

Amended for Following Agenda Items:
4(a) & 17 (a)(6)

Please Note Special Date and Time of Meeting

VILLAGE OF OREGON

Special Village Board Meeting

AGENDA

Wednesday, March 31, 2021

5:45 P.M.

Virtual Meeting

Connection Instructions (Additional Instructions/Information may be found at the end of the agenda.)

Virtual Meeting will be held at: Join Zoom Meeting

Zoom login info:

Join Zoom Meeting

<https://us02web.zoom.us/j/85372520756>

Meeting ID: 853 7252 0756

Passcode: 703813

Call In

1-312-626-6799

Meeting ID: 853 7252 0756

Passcode: 703813

1. Call to order
2. Roll Call
3. **The Board will meet in closed session pursuant to Wisconsin Statutes 19.85(1)(c) to review information regarding the Village Administrator position.**

4. **The Board will reconvene into Open Session.**
 - a) Discussion and Possible Action re: Employment Agreement for New Village Administrator Martin Shanks
5. Approval of Vouchers
6. Initial Review of Proposed 2021 Borrowing of \$12,371,722 including discussion of exceeding \$10M in 2021 and impact on Village's Debt Rating. Further Discussion and Action at the April 12th Village Board Meeting
7. Discussion and Possible Action re: Resolution #21-12 – Authorizing the Acquisition of Property Located at 101 and 153 Alpine Parkway in the Village of Oregon –
Recommended Motion: Approve Resolution #21-12. (Note: This resolution will be provided to the Title Company for the Closing.)
8. Discussion and Possible Action re: Short-Term Financing with One Community Bank for the purchase of 101 & 153 Alpine Parkway and Additional Short-Term Borrowing Items -- **Recommended Motion: Approve Short-Term Financing with One Community Bank for the purchase of 101 & 153 Alpine Parkway and Additional Short-Term Borrowing Items in the amount of \$4,312,882, which will be re-funded as part of the 2021 Annual Borrowing.**
9. Update regarding Village's Funding from American Rescue Plan
10. Discussion and Possible Action re: Resolution #21-11 Support for a Strong State & Local Partnership Shared Revenue Funds Critical Services – **Recommended Motion: Approve Resolution #21-11**
11. 2021 County Highway MM/North Main Street Improvements Public Information Meeting – April 7, 2021 Via Zoom
12. Discussion and Possible Action re: Agreement for the Reconstruction and Jurisdictional Transfer of CTH MM/North Main Street – **Recommended Motion: Approve the agreement for Reconstruction and Jurisdictional Transfer of CTH MM/North Main Street with Dane County**
13. Discussion and Possible Action re: Urban Nonpoint Source Grant Resolution #21-10
Recommended Motion: Motion to approve Resolution #21-10 Governmental Responsibility Resolution for Urban Nonpoint Source and Stormwater Grants authorizing the Director of Public Works to administer the Stormwater Management Plan.
14. Update regarding Rotary Bike Trail
15. USH 14 Madison to Oregon, WISDOT Construction Project Update 3/19/21 Stage 2A

16. COVID-19 Update: As of Monday, April 12, 2021, Village Hall Staff will be back together in the office every day, but Village Hall will continue to be closed to the public at least until May. (Please note staff will also have the option of working from home when requested.) This will be discussed again in May with the new Village Board.

17. Report of Committees

a) **(Please refer to Committee's Packet for information) Special Personnel, Public Safety & Protection Committee Meeting - March 31, 2021 (Trustee Jacobson)**

- 1) Discussion and Possible Action re: Possible Sick Leave Conversion Plan Payment of \$127,368 to Village Administrator Gracz upon his retirement (Note: Budgeted in Fund 201)
- 2) Discussion and Possible Action re: Village Clerk/Deputy Treasurer & Director of Administrative Services/Deputy Treasurer Switching Positions – **Recommended Motion: Approve the switching of positions by Peggy Haag becoming Director of Administrative Services/Deputy Treasurer and Candie Jones becoming Village Clerk/Deputy Treasurer effective April 4, 2021.**
- 3) Discussion and Possible Action re: Revised Village Clerk/Deputy Treasurer Job Description –**Recommended Motion Approve Revised Job Description**
- 4) Discussion and Possible Action re: Revised Director of Administrative Services/Deputy Treasurer Job Description - **Recommended Motion: Approve Revised Job Description**
- 5) Discussion and Possible Action re: Revised Village Administrator's Job Description - **Recommended Motion: Approve Revised Job Description**
- 6) Discussion and Possible Action re: Ordinance #21-05 – Amending Section 1.04 and 4.02 of the Village of Oregon Code Ordinances Relating to Administrator, Clerk, Treasurer/Finance Director and Chief of Police Duties and Responsibilities
 - **Possible First Motion to Consider: The Board by a 2/3 vote of the Board members may suspend the rules and waive the 1st and 2nd Readings at tonight's meeting.**
 - **Possible Second Motion to Consider: If the Board chooses to suspend the rules, the Board may then consider adopting Ordinance #21-05.**
- 7) Discussion and Possible Action re: Gene Schulz – Retirement Announcement & Public Works Request to Begin Hiring Process - **Recommended Motion: Authorize Public Works to begin the hiring process for a Public Works Crew Person.**
- 8) Discussion and Possible Action re: Kieran Connery – Internal Promotion from Limited Term Employee to Full-Time Employee – **Recommended Motion: Motion to promote Kieran Connery from a Limited Term Employee to a Full-Time Employee with a hourly wage of \$19.00 per hour plus benefits**

- 9) Discussion and Possible Action re: Job Description Updates – **Recommend Motion: Approve the job descriptions for the Seasonal Water & Sewer Person, Seasonal Parks & Grounds Person, and Seasonal Cemetery Grounds Person.**
- 10) Discussion and Possible Recommendation to the Village Board re: Public Works Summer Limited Term Employee (LTE) Program -- **Recommended Motion: Approve the 2021 Public Works LTE hiring program including the rehire of staff for returning staff and advertisement of positions for the additional LTE's.**
- b) **Special Joint Planning Commission and Historic Preservation Commission Meeting - March 29, 2021 (President Carpenter)**
 - 1) FYI Only -- Proposed exterior renovations and signage at 113/119 S. Main St. for Good Company restaurant
 - 2) FYI Only - Proposed signage at 107 S. Main St. for Kickback Café
 - 3) Discussion and Possible Action re: Specific Implementation Plan (SIP) revision submitted by Lakestone Properties for exterior material changes to the rear of the multifamily buildings at 917 Janesville St./Prairie Brook Apartment project
 - 4) FYI Only - Forward Development Group's updated plans for multifamily development "The Flats" on the "Tarkenton" parcel- 5264 Hwy. CC

18. Adjournment

Additional Connection Instructions/Information

Participate on-line in Zoom webinar by using the link at the top of the agenda to join:
(A computer, tablet or smart phone will allow participation.)

- a) Computer:
First time users will need to download and run the Zoom client app (zoom.us) for your computer. It may be easiest to use a laptop computer with built-in camera and microphone, or a desktop computer with a headset or speakers/microphone. If you would like to speak during the meeting, but do not have a microphone on your computer, you will also need to call-in with a phone.
- b) Smartphone/Tablet:
First time users will need to download and run the Zoom client app (zoom.us) for your iPhone, iPad or Android device to connect with your smartphone or tablet.
- c) To Watch Meeting -- Oregon Community Access (OCA Media)

Oregon Village Board Meetings are televised live by OCA Media on Spectrum Cable channel 983 and TDS cable channel 1019. Archived meetings are available for viewing on OCA Media's YouTube channel: <https://www.youtube.com/user/OCAmedia>

d) Written Public Comments:

You may send written comments to the Village Board on an issue listed on the agenda or not listed on the agenda by emailing the Village Clerk at phaag@vil.oregon.wi.us.

e) Requesting Accommodations in Advance of Meeting:

If you do not have internet access or are unable to participate electronically, please contact Village Clerk Peggy Haag for accommodations 24 hours in advance of the meeting. Her phone number is 835-6282.

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, 117 Spring Street, 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.