



102 W Main St. - PO Box 168 - Dane, WI 53529-0168
(608) 849-5422 • info@villageofdane.org • www.villageofdane.gov

VILLAGE OF DANE BOARD OF TRUSTEES MINUTES

Monday, January 6, 2025

6:30 pm

In attendance: President Don Postler, Trustees: Julie McKiernan, Roger Schmidt, Joe Morgan, and Nick Browne

Staff in Attendance: Shane Clapper- Director of Public Works, Brad Duffrin- Dane County Sheriff Deputy, and Teresa Hughey Groves- Village Clerk Treasurer

Others in Attendance: Delaine and Denman Breunig, and Mary Lou Hyatt

1. Call to Order

President Postler called the meeting to order in the small meeting room of Dane Village Hall. A quorum of the Board was present.

2. Agenda Confirmation

The agenda was confirmed as presented.

3. Announcements by Village President or Board Members

Trustee McKiernan wanted to reflect on 2024, and she offered a thank you to Deputy Duffrin and the Dane County Sheriff's Office for the school training at Blessed Trinity and for all that the Dane County Sheriff's Department does to keep our citizens safe. President Postler offered a moment of silence in remembrance of President Jimmy Carter and the legacy that he has left behind. President Postler also offered a thank you to Deputy Duffrin and the Dane County Sheriff's Office for being prepared for every event. President Postler spoke about the Listening Session that County Executive Melissa Agard held at the Dane Village Hall in December. Regarding year-end business: Trustee Morgan has been reviewing the Bank Reconciliations for the Clerk's Office and President Postler asked if Trustee Morgan would like to continue that review process or if another trustee would like to take on the responsibility.

Trustee Morgan offered to continue that responsibility for 2025. A review of 2024 showed there were many activities from park improvements, infrastructure improvements, and new equipment that happened in the village. Also, we earned a Tree City USA designation, and we held our 2nd Annual Arbor Day Event, a Collaborative Tree Planting Event and we have been nominated for an arborist award. President Postler thanked the staff and trustees for their hard work and dedication to the Village.

4. Public Input

No one was registered for Public Input.

5. Public Hearing for keeping chickens for Jim Lord at 118 W. Main St

President Postler opened the Public Hearing for Keeping Chickens for Jim Lord at 118 W Main Street at 6:39 pm. No one was registered to speak at the hearing. President Postler closed the Public Hearing at 6:40 pm.

6. Minutes of the Regular Board Meeting from Monday, December 2, 2024

Motion (Schmidt/Morgan) to approve the minutes of the Monday, December 2, 2024 meeting as written. Motion carried.

7. Village Clerk Treasurer's Report

Clerk Hughey Groves gave a verbal report on the new website that was launched for the village on Friday, December 20, 2024. The village now has a dot gov website with a new website vendor. The new vendor offered a cost savings for the website in 2025. A liquor license application was received on Monday, January 6, 2025. The license is needed for an event on February 1, 2025. Discussion was held on holding a special meeting to approve the license for the non-profit organization. The meeting was scheduled for Thursday, January 9, 2025 at 4 pm.

8. Committee and Commission Reports Consent Agenda

a) Dane County Sheriff Report by Brad Duffrin

Dane County Sheriff's Department has several retirements, changes in mental health deputies, and a traffic deputy taking place in early 2025. Coming up this month will be safety drills with Blessed Trinity School.

b) WWDDV EMS Report by Roger Schmidt – no December meeting

No meeting was held, and no report was given.

c) DCCVA Report by Roger Schmidt

A verbal report on the December 18, 2024 Zoom meeting regarding the Madison Reading Project was given by

Trustee Schmidt.

- d) Parks, Recreation, and Forestry Committee by Joe Morgan
A verbal and written report was given by Trustee Morgan.
 - e) Dane -Vienna Fire District Report by Julie McKiernan
A verbal and written report was given by Trustee McKiernan.
 - f) Plan Commission Report, as needed
The Plan Commission report was given by President Postler. There are three topics the Plan Commission is currently working on: a TIF Policy, a Conditional Use Application, and the ATV/UTV Ordinance.
 - g) Public Works Report by Shane Clapper
Director of Public Works Clapper gave a verbal report on the sewer pipe needs for South Street, and on future use of lighted Christmas decorations.
9. Payment of Bills and Financial Reports
- a) Approval of Accounts Payable by Check and Electronic Payment Vouchers for December
Motion (Schmidt/Browne) to approve payment of the bills by check and electronic vouchers. Motion carried.
10. Old Business
- No Old Business was discussed.
11. New Business
- a. Cell Phone Stipend Policy
Discussion was held on the employees' need to use their personal cell phones for village business, and the current stipend being paid. Also discussed were open records request, and privacy for employee's personal phones, and options for the cell phone policy for the village. The Public Works Staff and how they use their cell phones, plus the Clerk's Office need for a village issued cell phone. Discussion on purchasing phones and a phone plan was held. Staff directed to look into a phone plan through US Cellular and present it in February.
 - b. Ordinance Rewrite of the Village Board Meeting Agendas
President Postler reviewed the need for a consent agenda and a possible change to the order of the Village Board agenda for the future, and review of what can and should be considered under a Consent Agenda. Non-Controversial items can be listed under a Consent Agenda. Staff were directed to revise the order of agenda and add a consent agenda, draft a new ordinance, and have the village attorney review for legal issues. Item to be placed on the February agenda.
 - c. Application for Temp Picnic License Dane American Legion
Motion (Morgan/Schmidt) to approve issuing a Temporary Class "B" Picnic License for the Dane American Legion Meat Raffle to be held on February 23, 2025. Motion carried.
 - d. Application for Temp Picnic License Dane American Legion Auxiliary
Motion (Schmidt/Browne) to approve issuing a Temporary Class "B" Picnic License for the Dane Legion Auxiliary Euchre Party on Sunday, February 2, 2025. Motion carried.

19.Set date for next regular Board Meeting- **first Monday, February 3, 2025**

The next regular meeting of the Village Board of Trustee was set of Monday, February 3, 2025.

20.Adjournment

Motion (Browne/Morgan) to adjourn. Motion carried. The meeting adjourned at 8:23 pm.

Approved: 2/3/2025

Posted: 2/4/2025

Posted at: Village of Dane Community Center Notice Board and Village Website: villageofdane.gov