



VILLAGE OF OREGON
WISCONSIN

INCORPORATED 1883

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Pursuant to Wis. Stat. § 19.84, notice is hereby given to the public by the Village President, that the following meeting will be held:

Meeting:	Village Board of Oregon	Date:	Monday, March 4, 2024
Location:	Village Hall; 101 Alpine Parkway	Time:	5:00 PM

Note: Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact the Village Clerk at (608) 835-3118, 101 Alpine Parkway, Oregon, Wisconsin, at least twenty-four (24) hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

MEETING MINUTES

- 1) Call to Order.
Village President Phil Van Kampen called the Village Board meeting to order at 5:00 p.m. on Monday, March 4, 2024.

- 2) Roll Call.
Present: Carlene Bechen, Tim Higgins, Tom Kirchdoerfer, Jason Mahnke, Lynn McDaniel, Amanda Peterson, & Phil Van Kampen.

Also Present: Village Administrator Martin Shanks, Village Attorney Derek Panches, Public Works Director Jeff Rau, Assistant Public Works Director Lauren Striegl, Finance Director Lisa Novinska, Chief of Police Jennifer Pagenkopf, Director of Community Development Elise Cruz, Recreation and Programming Coordinator Liane Rhodes, Senior Center Director Rachel Brickner, Library Director Jennifer Endres Way, Village Clerk Candie Jones, and seven (7) members of the public

- 3) Approval of February 19, 2024 Village Board meeting minutes if correct, and correction of mistakes, if any (staff recommendation: motion to approve as presented).
Kirchdoerfer moved, seconded by Bechen to approve the 02-19-2024 Village Board meeting minutes. Motion carried 7-0.

- 4) Public Appearances, Comments, and Communications.
 - a) Presentation from 14 South Artists and proposed lease agreement for 134 Janesville Street.
Francine Thompkins, 14 South Artists, was in attendance for this item. She, on behalf of 14 South Artists, is requesting that the Village Board consider offering a three (3) year lease at no-cost for the period beginning April 2024 through March 2027 for the space at 134 Janesville Street. Currently 14 South Artists are paying \$2,400 annually to lease the space.

Thompkins referenced and reviewed a letter from 14 South Artists dated February 5, 2024 that has been made part of the packet of information.

There was a general discussion, and the members expressed their appreciation to 14 South Artists for their contributions they make to the community and expressed support for their request.

Peterson and Bechen would like 14 South Artists to consider helping the Village collect data that captures the frequency and reasons people are visiting the downtown area.

- b) Public Comment. This part of the agenda allows members of the public to provide information to the Village Board, including items both on and off the agenda. Under the Open Meetings Law, this agenda item allows the Board to receive information, and to ask questions of a presenter to facilitate a better understanding of the information. Board members may discuss procedural matters relating to the information, such as whether the information should be directed to staff, referred to a committee, or placed on a future Board agenda. However, Board members may not expand their discussion beyond such procedural matters. Fifteen (15) minutes will be provided for this item with a three (3) minute maximum per speaker; otherwise, the agenda will proceed as posted. (This note may not be read at Board meetings.)

Kim Schmitt, 564 Lexington Drive, appeared for this item. She voiced her concern with the elevations of the sewer interceptor that is being put in with the Autumn Ridge Phase 3 development. She indicated the neighbors are nervous about flooding issues and would like the Village Board to be aware of this concern. She reported she has been in communication with Public Works Director Jeff Rau.

Sara Dewey, 266 North Main St., appeared for this item. She reported she is a candidate for the Village Trustee position in the upcoming election. She shared her concerns with the Downtown Master Plan Request for Proposal (RFP) update that is on the upcoming Planning Commission meeting on March 7th. She indicated she would like to know more about the process that was taken when choosing and interviewing the firms that submitted an RFP. She expressed her concerns with some of the language in the proposals. More specifically, how it relates to community input. She believes the residents are the biggest stakeholder of the downtown area and should be provided with the opportunity to share their vision and thoughts.

- 5) Approval of vouchers in the amount of \$727,175.17 (staff recommendation: motion to approve as presented).

Mahnke moved, seconded by Peterson to approve the vouchers dated 03-04-2024 in the amount of \$727,175.17.

Roll call vote: Mahnke– yes; Kirchdoerfer – yes; Higgins – yes; McDaniel – yes; Van Kampen – yes; Bechen– yes; Peterson - yes. Motion carried 7-0.

- 6) Consent Agenda (staff recommendation: motion to approve the consent agenda items as presented).

- a) Second amendment to tower and ground space lease with Madison Cellular Telephone Company (US Cellular).

- b) Declare miscellaneous Public Works vehicles and equipment listed in February 28, 2024 memo as surplus for auction.

Mahnke moved, seconded by Peterson to approve consent agenda items 6 (a) – 6 (b). Motion carried 7-0.

- 7) Reports of Committees (items are for discussion and / or possible action).

- a) Ad Hoc Public Transportation Committee.
 - 1. Request for proposals for public transit planning services (Committee and staff recommendation: motion to approve as presented).
Kirchdoerfer moved, seconded by Higgins to approve the Request for Proposal for Public Transit Planning Services. Motion carried 7-0.
 - b) Public Safety Committee
 - 1. Ordinance No. 24-05 An ordinance amending Chapter 12 of the Code of Ordinances relating to the Issuance of Cigarette, Electronic Vaping Devices, and Tobacco Product Retail Licenses (Committee and staff recommendation: motion to approve as presented).
Peterson moved, seconded by Bechen to approve Ordinance No. 24-05 An ordinance amending Chapter 12 of the Code of Ordinances relating to the Issuance of Cigarette, Electronic Vaping Devices, and Tobacco Product Retail Licenses. Motion carried 7-0.
- 8) Unfinished Business (items are for discussion and / or possible action).
- a) Review bids received for 2024 South Main Street & Utility Improvements Project, and award of base bid, alternate bid, and supplemental bid contract totaling \$1,617,881.70 to S & L Underground, Inc. (staff recommendation: motion to approve as presented).
McDaniel moved, seconded by Peterson to approve bids received for 2024 South Main Street & Utility Improvements Project, and award of base bid, alternate bid, and supplemental bid contract totaling \$1,617,881.70 to S & L Underground, Inc. Motion carried 7-0.
- 9) New Business (items are for discussion and / or possible action). None.
- 10) Reports of Village Officers, Department Heads, and Consultants. Informational only. No action by the Village Board will be taken. See reports in meeting packet.
- a) Village Administrator Report.
 - b) Police Chief Report. Revisions to the Following Policies: Traffic Stop and Approach Policy, Tourniquet Policy, Sex Offender Policy, Patrol Procedures Policy, Alarm Policy, Officer Involved Critical Incidents Policy, Nasal Naloxone Policy, Missing Person Investigations Policy, Emergency Detention Policy, Fiscal Management Policy, Motor Vehicle Crash Reporting & Investigation Policy, Relinquishing Custody of Newborns Policy and Auxiliary Personnel Policy.
- 11) Announcements and Miscellaneous Business.
- a) Announcements, comments, communications, upcoming meetings and events, and miscellaneous business. Village Board members may provide brief statements, but no discussion or action of the body shall occur.
Bechen noted the Oregon Area Progressives will hold a Village Trustee Candidate Forum on Sunday, March 10th @ 1:00 p.m. in the Village Board Room.

Peterson reminded the public there are still openings on the Ad Hoc Public Transportation Committee.

- b) Future Agenda Items. This item gives Village Board members the opportunity to place a topic on a future agenda for discussion and / or potential action. The Board may, if desired, conduct a vote on proposed topics to determine whether a majority of members agrees the topic should be placed on a future agenda. Discussion and actions shall be limited to procedural future agenda setting matters.

Lease Agreement with 14 South Artists.

- 12) Closed Session Business (items are for discussion and / or possible action).

Under Wis. Stats. § 19.85(1)(c), considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Attendance is limited to the Village Board and, at its discretion, any necessary staff and other individuals whose presence is necessary for the business at hand.

- a) Village Administrator annual performance evaluation.

Mahnke moved, seconded by Bechen to meet in closed session at 5:53 p.m. pursuant Wis. Stats. § 19.85(1)(c) discuss the Village Administrator’s annual performance evaluation.

Roll call vote: Kirchdoerfer – yes; Mahnke– yes; Van Kampen – yes; Higgins – yes; Bechen – yes; Peterson – yes; McDaniel. Motion carried 7-0.

- 13) Adjournment.

Kirchdoerfer moved, seconded by Higgins to adjourn the Village Board meeting from closed session at 6:27 p.m. on Monday, March 4, 2024. Motion carried 7-0.

Submitted by,

Candie M. Jones
Village Clerk