



MINUTES

VILLAGE BOARD OF TRUSTEES
AMUNDSON COMMUNITY CENTER
200 SPRING ST., CAMBRIDGE, WI 53523
TUESDAY, APRIL 14, 2026, 6:30 PM

1. **CALL TO ORDER:** President Hollenbeck called the meeting to order at 6:30 p.m.
2. **ROLL CALL:** Members Present – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, and Trustee Trendel.

Members Absent – Trustee Schulz

Others Present – Kristopher Tobias, Jennifer Kreklau, Clerk/Treasurer Brian Wilson, and Administrator Kris Breunig.
3. **PROOF OF POSTING:** Confirmed - Upper and Lower levels of the Amundson Center, Cambridge Post Office, Badger Bank, Bank First, and the Village website.
4. **PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON):** None
5. **APPROVAL OF CONSENT AGENDA:**

Approval of Village Board Minutes for March 24, 2026, and Personnel Committee Minutes for March 30, 2026.

Trustee Trendel moved to approve the Consent Agenda. Second by Trustee Blackwood. Motion carried by voice vote.
6. **APPROVAL OF BILLS:**

Motion by Trustee Blackwood to approve bills totaling \$186,622.68. Second by Trustee Kreklau. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, and Trustee Trendel.

No – None

Absent - Trustee Schulz
7. **COMMITTEE REPORTS:**
 - a. Library Board

Trustee Trendel reported that the library board is still seeking to fill a trustee vacancy. Also reported that the library is transitioning to a new book checkout system through the South Central Library System. Patrons will need their library cards to check out items while the new system is being implemented.
 - b. Personnel Committee

Trustee Kreklau reported that the committee met and spent two hours reviewing the personnel handbook. The review of the handbook is not yet complete. The full updated handbook will be presented to the Village Board for review and final approval at a later date.
8. **VILLAGE ADMINISTRATOR'S REPORT:**

Administrator Breunig began by reporting on an email received from Trustee Schulz regarding the former Economic Development Director position. He stated that the village ordinance currently establishes an Economic Development Committee. A director position would require securing grant funding, as was done in the past for Linda Bagley-Korth's role.

Administrator Breunig additionally reported that new flags are being flown around the village to celebrate America's 250th birthday this year. The Cambridge Foundation sponsored the flags, reimbursing the village for the \$606 cost.

Administrator Breunig gave the following development and project updates:

- The village is currently tracking seven developments and eight projects.
- Several developments are with the Plan Commission, with public hearings scheduled for April 27th.
- The Frontier/Verizon Fiber Optics installation is 52% complete.
- The Rockdale regionalization project is nearly 100% complete, pending a final test.
- The village's package for the Charge Up Dane project grant is moving to the next round.
- Lagoon Road Project awarded to Wolf Paving. The project is underway with canvassing, but full kickoff is expected in June.
- T-Mobile Antenna Replacement: 90% complete, managed by T-Mobile.
- Veterans Park Renovation: Contract approved and underway. The old sign has been removed, and the new sign will be installed with better weather. South Central will landscape the area.
- Well Number Two Generator Project: 30% complete. The cement has been poured, and the project is ahead of schedule.
- Water Street PQ Bridge Project scheduled to start on June 16th.
- Savings of over \$200,000 were mentioned, with \$180,000 of that being from road aid. These savings are expected to reduce the loan needed for fire and EMS.

9. VILLAGE CLERK/TREASURER'S REPORT

Clerk/Treasurer Wilson gave a report covering the following items:

2026 Spring Election:

- 51.32% voter turnout (663 out of 1292 registered voters).
- The Jefferson County Clerk notified municipal clerks that NBC recognized Jefferson County for promptly posting election results.

Budget to Actuals (2026):

- A line item error was identified under the fire department. A payment of \$147,888 was incorrectly posted to "2% dues" and should be moved to "village share of fire and EMS".
- The actual fire and EMS cost for the year will be \$591,552, compared to the budgeted \$363,783.
- A shortfall of \$79,081 is anticipated for the fourth quarter payment.

Audit Process:

- Auditors will now conduct their fieldwork remotely from May 4th to 8th.
- Staff is working on reconciling bank records from the previous year, specifically addressing discrepancies related to returned checks in the Workhorse system.

Budget Discrepancies:

- Some miscellaneous expense categories are significantly over budget (e.g., 2000% over).
- This is partly due to more accurate expense categorization, whereas the budget was based on an even distribution of consulting fees.
- Some contracted services costs will be reimbursed by developers, which makes the current figures appear skewed.
- Some items were temporarily coded as "miscellaneous" until their proper account could be determined.

Public Service Commission (PSC) Hearing Notice:

- A public hearing is required for the change to the public fire protection fee on water bills.
- The hearing notice includes links for Zoom and information on how the public can submit comments via the PSC website.
- The docket contains all relevant documents for public review.

10. UNFINISHED BUSINESS – ACTION REQUIRED:

- a. Discussion and Possible Action on updated Employee Handbook.

No action taken at this time.

11. NEW BUSINESS – ACTION REQUIRED:

- a. Discussion and Possible Action on appointment of two Village Trustees to the Plan Commission for April 27, 2026.

Motion by President Hollenbeck to appoint Hollenbeck and Blackwood to the Plan Commission for the April 27, 2026, Plan Commission meeting. Second by Trustee Blackwood. Motion carried by voice vote.

- b. Discussion and Approval of Resolution No. 2026-04 – Authorizing Resolution for the Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs.

Motion by Trustee Trendel to approve Resolution No. 2026-04 – Authorizing Resolution for the Urban Forestry Grant and Urban Forestry Catastrophic Storm Grant Programs. Second by Trustee Blackwood. Motion carried on roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Jacobson, Trustee Kreklau, and Trustee Trendel.

No – None

Absent - Trustee Schulz

- c. Discussion and Possible Action on Vacant Village Trustee seat.

Staff was directed to post notice of the vacancy on the Village Board of Trustees and request letters and resumes from interested parties to be reviewed at the next Village Board meeting on April 28, 2026.

12. FUTURE AGENDA ITEMS:

- a. Update on LBK Park Phase II.

13. PUBLIC COMMENT (LIMIT OF 3 MINUTES PER PERSON):

President Hollenbeck thanked departing Trustees Sarah Schulz and Brian Kreklau for their service and valuable contributions to the Village Board.

Trustee Kreklau gave thanks to the Village Board and staff and spoke to encourage community members to support the volunteer efforts of the Village.

14. NEXT MEETING DATES:

- a. Fire and EMS Commission – Thursday, April 16, 2026, at 6:30 p.m.
- b. Joint Police Commission – Monday, April 20, 2026, at 5:00 p.m. (in Village of Deerfield)
- c. Water & Sewer Committee – Tuesday, April 21, 2026, at 6:30 p.m.
- d. Plan Commission – Monday, April 27, 2026, at 6:30 p.m.
- e. Public Service Commission Hearing RE: PFP Charge on Water Bills – Tuesday, April 28, 2026, at 11:00 a.m. (Virtual only – PSC Docket #920-PFP-100; See Attached Hearing Notice for Virtual Attendance Links)
- f. Village Board – Tuesday, April 28, 2026, at 6:30 p.m.
- g. Fire and EMS Commission Four-Community Meeting – Wednesday, April 29, 2026, at 6:30 p.m. (in Town of Christiana.)
- h. Village Board – Tuesday, May 12, 2026, at 6:30 p.m.
- i. Open Book – Monday, June 22, 2026, from 12:00 p.m. until 2:00 p.m.
- j. Board of Review – Wednesday, July 8, 2026, from 12:00 p.m. until 2:00 p.m.

15. ADJOURNMENT: Trustee Trendel made a motion to adjourn. Second by Trustee Kreklau. Motion carried by voice vote.

Meeting adjourned at 7:21 p.m.

Respectfully submitted by Brian Wilson, Clerk/Treasurer, Village of Cambridge

These minutes were approved by the Village Board of Trustees on April 28, 2026.