

Village Board Meeting Minutes
Monday, June 1, 2020

The Village of Oregon Board Meeting was held as a live virtual meeting to practice social distancing. The public was encouraged to participate and/or watch the meeting in one of the listed options below. Connection Instructions were provided at the beginning of the agenda. Additional Instructions/Information was listed at the end of the agenda and is included in the meeting minutes.

Virtual Meeting will be held at: Join Zoom Meeting
Zoom login info:

Join Zoom Meeting
<https://us02web.zoom.us/j/81162794219?>
Meeting ID: 811 6279 4219
Password: 988309

To call in:
1-312-626-6799
Meeting ID: 811 6279 4219
Password: 988309

1. Call to Order
Village President, Jeanne Carpenter, called the Regular Village Board meeting to order at 5:00 p.m. on Monday, June 1, 2020.
2. Roll Call
Present: David Donovan, Jenna Jacobson, Amanda Peterson, Jeanne Carpenter, Cory Horton, Jerry Bollig, and Randy Glysch.

Also Present: Village Administrator Mike Gracz, Library Director Jennifer Endres Way, Senior Center Director Rachel Brickner, Chief Jenny Pagenkopf, Finance Director Lisa Novinska, Director of Public Works Jeff Rau, Village Planner Elise Cruz, Village Attorney Matt Dregne, Village Clerk Peggy Haag, and members of the public.

3. Community Input. This part of the agenda allows members of the public to provide information to the Village Board, including on items not listed on the Board's agenda. Under the Open Meetings Law, this section of the agenda allows the Board to receive information, and to ask questions of a presenter to facilitate a better understanding of the information. Fifteen (15) minutes will be provided; otherwise the agenda will proceed as posted. Note for Board Members and Public: After receiving information from a member of the public, Board members need to be careful about how they discuss an issue among themselves. 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 Village Board agenda. However, Board members may not expand their discussion beyond such procedural matters. (This note will not be read at Board meetings.)

There was no community input.

4. Public Appearance
 - a) Discussion with Dane County Executive Joe Parisi
Joe Parisi is present to give an overview of Dane County's major initiatives available for any questions. Dane County has partnered with Second Harvest Food Bank to get local farmers food directly to people. There is a local business relief fund, a grant program for local childcare

providers, and eviction prevention relief. There was a discussion of being in Phase 1 of the Forward Dane Plan and moving into Phase 2.

5. COVID-19 Information and Forward Dane Plan – Phase 1 which began on May 26, 2020
- a) Update of Elections Commission’s May 27th Motion regarding the Commission’s spending plan for the federal 2020 CARES Act Grant fund for elections
Applications will be mailed to registered voters that do not have an absentee application on file. The grant money is being provided to communities to help facilitate the next election.
 - b) On May 27th, Governor Evers announced the "Routes to Recovery: Local Government Aid Grants" program to help municipalities and counties cover unanticipated costs related to the COVID-19 pandemic.
The Village has the potential of getting up to \$165,000 through the “Routes to Recovery” grant program. Staff will update the Board as more information is available.
 - c) Discussion and Possible Action re: “Cities/Villages are Essential Resolution”: Resolution #20-20 Village of Oregon Wisconsin is in support of Fair, Direct Federal Emergency Aid to Reopen and Rebuild Local American Economies - **Recommended Motion: Approve Resolution #20-20** Donovan moved, seconded by Glysch, to approve Resolution #20-20. Motion carried 7-0.
 - d) Senior Center Building : Review of Oregon Area Senior Center’s Operating Policies during COVID-19 Pandemic (Policy 1.015) and **Possible Board Action: Approve Senior Center’s Policy 1.015**
The Senior Center is following the guidelines of Dane County Public Health, along with some Center for Disease Control recommendations. There are medical reasons that some people will not be required to wear a mask. The Senior Center is trying to be sensitive and do what it can to protect everyone.

Horton moved, seconded by Jacobson, to approve Senior Center’s Policy 1.015. Motion carried 7-0.
 - e) Oregon Area Garage Sale Weekend tentatively re-scheduled for the weekend of September 12th.
Garage sales need to comply with the Forward Dane Plan.
 - f) Discussion of Possible High Graduation Parade on Sunday July 26th and **Possible Board Direction**
High School Principal, Jim Pliner, e-mailed Pagenkopf about the idea of having a parade for high school graduates. At the time, Dane County was under the under Safer at Home order which presented challenges with a large senior class and keeping everyone in their vehicle. A parent has reached out asking if a parade is still possible. The parent does not believe they will need police assistance. Pagenkopf said the same concerns still exist, and there are a lot of logistical questions.

Gracz does not know how the parade will happen without police assistance. There was also the concern about Village liability if there is a COVID-19 outbreak. At this time, Dane County will not allow a parade on Main Street. How would a parade work if you do not block off streets and you need to social distance?

Organizers are waiting for feedback from Chief Pagenkopf.

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Gracz said, if a parade is going to happen, the police will have to be involved, but they won't be able to enforce social distancing. The Village will want to make sure there are no accidents and pedestrians are safe.

Chief Pagenkopf will take this feedback to the organizers and see what they think. Gracz will add this to the next agenda for further discussion.

g) COVID-19 Information Release – Update 5-28-2020 - #1 (Please see memo in packet for further information. This information is also on the Village’s web page.)

1. Village Hall Hours as of Tuesday, June 2nd: Staff is available for appointments from 9AM to 3PM Monday through Thursday and Friday 7:30am- Noon (Board approved Village Hall Summer Hours on February 3, 2020, Meeting.)
This schedule is working out fine.

2. Discussion of Village Policy regarding the following items and Possible Board Direction:

- Park Shelters,
- Parks & Playing Fields
- Park Restrooms and Drinking Fountains
- Basketball & Volleyball Courts

Village Staff’s Recommended Motion: Village Parks and Playing Fields will remain open for individuals and families (members of the same household) but not for organized practices and/or games by local sports organizations. Reservations for park shelters and/or playing fields are suspended at this time. Basketball & Volleyball Courts may be used, but individuals may not engage in team or contact sports (such as basketball, soccer, football, baseball, ultimate Frisbee) with anyone that is not a member of the same household. Park Restrooms and Drinking Fountains will remain closed at this time.

Peterson moved, seconded by Jacobson, to approve Village Parks and Playing Fields will remain open for individuals and families (members of the same household) but not for organized practices and/or games by local sports organizations. Reservations for park shelters and/or playing fields are suspended at this time. Basketball & Volleyball Courts may be used, but individuals may not engage in team or contact sports (such as basketball, soccer, football, baseball, ultimate Frisbee) with anyone that is not a member of the same household. Park Restrooms and Drinking Fountains will remain closed at this time.

There have not been any issues up to this point. The Board will keep the current plan, in place, until Phase 2 of the “Forward Dane” plan and then revisit.

Motion carried 7-0.

6. Approval of Minutes

a) May 19, 2020 (Virtual Meeting – Zoom)

Donovan moved, seconded by Peterson, to approve May 19, 2020 Village Board minutes.

Motion carried 7-0

7. Approval of Vouchers

a) Voucher List for June 1, 2020

Glysch moved, seconded by Bollig, to approve vouchers dated June 1, 2020, in the amount of \$312,229.18.

Roll call vote: Glysch – yes; Carpenter – yes; Jacobson – yes; Horton – yes; Donovan – yes; Bollig – yes; and Peterson – yes.

Motion carried 7-0.

8. Proclamations and Announcements

a) Board Comments:
None.

b) Staff Comments:

1) Upcoming Meetings:

a) June 8, 2020, Special Board meeting - Re-Scheduled to either June 22nd or June 29th for review of WWTP Facilities Plan – The Board chose June 22, 2020.

b) June 15, 2020, Village Board Meeting -- Joint Meeting with Library Board to Review Fundraising Status for New Library Building and Scheduling August Budget Meeting

c) July 6, 2020 – No Board Meeting

d) July 13, 2020 – Board Meeting

e) July 20, 2020 – Board meeting

f) July 22, 2020 @6:30PM – Joint Meeting with Towns for Senior Center and Fire-Ems District

9. Communication and Miscellaneous Business

a) Police Chief Pagenkopf's Review of Dane County Chief of Police Association's Statement regarding George Floyd's Tragic Incident and Oregon Police Department's Reaction to the Incident

Chief Pagenkopf was asked if she would be speaking at a Town Hall Meeting. Pagenkopf learned the United Way Law Enforcement and Leaders of Color Collaboration would attend the Town Hall Meeting on behalf of the Dane County Chiefs Association. Pagenkopf watched the meeting to understand the situation. Pagenkopf supports Kristen Roman's letter to the Dane County Chiefs of Police Association and included her input in the memo in the packet.

Chief Pagenkopf has had a lot of meaningful conversations with staff. Oregon Officers are angry over how their profession was represented in the death of George Floyd. Oregon officers take their mission statement and core values very seriously. They agree these positive changes are due, more are coming, and they want to be a part of them to build trust with the community. The Village has been assisting the City of Madison during the protesting, rioting, and crowd control. When Oregon has adequate staffing, officers have ridden along with Madison officers, so they are not working alone. Department is doing everything it can to protect Oregon. There is no direct threat at this time.

Board Members thanked Chief Pagenkopf and her staff for keeping Oregon safe.

b) Thank You to Oregon Cares for their \$1,000 donation to the Oregon Police Department for the purchase of Narcan

Oregon Cares is a program that deals with youth alcohol and substance abuse. Any time the Oregon Police Department needs money to purchase things such as Narcan, Cynthia DiCamelli,

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and Amy Miller, who head the program, are always very generous and offer to help the Police Department every single time.

- c) Update regarding Anderson Community Garden Site
FYI
- d) Letter from Oregon Youth Center
Precious Woodley and the Oregon Youth Centered thanked the Village for the \$12,000 donation. Once things get back to normal, Gracz would like to invite new Woodley to a meeting.
- e) Discussion and Possible Action re: Oregon Area Historical Society's Request for \$981.00 to purchase a plaque for the Red Maple Tree at the Pump House
Recommended Motion: Direct Village Staff to include \$981.00 in 2021 Budget for Red Maple Tree Plaque.
Peterson moved, seconded by Glysch, to approve directing Village Staff to include \$981.00 in 2021 Budget for Red Maple Tree Plaque. Motion carried 7-0.
- f) Discussion and Possible Action re: Proclamation Honoring Dr. Brian Busler for Dedicated Service on the Library Board and to the Oregon Community -- Recommended Motion: Approve Proclamation.
Glysch moved, seconded by Jacobson, to approve the proclamation.

Both Gracz and Way said how grateful they were to work with Dr. Busler and appreciate his time and service.

Motion carried 7-0.

- g) Discussion and Possible Action re: Request to Execute Addendum to Dane County 2020 Purchase of Service Agreement – Recommended Motion: Approve Addendum (\$20,000) to Dane County 2020 Purchase of Service Agreement
Donovan moved, seconded by Bollig, to approve Addendum (\$20,000) to Dane County 2020 Purchase of Service Agreement. Motion carried 7-0.
- h) FYI – At July 13, 2020 Village Board Meeting -- Discussion with Senior Traffic Engineer Lee Gibbs from SRF Consulting Group re: Intersection Control Evaluation (ICE) Study Janesville Street and South Perry Parkway.
It is smart to give the public some notice if they would like to join the Zoom meeting. It is hard to have public information sessions during the pandemic.
- i) Discussion and Possible Action re: Trimble GPS Receiver & Accessories – Recommended Motion: Approve the procurement of the Trimble R2 unit from Seiler Geospatial in the amount of \$5,432.00
Bollig moved, seconded by Peterson, to approve the procurement of the Trimble R2 unit from Seiler Geospatial in the amount of \$5,432.00. Motion carried 7-0.

The money will come out of the equipment budget.

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- j) Discussion and Possible Action re: Approval of 2020-2021 Renewal of Alcohol Beverage Licenses. (Board Members: Reminder that Ace's Main Tap, La Rocca's, & Senor Peppers failed their compliance checks on February 8, 2020.)

It was the consensus by the Board to have Ace's Main Tap, LaRocca's and Senor Peppers come back and speak to the Village Board at some point.

Bollig moved, seconded by Glysch, to approve the 2020-2021 Renewal of Alcohol Beverage Licenses excluding Class "B" Fermented Malt Beverage & "Class C" Wine. Motion carried 7-0.

Class "A" Beer (fermented malt beverage) & "Class A" Cider Only:

Kwik Trip Inc., by Tanya J. Fitzsimons, Agent, d/b/a Kwik Trip #302, 856 N. Main Street, Oregon, WI 53575

Kwik Trip Inc., by Adam W. Larson, Agent, d/b/a Kwik Trip #372, 916 Janesville Street, Oregon, WI 53575

Kwik Trip Inc., by Carol J. Lockard, Agent, d/b/a Kwik Trip #731, 135 N. Main Street, Oregon, WI 53575

Stop-N-Go of Madison Inc., by Andrew J. Bowman, Agent, d/b/a Stop-N-Go #200, 856 Janesville Street, Oregon, WI 53575

"Class A" Combination: (fermented malt beverage and intoxicating liquor)

Bill's Food Center of Oregon Inc., by William M. Faust, Agent, d/b/a Bill's Food Center, 787 N. Main Street, Oregon, WI 53575

Mahenshivanthi LLC, by Mahen Namasivayam, Agent, d/b/a Mahen's Liquor, 905 N. Main Street, Oregon, WI 53575

J.L. Richards Meats & Deli LLC, by Richard C. Wisden, Agent, d/b/a J.L. Richards, 668 Janesville Street, Oregon, WI 53575

"Class A" Intoxicating Liquor:

The Chocolate Caper & QuirkE's Custom Bakery LLC, by Daniel J. Donoghue, Agent, d/b/a The Chocolate Caper, 105 S. Main Street, Oregon, WI 53575

"Class B" Combination: (fermented malt beverage and intoxicating liquor)

Headquarters Oregon LLC, by Jamie D. Bush, Agent, d/b/a Headquarters Restaurant & Bar, 101 Concord Drive, Oregon, WI 53575

Legend at Bergamont LP, by Jack Gaudion, Agent, d/b/a The Legend at Bergamont, 699 Bergamont Boulevard, Oregon, WI 53575

Señor Peppers LLC, by Magaly Richter, Agent, d/b/a Señor Peppers, 104 & 108 Janesville Street, Oregon WI 53575

Mulligan's Bar & Grill LLC, by Steven L. Alt, Agent, d/b/a Mulligan's Bar & Grill, 830 Oregon Center Drive, Oregon WI 53575

Oregon Bowl LLC, by Chad A. Henriksen, Agent, d/b/a Oregon Bowl, 214 Spring Street, Oregon, WI 53575

Ace's Main Tap LLC, by Bridgett G. Ace, Agent, d/b/a Ace's Main Tap, 121 S. Main Street, Oregon, WI 53575

Charlie's Main Event LLC, by David P. Heide, d/b/a/Charlie's on Main, 113/117/119 S Main Street, Oregon, WI 53575

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Class “B” Fermented Malt Beverage

Orcon LLC, by Jennifer L. White, Agent, d/b/a Pizza Pit, 130 N. Main Street, Oregon WI 53575

Paulie’s Grill and Café LLC, by Suzanne Cowan, agent d/b/a Paulie’s Grill and Café LLC, 100 N Perry Parkway, Oregon, WI 53575

Class “B” Fermented Malt Beverage & “Class C” Wine:

LaRocca’s Pizzeria LLC, by Vito LaRocca, Agent, d/b/a LaRocca’s Pizzeria, 971 Janesville Street, Suite B, Oregon WI 53575

Maria’s Pizza Inc., by John Indelicato, Agent, d/b/a Maria’s Pizza, 134 S. Main Street, Oregon, WI 53575

Firefly Coffeehouse Artisan Cheese LLC, by Jeanne M. Carpenter, Agent, d/b/a/ Firefly Coffeehouse & Artisan Cheese, 114 N. Main Street, Oregon, WI 53575

Ziggy’s BBQ Smokehouse 2 LLC, by Teri A. Leeder, Agent, d/b/a Ziggy’s BBQ & Ice Cream, 135 S. Main Street, Oregon, WI 53575

Bollig moved, seconded by Peterson, to approve Class “B” Fermented Malt Beverage & “Class C” Wine. Motion carried 6-0-1 with Carpenter abstaining.

- k) Village Residents Interested in serving on any of the following Committees/Commissions/Boards should submit a completed Village Application to Village Administrator Michael Gracz at mgracz@vil.oregon.wi.us. Applications may be obtained online at www.vil.oregon.wi.us or by calling 835-3118.
- Oregon Area Fire/EMS District Joint Board – 1 Seat Available
 - Park Board – 6 Seats Available plus a student member (voting member)
 - Police Commission – 1 Seat Available

10. Report of Committees

- a) None.

11. Minutes Not Requiring Action

- a) None.

12. Unfinished Business

- a) None.

13. New Business

- a) Approval of Pending NEW Operator Licenses – (Recommended Approval by Police Department)
None.
- b) Approval of Pending RENEWAL Operator Licenses – (Recommended Approval by Police Department)

Mahen’s Liquor – Shivanthi Mahendran

Kwik Trip #302 – Devin R. Fitzgerald

Kwik Trip #302 – Charles R. Beyler

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Kwik Trip #302 – Cody J. Barreau
Kwik Trip #302 – Lisa M. Skolaski
Kwik Trip #302 – Tanyon A. Samu
Kwik Trip #302 – Marianne Rowlands

Donovan moved, seconded by Jacobson, to approve pending renewal operator licenses for Mahen’s Liquor – Shivanthi Mahendran

Kwik Trip #302 – Devin R. Fitzgerald
Kwik Trip #302 – Charles R. Beyler
Kwik Trip #302 – Cody J. Barreau
Kwik Trip #302 – Lisa M. Skolaski
Kwik Trip #302 – Tanyon A. Samu
Kwik Trip #302 – Marianne Rowlands.

Motion carried 7-0.

- c) Approval of Pending NEW Operator Licenses – (Memo provided by Police Department)
None.
- d) Approval of Pending RENEWAL Operator Licenses – (Memo provided by Police Department)
Headquarters – Marcia Scott – Village recommends approval of operator license.
Jacobson moved, seconded by Glysch, to approve pending renewal operator licenses for Headquarters – Marcia Scott.

Motion carried 7-0.

14. Future Agenda Items

- a) At Future Board meeting -- Discussion and Possible Board Direction re: Recent Compliance Checks by Police Department.
- b) Park Shelter Fees
- c) Review of 2020 Master Calendar
- d) Janesville Street/South Perry Parkway Intersection Evaluation & Warrant Analysis

15. Adjournment

Peterson moved, seconded by Bollig, to adjourn the Regular Village Board at 6:30 p.m. Monday, June 1, 2020.

Motion carried 7-0.

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.

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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.

Submitted by,

Peggy Haag
Village Clerk