

1. **CALL TO ORDER.** The regular meeting of the Village Board was called to order by President Staton at 5:57 p.m. on Monday, June 18, 2007.
2. **ROLLCALL.** Present: Jerry Bollig, Darlene Groenier, Phil Harms, Jon Lourigan, Eric Poole, Steve Staton and Randy Way. Also present: Village Administrator Mike Gracz, Attorney Matt Dregne, Finance Director Renee Hoeft, Public Works Director Mark Below, Police Chief Doug Pettit and Clerk Georgia Johnson, with Library Director Vicki Cothroll arriving later.

President Staton noted that it is not necessary to hold closed session tonight and that the closed session items will be addressed at a special meeting next Monday.

Staton also note the OCSA's request would not be discussed tonight so consequently no meeting with the Community Development Authority is necessary.

3. **EXECUTIVE SESSION.** Not necessary.
4. **RECONVENE INTO OPEN SESSION.** Not necessary.
5. **DISCUSSION AND UPDATE OF CLOSED SESSION ITEMS:** Excluded.
6. **SWEARING-IN OF POLICE OFFICER.** The new Police Officer, Jeremy L. Hatfield, was sworn in by President Staton and introduced him to the individual Board members.
7. **RECOGNITION OF POLICE SERGEANT DENNIS GESKE.** President Staton presented Sergeant Geske (upon retirement) with a plaque recognizing his 30 years of service for the Village and commended Geske for his dedication and commitment to the Village for that length of time.
8. **RECOGNITION OF JERRY SWINEHART.** President Staton presented Jerry Swinehart (upon retirement) with a plaque commemorating him for his 16 years with the Village and noted his dedication and commitment to the Village.

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

President Staton advised that the Oregon Community Sports matter has been taken off the agenda at OCSA's request. Consequently items 9, 10, and 11 will be excluded.

9. **COMMUNITY DEVELOPMENT AUTHORITY CALL TO ORDER.** Excluded.
10. **DISCUSSION AND POSSIBLE ACTION RE: OREGON COMMUNITY SPORTS ARENA (OCSA) BONDING REQUEST OF \$3.5M.** Excluded.
11. **ADJOURNMENT OF CDA.** Excluded
12. **APPROVAL OF MINUTES 6/4//07.** The minutes will be available at the July 16th meeting.
13. **APPROVAL OF VOUCHERS.** Poole moved, second by Bollig, to approve payment of vouchers for the Water and Sewer Utility Funds in the amount of \$35,720.38 per the list dated June 18, 2007. Roll call vote: Way – yes; Bollig – yes; Harms – yes; Groenier; - yes; Poole – yes; Staton – yes; Lourigan – yes. Motion carried 7-0.

Poole moved, second by Bollig, to approve the payment of vouchers for the General Operating Fund in the amount of \$265,566.42 per the list dated June 18, 2007. Roll call vote: Way – yes; Bollig – yes; Harms – yes; Groenier; - yes; Poole – yes; Staton – yes; Lourigan – yes. Motion carried 7-0.

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14. **COMMUNITY INPUT.** There was none.

15. **FUTURE AGENDA ITEMS.** There were none.

16. **PUBLIC APPEARANCES AND PUBLIC HEARINGS.**

- a) Chamber of Commerce Monthly Report. Chamber Director, Linda Pollock, gave an overview of the Summer Fest activities and highlighted other upcoming events.
- b) Youth Center Monthly Report. Shane Gahagan, Youth Center Director, gave a monthly report including attendance records, and recent and upcoming events.

17. **PROCLAMATIONS AND ANNOUNCEMENTS.** Gracz referred to the problems experienced with Waste Management's trash pick up noting that the collection started last Wednesday and is still not completed. When Waste Management was contacted, they advised that the contract allows one business week for the collection but that has never been brought up before. Gracz stated he has a call into the Division Vice President, Carol Kubly to discuss the matter. It is hoped that WM has collection completed by mid-week. There was discussion including some streets have been picked up while others nearby have not been, the need to bring in extra drivers, the Village will be reviewing the contract to see what can be done, the Village will be sending out request for proposals in the near future and the question is does the Village send that to Waste Management or not. Gracz and President Staton apologized to the residents for the difficulties and noted they will be expressing the Village residents' frustration with the pick up with Waste Management. It was noted that the July 4th trash pickup will be done on July 5th due to the holiday.

Regarding the traffic signals, Pettit stated people are becoming acclimated to the lights. There are some things that need improvement especially with signage, the walk/do not walk signal and so forth. There was some discussion.

Johnson advised that Board of Review is scheduled for Wednesday, June 27th. Anyone can appear at Board of Review that has an issue with their assessment. If you do want to appear, there is paperwork to complete prior to the meeting, so be sure to contact Village Hall to get a copy of that. Board of Review will be held between the hours of 4:00 p.m. – 6:00 p.m.

18. **COMMUNICATION AND MISCELLANEOUS BUSINESS.**

- a) Discussion and Possible Action re Resolution #07-11 Statement of Support for Participation in the 2007 Better BUILD Program. Gracz noted the next 2 items require Board approval to continue with the BUILD Program and to move the process along. **Lourigan moved, second by Way, to adopt Resolution #07-11, to support participation in the 2007 BUILD Program. Motion carried 7-0.**
- b) Discussion and Possible Action re: Approval of President Staton's Statement to Dane County regarding 2007 BUILD Grant Award. Staton read the letter addressed to the Dane County Planning & Development Division in Dane County. **Bollig moved, second by Lourigan, to authorize the Board President to sign the statement to Dane County. Motion carried 7-0.**
- c) Discussion and Possible Action re: President Staton's Attendance at June 28th Signing of U.S. Mayors Climate Protection Agreement in Bayfield, Wisconsin. Staton referred to the information in the packet regarding this program. There was some discussion. Staton invited any of the Board members that are interested to attend the program with him. It was noted the expenses will be covered by the Village.
- d) Discussion and Possible Action re: Appointments to Library Board. Staton appointed Carrie Santulli Schudda to the Library Board. Schudda has shown an interest in being on the Library

Board and he is recommending her approval. **Lourigan moved, second by Groenier, to approve the appointment of Carrie Santulli Schudda to the Library Board. Motion carried 7-0.**

19. **REPORT OF COMMITTEES.**

a) Special Personnel, Public Safety & Protection 6/4/07.

1) Discussion and Possible Action re: Town of Rutland's Request for a Boundary Amendment for the Oregon Area Fire/EMS District and Waiving of One-Year Notice. **Poole moved to approve the request from the Town of Rutland for a boundary amendment for the Oregon Area Fire/EMS District and to waive the one-year notice requirement. Second by Bollig.** This would change the boundaries between the Village and the City of Stoughton. The Town of Rutland has requested this boundary change since it is closer to the Village for response time. There was discussion. When asked how many people it would affect, Hoelt stated the County cannot provide that number until the change has been made. There was further discussion. The change would take effect January 1, 2008. **Motion carried 6-0-1, with Way abstaining.**

2) Discussion and Possible Action re: Implementing Changes to the Library Traffic Pattern and Parking Lot. **Poole moved, second by Bollig, to implement the changes to the traffic pattern in the Library parking lot as discussed.** Poole noted this changes the entrance on Waterman Street (currently an entrance and exit) to a one-way entry to route the vehicle traffic in and around the building to exit on Park Street. This does not change the entrance off Park Street for entry to the Senior Center. Stripping will be done in front of the Library's entrance doors. There was some discussion. Following discussion, **Poole amended the motion to include putting an informational stop sign at the pedestrian crosswalk. Second by Bollig. Motion carried 7-0.**

3) Discussion and Possible Action re: Requesting Dane County to Close Main Street for Memorial Day and Veterans Day Observances. **Poole moved to authorize staff to contact the County regarding closing the downtown intersection for Memorial Day and Veterans Day observances for the time needed for the ceremony and also allowing an additional 15 minutes prior to and following the ceremony. Second by Harms. Motion carried 7-0.**

4) Discussion and Possible Action re: Amending Meal Reimbursement Policy. **Poole moved, second by Harms, to approve the meal reimbursement policy to allow for a \$10.00 breakfast and lunch limit and a \$20 limit for dinner. Second by Harms.** Poole stated this increases the breakfast allowance from \$6.00 to \$10.00, leaves the lunch allowance at \$10.00 and increases the dinner rate from \$18.00 to \$20.00. There was some discussion. **Motion carried 7-0.**

b) Planning Commission 6/7/07.

1) Discussion and Possible Action re: Approval of CSM for a duplex to a twin home on Lots 1 and 2 on Waterman Court. **Harms moved to approve the Certified Survey Map of Lots 1 and 2 on Waterman Court contingent upon compliance with Ruckert Mielke's comments in the letter dated June 6, 2007 and staff review of the revised map. Second by Lourigan.** Harms noted the duplexes are being divided and the properties being resurveyed and a CSM is required for that change. There was some discussion. **Motion carried 7-0.**

2) Discussion and Possible Action re: Approval of CSM for a duplex to a twin home on Lots 3 and 4 on Waterman Court. **Harms moved to approve the Certified Survey Map of Lots 3 and 4 on Waterman Court contingent upon compliance with Ruckert Mielke's comments in the letter dated June 6, 2007 and staff is able to review the revised map. Second by Lourigan.** This is the same situation as item #1. **Motion carried 7-0.**

- 3) Discussion and Possible Action re: Approval of CSM for a duplex to a twin home located at 312/314 Birch Court. **Harms moved to approve the Certified Survey Map for the property located at 312/314 Birch Court contingent upon Ruekert Mielke's letter dated June 6, 2007 and staff review of the revised map. Second by Lourigan.** Bollig asked why so many of these types of CSM's were being done lately and whether it had anything to do with the housing market. Below replied that the owners knew the changes were coming in the new Zoning Code (which was adopted in late 2006) and waited until that happened rather than sell them earlier on as condos—they were waiting for the zero lot line. There was some discussion. **Motion carried 7-0.**
 - 4) Discussion and Possible Action re: Approval of minor amendment to the SIP for Lot 506 in the Bergamont for the Proposed Pool and Tennis Area. **Harms moved to approve the minor change to the Specific Implementation Plan (SIP) for Lot 506 in the Bergamont for the proposed pool and tennis area. Second by Lourigan.** Jack Gaudion noted they have met with staff and the Planning Commission and would answer any questions. He noted they are requesting a change to the Site Implementation Plan for Lot 56 which would expand the size of the lot for the proposed pool and tennis area. It meets staff and engineering requests. There was a brief discussion. **Motion carried 7-0.**
 - 5) Discussion and Action re: Approval of CSM for Lot 506 in the Bergamont. **Harms moved to approve the Certified Survey Map for Lot 506 in the Bergamont. Second by Lourigan.** Below noted this is to expand the lot as discussed previously. **Motion carried 7-0.**
 - 6) Discussion and Possible Action re: Approval of Preliminary Re-Plat of the Easterly Portion of the Bergamont Subdivision with Conditions. **Harms moved to approve the preliminary re-plat of Bergamont Subdivision contingent on the conditions in Ruekert Mielke's letter dated June 1, 2007. Second by Lourigan.** This will resize the lots down to 148 lots. This will accommodate garages much better. There was some discussion about the conditions. Below stated the Planning Commission will be looking at that again in July or August. There was discussion. **Motion carried 7-0.**
- c) Finance, Building & Facilities 6/11/07.
- 1) Discussion and Possible Action re: Approval of Request for Proposals for Refuse and Recycling Collection. **Bollig moved to recommend the Village Board authorize staff to send out RFP's (request for proposals) for both the current refuse and recycling system and the new refuse container and recycling system. Second by Poole.** This is the next step in the process of making a determination which system to use and the RFP's are requesting bids on both systems—the sticker program and the container program. Hoeft noted that the decision has not been made yet which system to use—that decision will be made after the bids come back (due July 23rd), which will go to the August Finance Committee meeting and the Board at its August meeting. There was some discussion. **Motion carried 7-0.**
 - 2) Discussion and Possible Action re: Approval of Ehlers Agreement and Continuing Disclosure Requirements Agreement. **Bollig moved to recommend the Village Board authorize the Village President to sign the agreement with Ehlers & Associates for independent financial advisory services as per the schedule in the proposal. Second by Poole.** Bollig noted the proposal was in the June 11th Finance packet. Hoeft stated the Village hired Ehlers & Associates when the previous financial advisory moved out of state. Mike Harrigan represents Ehlers & Associates for the Village and Hoeft stated they are very happy with him. She noted at a conference she attended in February it was noted that the Department of Revenue defers to Mr. Harrigan when they have TIF problems/issues. There was some discussion. **Motion carried 7-0.**

- Bollig moved to recommend the Village Board authorize Village President, Steve Staton, to enter into an Annual Full Continuing Disclosure Reporting Acknowledgment, noting the Village of Oregon confirms they do not want Ehlers & Associates to perform continuing disclosure services. The Village of Oregon will be preparing & filing the Annual Continuing Disclosure Reports. Ehlers is NOT required to perform this service. Second by Poole.** Hoeft noted that every year in September the Village has to file a report with a number of different agencies the majority of which is the audit report. Ehlers & Associates would charge the Village \$1500.00 annually to do the report or Hoeft stated she could continue to do it as she has done in the past and that is staff's recommendation. **Motion carried 7-0.**
- 3) Discussion and Possible Action re: Approval of Request for Banking Proposals. **Bollig moved to recommend the Village Board authorize sending out Requests for Proposals for Banking Services. Second by Poole.** Hoeft stated the banking proposals will be going out this week. The bids are due back by July 23rd and it is planned to bring the recommendation to the August 20th Board meeting. The Village has been with the current bank for 5 years and it is a good idea to change every 5 years or so. **Motion carried 7-0.**
- 4) Discussion and Possible Action re: Purchase of New Computer for Courtroom and Additional Computers. **Bollig moved to recommend the Village Board authorize staff to purchase a new computer for the courtroom funded out of the general computer budget. Second by Poole.** There was discussion including what the cost of the computer would be (approximately \$1,000), need to determine whether to get a laptop or tower as it will be at the Judge's bench, and what software programs will be needed, whether to include an amount in the motion and so forth. Hoeft noted that there are at least two other computers that need to be replaced with an estimated cost for all 3 computers of \$3,000.00. **Bollig amended the motion to state: in an amount not to exceed \$3,000.00. Poole seconded.** There was further discussion. **Motion carried 7-0.**
- 5) Discussion and Possible Action re: Sending Notification to STFL on Repayment of Sewer Interceptor Loan. **Bollig moved to recommend the Village Board authorize staff to notify the State Trust Fund of its plan to pre-pay the State Trust Fund \$31,890.51 related to the Sewer Interceptor Loan. Second by Poole.** Hoeft advised the Village has to notify the State Trust Fund of its intention to make a payment—a minimum of 30 days notice is required. This would allow for a letter to go out before the end of June and the payment made on July 31, 2007. **Motion carried 7-0.**
- d) Park Board 6/6/07.
- 1) Discussion and Possible Action re: Allow Legends Sports to Rent One Field in Kiser Park including Use of Lights on Tuesday and Wednesday Nights during the Months of September and October for Kickball and Football for the Fee of \$280.00 per League and to Coordinate Schedules and Details with Randy Joswig. **Lourigan moved, second by Poole, to allow Legends Sports to rent 1 field in Kiser Park including the use of the lights on Tuesday and Wednesday nights during the months of September and October to be used for kickball and football for the fee of \$280.00 contingent on coordinating schedules and details with Randy Joswig.** Lourigan stated this will allow the group to use the park in the evenings as well as use the lights. They will be paying the cost of the lighting in the \$280 fee being charged, the Park Board felt it was good for the community and will not conflict with the use of the fields by other groups. There was discussion. **Motion carried 7-0.**
- 2) Discussion and Possible Action re: Approving Donation of Park Bench or Benches with a Memorial Plaque for Location in Alpine Meadows Park. **Lourigan moved to approve the donation of a park bench or benches with a memorial plaque being placed in Alpine**

- Meadows Park. Second by Bollig.** The number of benches will depend on the price of each bench. This donation is from a resident that lives in the neighborhood who wants to make this donation in memory of his father. **Motion carried 7-0.**
- 3) Discussion and Possible Action re: Renaming Former Alpine Meadows Park and Bergamont Park to one name—Bergamont Meadow Park—and Purchase Park Signs for both Subdivisions. Gracz asked to have this matter tabled to the next Board meeting. There was no objection.
 - 4) Discussion and Possible Action re: Approval of Park Board Sign Policy with Amendments. **Lourigan moved to approve the Park Board Sign Policy with the amendments as discussed at the Park Board meeting of June 6, 2007. Second by Poole.** This is a policy regulating the use of temporary signs, directional signs, and party signs. The Park Board has been working on this policy over the last several months. There was some discussion. It was noted that the policy was drafted by Dan Olson who is on the committee, but also an attorney with the League of Wisconsin so everyone was comfortable with the legality of it. **Motion carried 7-0.**
- e) Historic Preservation Commission 5/17/07.
- 1) Discussion and Possible Action re: Accept the Design and Placement of the Academy of Sound Sign. **Harms moved, second by Poole, to approve the design and placement of the Academy of Sound sign as proposed conditioned on the approval of the current owner and the Public Works Director.** Harms referred to the drawing showing where the sign is being placed and it was noted that HPC did walk over and view the area and is recommending approval. There was some discussion regarding the color of the lettering. **Motion carried 7-0.**
- f) Special Public Works & Utility 6/18/07.
- 1) Discussion and Possible Action re: Award the Contract for the SCADA System for the WWTP to L. W. Allan. Lourigan noted that Eugene Laschinger, Vice President of Town & Country Engineer, Inc., had appeared at the Public Works & Utility meeting just prior to the Village Board and invited Laschinger to the table to give a brief overview of the bids and the options available. [See Public Works minutes for further details.] Following the presentation, Laschinger stated it is Town & Country's recommendation to bring the base cost up to \$310,000 and add the additional elements referred to in Options 2 & 3 which would come to approximately \$386,000. Laschinger stated that the Village should include some additional monies to cover any unknown costs stating the Village should allow for a total of \$400,000. It was noted that the Village will be eligible to receive about \$32,000 in grant monies. Following a brief discussion, **Lourigan moved, second by Harms, to award the contract for the SCADA System for the Wastewater Treatment Plant to L.W. Allan in the amount of \$400,000.00.** Lourigan stated the Committee spent a great deal of time going over all of the options and discussing the benefits, for both energy and efficiency purposes. **Motion carried 7-0.**
 - 2) Discussion and Possible Action re: Approval of Joint Proposals from Ruckert Mielke and Vandewalle & Associates for the Proposed Bike/Pedestrian Path for Keller Alpine Meadows Park and the Alpine/Bergamont Park on the West Side of the Village. Lourigan noted this is being tabled for the time being.
 - 3) Discussion and Possible Action re: Authorize the Village President and Clerk to Sign the Maintenance Agreement with the City of Madison for the Traffic Signals in the Village. **Lourigan moved to authorize the Village President and Clerk to sign the Maintenance Agreement with the City of Madison for the traffic signals in the Village. Second by Harms. Motion carried 7-0.**

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- 4) Status of Lincoln Road Water Tower. Below reports that there was another leak in the Water Tower and that it has been corrected. The tower is up and running. Staff is in the process of finalizing the necessary paperwork to submit to the insurance company.
- g) Minutes Not Requiring Action.
 - 1) Library Board 5/9/07
20. **UNFINISHED BUSINESS.** Bollig noted that John Sessler of Eagle Scout Troup #168 attended the June 11th Finance Committee and related to the committee that his project was updating the American flags in the Village. Bollig stated Sessler has been working on the project and if you drive down Main Street you will notice his work and he commended Sessler for his work. Sessler is providing the labor, the Chamber of Commerce is fronting the initial cost of the projects and the Village will be paying for new flags in the future. When completed there will be 102 flag locations, with an anticipated July 4th completion date. There was some discussion and Sessler was thanked for his efforts on this project.
21. **ADJOURNMENT.** The meeting was adjourned at 7:20 p.m. on motion by Bollig, second by Way. Motion carried 7-0.

Submitted by
Georgia Johnson,
Village Clerk