



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, April 15, 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, April 15, 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, Chief of Police Jennifer Pagenkopf, Recreation and Programming Coordinator Liane Rhodes, Senior Center Director Rachel Brickner, Library Director Jennifer Endres Way, Village Clerk Candie Jones, and six (6) members of the public

- 3) Approval of April 1, 2024 Village Board meeting minutes if correct, and correction of mistakes, if any (staff recommendation: motion to approve as presented).
Higgins moved, seconded by Bechen to approve the 04-01-2024 Village Board meeting minutes. Motion carried 7-0.

- 4) Public Appearances, Comments, and Communications.
 - a) 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.)*
There were no public comments.

- 5) Approval of vouchers in the amount of \$647,265.83 (staff recommendation: motion to approve as presented).
Mahnke moved, seconded by Peterson to approve the vouchers dated 04-15-2024 in the amount of \$647,265.83.
- Roll call vote: Bechen – yes; McDaniel – yes; Mahnke – yes; Higgins– yes; Peterson – yes; Van Kampen – yes; Kirchdoerfer - yes. Motion carried 7-0.**
- 6) Consent Agenda – None.
- 7) Reports of Committees (items are for discussion and / or possible action).
- a) Ad Hoc Public Art Committee.
1. Public art locations and artwork selections for the 2024 Sculpture Tour (Committee and staff recommendation: motion to approve as presented).
 Randy Glysch, member of the Ad Hoc Public Arts Committee was in attendance for the item.
- Peterson moved, seconded by Mahnke to approve public art locations and artwork selections for the 2024 Sculpture Tour as presented. Motion carried 7-0.**
- b) Park Board.
1. Review conceptual plans for Greenview Preserve Outlot 11 Park Improvements submitted by Veridian Homes.
 Matthew Saltzberry, Landscape Architect, D’Onofrio Kottke & Associates, Inc. was in attendance for this item. He reviewed the conceptual plans provided in the packet of information.
- 8) Unfinished Business (items are for discussion and / or possible action).
- a) \$6,660,000 General Obligation Promissory Notes, Series 2024A.
1. Presentation of Pre-Sale Report from Village financial advisor, Ehlers.
 Dave Ferris, Village’s Financial Advisor - Ehlers, was in attendance by phone. He referenced and reviewed the Pre-Sale Report for \$6,660,000 of General Obligation Promissory Notes (GOPNs) anticipated to fund the projects and purchases in the approved Capital Improvement Plan (CIP).
2. Resolution No. 24-09 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$6,660,000 General Obligation Promissory Notes, Series 2024A (staff recommendation: motion to approve as presented).
Peterson moved, seconded by Higgins to approve Resolution No. 24-09 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$6,660,000 General Obligation Promissory Notes, Series 2024A. Motion carried 7-0.
- b) Downtown Master Plan Agreement with Redevelopment Resources, LLC in the amount of \$50,240 plus allowable expenses (staff recommendation: motion to approve).

Dayna Sarver, Chief Research Officer & Development Specialist and Ashley Sarver, Studio GWA Principal Architect, were in attendance for this item. There was a discussion about the importance of community engagement during this project. Sarver indicated there has been 24 hours dedicated specifically to community engagement for the project. The Village Board will help to layout the community engagement opportunities as the project moves forward. McDaniel mentioned the importance of sustainability components and measures in the proposal for community engagement. The Village Board will have the opportunity to layout those plans. McDaniel also mentioned the importance of sustainability measures that should be considered throughout the project.

Mahnke moved, seconded by Bechen to approve the Downtown Master Plan Agreement with Redevelopment Resources, LLC in the amount of \$50,240 plus allowable expenses as presented. Motion carried 7-0.

- c) Development Agreement with Main Street Townhomes – Oregon, LLC related to the construction of a 24-unit affordable housing development located at 249 / 267 N. Main Street (staff recommendation: motion to approve as presented).

Mahnke moved, seconded by Kirchdoerfer to approve the Development Agreement with Main Street Townhomes – Oregon, LLC related to the construction of a 24-unit affordable housing development located at 249 / 267 N. Main Street as presented. Motion carried 7-0.

- d) Review bids for North Standpipe Rehabilitation project and potential action to accept the base bid and awarding contract to George Kountoupes Painting Co. in the amount of \$346,000 (staff recommendation: motion to approve as presented).

Peterson moved, seconded by Higgins to approve the bid for the North Standpipe Rehabilitation project from George Kountoupes Painting Co. in the amount of \$346,000. Motion carried 7-0.

- e) Proposed job description for Utility Accounting Assistant position, classification of position at Grade 7 on the Employee Compensation Plan Wage Scale, and placement of position on organizational chart (staff recommendation: motion to approve as presented).

Higgins moved, seconded by Peterson to approve the job description for Utility Accounting Assistant position, classification of position at Grade 7 on the Employee Compensation Plan Wage Scale, and placement of position on organizational chart. Motin carried 7-0.

- 9) New Business (items are for discussion and / or possible action).

- a) Review Police Department staffing and wages information including request to fill Lieutenant position and address pay compression.

Chief Jennifer Pagenkopf referenced and reviewed her detailed memo related to the police department staffing and pay concerns. The memo is provided in the packet of information. Due to the increase workloads of many positions in the department, she is requesting the Village Board consider filling the second Lieutenant position approved in her staffing restructure in May 2023. She explained one of the Lieutenant positions would oversee patrol operations and the second Lieutenant position would oversee the Investigations Unit, the School Resource Officer, and all administrative duties including accreditation.

Village Administrator Shanks provided a detailed informational memo related to police staffing and budget impacts for Chief Pagenkopf's request. The memo is provide in the

packet of information. The estimated annual impact of filling the position is \$160,000 based on the current employee compensation plan and wage scale. This amount includes estimated health insurance, benefits, and fringe costs.

There was considerable discussion and the Village Board decided, while not ideal would like to move forward with funding the position as of October 1, 2024. All members expressed their sincere support for the work and service the police department and its staff provide. With the ongoing funding limitations, the Village Board believes they are forced to discuss a potential referendum to exceed the levy limit.

Kirchdoerfer, Higgins, and Peterson acknowledged the staffing concern from Chief Pagenkopf. However, they are not comfortable moving forward with approving the second Lieutenant position until there are further discussions on how the position will be funded in future budgets.

Mahnke moved, seconded by McDaniel to approve hiring a second Lieutenant position by October 1, 2024.

Roll call vote: Van Kampen – yes; Bechen – yes; Kirchdoerfer – no; Peterson – no; McDaniel – yes; Higgins – no; Mahnke – yes. Motion carried 4-3.

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) Finance Director Report. Building permits, impact fees, and connection fees collected through March 2024.
- c) Fire Chief Report. 2% Fire Dues Program Audit Report.
- d) Village Clerk Report. Presidential Preference Primary & Spring Election.

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.

Higgins reported the Wisconsin Department of Natural Resources (WI DNR) is restricting all fires due to the dry weather conditions.

Mahnke reported that Saturday, June 8th is the Public Art Fair.

- 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.

Discussion on exceeding levy limits by referendum.

Other revenue opportunities municipalities are using to navigate revenue shortfalls.

Working with the League of Wisconsin Municipalities and lobbying the legislature about increasing shared revenue.

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

Under Wis. Stats. § 19.85(1)(g), conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. 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) Excessive assessment claim submitted by Connie Smith for 104 Clubhouse Drive, Unit 1. Higgins moved, seconded by Peterson to meet in closed session at 7:02 p.m. pursuant to Wis. Stats. § 19.85(1)(c) to discuss the excessive assessment claim submitted by Connie Smith for 104 Clubhouse Drive, Unit 1.

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

Higgins moved, seconded by Kirchdoerfer to reconvene back into open session at 7:21 p.m. Motion carried 7-0.

13) Open Session Business (items are for discussion and / or possible action).

- a) Village Board action on excessive assessment claim by Connie Smith for 104 Clubhouse Drive, Unit 1.
Bechen moved, seconded by Higgins to deny the excessive assessment claim by Connie Smith for 104 Clubhouse Drive, Unit 1. Motion carried 7-0.

14) Adjournment.

Higgins moved, seconded by McDaniel to adjourn the Village Board meeting at 7:22 p.m. on Monday, April 15, 2024. Motion carried 7-0.

Submitted by,

Candie M. Jones
Village Clerk