



Special Village Board Meeting
Wednesday, February 6, 2019 – 6 pm
Campbellsport Municipal Center
Community Room – 470 Grandview Avenue

1 The meeting was called to order at 6:04 pm by PR Krebs. Kevin Harvey was excused from the meeting.
2 Present: Serwe, Muraski, Dornbrook, Olson, Tellier, Krebs, Hafemann, Wenzlaff, and building inspector
3 Doc Leonard.

4
5 Clerk-Treasurer Tellier explained how we would be working through the decisions and changes to the
6 ordinances. The color of the binder for the final ordinance book will be green with white lettering. A
7 black and white image of the village logo was sent to General Code to include on the binder cover.
8 Tellier went on to explain the process that is followed when new ordinances are adopted, published, and
9 sent on to General Code. All references to position titles and village locations will be uniform in the new
10 ordinances.

11
12 Chapter 1, General Provisions – Ordinance 2019-14

13 The purpose for this ordinance change was to increase penalties for first and second offence violations
14 of the Village Ordinances. The description for a juvenile was changed to read “a person who is 12 years
15 of age or older, but less than 18 years of age”. **Motion made and seconded to approve Ordinance 2019-
16 14 with the noted changes (Hafemann, Wenzlaff). Motion carried, 5-0. All were in favor.**

17
18 Chapter 14, Boards, Commissions, and Committees – Ordinance 2019-15

19 *Article I*, Village Plan Commission – no changes

20 *Article II*, Firemans Park Board - §14-17 Powers – Added “Any group, organization, or Village entity
21 adding a temporary fixture to the Firemans Park grounds or facilities will be responsible for the care
22 taking of such fixture”.

23 *Article III*, Board of Review – added that the Deputy Clerk-Treasurer can server as a member and that a
24 resident may be asked to serve as an alternate member of the Board of Review.

25 *Article IV*, Police and Fire Commission – REPEALED

26 **NEW Article V**, Other Commissions and Committees – The Village Board has the right to add
27 commissions or committees as needed with duties and responsibilities explained by a resolution
28 adoption. **Motion made and seconded to approve Ordinance 2019-15 with the changes and additions
29 noted (Muraski, Serwe). Motion carried, 5-0. All were in favor.**

30
31 Chapter 27, Municipal Court – Ordinance 2018-01, adopted 12/27/2018, published 1/10/2019

32 This ordinance was updated at a Special Meeting 12/27/2018 by request of Lakeside Municipal Court. No
33 additional action needed to be taken.

34
35 Chapter 40, Elections – Ordinance 2019-02



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36 Tellier explained that the references to the state statutes were not correct. She contacted the Wisconsin
37 Election Commission and updated the ordinance accordingly. **Motion made and seconded to approve**
38 **updating Ordinance 2019-02 to the correct state statutes (Serwe, Muraski). Motion carried, 5-0. All**
39 **were in favor.**

40
41 Chapter 46, Emergency Management

42 *This ordinance will be discussed at a future meeting.*

43
44 Chapter 55, Finance and Taxation

45 *This ordinance will be discussed at a future meeting.*

46
47 Chapter 61, Fire Department – Ordinance 2019-01

48 Additional research needs to take place. *This ordinance will be discussed at a future meeting.*

49
50 Chapter 102, Officers and Employees – Ordinance 2019-04

51 *Article I, School Crossing Guards – Changed the ordinances to reflect that the appointment of crossing*
52 *guards is done by the Police Department, not the Village Board. Added “Training of crossing guards will*
53 *take place by the Police Department. Job specifics will be explained by adoption of a resolution.”*

54 *Article II, Village Clerk-Treasurer – Removed the line stating that the position term would begin on May 1*
55 *of the year the appointment is made. This is inaccurate as the position begins immediately upon*
56 *appointment.*

57 *Article III, Village Assessor – REPEAL as this is outsourced to a vendor.*

58 *Article IV, Village Administrator – This section needs to be discussed at a future meeting to allow more*
59 *time for research. **Motion made and seconded to approve Article I and II, and REPEAL III of Ordinance***
60 **2019-04 with the noted changes (Hafemann, Muraski). Motion carried, 5-0. All were in favor.**

61
62 Chapter 128, Records – Ordinance 2019-05

63 This ordinance was updated to the General Records Schedule “Wisconsin Municipal and Related
64 Records, approved by the Public Records board August 27, 2018 (expiring August 27, 2028). **Motion**
65 **made and seconded to approve the change to Ordinance 2019-05 adopting the General Records**
66 **Schedule distributed by the Public Records board on August 27, 2018 (Hafemann, Muraski). Motion**
67 **carried, 5-0. All were in favor.**

68
69 Chapter 150, Village Board – Ordinance 2019-06

70 This ordinance was updated to reflect the need of Special Meetings being scheduled according to what
71 works into trustee’s schedules; previously, special meetings were supposed to be held on the 4th



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Monday of each month. The ordinance was also updated to reflect current procedures following Robert’s Rules of Order, 11th Edition. **Motion was made and seconded to approve the ordinance changes as presented (Serwe, Wenzlaff). Motion carried, 5-0. All were in favor.**

PART II, GENERAL LEGISLATION

Chapter 175, Adult-Oriented Establishments – Ordinance 2019-07

§175-3, Violations and penalties. The amount of the fine was increased to \$2,000. §175-5, Application. The license fee was increased to \$500. Updated the wording to reflect the Campbellsport Police Department or Village Board instead of “protection of persons and property committee”. §175-8, B, the license renewal fee was increased to \$500 with a late penalty of \$100 per day. **Motion made and seconded to approve the changes to Ordinance 2019-07 as presented (Muraski, Serwe). Motion carried, 5-0. All were in favor.**

Chapter 180, Advertising Materials – Ordinance 2019-08

§ 180-1 Permit Required. The Building Inspector issues permits for advertising signs and billboards. Under the section HANDBILL, a paid subscription is exempt from this description as delivery instructions should be between the subscriber and business making delivery. §180-5 F (1) removed; the Village will not keep a list of names to be sent to the company of homes/businesses which do not want handbills, this is the property owner’s responsibility. §180-8 changed the word molest to harass. Added § 180-11 Exemption. Official Village business stuck on or in doors, on windshields or by door hangers are exempt. **Motion made and seconded to approve the changes to Ordinance 2019-08 as presented (Serwe, Wenzlaff). Motion carried, 5-0. All were in favor.**

Chapter 186, Alcohol Beverages – Ordinance 2019-03

The Village Board updated this ordinance 5-14-2018. §186-20 C added the Village Clerk-Treasurer will issue Provisional Operator Licenses according to Wisconsin Statute §125.17 (5). §186.21 Violations and Penalties. Added that penalties for violations will be issued according to State Statutes. **Motion was made and seconded to approve the changes to Ordinance 2019-03 as presented (Hafemann, Muraski). Motion carried, 5-0. All were in favor.** Note: Dornbrook is checking with the state regarding drinks that are carried to an outside patio and whether an operator needs to be present outdoors while the customers are drinking alcohol.

Chapter 192, Animals – Ordinance 2019-09

This ordinance will be discussed at a future meeting. A few changes were made to the ordinance but more research needs to take place on cruelty to animals, dogs in need of muzzles, kennel licenses, and animals that are not allowed in other municipalities.



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109 Chapter 204, Bicycles – Ordinance 2019-10

110 The entire ordinance was removed except a line stating that residents can do a one-time bicycle
111 registration with the Police Department for no fee. **Motion made and seconded to approve the change**
112 **to Ordinance 2019-10 (Muraski, Wenzlaff). Motion carried, 5-0. All were in favor.**

113
114 Chapter 215, Building Construction – Ordinance 2019-11

115 This ordinance will be discussed at a future meeting.

116
117 Chapter 221, Numbering of Buildings – Ordinance 2019-12

118 We are aware that this ordinance was not followed several years ago. We cannot go back and make
119 corrections as it would be too costly. This ordinance will be followed going forward. The Deputy Clerk-
120 Treasurer works with Public Works to confirm house numbers are correct. No action was necessary as
121 this Ordinance is fine as is.

122
123 Chapter 228, Circuses and Carnivals – Ordinance 2019-13

124 This ordinance will be discussed at a future meeting. Tellier was asked to research other municipalities
125 ordinances. Dornbrook feels that we should have copies or vendor registration forms so if there is a
126 problem we would have contact information.

127
128 Meeting adjourned at 8:17 pm by voice vote; all were in favor.

129
130 Respectfully submitted,

131
132 Becky Tellier - CMC, WCMC