

MINUTES

Dane County Cities and Villages Association

November 17, 2021

ATTENDANCE:

Belleville:
Black Earth:
Blue Mounds:
Brooklyn:
Cambridge:
Cottage Grove: Trustee Melissa Ratcliff
Cross Plains: Administrator Bill Chang
Dane:
Deerfield:
DeForest: Administrator Steve Fahlgren
Edgerton: Administrator Ramona Flanigan
Fitchburg: Mayor Aaron Richardson, Administrator Chad Brecklin
Madison: Mayor Satya Rhodes Conway, Water Utility Director
Krishna Kumar
Maple Bluff: Trustee Jim Schuler
Marshall:
Mazomanie:
McFarland: President Carolyn Clow
Middleton: Mayor Gurdip Brar, Finance Director Bill Burns
Monona: Mayor Mary O'Connor, Administrator Bryan Gadow
Mount Horeb: Trustee Ryan Czyzewski
Oregon:
Rockdale:
Shorewood Hills:
Stoughton: Mayor Tim Swadley
Sun Prairie: Mayor Paul Esser, Administrator Aaron Oppenheimer
Verona:
Waunakee: President Chris Zellner, Assistant Administrator Caitlin
Stene
Windsor: President Bob Wipperfurth, Administrator Tina Butteris,
Deputy Administrator/Director of Economic Development
Jamie Rybarczyk
Others Present: Forbes McIntosh, GPS/DCCVA

Ann Gryphan, GPS/DCCVA
Toni Herkert, League of Wisconsin Municipalities
Steve Steinhoff, Capital Area RPC

1. **Call to Order.** The DCCVA membership meeting was called to order by V. of Windsor President Bob Wipperfurth at 12:03 p.m. The meeting was held virtually via Zoom technology. Fifteen cities and villages were present, which is a quorum.
2. **Welcome Comments from the Virtual Host Community (Village of Windsor).** Deputy Administrator/Director of Economic Development Jamie Rybarczyk gave an update from the Village of Windsor, noting recent projects that include a community park, police department facility, Token Creek Conservancy viewing platform and a public works facility, as well as working on infrastructure for a new village center. Ongoing planning efforts continue for Windsor Road revitalization and redevelopment, comprehensive outdoor recreation plan, a comprehensive plan, housing supply and demand analysis, stormwater management planning and COVID-19 response planning.
3. **Guest Speaker – Toni Herkert, League of Wisconsin Municipalities.** Toni Herkert gave an update on legislation affecting municipalities, detailing LWM’s positions on various key bills pending in the state Legislature. She also noted that in 2020 LWM partnered with Construction Business Group to create responsiblewisconsin.com, a responsible contractor database, which provides access to project evaluation form for public works projects with a survey form allowing local staff to provide feedback on whether the project was completed on time, within budget and whether the quality of work was satisfactory. She also noted that LWM has a PFAS webinar coming up with the WI DNR on December 2 and a municipal water webinar sometime in December.
4. **Approval of Minutes from Meetings of September 22, 2021.** Gurdip Brar (C. of Middleton) made a motion to approve the minutes, seconded by Carolyn Clow (V. of McFarland) and approved on a voice vote.
5. **Treasurer’s Report.** Treasurer Bill Burns (C. of Middleton) gave a financial report, reporting payments for a Dane County Housing Strategy meeting and website hosting. He noted that membership dues invoices for 2022 have been sent out. Paul Esser (C. of Sun Prairie) made a motion to approve the treasurer’s report as submitted, seconded by Gurdip Brar (C. of Middleton) and approved on a voice vote.
6. **Reports From External Committees/Boards/Commissions.**
 - a. **Lakes & Watershed Commission (Susan West):** Forbes McIntosh reported that there is a Lakes and Watershed meeting tonight. At the last meeting

they did approve the illicit discharge ordinance and amending stormwater management, and were passed by the county board.

- b. **Capital Area RPC (Maureen Crombie, Heidi Murphy, Jim Schuler):** Jim Schuler (V. of Maple Bluff) said he did not attend the last meeting. Steve Steinhoff reported that they had a conversation with a representative from the WI DNR about sewer service area planning process and how that gets implemented, CARPC's role and challenges associated with that. There will be a public hearing in December to amend the 2022 CARPC budget to match the wage increases that Dane County adopted in their budget. He also noted there are four USA amendments coming up for the January meeting and there is an increase this year in sewer extension plans and stormwater plan reviews, an indicator of increased development activity around the region.
 - c. **DaneCom Governing Board (Valerie Zisman, Abigail Lowery, Melissa Ratcliff):** Melissa Ratcliff (V. of Cottage Grove) said there is nothing to report.
 - d. **Greater Madison MPO (Mark Opitz, Doug Wood, Dorothy Krause):** Forbes McIntosh noted they have completed a draft MPO work plan for 2022 and there is an update on the MPO transportation plan.
 - e. **Yahara CLEAN Compact Steering Committee (Carolyn Clow):** Carolyn Clow (V. of McFarland) said this committee is finishing up the final report and recommendations, which should be done by the end of this year.
7. **Legislative Update.** Forbes McIntosh gave no report, because Toni Herkert of LWM provided a comprehensive legislative update earlier in the meeting.
8. **Old Business/Updates.**
- a. **Dane County Broadband Task Force.** Task force chairwoman Melissa Ratcliff said the task force is working on putting together a survey with UW-River Falls to send out to rural areas in Dane County to see where there is a lack of broadband service. The goal is to gather data to update the maps for service providers to work with municipalities to apply for grants to expand broadband in those areas.
 - b. **MMSD Commission vacancy.** Forbes McIntosh said the Executive Council of Cities and Villages Served by MMSD is still looking for a nominee to appoint for one vacancy. McIntosh has an option for filling that vacancy and will report more later.
 - c. **DCCVA/DCTA Shared Services/Procurement Work Group:** Ann Gryphan reported on the work group final recommendations, which includes 1) posting sample RFPs and ordinances on the DCCVA website as a resource; 2) hosting a workshop on procurement/contracting this winter; and 3) launching a pilot program for an email listserv for DCCVA and DCTA members to communicate easier.

9. Other Items/New Business

- a. **Affordability and Equity in Rates: Request of Madison Water Utility.** Bob Wipperfurth said the DCCVA Executive Committee has discussed a request from City of Madison to support their efforts surrounding equity of water utility rates. Madison Mayor Satya Rhodes-Conway said the City of Madison is working on the issue of equity of affordability of water bills, this is an opportunity for us to encourage the Public Service Commission to take into account affordability and impact of utility rates on low-income households. This is a City of Madison request, but Rhodes-Conway said that if PSC allows Madison to move forward to take affordability into account it would be available as an option to all utilities in the future. She asked that DCCVA joins Madison in this request to PSC. Madison Water Utility Director Krishna Kumar said their water rate case will be submitted to PSC soon and will include an affordability component, and PSC has not approved a water rate affordability component to date. He said a letter of support from DCCVA would help their case before the PSC and could serve as a template for other utilities in Wisconsin. Paul Esser (C. of Sun Prairie) made a motion to have DCCVA send the draft letter of support, seconded by Gurdip Brar (C. of Middleton) and approved on a voice vote.
- b. **Roundtables:** Bob Wipperfurth said he would like to have DCCVA host another roundtable discussion. Two were held in summer 2021 and were well received. He suggested holding a DCCVA virtual roundtable on the topic of zoning codes. He is willing to act as moderator but is looking for someone from a city or village who has recently gone through the zoning code rewrite process to lead the discussion. A tentative timeline for this roundtable is early December. Watch your email for more details.

10. Membership General Discussion.

- a. **Return to in-person meetings.** The membership shared their individual plans for their municipalities to meet virtually, in person or a hybrid.
- b. **ARPA funds.** The membership shared their individual plans for their municipalities to spend or formulate a plan to spend their federal ARPA dollars.

11. 2022 Meetings.

- Wednesday, Jan. 12, 2022, 12 p.m. – Virtual
- Wednesday, March 9, 2022, 5 p.m. – In-person
- Wednesday, May 11, 2022, 5:30 p.m. (annual meeting) – In-person
- Wednesday, July 13, 2022, 12 p.m. – Virtual
- Wednesday, Sept. 21, 2022, 5 p.m – In-person
- Wednesday, Nov. 16, 2022, 12 p.m. - Virtual

12. **Adjourn.** Gurdp Brar (C. of Middleton) made a motion to adjourn the meeting at 1:24 p.m., seconded by Carolyn Clow (V. of McFarland), and approved on a voice vote.