

Regular Meeting of the Oregon Village Board,
Monday, March 7, 2005

1. **CALL TO ORDER.** The regular meeting of the Oregon Village Board was called to order at 5:00 p.m. on March 7, 2005 by Board President Jerry Luebke.
2. **ROLL CALL.** Present: Jerry Bollig, Darrell Klimke, Jerry Luebke, Mark Mortensen, Eric Poole, Marv Severson and Steve Staton. Also present: Village Administrator Mike Gracz, Finance Director Renee Hoeft and Village Clerk Georgia Johnson, with Public Works Director Mark Below arriving later.

Attorneys Mark Sewell, Joe Wright and Bryan Kleinmeier, as well as Village Engineer Paul Levendoski, were present for purposes of discussions in closed session regarding specific items on the agenda.

3. **EXECUTIVE SESSION.** Bollig moved to adjourn into Executive (Closed) Session at 5:00 p.m. per the exemption under Wis. Stats. Sec. 19.85(1) (c)(e) and (g) to discuss deliberating the possible acquisition of parkland for Westside Community Park, Fire/EMS District Joint Agreements with Towns, personnel matters and labor negotiations concerning the Fire/EMS District, potential dispute with sewer interceptor contractor, and negotiating land purchase for Fire/EMS Department new site. Second by Poole. Roll call vote: Mortensen – yes; Staton - yes; Klimke – yes; Poole – yes; Severson – yes; Bollig – yes; Luebke – yes. Motion carried 7-0.

The Board reconvened into open session at 5:55 p.m. on motion by Bollig, second by Klimke. A brief recess was taken and the meeting resumed at 6:00 p.m.

4. **APPROVAL OF MINUTES.** Bollig moved to approve the minutes of the regular Village Board meeting of February 21, 2005. Second by Staton. Motion carried 7-0.
5. **APPROVAL OF VOUCHERS.** Staton moved, second by Mortensen, to approve payment of vouchers for the Water and Sewer Utility Funds in the amount of \$30,268.29 per the list dated March 7, 2005. Roll call vote: Mortensen – yes; Staton - yes; Klimke – yes; Poole – yes; Severson – yes; Bollig – yes; Luebke – yes. Motion carried 7-0.

Klimke moved, second by Staton, to approve the payment of vouchers for the General Operating Fund in the amount of \$230,114.18 per the list dated March 7, 2005. Luebke questioned the debt service payment of \$111,700 regarding Alpine Dairy. Gracz advised that Dan Fleming has fallen behind in payment and referred to the Statement to Fleming Development distributed at tonight's meeting. Mr. Fleming has been alerted that payment has to be made in full by March 15th or the Village will draw down on the Letter of Credit. There was a question regarding payment to Fox Valley Technical College in the amount of \$600 and it was noted that is for the Copers Computer Software Program. **Roll call vote: Mortensen – yes; Staton - yes; Klimke – yes; Poole – yes; Severson – yes; Bollig – yes; Luebke – yes. Motion carried 7-0.**

6. **PUBLIC APPEARANCES AND PUBLIC HEARINGS.**

- a) **Fire/EMS District Report – Randy Sellnow.** Chief Sellnow gave the monthly Fire/EMS District report.

7. **COMMUNICATION AND MISCELLANEOUS BUSINESS.**

- a) **Discuss Status of Dissolution of the Oregon Joint Fire/EMS District and Audit of Credit Cards Use.** Luebke referred to the attachment #7a) listing the reasons for dissolution of the Jt. Fire/EMS Commission. Gracz advised that this was prepared by using some of the issues from the letters that were sent to the Town Chairpersons when they were provided with drafts of the agreement. Each of the Townships has received a letter requesting a response by Friday, March 4th. The Town of Rutland has responded with no interest in dissolving the Commission. There has been no word from Dunn and the Chair from Town of Oregon will be calling the Village Administrator on

Tuesday. If the Village is not successful in getting the Towns' approvals, the next course of action under the agreement will be taken.

Regarding the audit of the credit cards, Mortensen noted this has been discussed previously and specifically related to the incident of a captain making some personal purchases with a District credit card. It was felt the purchases should be verified and the situation reviewed to make sure this was handled correctly. The main concern is there should have been a separate engagement letter to do the credit card portion of the audit. Mortensen has since talked with the managing partner at the auditing firm but the manager wasn't able to ascertain how in depth the audit went into credit card purchases. The auditor should be providing the Fire Chief with an engagement letter or a memo outlining the scope of the audit. There was some discussion. It was the consensus that an engagement letter should have been completed for the credit card audit and that an exact, in depth audit needs to be conducted per the policies and procedures. Luebke stated this is one of the differences at the Commission level—whether to conduct the audit earlier (back in October) or later and the Village was outvoted and it was to be conducted in January. Mortensen agreed the Commission should have made sure there was an engagement letter for the credit card audit back in January. Mortensen stated this is one of the reasons to look into dissolution of the Commission. Luebke stated these types of things need to be taken care of immediately, there needs to be follow up, and the bottom line is accountability to the Village taxpayers.

- b) Consideration of Administrative Services Agreement with Oregon Area Fire/EMS District. Gracz noted this needs to be sent to the Finance Committee for review at its next meeting—March 14th. The Finance Director felt it needed further review and the Village will do the first payroll without the agreement.
- c) Discussion of Mass Transit Issues. Luebke referred to Hans Noeldner's email and Douglas Brethauer's letter and invited them to speak to this issue. Luebke referred to the petition Mr. Noeldner had provided earlier and noted that there were approximately 50 persons on the list who were not residents in the Village of Oregon and suggested the petition be provided to the respective Town Boards. Luebke asked Mr. Noeldner how he envisioned a mass transit would be paid for? Noeldner indicated he didn't know for sure—he thought it would have to be subsidized and that some tax monies would be needed. Luebke went over some articles he had found with regard to mass transit in the *Wisconsin State Journal* and some of the issues with it. Luebke noted that the State is looking at a tax freeze and indicated that would mean cutting services to cover the cost then. There was some discussion including the inevitable tax freeze, subsidizing the cost, whether or not there was a need in the Village, would people utilize the service, the possibility of a park and ride service and so forth. Staton indicated he shares Noeldner's concerns regarding traffic going into Madison every day and thought it worth the time to see what Madison Metro has for a slide show and perhaps having a survey conducted. Discussion continued. Gracz clarified that getting Madison Metro involved would need to be a regional thing and felt the County should be taking the lead. Discussion continued regarding use of a park and ride, that section in the Comprehensive Plan addressing transportation, etc. It was concluded that Staton would work with Mr. Noeldner in contacting Madison Metro and getting the County's involvement.

Mr. Brethauer then spoke noting some of the same concerns with traffic going into the City of Madison every day. He stated he would be happy to serve on any committee to assist looking into mass transit in the future.

There was further discussion.

- d) Discuss Meeting Schedule for March 28th and April 4th Board Meeting. Gracz advised that the last week in March Trustees Bollig, Poole and Staton would be out of town and not available for meetings. Discussion followed regarding when to schedule the Public Works & Utilities meeting and the Personnel, Public Safety & Protection meeting. It was concluded to hold the Public Works

Regular Meeting of the Oregon Village Board,
Monday, March 7, 2005

meeting on Monday, the 28th, since there would be a quorum, and to schedule the Personnel Committee meeting prior to the April 4th Board meeting.

- e) Re-Scheduling of March 10th Meeting with DOT Regarding Hwy. 14. Luebke referred to the letter he wrote to the Department of Transportation and noted that the Village is looking to the DOT to complete the stretch of Hwy. 14 from Hwy. MM to Hwy. 138 that was started a couple of years ago. The DOT is requesting to reschedule the March 10th meeting to have an opportunity to look into the issues set out in the Village's February 21st letter. A date has not been set for that meeting but it will likely be held in April.
 - f) Luebke noted that long time employee Mary Jo Lease of the Clerk's Office retired after 19 years with the Village effective February 25th, 2005. He thanked Lease for all the years she worked for the Village. She was a great asset to the Village Hall staff and she will be missed.
 - g) Luebke referred to the article in *The Capital Times* regarding the public forum held in the Village Board Room regarding the Village's business parks noting that the article's statement that the "meeting turned into off-track and disgruntled banter". Luebke apologized to the Village Planner, Mike Slavney, for the behavior of the audience, noting that the audience was at times rude and that a number of members of the audience were not Village residents. Slavney was never allowed by the audience to conduct the forum as was planned and the forum changed to a public hearing structure. Luebke stated he would not have allowed that type of rudeness. He apologized again to Village Planner Slavney and thanked him for conducting the meeting as well as he could. Staton concurred with Luebke's observations at the meeting with respect to a portion of the audience's rudeness.
8. **REPORT OF OFFICERS.** There were none.
9. **REPORT OF COMMITTEES.**
- a) Public Works & Utility 2/28/05.
 - 1) Consideration regarding G.Fox & Son's Request to Consider Payment for Additional Stone Used on the Janesville Street Project. **Poole moved the Village Board to pay G. Fox & Son's the sum of \$3,000 for half the cost of the additional stone for the Janesville Street Project. Second by Klimke.** Poole noted that when the final change order was submitted it did not include approximately \$7,800 including a \$6,000 cost for additional stone needed to complete the project. Because of the relationship with the contractor and their past work for the Village, it was concluded to offer paying them one-half of the cost of the stone. Below advised the contractor understands the position of the Village. **Motion carried 7-0.**
 - 2) Agreement for the Mobile Interrogator with the City of Fitchburg (meter reading unit). **Poole moved to authorize the Public Works Director to enter into the Mobile Interrogator Agreement between the Village and the City of Fitchburg sharing the cost of the unit. Second by Klimke.** This equipment is used for meter reading. **Motion carried 7-0.**
 - b) Personnel, Public Safety & Protection 2/28/05.
 - 1) Stoughton Hospital Rehabilitation Services, 110 N. Main Street, Request re 15-minute Parking Stalls. **Klimke moved to approve one (1) 15-minute parking stall in front of 110 N. Main Street. Second by Staton.** Two parking stalls had been requested by the Firefly and Stoughton Hospital Rehabilitation Services initially and following discussion it was felt to try the 1 stall for a period of time and see how it goes. It would be a good drop off spot for the Rehabilitation Services. There was discussion regarding making all the stalls 15-minute stalls, enforcement of the parking limit, the businesses needing to make any request for additional stalls and enforcement on a complaint basis. Following discussion, **the motion carried 6-0, with Mortensen abstaining due to partial ownership in one of the buildings.**

Regular Meeting of the Oregon Village Board,
Monday, March 7, 2005

- 2) Proposal to Reduce Speed Limit on Janesville Street. **Klimke moved to approve reducing the speed limits on Janesville Street by reducing the 35 mph to 30 mph and the 45 mph to 35 mph. Second by Bollig.** Klimke noted the 35 mph limit starts just after Kwik Trip and goes toward Stoughton, with the 45 mph starting just after Park Street toward Stoughton. The limits would be changed similarly coming into Oregon. The Village will be giving the State and the County 30 days notice of the proposed speed limit reduction. **Motion carried 7-0.**
 - 3) Hiring Substitute Crossing Guard. **Klimke moved, second by Staton, to approve the hiring of Eugene Kluever as substitute crossing guard.** This is a position needed in the Police Department in order to have two substitute crossing guards. **Motion carried 7-0.**
 - 4) Request to Close Bergamont Boulevard for 2005 Parade of Homes. **Klimke moved to authorize the closing of Bergamont Boulevard for the 2005 Parade of Homes. Second by Staton.** Klimke stated emergency vehicles would have access to the road. The closing will be just south of Augusta Drive. There was some discussion regarding signage and advertising. **Motion carried 7-0.**
- c) Committee Minutes Not Requiring Action. The following minutes are for informational purposes.
- 1) COA 1/13/05

10. **NEW BUSINESS.**

- a) Resolution #05-04 re Reserve Liquor License. (From February 7, 2005 Finance Committee meeting). **Bollig moved to recommend the Village Board adopt Resolution #05-04 as relating to reserve liquor licenses with the grant amount of \$8,000. Second by Klimke.** Bollig stated this is regarding the \$10,000 reserve liquor license fee which in effect creates revenue for the Village with \$8,000 of the fee being returned to the applicant through a grant. The criteria with regard to the grant is being worked on and will come back to the Board at a later date. **Motion carried 7-0.**

11. **ADJOURNMENT.** At 7:00 p.m., Severson moved, second by Klimke, to adjourn the meeting.
Motion carried 7-0.

Respectfully submitted,
Georgia Johnson,
Village Clerk