

Regular Meeting of the Oregon Village Board,
Monday, April 18, 2005

1. **CALL TO ORDER.** The regular meeting of the Oregon Village Board was called to order at 5:37 p.m. on April 18, 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, Public Works Director Mark Below, Police Chief Doug Pettit and Clerk Georgia Johnson, with Library Director Vicki Cothroll arriving later. Attorney Mark Sewell was present for Closed Session items.

3. **EXECUTIVE SESSION.** Klimke moved to adjourn into Executive (Closed) Session at 5:38 p.m. per the exemption under Wis. Stats. Sec. 19.85(1)(c),(e) and (g) to discuss Fire/EMS District Joint Agreements with Towns, personnel matters and labor negotiations concerning the Fire/EMS District, potential dispute with sewer interceptor contractor, negotiating land purchase of new site for Fire/EMS Department Library Personnel Issues and Possible Sale of Property to Oregon School District within the Westside Community Park. Second by Poole. Roll call vote: Mortensen – yes; Bollig – yes; Klimke – yes; Poole – yes; Severson – yes; Staton – yes; Luebke – yes. Motion carried 7-0.

The Board reconvened into open session at 6:32 p.m. on motion by Bollig, second by Mortensen. A short recess was taken and the meeting reconvened at 6:35 p.m.

4. **APPROVAL OF MINUTES 4/4/05.** Klimke moved to approve the minutes of the regular Village Board meeting of April 4, 2005. Second by Staton. Motion carried 7-0.
5. **APPROVAL OF VOUCHERS.** Staton moved, second by Klimke, to approve payment of vouchers for the Water and Sewer Utility Funds in the amount of \$104,513.67 per the list dated April 5, 2005. Roll call vote: Severson – yes; Klimke – yes; Staton – yes; Luebke – yes; Poole – yes; Mortensen – yes; Bollig - 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 \$114,434.18 per the list dated April 4, 2005. Roll call vote: Severson – yes; Klimke – yes; Staton – yes; Luebke – yes; Poole – yes; Mortensen – yes; Bollig - yes. Motion carried 7-0.

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

- a) **Certificate of Appreciation for Marv Severson.** Marv Severson was recognized for 22 years of service with the Village.
- b) **Chamber of Commerce Monthly Report.** Kerri Phillips gave the Chamber's monthly report.
- c) **Oregon Youth Center Report.** Charlie Wilder, Director for the Oregon Youth Center, gave the monthly report.

It was agreed to take certain items out of order to accommodate members of the audience. For ease in reading, these items have been left in the order they appear on the agenda.

7. **COMMUNICATION AND MISCELLANEOUS BUSINESS.**

- a) **Discussion re: Business Park Survey is Not A Village of Oregon Survey.** Gracz stated this was on the agenda to advise residents of the Village that the survey that is being generated by the Oregon Area Progressives (OAP) is not a survey being conducted by the Village. The responses that are being received, however, will be brought to the May 12th public hearing on this matter. Luebke addressed the misinformation regarding this issue noting that Lycon coming into the Village has

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been in the process for approximately four years, that a plan has been laid out and an impact study is currently being conducted. He stated that once the impact study has been completed some of the questions the residents have will be answered. Luebke noted that the statement regarding the sewer plant being at capacity is incorrect and that a number of studies have been done and it has been determined that the Village's sewer is not at capacity. It was also misstated that the Lycon plant will be a couple of hundred yards from houses on Market Street—which is not correct. Also the maps that are being distributed indicate that Lycon would be buying out businesses on Market Street and that is not the case. Luebke stated that the Village Board will be looking at all the concerns and issues being expressed by the public but he requested that residents give the matter a fair chance and that the mis-information be considered. There was some discussion.

- b) Status of Dissolution of the Oregon Area Joint Fire/EMS District. Mortensen advised that a letter has been received by the Town of Rutland requesting a meeting with all entities. He noted that the 20-day period for required negotiations has expired, but the Village's Attorney will work toward having a meeting with the other entities sometime in May. No response has been received at the Village by the Town of Dunn. In addition, Mortensen advised that effective April 29, 2005, the Fire Chief Randy Sellnow has resigned his position. A joint meeting with the Fire/EMS District Jt. Board and the Fire/EMS Commission is scheduled for April 29th to discuss that matter and what to do as far as looking for a replacement.
- c) Re-scheduling April 25th Committee Meetings and Reminder re: April 19th Special Board Meeting. Gracz asked the Board to cancel the April 25th Committee meetings to allow staff time to catch up on some of the projects being worked on. With the shortage of staff and the additional meetings necessary regarding the TIF districts, staff is running behind. There may have to be a short special Public Works meeting on the 2nd of May, but the rest of the issues can wait for the May meetings. Gracz reminded Board members of the Special Board meeting on April 19th—the organizational meeting.
- d) Re-Scheduling May 5th Downtown Forum.
- e) Scheduling Special Board, Planning Commission and CDA May 24th Meeting to Set Boundary and Finalize Public Purpose Projects for TIF #3. Gracz advised these two items are regarding rescheduling due to the TIF. It had been discussed to have a downtown forum on May 5th which was contingent on TIF #3 being reported out of CDA from Thursday's meeting (April 21st). Since that will not happen that forum needs to be rescheduled. A special Planning Commission meeting was scheduled for May 24th (a joint meeting with the Village Board and the CDA) and it is suggested that the downtown forum be held that night. The meeting would be held at the Middle School since all downtown property owners will be invited. With a start time of approximately 5:30 p.m. at which time questions would be addressed, and starting the meeting at 6:00 p.m. with the public forum being conducted at that time with property owners expressing their concerns, and then the CDA and Planning Commission could make their recommendations that night which would get reported to the Joint Review Board and the Village Board. Village Board members will mark their calendars accordingly.
- f) May Master Calendar. Gracz noted that staff is currently concentrating on completing TIF #2 in May.
- g) Approve Brooklyn Chamber of Commerce Request to Use Rail Line for Depot Days of Green County Event—April 30th and May 1st. **Klimke moved, second by Mortensen, to approve the use of the Rail Line for Depot Days of Green County Event, April 30th and May 1st.** It was noted this is an annual event and that the sponsor should be advised that the bridge in the Village is out.
Motion carried 7-0.

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- h) Consideration of Removing Billy Hanson's Probationary Status. Below noted that Mr. Hanson has completed the six-month probationary period and recommends retaining him as a full-time crew person. **Klimke moved, second by Poole, to retain Billy Hanson as a regular fulltime Public Works employee. Motion carried 7-0.**
8. **REPORT OF OFFICERS.** Cothroll reported that the Friends of the Library's annual book sale begins Friday at 3:00 p.m. for Friends' members and from 5:00 – 7:00 p.m. it is open to the general public. Saturday hours are 9:00 a.m. to 12:00 noon. The Library will be starting Saturday summer hours the first Saturday in May. Hours will be 9:00 a.m. to 1:00 p.m.
9. **REPORT OF COMMITTEES.**
 - a) Planning Commission 4/7/05.
 - 1) Resolution #05-05, Recommendation Regarding the Methodist Church Using Street Right-of-Way for a Temporary Driveway—Granting Street Privilege. It was noted that as a member of the Methodist Church Staton would not be making the motion regarding this issue. **Luebke moved to approve Resolution #05-05 allowing for a temporary drive for the Methodist Church. Second by Klimke.** Below stated this is a request from the Methodist Church and they are requesting to be allowed to place a driveway in the Alpine Parkway street right-of-way. It would be a temporary driveway until the street is put through from Jefferson to Netherwood at which time they would have their own permanent driveway. When Luebke asked about the contingency that was discussed at the Planning Commission, Gracz stated that the attorney indicated that was not necessary. **Motion carried 6-0, with Staton abstaining.**
 - 2) Consideration and Recommendation for a Conditional Use Permit at 600 N. Burr Oak. **Staton moved to approve the Conditional Use Permit at 600 N. Burr Oak Avenue based on the sketch that was provided. Second by Poole.** Below stated this is for a landscaping service and that is allowed in this zoning district as a conditional use. **Motion carried 7-0.**
 - 3) Recommendation of the General Development Plan for the SouthPointe Condominiums (Public Hearing at May 2nd Board Meeting). It was noted the public hearing on the GDP will be held May 2nd.
 - 4) Recommendation of the Specific Implementation Plan (SIP) for the Bergamont Temporary Clubhouse and Cart Storage. Justin Harder of Fleming Development gave a brief presentation of the request for a temporary clubhouse and cart storage at the golf course site. The temporary clubhouse would be a double-wide trailer with a tent facility for outings located on the corner of Bergamont and Windfield Drive. On the opposite lot by Lincoln Road would be another tent facility to store golf carts. **Staton moved to approve the Specific Implementation Plan for the Bergamont Temporary Clubhouse and Cart Storage for a 3-year period and contingent upon satisfying any comments made by the Village Planner as well as Village Staff. Second by Klimke.** It was noted the petitioners could come back to request an extension which would then require approval of the Planning Commission. Planning Commission approval will also be required of the final structure. **Motion carried 6-0, with Luebke abstaining.**
 - 5) Recommendation re the General Development Plan for the Oregon Parks Neighborhood (Public Hearing at May 2nd Board Meeting). It was noted the public hearing on the GDP will be held May 2nd.
 - 6) Dane County Zoning and Land Regulation Committee re a Preliminary CSM in the Town of Rutland. **Staton moved, second by Klimke, to take no action on the request from the**

Dane County Zoning and Land Regulation Committee on a preliminary Certified Survey Map in the Town of Rutland. Motion carried 7-0.

- 7) Recommendation to Change Zoning Code 17.24(5)(b) to hold the Public Hearings for General Development Plan at the Planning Commission. **Staton moved, second by Poole, to approve changing the Zoning Code to hold public hearings for general development plans at the Planning Commission level.** Below noted that a couple of years ago the code was changed to hold all public hearing at the Planning Commission level, however, the general development plans for PUD's was erroneously left out of that request. This would correct that error. **Motion carried 7-0.**

b) Finance, Buildings & Facilities 4/11/05.

- 1) Farm Lease with Doerfer Bros.,--Westside Community Park. **Bollig moved to approve the Farm Lease with the Doerfer Bros. for 40 acres of land (the future site of the Westside Community Park). Second by Mortensen.** It was noted this is an annual lease, the term is from March 1st to November 30th, 2005 at a rental fee of \$121/acre. **Motion carried 6-0, with Luebke abstaining.**
- 2) Use of Cable Funds: Authorizing Funds for New Office and Authorizing Village Attorney to Review Articles of Incorporation. Bollig stated he would like to table the purchase of the equipment by the Cable Foundation pending a list of expenditures being provided to the Village.

Bollig moved to authorize the Village Attorney to review the Articles of Incorporation of the Cable TV Foundation. Second by Mortensen. Bollig noted that the Committee is looking for the Attorney to review the Articles of Incorporation in that they are vague and the Committee would like an opinion from the Attorney regarding who has the authority to spend the Cable franchise fees. **Motion carried 7-0.**

- 3) Lease Addendum to Reflect Return of Color Scanner Equipment to Gordon Flesch. **Bollig moved to authorize the Village President to sign a Lease Addendum with Gordon Flesch to reflect the return of the Color Scanner Equipment. Second by Klimke.** Bollig noted this is equipment that is no longer needed. **Motion carried 7-0.**
- 4) Disposal of water meter. **Bollig moved to dispose of water meter #94424949. Second by Klimke.** Bollig noted this reflects the disposal of a junk meter. **Motion carried 7-0.**
- 5) Senior Center Annual Maintenance Agreement for Copier. **Bollig moved, second by Klimke, to authorize the Senior Center to enter into a Maintenance Agreement for its copier.** Bollig noted this is a maintenance agreement for the term from April 2, 2005 to April 21, 2006 for a minimum annual amount of \$288.00. **Motion carried 7-0.**
- 6) Purchase of notebook and projector. **Bollig moved to authorize the Police Department to purchase the Notebook Computer and LCE Projector equipment for a total not to exceed \$3,491.00. Second by Mortensen.** Bollig noted these are funds that are available in the 2005 budget and have come from donations to the Police Department. This equipment will be used for training purposes. **Motion carried 7-0.**

c) Finance, Buildings & Facilities Special Meeting 4/18/05.

- 1) Authorization to Accept Bids for Senior Center Equipment. **Bollig moved to authorize the Senior Center to advertise and accept bids for the following: 5 two-door metal cabinets, one room divider and one Kimball Spinet piano with a damaged sound board. Second by Mortensen.** Bollig noted this is surplus equipment. **Motion carried 7-0.**

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d) Park Board 4/6/05.

- 1) Proposal from Vandewalle re: Keller-Alpine Meadows—Phase I, Conservancy Area, Master Plan. **Poole moved to authorize the President to sign the agreement with Vandewalle & Associates for Park Design Services regarding Keller-Alpine Meadows Phase I**

Conservancy Area Master Plan in an amount not to exceed \$5,800.00. Second by Klimke. Poole noted this is for the layout of trails and studies needed. Gracz advised this is the property purchased from Alpine Dairy which is considered the Conservancy Area. There are monies in the 2005 budget to do the layout and to do some initial projects in the park. There was some discussion. **Motion carried 7-0.**

- 2) Proposal from Vandewalle re: Bergamont/Alpine Meadows Park Master Plan. **Poole moved to authorize the President to sign the agreement with Vandewalle & Associates for Park Design Services regarding Bergamont and Alpine Meadows Neighborhoods in an amount not to exceed \$3,400. Second by Klimke.** Poole noted this is for the park layout for the Bergamont/Alpine Meadows Park. Gracz noted that he has received two separate contacts from new residents in the Bergamont regarding the park. There was some discussion regarding neighborhoods getting involved in park development and the fact that grading needs to be done yet and so forth. This will allow for the master layout of the park to be started. **Motion carried 7-0.**

e) Committee Minutes Not Requiring Action. The following minutes are for informational purposes.

- 1) Library Board 3/9/05
- 2) Historic Preservation Commission 3/23/05

10. **UNFINISHED BUSINESS.**

11. **ADJOURNMENT.** At 7:30 p.m., Severson adjourned the meeting.

Submitted by,
Georgia Johnson,
Village Clerk