

Members of the Cambridge Village Board and the General Public and are invited to the Dancing Goat Distillery for a tour of the Facility. Immediately following, the Village Board will meet for its regularly scheduled Village Board Meeting.

**Dancing Goat Distillery, 909 Vineyard Dr.  
Tuesday, August 9, 2016, 6:00 p.m.**

A Quorum Of The Village Board May Attend This Meeting For The Purpose Of Gathering Information Relevant To Their Responsibilities As Village Trustees. No Matters Shall Be Considered By Said Village Board Members Nor Shall Any Action Be Taken By Said Village Board Members At This Meeting.

**CAMBRIDGE VILLAGE BOARD  
Tuesday, August 9, 2016, 6:30 p.m.**

**Amundson Community Center, 200 Spring St. - Senior Room**

**AGENDA**

- 1. Call to order/Roll Call**
- 2. Pledge of Allegiance**
- 3. Proof of Posting**
- 4. Public Appearances:**
- 5. Approval of Consent Agenda**
  - a. Approval of Village Board Minutes: July 26, 2016
  - b. Park Reservation, Barktoberfest, Westside Park, September 25, 2016
- 6. Reports**
  - a. President's Report
  - b. Personnel Committee
  - c. Public Works Committee
  - d. Library Board
  - e. Economic Development Director Report
- 7. Bills**
- 8. Unfinished Business:**
- 9. New Business:** Discussion and Possible Action regarding:
  - a. Temporary Class B beer license for Cambridge Fire Department, September 10, 2016, Fireman's Dance and Car Show
  - b. E-Cigarette Ordinance
  - c. Economic Development Director proposal
  - d. Request from Arts Council for placement of artwork
  - e. Approval of 2015 Final Audit
- 10. Correspondence:**
  - a. Focus
  - b. Thank you
- 11. Meeting Announcements:** Water and Sewer Committee, August 16; Village Board, August 23; Public Works – to

be determined.

## **12. Questions, Referrals to Staff or Future Agenda Items**

## **13. Adjournment**

NOTE: Following the Village Board Meeting some, or all, members of the Village Board will gather at the Keystone Grill to host a Resident Listening Session. No action will be taken on any items discussed until noticed on an agenda for a subsequent regular Village Board meeting. A Listening Session report will be given at the next Village Board meeting.

- 1) Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
- 2) More specific information about agenda items may be obtained by calling 423-3712.
- 3) Final Village Board agendas are typically posted by 4 PM on the Friday preceding the regular meeting at the Amundson Community Center, Cambridge Post Office, Cambridge News office and Cambridge State Bank and Village of Cambridge Web site at [www.ci.cambridge.wi.us](http://www.ci.cambridge.wi.us).

Lisa Moen, Village Clerk

**CAMBRIDGE VILLAGE BOARD**  
**Amundson Community Center, 200 Spring St. - Community Room**  
**Tuesday, July 26, 2016, 6:30 p.m.**

**MINUTES**

1. **Call to Order/Roll Call:** President Struss called the meeting to order at 6:30 p.m. Members present: Trustees: Christianson, Cunningham, Mihajlovic, Hollenbeck, Kumbier and Struss. Members Excused: Trustee McNally. Others present: Lisa Moen, Village Clerk; Darrel Peterson.
2. **Pledge of Allegiance**
3. **Proof of Posting:** The Agenda was posted in the upper and lower levels of the Amundson Community Center, Cambridge News Office, Cambridge Post Office, United Community Bank and the Village Web Site.
4. **Public Appearances:** Darrel Peterson questioned the apartments going in the winery development, he asked if there was a guarantee that they would not be Section 8 housing, and if a TIF was used. President Struss responded that the apartments are not being built at this time. The developer's agreement would not allow construction of Section 8 housing, and no TIF was created for the project.
5. **Approval of Consent Agenda**
  - a. Approval of Village Board Minutes: July 12, 2016

*Trustee Cunningham made a motion to approve the consent agenda as presented, seconded by Trustee Mihajlovic. Motion carried.*

**6. Reports**

- a. **President's Report /Listening Session:** No one from the public attended the Listening Session. Fire Fest was positive despite the weather conditions. Trustee Christianson did comment that not all neighbors were notified of the closure of Pleasant Street. She felt that the road should remain open next year.
  - b. **Water and Sewer Committee:** The County has postponed action on the US Cellular Tower request until August. There was an updated cost to upgrade the railing; it would be closer to \$13,000 rather than the original estimate of close to \$45,000. The Village will be in negotiations with US Cellular. There were concerns with the HWY 134 road project, questioning if it would impact our water mains. It has been determined that it will not. Working on a policy when there are errors with the meters. It was felt that staff should be able to deal with it rather than them coming before the committee. There are some erosion control issues at the winery development. Dan Dudley will be in contact with the county.
7. **Bills:** Clerk Moen presented the bills in the Amount of \$107,541.74. President Struss had questioned the 2% fire dues check at the July 12 meeting. He commented that he had requested the bill to be held to check into if we had already paid this. Clerk Moen had not been at that meeting, however, nothing was mentioned to her and there were no questions regarding the bill in the minutes. She did explain that we fill out the paperwork for the state, receive the check, deposit it in our account and cut a check to send to the Department. We received the check, deposited it and cut the check. She will look into it. The bill for North Street was included in this run. Trustee Mihajlovic questioned the Grainger Bill – it was for 12 light bulbs. He inquired where we were with the LED retrofitting for street lights. Larry Olson is still awaiting quotes. It was suggested that he look on the Grainger website as well.

*Trustee Kumbier made a motion to approve the bills in the amount of \$107,541.74, seconded by Trustee Cunningham. Motion carried on a 6-0 vote.*

**8. Unfinished Business:**

- a. **Bids for Crack Fill and Black Slag for Terrace St., S. Pleasant St. and Canterbury Ct.:** Bid notice had gone out, was published and posted, and given to those who normally do work for us. Only one bid was received, for just over \$14,000. \$22,000 was budgeted this year. Larry Olson recommended approval for the contract.

*Trustee Hollenbeck made a motion to accept the proposal from Scott Construction to complete the road work for \$14007.00, seconded by Trustee Kumbier. Motion carried on a 6-0 vote.*

- b. **Acceptance of Offer to Hire for new Finance Officer/Administrator:** Trustee Struss offered the position of Finance Officer/Administrator to Veronica Rudychev at the wage discussed. There was discussion about vacation, he agreed to 3 weeks as this is what she is currently receiving. She has accepted the offer and can begin employment on August 4.

*Trustee Cunningham made a motion to hire Veronica Rudychev as Finance Officer/Administrator, seconded by Trustee Mihajlovic. Motion carried.*

9. **New Business:** Discussion and Possible Action regarding:
  - a. Temporary Class B beer and wine license for Cambridge Artists Society, August 6, 113 W. Main St.

*Trustee Cunningham made a motion to approve the Temporary Class B Beer and Wine License for the Cambridge Artists Society for August 6, 2016, seconded by Trustee Mihajlovic. Motion carried.*

- b. **Adjourn Into Closed Session As Per SS 19.85 (C) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has jurisdiction or exercises responsibility; and Adjourn into Closed Session per State Statute 19.85 (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. Melster property**

*Trustee Hollenbeck made a motion to enter into closed session per SS 19.85 (C) Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has jurisdiction or exercises responsibility; **and** Adjourn into Closed Session per State Statute 19.85 (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, seconded by Trustee Cunningham. Motion carried.*

- c. **Reconvene to Open Session:** Trustee Cunningham made a motion to adjourn the closed session and reconvene into open session, seconded by Trustee Mihajlovic. Motion Carried.
- d. **Discussion and Possible Action on items discussed in Closed Session upon adjournment of the Closed Session and reconvening into Open Session:**

*Paula Hollenbeck made a motion to proceed with correspondence as discussed in closed session after review by Stafford Rosenbaum, seconded by Trustee Mihajlovic. Motion carried.*

**10. Correspondence:**

- a. Focus

- 11. Meeting Announcements:** Personnel Committee, August 3; Library Board Meeting, August 3; Plan Commission, August 8; Village Board, August 9; Election August 9; Water and Sewer, August 16; Village Board August 23.

**12. Questions, Referrals to Staff or Future Agenda Items:**

- a. Mary Behling has a draft of the E-cigarette ordinance. Clerk Moen and Deputy Reynolds are working with her. Hope to have it ready for the August 9<sup>th</sup> meeting.
- b. Trustee Mihajlovic questioned the website and the use of the tagline/umbrella. Trustee Cunningham stated that we need to look at alternatives for our website. There was a motion regarding the use of the

tagline/umbrella. Clerk Moen will provide them information on when it was acted on by the Board and what the motion was.

- c. Trustee Hollenbeck inquired about buildings on Main Street and the spaces in between them, she raised safety concerns. Most buildings have a fence or something in between them. President Struss noted that it would be up to the building owners, that we couldn't require them to erect anything. We could however talk to them.

**13. Adjournment:** *Trustee Christianson made a motion to adjourn, seconded by Trustee Cunningham. Motion carried. President Struss adjourned the meeting at 7:45 p.m.*

Lisa Moen, Village Clerk

DRAFT

# PARK RESERVATION PERMIT - APPLICATION FORM

<b>APPLICANT INFORMATION</b>		
APPLICANT NAME <i>Julie Anderson</i>	TELEPHONE <i>608 345 8821</i>	
ADDRESS <i>108 N High St, Cambridge WI 53523</i>		
<b>ORGANIZATION INFORMATION (IF APPLICABLE)</b>		
ORGANIZATION NAME <i>Parktoberfest</i>	TELEPHONE <i>same</i>	
ORGANIZATION ADDRESS	CONTACT NAME <i>same</i>	
<b>DESCRIBE YOUR REQUEST</b>		
NAME OF PARK (CHECK ONE)		
<input type="checkbox"/> Mill Plaza	<input type="checkbox"/> Village Veterans Park	<input type="checkbox"/> Greenvale #1
	<input checked="" type="checkbox"/> Westside Park	<input type="checkbox"/> Westside Park Shelter
DATES: <i>9/25/16</i>	TIMES: <i>9-5</i>	NO. OF PEOPLE EXPECTED: <i>300</i>
PURPOSE <i>Fundraising Day Festival</i>		
<b>FEES DUE</b>		
RESERVATION FEE:	\$ <del>250</del> <i>750</i>	
SECURITY DEPOSIT:	\$ <i>250</i>	
ELECTRICITY:	\$ <i>825</i>	
<b>TOTAL:</b>	\$ <i>325</i>	
SPONSOR SIGNATURE <i>[Signature]</i>		DATE <i>8/5/16</i>
<b>OFFICE USE ONLY</b>		
Date Considered by Village Board:	<input type="checkbox"/> Recommended approval <input type="checkbox"/> Recommended refusal	
Reason if Refused:		
Deposit Paid:	\$	Cash or Check #
Fees Paid	\$	Cash or Check #
Insurance Certificate Received	<input type="checkbox"/> Yes <input type="checkbox"/> No	

**Please submit to the Village Clerk at 200 Spring Street. Remember to attach:**

- Separate checks or money orders for reservation fee and security deposit, made payable to Village of Cambridge
- Certificate of Insurance
- Reminder:** If you need to dig stakes into the ground, please call Digger's Hotline well in advance!

8/05/2016 11:38 AM

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ALL Checks by Payee

ACCT

NEW POOLED CHECKING\*\*\*

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
8/09/2016 A TO Z RENTALL & SALES			
CONTRACT #19732 - DEHUMIDIFIER & PUMP			
100-00-51600-000-000		UTILITIES/PHONE/MAINT CONTRACT DEHUMIDIFIER W/PUMP	473.48
			Total 473.48
8/09/2016 ALLIANT ENERGY/WP&L			
ACCT# 5876920000			
100-00-53420-000-000		STREET LIGHTS ACCT # 5876920000	1,447.27
			Total 1,447.27
8/09/2016 BEHLING LAW OFFICE			
INVOICE#27219			
100-00-51300-210-000		VILLAGE LEGAL WORK INVOICE#27219	225.00
200-00-57500-016-000		VINEYARDS SUBDIVISION INVOICE#27219	15.00
200-00-57500-017-000		DISTILLERY ATTORNEY FEES INVOICE #27219	585.00
			Total 825.00
8/09/2016 DANE COUNTY TREASURER			
INVOICE#29216 DANECOM COSTS			
100-00-52100-245-000		POLICE - DANE COM EXPENSE DANE COM	585.00
			Total 585.00
8/09/2016 FARRAR, LEE			
2016 CLOTHING ALLOWANCE			
500-00-21100-232-000		ACCOUNTS PAYABLE 2016 CLOTHING ALLOWANCE	50.00
600-00-21100-232-000		ACCOUNTS PAYABLE 2016 CLOTHING ALLOWANCE	50.00
			Total 100.00
8/09/2016 FENLEY TOTAL INSPECTIONS LLC			
INVOICE #814, INSPECTIONS #31-37			
100-00-52400-000-000		PLBG. & BLDG. INSPECTIONS JULY PERMITS 120016-31 THRU 37	4,171.88

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NEW POOLED CHECKING\*\*\*

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount	
			Total	4,171.88
8/09/2016 FRONTIER				
ACCT#262-159-0355-100702-5				
100-00-51420-221-000		ADMIN - TELEPHONE	308.64	
		ACCT #608 423 3712 - VILLAGE HALL		
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	57.33	
		ACCT #608 423 4328 - POLICE		
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE	53.95	
		ACCT #608 423 4844 - DPW GARAGE		
			Total	419.92
8/09/2016 HOMETOWN NEWS LP				
ACCT#4178 DPW DIRECTOR/ELECTION/ORD				
100-00-51425-000-000		PUBLICATION/HEARING NOTICES	546.79	
		NOTICES/JOB AD/OPEN BOOK		
100-00-51440-390-000		ELECTIONS - SUPPLY & EXPENSE	45.76	
		ELECTION NOTICE		
			Total	592.55
8/09/2016 J&K SECURITY SOLUTIONS				
inv 002-045403//002-045403				
100-00-51600-240-000		MUN BLDG - MAINT & REPAIR	32.00	
		INV #002-045403 - REPAIR DOORS AMUNDSON		
			Total	32.00
8/09/2016 LINCOLN CONTRACTORS SUPPLY INC				
INVOICE#59981 - SUCTION HOSE				
100-00-51600-390-000		MUN BLDG - SUPPLIES	82.99	
		INVOICE# K59981		
			Total	82.99
8/09/2016 PIGGLY WIGGLY - DAYS FAMILY FOODS				
Restitution by N. Schmid				
100-00-45100-000-000		COURT FINES/PENALTIES	10.58	
		Restitution by N. Schmid		
			Total	10.58
8/09/2016 POPE, CRAIG (FORMER OWNER OF SHELL STATION)				
restitution by Karla Pierce cit N649424				

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NEW POOLED CHECKING\*\*\*

Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-45100-000-000		COURT FINES/PENALTIES restitution by Karla Pierce cit N649424	26.26
Total			26.26

8/05/2016 SECURIAN FINANCIAL GROUP, INC

LIFE INS - ADMIN DEPT - SEPTEMBER

100-00-51420-135-000		ADMIN - LIFE INS LIFE INS - ADMIN DEPT - SEPTEMBER	38.41
100-00-53311-135-000		PUBLIC WORKS - LIFE INS PUBLIC WORKS LIFE INS. - SEPTEMBER	43.51
150-00-55110-135-000		LIB - LIFE INS LIBRARY GROUP LIFE INS - SEPTEMBER	33.34
250-00-56700-135-000		LIFE INSURANCE ECONOMIC DEVOL - LIFE INS - SEPTEMBER	41.72
500-00-53700-686-000		EMPLOYEE PENSIONS AND BENEFITS WATER GROUP LIFE INS - SEPTEMBER	11.63
600-00-53700-854-000		EMPLOYEE PENSIONS & BENEFITS SEWER GROUP LIFE INS - SEPTEMBER	11.63
100-00-21514-000-000		GROUP LIFE INS PAYABLE EMPLOYEE SHARE - SEPTEMBER	260.95
Total			441.19

8/09/2016 STAFFORD ROSENBAUM LLP

INVOICE #1183949 - DEMO DISPUTE

100-00-51300-210-000		VILLAGE LEGAL WORK INV #1183949 - DEMOLITION DISPUTE	551.00
Total			551.00

8/09/2016 TOWN SQUARE PUBLICATIONS

INVOICE# 055 CAM-WI-MW-16

100-00-56700-130-000		PLANNING - FRINGES INVOICE# 055 CAM-WI-MW-16 CHAM OF COMMER	495.00
Total			495.00

8/09/2016 US CELLULAR

INVOICE #0147713239 JULY CHARGES

100-00-51200-390-000		COURT - SUPPLY & EXPENSE INV #0142861702 - COURT - 608-501-5010	45.09
100-00-53311-220-000		PUBLIC WORKS - UTILITY & PHONE INV #0142861702 - DPW - 608-575-0349	34.58

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Dated From:

From Account:

Thru:

Thru Account:

Voucher Nbr	Check Date	Payee	Amount
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	25.81
		INV #0142861702 - POLICE - 608-501-8492	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	34.59
		INV #0142861702 SRO OFF. - 608-575-8312	
500-00-53700-681-200		TELEPHONE EXPENSE	23.01
		INV #0142861702-W/S - 608-576-1764	
600-00-53700-851-400		TELEPHONE EXPENSE	23.01
		INV #012861702- W/S - 608-576-1764	
100-00-52100-390-000		POLICE - PHONES & SUPPLIES	44.64
		INV #0142861702- POLICE - 608-575-8101	
		Total	230.73
<hr/>			
	8/05/2016	VILLAGE OF DEERFIELD	
		JUNE COURT PAYMENT	
100-00-24240-200-000		COURT PENALTY ASSMT- DEERFIELD	264.47
		JUNE 2016 COURT EXPENSES	
		Total	264.47
<hr/>			
	8/09/2016	ZASTROW, NANCY	
		JUNE/JULY SERVICES INVOICE	
100-00-51520-290-000		CONTRACTED SERVICES	534.38
		JUNE/JULY INVOICES	
		Total	534.38
<hr/>			
		Grand Total	11,283.70

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ACCT

NEW POOLED CHECKING\*\*\*

Dated From:

From Account:

Thru:

Thru Account:

Amount

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Total Expenditure from Fund # 100 - VILLAGE GENERAL FUND	10,439.36
Total Expenditure from Fund # 150 - LIBRARY FUND	33.34
Total Expenditure from Fund # 200 - CAPITAL PROJECTS FUND	600.00
Total Expenditure from Fund # 250 - ECONOMIC & COMM DEVELOPMENT	41.72
Total Expenditure from Fund # 500 - WATER UTILITY	84.64
Total Expenditure from Fund # 600 - SEWER UTILITY	84.64
Total Expenditure from all Funds	11,283.70

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ \_\_\_\_\_

Application Date: \_\_\_\_\_

Town  Village  City of CAMBRIDGE

County of DANE

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning SEPT 10<sup>th</sup> 2016 and ending SEPT 10<sup>th</sup> 2016 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →  Bona fide Club  Church  Lodge/Society  
 Chamber of Commerce or similar Civic or Trade Organization  
 Veteran's Organization  Fair Association

- (a) Name CAMBRIDGE VOLUNTEER FIRE DEPT  
(b) Address PO BOX 79 / 271 W. MAIN ST. CAMBRIDGE, WI 53523  
(Street)  Town  Village  City  
(c) Date organized 1902  
(d) If corporation, give date of incorporation \_\_\_\_\_  
(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:   
(f) Names and addresses of all officers:  
President SCOTT ZAHN 444 E Church Rd Cambridge WI 53523  
Vice President CHARLES HOFFMANN P.O. Box 628 Cambridge WI 53523  
Secretary SHEILA PALINKAS P.O. Box 622 Cambridge WI 53523  
Treasurer JEFF STEVEN 100 CENTER ST CAMBRIDGE WI 53523  
(g) Name and address of manager or person in charge of affair: SCOTT ZAHN

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

- (a) Street number 271 W. MAIN STREET CAMBRIDGE WI 53523  
(b) Lot \_\_\_\_\_ Block \_\_\_\_\_  
(c) Do premises occupy all or part of building? ALL  
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

## 3. Name of Event

- (a) List name of the event ANNUAL DANCE AND CAR SHOW  
(b) Dates of event SEPTEMBER 10<sup>th</sup>, 2016

### DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer Charles Hoffmann 8/2/16 (Signature/date) Officer \_\_\_\_\_ (Signature/date)  
Officer \_\_\_\_\_ (Signature/date) Officer \_\_\_\_\_ (Signature/date)

Date Filed with Clerk \_\_\_\_\_ Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_ License No. \_\_\_\_\_

# **VILLAGE OF CAMBRIDGE ORDINANCE NO. 2016-05**

## **AN ORDINANCE REGULATING SMOKING, INCLUDING THE USE OF ELECTRONIC DELIVERY DEVICES, IN THE VILLAGE OF CAMBRIDGE**

The Village Board of the Village of Cambridge, Dane and Jefferson Counties, does hereby ordain as follows:

Chapter 8.52 of the Municipal Code of the Village of Cambridge shall be repealed in its entirety and recreated to read as follows:

### **Chapter 8.52 - PROHIBITION OF SMOKING**

#### **8.52.010 – Definitions.**

- a. “Smoking” means to smoke or carry a lighted pipe, cigar, cigarette, or tobacco-related product in any form. “Smoking” also includes the use of an electronic delivery device which creates an aerosol or vapor, in any manner or in any form, or the use of any oral smoking device.
- b. “Electronic delivery device” means any product containing or delivering nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. This includes any such device, whether manufactured, distributed, marketed, or sold as an e-cigarette, e-cigar, e-pipe, e-hookah, or vape pen, or under any other product name or description.
- c. “Retail electronic delivery device store” means a retail establishment that does not have a “Class B” or “Class A” intoxicating liquor license or a Class “B” or Class “A” fermented malt beverages license and that generated seventy-five percent (75%) or more of its gross annual income from the retail sale of electronic delivery devices and accessories.

#### **8.52.020 - State statute adopted.**

The provisions of Chapter 101.123, Wis. Stats., relating to the regulation of smoking and clean indoor air, except provisions therein relating to penalties to be imposed and except as specifically exempted as stated in sec. 8.52.030, below, are adopted by reference and made a part of this chapter as if fully set forth herein. Any act required to be performed or prohibited by any statute incorporated herein by reference is required or prohibited by this chapter. Any future amendments, revisions or modifications of the statutes incorporated herein are intended to be made a part of this chapter. All regulations and prohibitions of smoking in the state statute shall be construed to include the definition of smoking included in this ordinance, above.

#### **8.52.030 – Exemption to general rule.**

Retail electronic delivery device stores shall not be subject to the restrictions of this section subject to the following:

- a. The store may provide electronic delivery devices and accessories for the purposes of sampling,
- b. The store must have an entrance opening directly to the outside,
- c. Smoking of tobacco products is prohibited,
- d. Said devices may not be carried into any adjoining spaces; and
- e. Service of food is not permitted.

**8.52.40 – Smoking prohibited on village property.**

In recognition of a need to protect the health and comfort of the public and village employees from the detrimental effects of smoking and pursuant to the authority granted to the village by section 101.123(2)(c), Wis. Stats, smoking as defined herein is prohibited by any person within or upon all buildings and enclosed equipment owned, leased, or rented by the village.

DATED this \_\_\_\_ day of \_\_\_\_\_, 2016.

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By: Steven R. Struss, Village President

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Attest: Lisa Moen, Village Clerk

Adopted: \_\_\_\_\_

Vote:       Ayes: \_\_\_\_\_                      Noes: \_\_\_\_\_

Published: \_\_\_\_\_

# BEHLING LAW OFFICE

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MARY H. BEHLING

P.O. Box 15  
113 E. MAIN STREET  
CAMBRIDGE, WI 53523  
PHONE (608) 423-3286  
FAX (608) 423-4696

July 27, 2016

Village Board  
Village of Cambridge  
P.O. Box 99  
Cambridge, WI 53523

**RE: *Ordinance – Smoking and E-Cigarettes***

Dear Steve, Lisa, and Village Board Members:

I was asked to work with Lisa Moen and Deputy Tony Reynolds to adapt the current smoking ordinance (chapter 8.52, M.C.) to include prohibitions on the use of e-cigarettes and similar devices within public places in the Village of Cambridge. Lisa and Tony and I met and reviewed and discussed several ordinances, including the current Dane County ordinance, which could be enforced within the Dane County portions of the Village at this time, but would not be effective in the Jefferson County portions of the Village, which includes the high school.

The main wish is to have an ordinance in place for the entire Village that will prohibit the use of electronic delivery devices in the same areas that smoking is currently prohibited. A related issue was consideration of the current vaping store within the Village. It is my understanding that this store will be exempted from the prohibition against the use of electronic delivery devices (as such stores are exempted in the Dane County and other ordinances), so I have included such an exemption. It is also my understanding, however, that this store is adjacent to a connected area that holds a type of a liquor license. Finally, it is my understanding that the liquor license is granted only to the bar area and that there is a solid door separating the two premises. I have drafted this ordinance such that the use of electronic delivery devices would be allowed in the store but not in the adjacent bar area, but the Board may wish to have some discussion regarding this situation.

I have attached the proposed ordinance that I drafted as a result of these discussions and my review of other ordinances. As you will see, the intent of the draft ordinance I have prepared is simply to incorporate several definitions (these are taken from the Dane County ordinance) that mean the use of electronic delivery devices, as defined, is included in the definition of smoking for purposes of this ordinance. The Village's previous ordinance adopting the state statute is then retained (with a reference to the new inclusive definition of smoking, however). There is

Village Board/Village of Cambridge  
Page 2  
July 27, 2016

then an exemption for any retail store selling such devices. Please note, however, that the exemption to such a retail store is applicable only if it does not have a liquor license. Finally, I retained the final paragraph of the current ordinance which prohibits smoking in a variety of Village-owned spaces.

In summary, the intent of this ordinance is to prohibit the use of the electronic devices everywhere that the state statutes prohibit "regular" smoking, with the exception of a retail store selling such items. As referenced above, it is written such that such devices would be prohibited in the "bar" area next to the store, however, just as would apply to any other bar or tavern in the Village. In other words, there would be no special exception for the use of the electronic delivery devices in that area. This is not legally required as you know because prohibiting the use of electronic delivery devices anywhere is not legally required. It just made sense to us, however, that all premises holding liquor licenses in town would be treated the same way and we think that is what the Board intended as well. This can be discussed by the Board and changed if so desired, however.

Please let me know if you would like revisions to this document or if you have any questions.

Thank you.

Sincerely,  
**BEHLING LAW OFFICE**



**Mary H. Behling**  
Village Attorney  
State Bar #01005733

MHB:bek  
Enclosure

Personnel Committee  
Kathy Cunningham, Chair  
Dusan Mihajlovic  
Ted Kumbier

Thursday, July 28, 2016

Dear Personnel Committee,

I am grateful each and every day for the opportunity to live in and work for this remarkable community. I am proud of the challenges we have met and am even prouder of our perseverance when we encounter new ones. We are a creative, engaged populace with a strong, dynamic future.

I have been approached by other organizations and communities seeking growth and development. And, like Cambridge, their budgets are small and their staff overextended. They are looking for direction and guidance so they too can develop productive futures.

Understanding the necessary strains on the Village of Cambridge's 2017 Budget, I am suggesting that my position as Economic Development Director be reduced to half time beginning January, 2017. This change will enable the Village to more effectively fund its projected needs while continuing to develop a solid economic future. At the same time, Cambridge and I will open new avenues, grow our alliances and advance new economic strategies. I am excited about the possibilities.

It has been and continues to be a deep and profound pleasure to work for and with my Village.

Gratefully,  
Linda Begley-Korth

## Salary History & Proposal

<b>2015 Total Earnings</b>	<b>58,911.88</b>
Total Deductions	16,264.00
Net Pay	42,647.21
<b>2016 Total Earnings to Date</b>	<b>32,459.40</b>
Total Deductions	5,257.69
Net Pay to Date	27,201.70
<b>2016 Hourly Pay Rate</b>	
20 Hrs. Per Week	<b>25.75</b>
<b>2017 Projected Total Earnings</b>	<b>29,640.00</b>
2017 Projected Hourly Pay Rate	<b>28.50</b>
Prefer WRS as a deduction if possible	

## VILLAGE OF CAMBRIDGE

### Position Description

**Position:** Economic Development Director  
**Classification:** Half Time (20 Hours)  
**Reports to:** Personnel Committee/Village Board  
**Written by:** Economic Development Director  
**Revised Date:** 07/21/2016

#### Position Summary:

Under the general direction of the Personnel Committee and the Village of Cambridge Board of Trustees, develops and implements the plans, processes, and missions of the Village of Cambridge. Initiates activities designed to promote new jobs, increased investment, and economic growth in the Village. Encourages and facilitates existing firms/industries to expand resources in the Village. Encourages new industries and companies to locate in the Village, and promotes current Cambridge businesses and properties.

This position is responsible for completing a wide range of confidential duties related to Community & Economic Development activities. A key responsibility for this position is managing the economic development marketing activities including research and data collection. This position also administers financial assistance programs available for businesses and future housing development or redevelopment. Other areas of responsibility include the completion of grant forms; report writing; scheduling and coordination of meetings, public relations and special events; preparing correspondence, and preparing/utilizing spreadsheets and other related documents.

Positive and professional oral and written communication skills are required as there is frequent interaction on the telephone and in person with businesses, elected officials, the public and Village staff. An employee in this position will be required to exercise judgment and discretion working with sensitive information within the businesses and development communities to promote and achieve the objectives of the Village's economic development goals. The ability to maintain confidentiality is of utmost importance. Strong organizational skills are vital.

**Essential Duties/Responsibilities:** The following duties are normal for the position. These are not to be interpreted as exclusive or all-inclusive; other duties may be required and assigned.

#### Essential Functions:

- Oversee all aspects of the day-to-day operation of economic development in the Village including budgeting of resources and expenditures within the office; issue reports and attend necessary meetings, seminars/workshops with the Village Board's approval.
- Guide businesses and developers through the Village approval and permitting process.
- Conduct on site business retention and expansion calls. Establish and maintain open communication between the Village and the business community.
- Seek available grant monies for economic and community development and assist Treasurer in accounting for these funds.
- Responsible for developing and maintaining research and data collection utilizing GIS and other information gathering techniques to compile community & economic development data including land availability and site selection, demographic information, community profile, business feasibility, trade ring analysis, workforce data, trends in development, etc.

- Serve as liaison to neighborhood groups and business associations like the Chamber of Commerce, Department of Commerce, Jefferson County Economic Development Commission, MadREP, both Dane and Jefferson County Tourism Associations, Dane County CDBG, other governmental agencies, and regional organizations related to community & economic development.
- Perform public relations functions including organizing and coordinating ground breaking and ribbon cutting ceremonies with businesses, Village President, Village Board, the Chamber of Commerce and other area membership groups.
- Maintain, update and publish Community & Economic Development Web Page on village website.
- Create charts and reports and prepare multimedia Power Point marketing presentations.
- Design and prepare promotional materials to market the community to businesses and industries, encouraging entrepreneurship, job creation, tax base expansion, and redevelopment.
- Serve as staff to the Village of Cambridge by attending and coordinating meetings of the Plan Commission, Zoning Board of Appeals and other special meetings as needed.

#### **Other Functions:**

- Establish and maintain filing system.
- Greet people, answer questions, respond to inquiries and assist as necessary.
- Prepare confidential correspondence, memorandums and reports.
- Plan, schedule and coordinate meetings as needed.
- Plan and coordinate special events.
- Assist Treasurer with budget preparation as requested.

#### **Supervisory Requirements:**

- None

#### **Education and/or Experience Requirements:**

- Bachelor's degree in community/economic development, planning, urban development, business, marketing, real estate, public administration, or related field preferred.
- Associates degree and three years' experience in community/economic development, business, marketing, real estate, or public administration required. Other combinations of training and/or experience, which can be demonstrated to result in the possession of the knowledge, skills, and abilities necessary to perform the duties of the position, will be considered.
- AEDC Basic Economic Development Course or NDC Economic Development Finance Professional Certification can be substituted for economic development experience.

#### **Licenses, Certifications, etc.**

- Must possess a valid Wisconsin Driver's License.

#### **Experience, Knowledge & Abilities**

- Knowledge of real estate, finance, and marketing principles.
- Demonstrated ability to interact and cooperate with organizational leaders, elected officials, volunteers, business executives, and the general public.
- Thorough knowledge of federal, state, and county economic development programs.
- Demonstrated grant writing expertise.
- Ability to work creatively and independently with minimum supervision.
- Knowledge and experience in the utilization of computer applications including MS Word, MS Excel, MS Publisher, MS Power Point, MS Access, or other similar programs is required; knowledge of geographic information systems (GIS) and web design software desirable.
- Ability to utilize computer technology to access, retrieve, or input information required.

- Strong verbal and written communication skills with the ability and experience to prepare and deliver effective written and oral reports required.
- Ability to communicate effectively with a variety of people, including co-workers, other professionals, elected officials, and the general public required.
- Ability to establish and maintain effective working relationships with elected and appointed officials, employees, and the general public required.
- Knowledge and ability to organize and maintain confidential files required.
- Ability to identify and analyze problems, evaluate alternative solutions and make sound judgments, especially in stressful situations required.

**Physical Demands: Light Work:** Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Requires walking or standing to a significant degree, or requires sitting most of the time.

**Work Environment: Inside:** Protection from weather conditions but not necessarily from temperature changes. Inside work 75% of the time. Position may involve early morning, evening and weekend work.

I certify that I have read and understand the responsibilities assigned to this position:

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Employee Signature Date

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Village President Signature Date

## Legislative Council committees tackle the tough issues

When state lawmakers encounter complex issues that can't be easily resolved during a regular session, they sometimes turn to Legislative Council study committees to develop recommendations. Consisting of both legislators and the public, these committees meet when the full legislature is out of session. The number of bills coming from the Council has declined in recent sessions.

While most lawmakers spend election-year summers on the campaign trail, a few huddle in Madison working on some of the state's more difficult problems. Important issues not easily addressed during a fast-paced regular session often end up getting an in-depth look from a Legislative Council study committee.

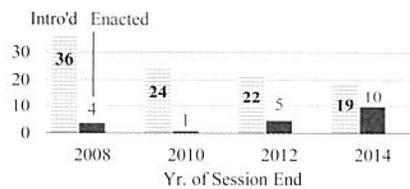
### The Legislative Council

The Joint Legislative Council is a 22-member standing committee made up of the leaders of both parties in both houses, plus other legislators chosen by leadership. The joint committee is supported by a nonpartisan staff who, during legislative sessions, analyze legislation and advise lawmakers.

The Council votes every other year to create a limited number of special study committees. Topics are chosen by majority party leaders in each house, with some input from the minority. Committees are chaired by legislators interested in the study topic, but what makes them unique among legislative committees is that they are open to public members with expertise in a particular field.

Typically, study committees meet three to six times over the summer and fall. They begin with presentations on their topics, followed by discussions about the scope of their study, and finish with recommendations for legislation. The committees make their final reports to the full Legislative Council by the start of a new legislative session. The full

**Leg. Council Bill Numbers Down**  
Number of Bills Intro'd (Gray); Enacted (Blue)



Council decides which drafts developed by the committees should be introduced as bills in each house.

In recent years, study committees have addressed thorny issues ranging from personal property and state income taxes to adoption and prevention of child abuse and neglect. Other topics have included revising criminal penalties, funding local 911 dispatch systems, and creating specialized treatment courts.

### 2016 topics

This year's study committee topics include:

■ *Rural broadband.* With lack of broadband service a major educational and economic development issue in rural areas, this committee will review the Wisconsin Broadband Expansion Grant Program and possible changes.

■ *Volunteer firefighter and emergency medical technician shortages.* Another issue affecting primarily rural communities concerns volunteer fire and emergency medical service personnel. The committee will study the severity of such shortages, regional needs, and possible remedies.

■ *Access by indigent parties to legal representation in civil cases.* There is growing interest in providing court-appointed attorneys to low-income parties in certain civil cases, such as child custody disputes, foreclosures, or evictions. The state Supreme Court in 2012 rejected a rule requiring court-appointed counsel in such cases, arguing it was up to lawmakers to decide. The committee will review the need for such services and how to pay for them. Committee members include retiring Supreme Court Justice David Prosser, who served in the legislature before joining the high court.

■ *Reducing recidivism and removing impediments to ex-offender employment.* Lawmakers in recent years have considered a number of moves to reintegrate offenders, such as barring employers from asking about convictions except when job-related. The committee will also consider expanding "earned-time credits" in which inmates complete treatment programs and other requirements to earn early release from incarceration.

■ *School data.* The committee will examine all student data collected by the Department of Public Instruction (DPI), data security, and whether the information is required by state or federal laws. The panel will consider limiting the types of student data collected by DPI and improving its security.

■ *Preservation of burial sites.* The study committee will see whether current law balances the interests of family members or others with "a cultural, tribal

or religious affiliation” in a burial site as well as those with a commercial interest, and how to protect all interests related to any human burial site encountered during archaeological excavation, mining, construction, or farming, “without causing avoidable or undue delay or hardship.”

■ *Tribal relations.* State law creates this special Legislative Council committee, which is recurring and meets every two years.

### The final product

Like other legislation, only a fraction of Legislative Council bills are

enacted. Bills that solve technical issues or resolve problems without much cost tend to fare best. However, as the graph (over) shows, the total number of bills recommended by the Council has declined since 2007-2008.

Political timing of “Leg. Council” recommendations also plays a major role. Bills have their best chance of approval when control of the houses doesn’t change between sessions.

For example, 10 of the 19 bills from study committees in 2013-14 and five of the 22 bills from 2012 were enacted, when Republicans controlled both houses and the governor’s office.

However, when legislative control flipped from Democrat to Republican in 2010, only one of 24 bills made it to the governor’s desk. Two committees made no recommendations.

The fate of bills from 2007-08 committees was almost as bleak, with just four of 36 becoming law. Control of the legislature flipped that session from Republican to Democrat.

With November still months away, it’s hard to predict which party will control the Capitol. Still, the study committees offer insights into what lawmakers consider “hot” or difficult and may get addressed in 2017-18. □



### Wisconsin Taxpayers Alliance

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## Capitol Notes

■ *Required contributions for participants in the Wisconsin Retirement System will increase slightly next year. Contributions for general public employees, elected officials, career executives, and judges will increase by a total of 0.4%, to 13.6% of gross earnings.*

*Contributions for protective status employees with Social Security will rise 1.4%, to 17.4% of earnings. Protective employees without Social Security rates will rise by 1.9%, to 21.7%.*

*General public employees, elected officials, career executives, and judges are required to pay half of the annual WRS contribution, or 6.8%. Protective employees pay the same rate as general employees, with their employers making up the difference.*

■ *Nearly three-quarters of county supervisors are age 55 or over; according to a Wisconsin Counties Association survey of more than 1,100 county supervisors.*

*Half were retired, and 45% said they had a bachelor’s degree or higher.*

*The survey contradicts the image of county boards experiencing little turnover. Seventy-three percent said they’d been in office for 10 years or less.*

■ *A U.S. judge ordered that voters without IDs in November’s election may confirm their identity by signing an affidavit. The ruling does not apply to the Aug. 9 primary, when IDs are required.*

# BEHLING LAW OFFICE

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MARY H. BEHLING

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PHONE (608) 423-3286  
FAX (608) 423-4696

August 4, 2016

Village Board  
Village of Cambridge  
P.O. Box 99  
Cambridge, WI 53523

*Re: Municipal Attorneys Institute*

Dear Steve and Village Board Members:

Please excuse my delay in getting this note to you as I would like to thank you for underwriting my attendance at the 2016 Municipal Attorneys Institute in June. This was a very good conference and I am glad that I was able to attend. It was particularly good timing this year as I was able to discuss the cases regarding special assessments with many other municipal attorneys and respond to the Board's concerns at that time with the backing of many experienced attorneys.

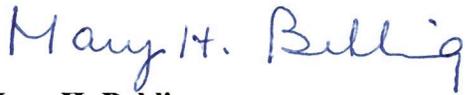
There were several other useful sessions. As always, it is helpful to attend the general sessions on recent updates in municipal law and ethics for the municipal attorney. In addition, there was a good session on new limitations on sign regulations following the U.S. Supreme Court's decision in Reed v. Town of Gilbert (2015). At some time we should discuss any necessary changes to the Village's ordinance following this case, perhaps when the new administrator has had a chance to get settled. There was also a very interesting session regarding the prohibition of weapons in public places. One thing that was mentioned was the need to specifically post public parks, plus there was a good discussion about prohibiting knives. Again, this may be something the Village will want to discuss more with me.

I also found the session on bankruptcy and municipal rights helpful as questions have arisen in that regard before and there was a helpful session on parliamentary procedure. Unfortunately, most of us present answered the tricky questions wrong in that latter session so I hope you are all more familiar with the details of Robert's Rules of Order than we were! All kidding aside, there was a question posed that was very similar to a situation the Board recently faced in rescinding/reconsidering a motion and I was pleased that the answer showed that the Village had exactly followed the rules in that instance. There were a number of other sessions and I would be glad to share my materials with anyone who is interested in seeing those.

Village Board  
August 4, 2016  
Page 2 of 2

As you know, I attended a couple of the networking events outside of the regular sessions as well. All in all, it was a very informative couple of days and I thank you again for sponsoring my attendance at this conference. I previously provided Lisa with a copy of my check-out invoice for the Village records.

Sincerely,  
**BEHLING LAW OFFICE**

A handwritten signature in blue ink that reads "Mary H. Behling". The signature is written in a cursive style with a large, looped "M" and "B".

**Mary H. Behling**  
Village Attorney  
State Bar #01005733

MHB:s