2,960
GENERAL GOVERNMENT	ELECTIONS - SUPPLY & EXPENSE	7,643	3,000	2,568	4,000
GENERAL GOVERNMENT	AUDIT & ACCOUNTING	24,365	12,000	0	30,000
GENERAL GOVERNMENT	CONTRACTED SERVICES	8,198	20,000	4,942	23,127
GENERAL GOVERNMENT	ASSESSOR - CONTRACT FEE	15,400	15,400	13,090	15,400
GENERAL GOVERNMENT	ASSESSOR - SUPPLY & EXPENSE	0	0	204	0
GENERAL GOVERNMENT	BOARD OF REVIEW - PER DIEM	100	60	0	100
GENERAL GOVERNMENT	BOARD OF REVIEW - EXPENSES	0	0	0	0
GENERAL GOVERNMENT	MUN BLDG - HOURLY WAGES	10,783	0	7,235	10,842
GENERAL GOVERNMENT	MUN BLDG - FRINGES	1,011	0	507	0
GENERAL GOVERNMENT	MUN BLDG - UTILITIES	18,470	15,000	6,444	16,000
GENERAL GOVERNMENT	MUN BLDG - MAINT & REPAIR	13,537	8,000	2,234	10,000
GENERAL GOVERNMENT	MUN BLDG - JANITOR SUPPLIES	0	0	0	0
GENERAL GOVERNMENT	MUN BLDG - SUPPLIES	3,137	2,500	1,105	3,200
GENERAL GOVERNMENT	MUNICIPAL BLDG - OTHER	0	0	0	0
GENERAL GOVERNMENT	UNEMPLOYMENT COMPENSATION	0	0	0	0
GENERAL GOVERNMENT	TAX REFUNDS	0	0	15,449	0
GENERAL GOVERNMENT	INSURANCE - PROPERTY	3,553	2,500	5,225	5,000
GENERAL GOVERNMENT	INSURANCE - LIABILITY	5,851	6,000		



GENERAL GOVERNMENT	WORKER'S COMP	9,615	4,000	5,773	6,500
GENERAL GOVERNMENT	CONTINGENCY FUND	0	0	0	0
GENERAL GOVERNMENT	SUNDRY EXPENSES	1,838	500	242	500
PUBLIC SAFETY	POLICE - LEGAL	0	0	0	0
PUBLIC SAFETY	POLICE - DANE COM EXPENSE	3,281	0	765	2,500
PUBLIC SAFETY	Dane County Sheriff's Contract	226,697	286,030	95,436	350,000
PUBLIC SAFETY	POLICE - INTERNET	660	700	275	700
PUBLIC SAFETY	POLICE - REPAIR/MAINT SUPPLY	0	0	0	0
PUBLIC SAFETY	POLICE - SQUAD GAS/OIL	4,994	5,500	1,888	5,431
PUBLIC SAFETY	POLICE - PHONES & SUPPLIES	2,061	2,000	1,384	2,113
PUBLIC SAFETY	FIRE DEPT. 2% FIRE DUES	11,197	9,000	0	12,896
PUBLIC SAFETY	FIRE/EMS - VILLAGE SHARE	251,080	0	267,312	375,000
PUBLIC SAFETY	FIRE PROTECTION-HYDRANT RENTAL	232,546	264,933	0	264,933
PUBLIC SAFETY	PLBG. & BLDG. INSPECTIONS	53,017	30,000	19,202	45,000
PUBLIC SAFETY	ZONING ADMINISTRATION CHARGES	50	0	0	0
PUBLIC SAFETY	EROSION CONTROL MONITORING	0	0	0	0
PUBLIC WORKS	ENGINEERING/PLANNING	9,958	20,000	7,483	40,000
PUBLIC WORKS	PUBLIC WORKS - HOURLY WAGES	126,706	124,793	37,216	130,000
PUBLIC WORKS	PUBLIC WORKS - FRINGES	18,554	9,547	5,336	20,000
PUBLIC WORKS	PUBLIC WORKS - HEALTH/DENTAL	41,248	33,481	11,347	43,000
PUBLIC WORKS	PUBLIC WORKS - FLEX BEN	156	0	122	156
PUBLIC WORKS	PUBLIC WORKS - LIFE INS	630	400	174	700
PUBLIC WORKS	PUBLIC WORKS - UTILITY & PHONE	12,807	12,000	5,272	12,000
PUBLIC WORKS	PUBLIC WORKS - TREE & BRUSH	19,432	15,000	14,264	15,000
PUBLIC WORKS	PUBLIC WORKS - DNR ASH BORER	0	0	0	0
PUBLIC WORKS	PUBLIC WORKS - COMPUTER MAINT	571	1,500	0	600
PUBLIC WORKS	PUBLIC WORKS - SHOP SUPPLIES	2,635	4,000	192	2,500
PUBLIC WORKS	PUBLIC WORKS - EQUIP/VEHIC REP	7,485	10,000	3,876	12,000
PUBLIC WORKS	PUBLIC WORKS - VEHICLE REPAIRS	267	0	1,059	0
PUBLIC WORKS	PUBLIC WORKS - SUPPLIES	713	0	727	1,000
PUBLIC WORKS	PUBLIC WORKS - FUEL	9,374	15,000	1,949	12,500
PUBLIC WORKS	PUBLIC WORKS - STREET SIGNS	434	1,000	91	1,000
PUBLIC WORKS	PUBLIC WORKS - MISC	3,181	1,000	1,014	2,000
PUBLIC WORKS	PUBLIC WORKS - ROAD SALT	11,702	18,000	4,113	12,000
PUBLIC WORKS	PUBLIC WORKS - SEAL COAT/PATCH	767	1,500	372	1,500
PUBLIC WORKS	PUBLIC WORKS - STREET PAINT	1,230	500	0	500
PUBLIC WORKS	INSURANCE - LIABILITY	0	6,000	0	6,000
PUBLIC WORKS	PUBLIC WORKS - WORKERS COMP	1,221	0	0	1,145
PUBLIC WORKS	PUBLIC WORKS - BLDG SUPPLY/EXP	5,826	1,600	353	2,000
PUBLIC WORKS	PUBLIC WORKS - OTHER-TRAINING?	26,235	0	0	5,000
PUBLIC WORKS	PUBLIC WORKS - STREET OUTLAY	0	0	3,708	0
PUBLIC WORKS	PUBLIC WORKS - EQUIP DEPREC	0	0	0	0
PUBLIC WORKS	PUBLIC WORKS - BOBCAT PROGRAM	0	0	0	0
PUBLIC WORKS	PUBLIC WORKS - STREET OUTLAY	0	0	0	0
PUBLIC WORKS	PUB WORKS - EQUIPMENT OUTLAY	0	0	0	0
PUBLIC WORKS	STREETS/ROADS - OTHER	0	121,087	0	0



PUBLIC WORKS	STREET LIGHTS	25,353	25,000	8,545	25,000
PUBLIC WORKS	SIDEWALK REPLACEMENT PLAN	170	0	0	20,000
PUBLIC WORKS	DOG LICENSES	1,677	0	0	1,650
Culture, Rec and Education	PARKS - HOURLY WAGES	38,897	0	11,901	40,000
Culture, Rec and Education	PARK - FRINGES	5,510	0	1,658	4,842
Culture, Rec and Education	PARK UTILITIES	1,337	1,000	321	1,000
Culture, Rec and Education	PARK - NO MOW AREA MAINT	0	0	0	0
Culture, Rec and Education	FOUNTAIN MAINTENANCE	431	300	0	1,000
Culture, Rec and Education	MAIN STREET MAINT-FLOWERS	2,305	0	0	0
Culture, Rec and Education	FISH PONDS - LAGOON RD	2,270	2,000	117	2,000
Culture, Rec and Education	PARK/PLAYGROUND SUPPLIES	7,213	0	2,636	0
Culture, Rec and Education	PICNIC TABLE/BENCH REPLACEMENT	0	100	89	0
Culture, Rec and Education	HOLIDAY DECORATIONS	2,277	0	0	400
Culture, Rec and Education	SENIOR SERVICES	21,863	19,449	9,725	16,868
Culture, Rec and Education	MED DROP PROGRAM	1,000	500	0	500
Culture, Rec and Education	FOOD PANTRY CONTRIB	0	250	0	0
Culture, Rec and Education	ARTS COUNCIL	0	250	0	0
Culture, Rec and Education	CLEAN SWEEP CONTRIBUTION	250	250	250	0
Culture, Rec and Education	SAFE COMMUNITIES DUES	500	250	0	500
Culture, Rec and Education	PLANNING - FRINGES	29	20	5	0
CONSERVATION AND DEVELOPMENT	PLANNING - PER DIEMS	380	350	60	408
CONSERVATION AND DEVELOPMENT	PLANNING - CONSULTING FEES	2,078	500	549	2,100
CONSERVATION AND DEVELOPMENT	PLANNING - DEV PROJECT CONSULT	1,793	0	967	4,000
CONSERVATION AND DEVELOPMENT	MELSTER PROPERTY EXPENSES	3,926	0	0	0
CONSERVATION AND DEVELOPMENT	Econ. Dev. Contract Expenses	0	0	0	0
CONSERVATION AND DEVELOPMENT	VINEYARDS INCENTIVE PAYMENTS	223,780	210,000	207,845	0
CONSERVATION AND DEVELOPMENT	***DISTILLERY INCENTIVE PAYMENTS	14,200	15,000	7,836	14,722
CONSERVATION AND DEVELOPMENT	OTHER DEV BUILD 1	0	0	0	0
CONSERVATION AND DEVELOPMENT	ROW Refunds	8,000	0	0	0
CAPITAL OUTLAY	PRIOR PERIOD ADJUSTMENT	0	0	0	0
DEBT SERVICE	INTEREST- G.O. BOND 2018 HWYPQ	0	0	0	0
DEBT SERVICE	DEBT ISSUANCE COSTS	0	0	0	0
DEBT SERVICE	Foundation Grant Expenses	62	0	0	0
DEBT SERVICE	WEDC GRANT EXPENSE	0	0	0	0
TRANSFER TO GENERAL FUND	TRANSFER TO WATER FUND	0	0	0	0
TRANSFER TO GENERAL FUND	TRANSFER TO OTHER FUNDS	(43,087)	0	0	0
W TO ADD LINES					
TOTAL EXPENDITURES		1,925,915.32	1,674,686.35	972,496.79	2,018,131.10
EXCESS/(DEFICIT) REVENUES TO EXPENDITURES		35,825.00	194,065.09	370,090.99	



VILLAGE OF CAMBRIDGE

JOB POSTING: DEPUTY CLERK / UTILITY CLERK

Hourly Wage: \$22.00 – \$25.00 per hour, depending on qualifications (DOQ)

Status: Full-Time, Non-Exempt

Department: Clerk's Office / Utilities

Reports To: Administrator-Treasurer

The Village of Cambridge is seeking a detail-oriented, customer-service-focused Deputy Clerk/Utility Clerk to support municipal operations, utility billing, elections, records management, and front-office services. This position plays an essential role in the day-to-day functions of the Clerk's Office and Water/Sewer/Stormwater Utilities.

POSITION SUMMARY

The Deputy Clerk/Utility Clerk assists with all statutory clerk duties, utility billing functions, and general administrative operations of the Village. Responsibilities include customer service, utility account management, billing and receipting, elections support, meeting preparation, licensing, and maintaining accurate public records. This role requires strong communication skills, confidentiality, and the ability to work effectively with the public, Village staff, and elected officials.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Deputy Clerk Duties

- Assist with elections, including voter registration, absentee processing, poll worker coordination, public notices, testing of voting equipment, and election-day support.
- Prepare and post meeting notices, agendas, and packets following Wisconsin Open Meetings Law.
- Record minutes for assigned committees and assist with record retention and document management.
- Issue dog/cat licenses, operator licenses, and other permits as assigned.
- Provide front-counter customer service, phone support, and general administrative assistance.
- Maintain Village records, ordinances, resolutions, and official documents.

Utility Clerk Duties

- Manage utility customer accounts for Water, Sewer, and Stormwater Utilities.
- Prepare, issue, and process quarterly utility bills, final bills, adjustments, and payments.
- Coordinate field scheduling with Utility employees (meter reads, shut-offs, service requests).
- Process connection fees and special assessments when applicable.
- Assist with PSC filings, annual utility reports, audits, and compliance submissions.
- Prepare utility-related correspondence, notices, and mailings.
- Assist with utility budget preparation and financial monitoring.

General Administrative Support

- Perform accounts receivable duties and cash receipting.
 - Assist Treasurer with accounting tasks, monthly reporting, and reconciliations.
 - Support counter services, including tax collection during tax season.
 - Maintain Village files, vendor records, and archival documents.
 - Perform other duties as assigned consistent with position responsibilities.
-

REQUIRED QUALIFICATIONS

- High school diploma or equivalent; additional coursework in business, accounting, public administration, or related field preferred.
 - Experience with office administration, customer service, or municipal operations preferred.
 - Strong computer skills, including Microsoft Office; willingness to learn municipal software.
 - Ability to maintain confidentiality, work independently, and manage multiple priorities.
 - Excellent written and verbal communication skills.
-

WORK SCHEDULE & ENVIRONMENT

- Full-time, weekday schedule with periodic extended hours during elections, budget season, and audit periods.
 - This position requires attendance at evening committee meetings (approx. 1-2 meetings per month).
 - Work is performed in an indoor, professional municipal office environment.
-

COMPENSATION & BENEFITS

- **Hourly Wage: \$22.00–\$25.00 DOQ**
 - Full benefits including State of WI Health Insurance, WI state retirement, Income Continuation Insurance, Life Insurance, vacation, sick time, floating holidays, and paid holidays.
-

HOW TO APPLY

Submit a cover letter, resume, at least 3 professional references and completed Village employment application to:

Village of Cambridge

Attn: Administrator-Treasurer

P.O. Box 99

Cambridge, WI 53523

Or email your application materials to: lpeterson@cambridgewi.gov

Position open until it is filled. Applications will be reviewed on a weekly basis.

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.

VILLAGE OF CAMBRIDGE RESOLUTION NO. 2025-11

A RESOLUTION AUTHORIZING THE CURRENT MUNICIPAL CHARGE BE ALLOCATED TO THE DIRECT CHARGE FOR PUBLIC FIRE PROTECTION RECOVERY FOR THE VILLAGE OF CAMBRIDGE, WISCONSIN LOCATED IN DANE AND JEFFERSON COUNTIES

WHEREAS, the Village of Cambridge, Wisconsin (the "Municipality") owns and operates the Cambridge Municipal Water Utility (PSC ID #920) (the "Utility") as a public utility;

WHEREAS, the Utility provides water for fighting fires and has extra capacity built into the system that is necessary to rapidly deliver a large volume of water to a fire anywhere within the municipality's water service area;

WHEREAS, the Utility is authorized by the Wisconsin Public Service Commission (PSC) to recover the cost of providing and maintaining fire hydrants used for public fire protection;

WHEREAS, Wis. Stat. sec. 196.03(3)(b) allows the Village Board to collect Public Fire Protection charges either through the tax levy or as a direct charge on general service water bills or a combination of both;

WHEREAS, the PSC permits the Village Board to make changes to the method of cost recovery for the public fire protection charge ("PFP") through an abbreviated hearing process, outside of a Conventional Rate Case ("CRC"), if the utility has a CRC approved by the Commission within the last five years (PSC Docket # 920-WR-104 is the Village's latest approved CRC);

WHEREAS, the Village of Cambridge has determined it is in the public interest to shift the municipal charge in the amount of \$264,933, from the general tax levy to direct charge on utility bills for all water customers who are provided service under Schedules Mg-1R, Mg-1NR, Ug-1, or Sg-1 by the equivalent meters method;

NOW, THEREFORE, BE IT RESOLVED, the Village Board requests the Cambridge Municipal Water Utility apply to the PSC for authority to establish the full amount of the public fire protection charge be added to the current direct charge on water bills to collect public fire protection charges for the Village; and

BE IT ALSO RESOLVED, that this change shall be effective upon review and approval by the Public Service Commission of the State of Wisconsin.

Approved this ___ day of _____, 2025.

Vote: Ayes: _____ Noes: _____

APPROVED: _____
_____, Village President

Date

ATTEST: _____

Date



PFP COVERSION RESOLUTION: ADDITIONAL INFORMATION

The Village does have the option to charge non-general customers this charge as well.

A few notes:

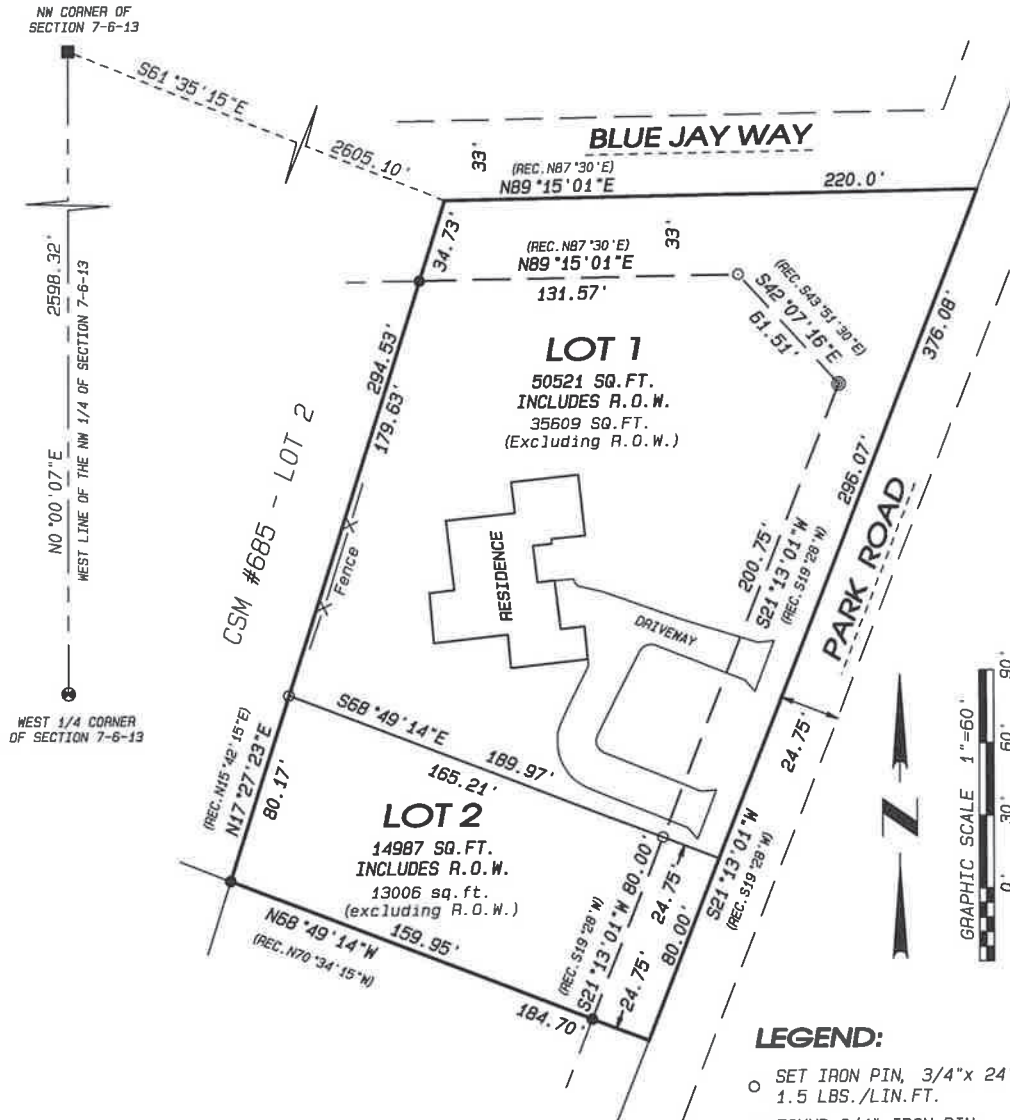
- This would be a charge for anyone who is in the water service area but not connected (vacant or private wells).
 - The PSC allows this because they currently pay in through their tax bill therefore to maintain charge equity, they allow you to charge them.
 - The Village would be required to enter them in the billing system and send them a monthly Water bill.
 - The Village further has an option to exclude adjacent properties. Meaning in a situation where any person who owns 2 or more parcels that are adjacent to each other or divided only by a roadway or book, creek, river, or stream, as if that person's adjacent parcels were only one parcel.

Most of the time communities select to bill the non-general customers but do not always use the adjacency language unless they have very unique situations where it seems unfair to charge the charge multiple times (for example a farm that is currently subdivided for potential resale in the future and someone gets 30 individual charges).

CERTIFIED SURVEY MAP NO. _____

LOT 1 OF CERTIFIED SURVEY MAP NO. 685, RECORDED IN VOLUME 3,
PAGE 44 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY, WISCONSIN,
AS DOCUMENT NO. 725537 AND LOCATED IN THE NW 1/4 OF SECTION 7,
T.6N., R.13E., OF THE 4TH P.M., TOWN OF OAKLAND, JEFFERSON COUNTY,
WISCONSIN.

OWNER OF RECORD:
BLUE SKY TRUST
PO BOX 588
CAMBRIDGE, WI 53523



NOTE: FIELDWORK COMPLETED OCTOBER 28, 2025.

NOTE: ASSUMED N0°00'07"E ALONG THE WEST LINE OF THE NW 1/4 OF SECTION 7-6-13.

NOTE: SEE VOL. 6 PG. 604 FOR BLANKET-TYPE EASEMENT THAT POSSIBLY AFFECTS THE SUBJECT PREMISES.

Project No. 125 - 360 For: SPAHN

SHEET 1 OF 3 SHEETS

Combs & Associates

• LAND SURVEYING
• LAND PLANNING
• CIVIL ENGINEERING

109 W. Milwaukee St.
Janesville, WI 53548
www.combsurvey.com

tel: 608 752-0575
fax: 608 752-0534

CERTIFIED SURVEY MAP

LOT 1 OF CERTIFIED SURVEY MAP NO.685, RECORDED IN VOLUME 3,
PAGE 44 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY,
WISCONSIN AS DOCUMENT NO.725537 AND LOCATED IN THE NE. 1/4 OF
SECTION 7, T.6N., R.13E. OF THE 4TH P.M., TOWN OF OAKLAND,
JEFFERSON COUNTY, WISCONSIN.

OWNER'S CERTIFICATE-Blue Sky Trust

As owner, I hereby certify that I have caused
the land described on this map to be surveyed,
divided and mapped as represented hereon.

x _____
Jaclyn Spahn

State of Wisconsin
County of Jefferson SS. Personally came before me this _____ day of
_____, 20____, Jaclyn Spahn to me well known to be the person
who executed the owner's certificate hereon shown and acknowledged the same.

Notary Public, Jefferson County, Wisconsin _____

My Commission _____

TOWN OF OAKLAND APPROVAL

I hereby certify that this Certified Survey Map has been duly presented to the
Town of Oakland Planning Commission and Town Board and has been approved
for recording.

Date _____ x _____
Authorized Signature

VILLAGE OF CAMBRIDGE APPROVAL

Approved by the Village Board this _____ day of _____, 2025.

x _____
Authorized Signature

SHEET TWO OF THREE SHEETS
Project No. 125-360 For: SPAHN

COMBS & ASSOCIATES, INC.-SURVEYING-MAPPING-PLANNING-JANESVILLE, WI

CERTIFIED SURVEY MAP

LOT 1 OF CERTIFIED SURVEY MAP NO.685, RECORDED IN VOLUME 3, PAGE 44 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY, WISCONSIN AS DOCUMENT NO.725537 AND LOCATED IN THE NE. 1/4 OF SECTION 7, T.6N., R.13E. OF THE 4TH P.M., TOWN OF OAKLAND, JEFFERSON COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

State of Wisconsin

County of Rock

SS. I, Jeffrey R. Garde, a Professional Land Surveyor, do hereby certify that I have surveyed, divided and mapped LOT 1 OF CERTIFIED SURVEY MAP NO.685, RECORDED IN VOLUME 3, PAGE 44 OF CERTIFIED SURVEY MAPS OF JEFFERSON COUNTY, WISCONSIN AS DOCUMENT NO.725537 AND LOCATED IN THE NE. 1/4 OF SECTION 7, T.6N., R.13E. OF THE 4TH P.M., TOWN OF OAKLAND, JEFFERSON COUNTY, WISCONSIN. Containing 1.5 Acres. That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. That I have made such survey, division and map by the direction of Jaclyn Spahn and that I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and Chapter 15 of Jefferson County Ordinance in surveying, dividing and mapping the same.

Given under my hand and seal this 28th day of October, 2025, Janesville, Wisconsin.

PLANNING AND ZONING COMMITTEE

Approved by the Planning and Zoning Committee of Jefferson County this

_____ day of _____, 2025.

X

Authorized Signature

SHEET THREE OF THREE SHEETS

Project No. 125-360 For: SPAHN

COMBS & ASSOCIATES, INC.-SURVEYING-MAPPING-PLANNING-JANESVILLE, WI

Certified Survey Map

Part of the Fractional NW 1/4 of the NW 1/4 & the Fractional SW 1/4 of the NW 1/4 of Section 31, Township 7 North, Range 13 East, Town of Lake Mills, Jefferson County, Wisconsin.

NW COR.
SEC. 31,
ALUM. MON.
FOUND

DANE COUNTY

JEFFERSON COUNTY

UNPLATTED
FRACTIONAL
NW 1/4 -
NW 1/4

NOTES:

Prepared for:
Febock Brothers,
3557 State Road 134
Cambridge, WI.
53523

018M025
G. NORTHRUP
12/4/1980

(N00°13'10"E 403.89')
N00°25'25"E 404.20'

DOT
approved
joint
access
point

S01°42'29"W

S.T.H. 134

S34-047
G. NORTHRUP
7/21/2014

UNPLATTED
FRACTIONAL
SW 1/4 -
NW 1/4

LOT 1
C.S.M.
#5465



W 1/4 COR.
SEC. 31,
PK NAIL
FOUND

Legend:

- = 1" dia. iron pipe found unless otherwise noted
- = 3/4" X 18" rebar set 1.5lbs. per Lineal Foot

Parentheses indicate recorded as values.

Referred to the
Jefferson County
Coordinate System
with the West line of
the NW 1/4 Bearing
S01°42'29"W

Scale 1" = 100'



Petition # R4575A-24 Zoning A-3
Check for subsequent zoning changes
with Jefferson County Zoning

Wisconsin Mapping, LLC
surveying and mapping services
306 West Quarry Street, Deerfield, Wisconsin 53531
(608) 764-5602

Dwg. No. 6195-24 Date 01/30/2025
Sheet 1 of 2 Rev. 11/10/25 easment
Document No.
C. S. M. No. V. P.

Certified Survey Map

Part of the Fractional NW 1/4 of the NW 1/4 & the Fractional SW 1/4 of the NW 1/4 of Section 31, Township 7 North, Range 13 East, Town of Lake Mills, Jefferson County, Wisconsin.

Surveyor's Certificate

I hereby certify that in full compliance with the provisions of Chapter 236.34 of the Wisconsin Statutes and the subdivision regulations of the County of Jefferson, and by the direction of Dale Febock, I have surveyed, divided and mapped the lands described hereon, and that such map correctly represents the exterior boundaries of the lands surveyed and its subdivision thereof, and that this land is located within and more fully described to wit:

Part of the Fractional NW 1/4 of the NW 1/4 & the Fractional SW 1/4 of the NW 1/4 of Section 31, Township 7 North, Range 13 East, Town of Lake Mills, Jefferson County, Wisconsin, described as follows:

Commencing at the NW corner of Section 31; thence S01°42'29"W along the West line of the NW 1/4 of said Section, 1189.95 feet to the point of beginning; thence continue S01°42'29"W, 180.00 feet; thence S87°05'27"E, 275.06 feet; thence N01°42'29"E, 180.00 feet; thence N87°05'27"W, 275.06 feet to the point of beginning. The above described containing 1.136 acres or 49,500 square feet, being subject to a right of way for State Highway 134 across the West 33 feet thereof.

David C. Riesop S-1551



Village of Cambridge Extraterritorial Approval

This Certified Survey Map is approved for recording per Village of Cambridge action this _____ day of _____, 2025.

Lucy Peterson, Administrator/Clerk

Township Approval

I hereby certify that this Certified Survey Map was approved by the Town Board of the Town of Lake Mills on _____, 2025.

Town Clerk

County Approval

Approved for recording per Jefferson County Planning and Zoning Committee.

Matt Zangl, Authorized Representative

Wisconsin Mapping, LLC

surveying and mapping services
306 West Quarry Street, Deerfield, Wisconsin 53531
(608) 764-5602

Dwg. No. 6195-24 Date 01/30/2025
Sheet 2 of 2 rev. 11/10/25
Document No. _____
C. S. M. No. _____ V. _____ P. _____

Computation Interval: Exact Days

Nominal Annual Rate: 5.500%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	11/11/2025	480,000.00	1		
2	Payment	06/01/2026	Fixed Principal	1		
	Principal payment amount		204,400.00			
3	Payment	06/01/2027	Fixed Principal	1		
	Principal payment amount		204,400.00			
4	Payment	06/01/2028	Fixed Principal	1		
	Principal payment amount		71,200.00			

TValue Amortization Schedule - U.S. Rule, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	11/11/2025				480,000.00
2025 Totals		0.00	0.00	0.00	
1	06/01/2026	219,213.33	14,813.33	204,400.00	275,600.00
2026 Totals		219,213.33	14,813.33	204,400.00	
2	06/01/2027	219,768.53	15,368.53	204,400.00	71,200.00
2027 Totals		219,768.53	15,368.53	204,400.00	
3	06/01/2028	75,181.27	3,981.27	71,200.00	0.00
2028 Totals		75,181.27	3,981.27	71,200.00	
Grand Totals		514,163.13	34,163.13	480,000.00	

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
5.543%	\$34,163.13	\$480,000.00	\$514,163.13