



MINUTES

VILLAGE BOARD OF TRUSTEES
AMUNDSON COMMUNITY CENTER
200 SPRING ST., CAMBRIDGE, WI 53523
TUESDAY, MAY 12, 2026, 6:30 PM

1. **CALL TO ORDER:** President Hollenbeck called the meeting to order at 6:31 p.m.
2. **ROLL CALL:** Members Present – President Hollenbeck, Trustee Blackwood, Trustee Busch, Trustee Jacobson, Trustee Jankowski, Trustee Sands, and Trustee Trendel.

Members Absent – None

Others Present – Dean Lund, Lead Cable Operator Melissa Murack, 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):**

Paula Hollenbeck welcomed Trustee Mitch Sands to his first Village Board meeting.

Dean Lund addressed the Village Board. He thanked Administrator Breunig for leading the Pledge of Allegiance before the meeting's official start. He asked the Board to add the Pledge of Allegiance to a future agenda for a formal vote to see how Trustees feel about it.

5. **APPROVAL OF CONSENT AGENDA:**

- a. Approval of Village Board Minutes for April 28, 2026.

Trustee Blackwood moved to approve the Consent Agenda. Second by Trustee Trendel. Motion carried by voice vote.

6. **APPROVAL OF BILLS:**

Motion by Trustee Trendel to approve bills totaling \$40,583.17. Second by Trustee Jankowski. Motion carried on a roll call vote.

Yes – President Hollenbeck, Trustee Blackwood, Trustee Busch, Trustee Jacobson, Trustee Jankowski, Trustee Sands, and Trustee Trendel

No – None

7. **COMMITTEE REPORTS:**

- a. Fire and EMS Commission

Trustee Blackwood reported:

- The next meeting is upcoming on May 27, 2026 to discuss the IGA.
- Six firefighters are currently EMR certified, with hopes for another class in the fall.

- b. Cable Commission

President Hollenbeck reported:

- The Commission met on May 12, 2026, at 4:30 PM.
- The Cable Commission allows for the recording and posting of meetings on the cable channel and YouTube, funded by franchise fees.

- First-quarter financials and the 2026 budget were approved.
- An update to the video transmission system was approved to improve quality from analog to a higher standard.

8. VILLAGE ADMINISTRATOR'S REPORT:

Administrator Breunig provided updates on several projects:

- Well #3 Treatment Project - MSA submitted for the safe drinking water loan closeout.
- Well #2 Generator - The FEMA-funded generator has been installed.
- Rockdale Wastewater Regionalization - Work is complete, pending final staff check-off.
- State Highway 134 & Lagoon Road - Awarded to Wolf Paving with construction starting in July.
- Pedestrian Crossing - On hold for funding purposes.
- Zoning Map Updates - Currently being updated with MSA to replace old maps.
- Westgate Court Closeout - Awaiting sidewalk completion and an exit closure by the developer before road aid is received.

Administrator Breunig presented a letter from the Town of Oakland regarding the Potter's Road paving project. Oakland is requesting the Village to pave its portion of the road at a cost of \$24,338.60. This item will be forwarded to the Public Works committee for review. A meeting is scheduled for June 10. It was noted this project was not previously discussed with the Village.

9. VILLAGE CLERK/TREASURER'S REPORT

- A copy of the budget year-to-date, including the first week of May, was provided.
- An Expenditure Restraint Incentive Program (ERIP) report was filed with the state by May 1st. The village qualifies for an expenditure restraint payment in 2027 due to spending changes and how debt service is handled in the formula. The amount is estimated to be around \$20,000 to \$30,000.
- The Form C annual municipal report will be filed this week to avoid deductions from transportation aids.
- An incorrect assignment of \$147,888 to fire dues needs to be reversed to correct the budget appearance.
- The PSC hearing has been rescheduled for June 2nd and will be more widely advertised.

Park Supplies Budgeting and Impact Fees

- A question was raised about the park supplies budget, which shows \$0 budgeted for the current year despite expenditures on items like mulch replacement and a repair at Westside Park last year.
- It was suggested that park impact fees could cover playground supplies, but the current process for tracking and budgeting with these fees is unclear, as there is no separate account.
- There is a need to establish a clear process for budgeting and coding park impact fees to track their use.

10. NEW BUSINESS – ACTION REQUIRED:

- a. Discussion and Possible Action on Draft Fire & EMS IGA Proposal.

The board provided direction to the village's representative on the Fire/EMS commission for rewriting the IGA.

General Changes & Voting:

- All references to "Oakland" should be removed.
- Voting requirements (majority, supermajority, unanimous) should be reviewed.
- The group recommended removing weighted voting in favor of one vote per municipality to keep the conversation moving, despite concerns about fair representation for municipalities with larger financial contributions.

Financial Models:

- Concrete examples showing the financial impact on each municipality are needed before changing the funding formula from equalized value.

Commission Authority & President's Duties:

- A key concern is preventing any single commission member from unilaterally making decisions. The group discussed defining what the commission cannot do, such as entering certain contracts without municipality approval.
- It was suggested that contracts exceeding the budget or certain service/employment contracts require approval from the municipalities.

Parameters for Commission Actions:

- The group discussed establishing clear parameters for what the commission can approve versus what requires further municipal review, using the collective bargaining process as an example.

Clerk Position:

- The current IGA draft makes the hiring of a clerk optional, allowing the commission to appoint a secretary if the clerk position is vacant, thus preventing unbudgeted positions.

Auditor Section Review:

- Questions were raised about the scope and cost of the audit mentioned on page six, item G, and whether the current CPA or an independent auditor should perform it.

Volunteer Fire Department Reporting:

- It was suggested to include specific reporting obligations from the department contract as an addendum to the IGA.
- It was agreed that municipal clerks would not need access to management software and that the department should only provide an accounting of the money given to them by the municipalities.

EMS Director Residency Requirement:

- The group supported removing the residency requirement for the EMS director (page seven) and adding a stipulation that the director must spend a minimum of 75% of their work hours within the district.

Budget Cap Discussion:

- A budget cap was seen as fair to prevent large, unexpected increases. The group favored a model tied to the Consumer Price Index (CPI), similar to the Sugar River district (e.g., 2% + CPI).

Budget Approval Process:

- A proposed budget will now require a supermajority for approval, not a unanimous vote, superseding what is written in the draft.

Cost Allocation Methodology:

- The current draft's multiple methods for cost allocation were deemed too complicated. A single, consistent model was recommended.
- One model discussed involves two pools: the Fire Budget assessed by equalized value ratio and the EMS Budget assessed by population ratio.
- A request was made for scenarios showing how different formulas would impact each municipality.

Payment Schedule:

- Quarterly payments were strongly recommended over semi-annual payments to allow municipalities to earn more interest.

Handling of Excess Funds:

- The group identified a need for better language on page thirteen regarding excess funds, suggesting a reserve fund for up to three months of operating expenses.

Discussion on Mutual Aid Agreements:

- A review was conducted of item eight on page thirteen, which requires commission-level mutual aid agreements to be approved by a majority of municipalities.
- This was added because some municipalities believed they could receive the same services through mutual aid without being part of the commission.

- A distinction was made between "mutual aid" (joint incident response) and "auto aid" (predetermined box alarm response).

Records Access and Transparency:

- To address a past issue of the fire department not providing requested records, a proposed solution is to use SharePoint for all records.
- This system would grant read-only access to relevant parties and have a public link for minutes and agendas.
- It was emphasized that all commission representatives must have access to records.

11. FUTURE AGENDA ITEMS:

Trustee Busch requested that the Pledge of Allegiance be added back to future Village Board agendas. President Hollenbeck declined this request as she feels the Board's focus should be on Village-specific matters.

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

President Hollenbeck stated that the Pledge of Allegiance will be added to future Village Board Agendas. Staff will consider moving the flags to a location not directly behind the Trustees.

13. NEXT MEETING DATES:

- a. Library Board – Wednesday, May 13, 2026, at 6:30 p.m.
- b. Water and Sewer Committee – Tuesday, May 19, 2026, at 6:30 p.m.
- c. Village Board – Tuesday, May 26, 2026, at 6:30 p.m.
- d. Fire & EMS Committee – Wednesday, May 27, 2026, at 6:30 p.m. (Cambridge Fire Station)
- e. Economic Development Committee – Monday, June 1, 2026, at 5:30 p.m.
- f. Public Service Commission Hearing RE: PFP Charge on Water Bills – Tuesday, June 2, 2026, at 11:00 a.m. (Virtual only – PSC Docket #920-PFP-100; See Attached Hearing Notice for Virtual Attendance Links)
- g. Plan Commission – Monday, June 8, 2026, at 6:30 p.m.
- h. Joint Police Commission – Tuesday, June 9, 2026, at 5:00 p.m.
- i. Village Board – Tuesday, June 9, 2026 at 6:30 p.m.
- j. Open Book – Monday, June 22, 2026, from 12:00 p.m. until 2:00 p.m.
- k. Board of Review – Wednesday, July 8, 2026, from 12:00 p.m. until 2:00 p.m.

14. ADJOURNMENT: Trustee Jankowski made a motion to adjourn. Second by Trustee Sands. Motion carried by voice vote.

Meeting adjourned at 7:59 p.m.

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

These minutes approved by the Village Board of Trustees on May 26, 2026.