

**VILLAGE OF COTTAGE GROVE  
MEETING**

**NOTICE OF PUBLIC**

**VILLAGE BOARD OF TRUSTEES**

**Monday, December 5, 2016      6:30 p.m.    Village Municipal  
Offices**

**221 E. Cottage**

**Grove Rd**

1. Call To Order
2. Determination Of Quorum And That The Agenda Was Properly Posted
3. Pledge Of Allegiance
4. PUBLIC APPEARANCES-Public's Opportunity To Speak About Any Subject That Is Not A Specific Agenda Item
5. Presentations To The Board
  - a. Presentation by Eagle Scout Nathaniel Israel

Documents:

[COMMUNITY PARK EAGLE PROJECT NATHANIEL ISRAEL.PDF](#)  
[COMMUNITY PARK EAGLE PROJECT.PDF](#)

6. Public Hearing
  - A Public Hearing to hear interested citizens on the 2017 proposed budget for the Village of Cottage Grove
  - a. Discuss and consider Resolution 2016-07; A Resolution adopting the 2017 Budget and Authorizing the Clerk to Levy Taxes

Documents:

[RESOLUTION 2016-07 APPROVE 2017 BUDGET LEVY.PDF](#)  
[STAFF REPORT-2017 BUDGET.PDF](#)

7. Discuss And Consider The Minutes Of The Regular Village Board Meeting

Documents:

[11-21-16 VB MINUTES.PDF](#)

8. New Business
  - a. Discuss and consider operator's license application for Leslie L. Fuller

Documents:

[OPERATORS LICENSE-LESLIE FULLER.PDF](#)

9. Unfinished Business
  - a. Discuss and consider DataCom agreement

- a. Discuss and consider DataCom agreement
- b. Update on proposed EMS consolidation
- c. Discuss direction for Village Properties

10. Reports From Village Boards, Commissions & Committees

10.I. Natvig Landfill Monitoring Review Committee

Documents:

[11-29-2016 LANDFILL AGENDA.PDF](#)

10.II. Law Enforcement Committee

Documents:

[VOCG 11 29 16 LEC AGENDA.PDF](#)

10.III. Joint Fire Department Committee

Documents:

[2016.11.30 JT FIRE COMMITTEE AGENDA.PDF](#)

11. Reports From Village Officers

- a. Troy Allen
- b. Kyle Broom
- c. Alex Jushchyshyn
- d. Jennifer Pickel
  - i. Update of current activities involving the Monona Grove School District
- e. Harvey Potter
- f. John Williams
- g. Jack Henrich
- h. Attorney Lee Boushea
- i. Administrator Matt Giese
- j. Director of Planning and Development Erin Ruth
- k. Clerk Lisa Kalata

12. Communications And Miscellaneous Business

- a. Consider approval of vouchers
- b. Correspondence
- c. Future agenda items

Documents:

[12-5-16 BILL LIST.PDF](#)

13. Closed Session:

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; negotiate terms for potential development in Commerce Park with Summit Credit Union and Landmark Corporation.

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Administrator's evaluation process

14. Reconvene Into Open Session And Possible Consideration Of Closed Session Items

15. Adjournment

This agenda has been prepared by Staff and approved by the Village President as Chair of the Village Board for use at the meeting as listed above. Any item on the agenda is subject to final action. Notice: Persons needing special accommodations should call 608-839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

# Community Park Eagle Project

By Nathaniel Israel, Boy Scout

## Eagle Project

- 1.) Replace Bridge Railing
  - a. Part of the bridge railing is missing
  - b. Replace all of the bridge railing
  - c. Tom Knickmeier will be coaching me on building the railing. He builds fences for a living.
  
- 2.) Build handicap accessible picnic table
  - a. In the shelter there are 9 picnic tables and none for people with a wheelchair
  - b. I will build a new picnic table so wheelchairs can fit under it.
  - c. There are more people in wheelchairs and want to be part of the group.
  
- 3.) Buddy Bench
  - a. Did you ever see someone need a break and sit down? It is easier to watch their kids on the playground.
  - b. Named it the buddy bench to invite a friend to sit on the bench or invite someone sitting on the bench to play.
  - c. The playground at Community park gets busy, so it is nice to add another bench.

## Supplies

- 14 4'x2"x6" green treated wood planks
- 12 10'x2"x6" green treated wood planks
- Bolts to attach the new wood
- [ 2" x 12" ] by 10' treated wood
- 2pcs [ 2" x 6" ] by 12' treated wood
- 1pcs [ 2" x 6" ] by 10' treated wood
- 1pcs [ 2" x 4" ] by 8' treated wood
- 16pcs 1/2" x 3 1/2" stainless steel carriage bolt, with nuts and washers
- 1 lb. 16 penny galvanized nails (~50pcs)
- 1/3lb. 9 penny galvanized nails (~35pcs)
- 1/2 gal floor enamel paint
- Dura-Trel 5' Park/Pier Bench frame

## Cost

- Railings-\$170
- Park bench-\$170
- Picnic table-\$250
- Total Costs-\$580

Timeline: Spring 2017

For my eagle project, I would like your approval.

# Community Park Eagle Project

By Nathaniel Israel

# **My Eagle Project**

- 1.) Replace Bridge Railing
- 2.) Build handicap accessible picnic table
- 3.) Buddy Bench

# Replace the Bridge Railing

At the community park located in Cottage Grove, there is a bridge near the ice rink and shelter.

The railings are broken.

That is causing a safety hazard.





# Replace the Bridge Railing

- Change from two rows to three rows
- Solicited help from Tom Knickmeier to help build it.



# Build a Handicap Accessible Picnic Table

Under the shelter there are 9 benches.

This would be the first one handicap accessible for wheelchairs.



# Build a Buddy Bench

It is named the buddy bench to invite a friend to sit on the bench or invite someone sitting on the bench to play.



# Supplies

- 14 4'x2"x6" green treated wood planks
- 12 10'x2"x6" green treated wood planks
- Bolts to attach the new wood
- [ 2" x 12" ] by 10' treated wood
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- 16pcs 1/2" x 3 1/2" stainless steel carriage bolt, with nuts and washers
- 1 lb. 16 penny galvanized nails (~50pcs)
- 1/3lb. 9 penny galvanized nails (~35pcs)
- 1/2 gal floor enamel paint
- Dura-Trel 5' Park/Pier Bench frame



# Costs

- Railings-\$170
- Park bench-\$170
- Picnic table-\$250
- Total Costs-\$580
- I have money saved up, and The Knights of Columbus have offered to pay money for this.

# How will I keep people safe

- For power tools, only people 18 and older that know how to use them will use drills and saws.
- For the bridge, I have people that are experienced with fences that will oversee the attachment of the railings to the bridge, as that is a dangerous role.

# TimeLine

Spring 2017

When the weather gets above freezing in the spring, I will start physical labor on the project.

I expect it to take two weekends.

Need from You

Your Approval

Signature on my Eagle Project Paperwork

Questions?

Thank you for your Time

**RESOLUTION NO. 2016 – 07**  
**VILLAGE OF COTTAGE GROVE**  
**A RESOLUTION FOR BUDGET ADOPTION AND APPROVAL OF A TAX LEVY FOR**  
**THE VILLAGE OF COTTAGE GROVE AND TAX INCREMENTAL DISTRICTS**

**WHEREAS**, the Board of Trustees is appropriating the necessary funds for the operation of the government and administration of the Village of Cottage Grove for the year 2017, and

**WHEREAS**, there are funds in the amount of \$122,312.00 identified as general debt service reserve funds to be used for the 2017 budget and noted as such, and

**WHEREAS**, there are funds in the amount of \$7,500.00 identified as undesignated general reserve funds to be used for the 2017 budget and noted as such, and

**WHEREAS**, the Public Utility budgets are also attached as Exhibit "A" and are included conditioned on the approval of the Utility Commission, and

**NOW, THEREFORE, BE IT RESOLVED**, there is hereby levied the tax levy amount as approved by the Village Board in the amount of **\$3,399,323.00**, along with consideration for Tax Incremental Districts #5, #6 and #7 on all the taxable property within the Village of Cottage Grove as returned by the assessor in the year 2016, for the uses and purposes set forth in the budget, and

**BE IT FURTHER RESOLVED**, the Village Treasurer is hereby authorized and directed to levy this tax over the current tax roll for the Village of Cottage Grove.

Adopted this 5th day of December 2016.

**VILLAGE OF COTTAGE GROVE**

\_\_\_\_\_  
Jack Henrich, Village President

*Attest:*

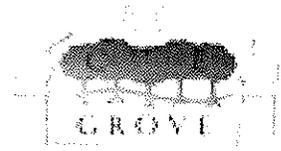
\_\_\_\_\_  
Lisa Kalata, Clerk

Posted  
Published

# Village of Cottage Grove

## Village Administrator Memo

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12.2.16

To: Village Board

*Re: 2017 Budget Public Hearing*

The Village Board's budget workshop was held on October 24<sup>th</sup>. The Board approved a Preliminary Budget for publication (summarized below) and set the public hearing date. At the time of drafting this memo (11:30 a.m. Friday the 2<sup>nd</sup>), staff has not received any public feedback on the published budget.

The following bullet-points summarize the Board's decisions at the budget workshop:

- Hire new Police Officer in April 2017: \$65,000
- Installation of shade structures at Bakken Park to be funded via the Park Development Fund and Parks and Recreation donated funds: \$15,000
- Fund an evaluation of Village parks and Village Hall regarding the Americans with Disabilities Act to bring the Village into compliance: \$16,000
- Shift cost for full revaluation (assessment) of properties in the Village to 2018: \$96,000
- Cut long range facility planning: \$15,000
- Cut web-based budget software: \$8,000

Following the budget workshop there have been a few minor changes as final figures for certain benefits or information from the State has filtered in. These changes are detailed in a separate memo from Treasurer Winter (attached). The total changes increased the levy by \$2,377.

-Current tax levy: \$3,216,336

-Available tax levy increase for 2017 budget: \$659,329

-Proposed final 2016 tax levy for 2017 budget: \$3,399,323

- \$182,987 increase
- 1% tax rate increase
- \$13 tax impact on a home valued at \$250,000 (please note this figure is based on a preliminary tax rate. At the time of this memo we do not have final figures from the State regarding tax increment districts. The TIDs could impact the tax rate by \$5-10 on the average home).

Please contact me if you have any questions regarding the budget.

Thank you.

Sincerely,

*Matt Giese*

Village Administrator

# Memorandum

**To:** Village Board  
**From:** Deb Winter - Village Treasurer  
**Date:** December 5, 2016  
**Re:** Overview of changes since Budget Workshop

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There have been some minor changes in the budget since the workshop held earlier in October. Here are the details of those changes:

1. Final property insurance premiums were received from the Municipal Property Insurance Company, increasing the levied premiums by \$4,739.
2. Correction in amounts entered for Recycling Revenue and Recycling Expense, increasing the levy by \$120.
3. Correction in the hourly rate increase for one employee, decreasing the levy by \$2,116.
4. Final Delta Dental premiums were received, decreasing the levy by \$366.

These changes present an overall increase to the levy of \$2,377.

The final assessment values were also received in the past couple of weeks. At the time of the budget workshop, the assessment value did not include the manufacturing values. Our total assessment value increased from \$639,523,000 to \$648,858,700 for a variance of \$9,335,700. This increase caused the Village mil rate TID out to decrease by 7.028 cents from \$5.3117 to \$5.2389. The assessment value increase also increased our Assessment Ratio from 94.6059% to 95.9870%.

Deb Winter  
Village Treasurer  
Village of Cottage Grove

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, November 21, 2016**

**MINUTES**

**1. Call to order**

The November 21, 2016 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

**2. Determination of quorum and that the agenda was properly posted.**

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Jack Henrich, Alex Jushchysyn, Jennifer Pickel, Harvey Potter, John Williams. Absent and excused was Kyle Broom. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Planner Erin Ruth, Director of Public Works and Utilities JJ Larson, and Village Attorney Leighton Boushea.

**3. Pledge of Allegiance.**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.*  
None

**5. Discuss and consider the minutes of the regular Village Board meeting of November 7, 2016.**

**Motion** by Williams to approve the minutes of the regular Village Board meeting of November 7, 2016, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

**Motion** by Jushchysyn to take agenda items out of order, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

**6. New Business**

- a. Discuss and consider operator's license application for Larry Liegel.

**Motion** by Pickel to approve the operator's license application for Larry Liegel, seconded by Jushchysyn. **Motion** carried with a voice vote of 6-0-0.

**7. Unfinished Business**

- a. Discuss and consider DaneCom agreement

**Motion** by Pickel to table item 8a. until the December 5, 2016 board meeting, seconded by Henrich. **Motion** carried with a voice vote of 6-0-0.

**8. Reports from Village Boards, Commissions & Committees**

- a. Utility Commission

Jushchysyn reported that Public Works received the compliance review from the DNA and we got an A rating. Gaston Road is open and the pipe has been flushed and is feeding the neighborhood. The next meeting will be December 7<sup>th</sup> and will be a joint meeting with Public Works.

- b. Community Development Authority

- a. Discuss and consider advertisement for DADREP's annual 'Madison Area Economic Development Guide'.

**Motion** by Potter to approve the advertising as presented by staff, seconded by Jushchysyn. **Motion** carried with a voice vote of 6-0-0.

- c. Peer Court Steering Committee

Henrich reported that the referrals are up, because the police department is making referrals to Peer Court. The program is proving to be successful.

- d. Parks, Recreation & Forestry Committee

Pickel reported that they had a presentation for an Eagle Scout project that will be coming. The Town does not want to participate in the recreation program at this time. The committee has been working with Erin Ruth on the Parks and Open Space Plan and they will be doing a survey. They also approved the capital equipment plan changes. The park shelters are now closed and the next meeting will be in January.

- e. Plan Commission

- a. Discuss and consider the proposed General Development Plan submitted by Summit Credit union for a 120,000 to 140,000 square foot corporate headquarters building.

Peter Tan presented the plan on behalf of Summit Credit Union for the corporate headquarters building. **Motion** by Pickel to approve the General Development Plan as submitted by Summit Credit Union, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

f. Deer-Grove EMS Commission

Potter reported that the call volume is down from last year, but October was a record month. They have 7 volunteers and are hoping to get more. They discussed the regionalization and the need to gather data and then hire a consultant. The Village of Marshall is giving them a time limit of March, which we do not feel is enough time, so we are looking at other options such as contracts until the project is completed. The new ambulances will be here in March.

9. Reports from Village Officers:

a. Troy Allen-None

b. Kyle Broom-Absent

c. Alex Jushchyshyn-Happy Thanksgiving

d. Jennifer Pickel

i. update of current activities involving the Monona Grove School District.

The MG football team came up short, but had a great season. The girls basketball team have their first home game tomorrow night. There will be a lot more MG sports to come.

e. Harvey Potter- None

f. John Williams -None

g. Jack Henrich- None

h. Attorney Lee Boushea- None

i. Administrator Matt Giese- Horizon has been in contact with staff, we will not review another plan until the past due bills are paid. They do have new personnel leading the project.

j. Director of Planning and Development Erin Ruth- CGI is working on the reviews of videos and they should be completed soon.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers

**Motion** by Pickel to approve the Village portion of the vouchers in the amount of \$24,343.03, seconded by Jushchyshyn. The check sequence goes from check #41397 to check #41460. **Motion** carried with a voice vote of 6-0-0.

b. Correspondence-None

c. Future agenda items

Dane Com

Cross Country Team

EMS Consolidation

Budget public hearing

Village Properties

11. Closed Session: **The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; negotiate terms for potential development in Commerce Park with Summit Credit Union and Landmark Corporation.**

**Motion** by Henrich to enter into closed session at 7:19 p.m., seconded by Pickel. Motion carried with a roll call vote of 6-0-0.

12. Reconvene into open session and possible consideration of closed session items.

**Motion** by Pickel to reconvene to open session at 8:30p.m., seconded by Jushchyshyn. **Motion** carried with a roll call vote of 6-0-0.

**Motion** by Jushchyshyn to approve the assignment/assumption agreement between Landmark/Summit, subject to final review and approval by the Village Attorney and staff, seconded by Williams. **Motion** carried with a voice vote of 6-0-0.

13. Adjournment

**Motion** by Jushchyshyn to adjourn at 8:35 p.m., seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved:**

**These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**

## Lisa Kalata

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**From:** Paul Matte  
**Sent:** Tuesday, November 29, 2016 8:59 AM  
**To:** Lisa Kalata  
**Cc:** Daniel Layber  
**Subject:** FW: Attached Image  
**Attachments:** 3701\_001.pdf

Leslie Fuller is recommended.



**Paul J. Matte**  
*Detective*  
210 Progress Drive Suite #1  
Cottage Grove, WI 53527  
Office: (608) 839-4652  
Dispatch: (608) 255-2345  
Fax: (608) 839-4588  
Email: [pmatte@cottagegrovepolice.org](mailto:pmatte@cottagegrovepolice.org)  
Web: [www.cottagegrovepolice.org](http://www.cottagegrovepolice.org)

**From:** Lisa Kalata  
**Sent:** Monday, November 21, 2016 11:39 AM  
**To:** Paul Matte <[pmatte@cottagegrovepolice.org](mailto:pmatte@cottagegrovepolice.org)>  
**Subject:** FW: Attached Image

Paul,  
Can you please do a background for this operator's license?  
Thank you☺

*Lisa Kalata*

Village Clerk  
Village of Cottage Grove  
221 East Cottage Grove Rd  
Cottage Grove, WI 53527  
608.839.4704  
Fax 608.839.4698  
[www.vi.cottagegrove.wi.gov](http://www.vi.cottagegrove.wi.gov)

**From:** [copier@village.cottage-grove.wi.us](mailto:copier@village.cottage-grove.wi.us) [mailto:[copier@village.cottage-grove.wi.us](mailto:copier@village.cottage-grove.wi.us)]  
**Sent:** Monday, November 21, 2016 11:43 AM  
**To:** Lisa Kalata <[ikalata@village.cottage-grove.wi.us](mailto:ikalata@village.cottage-grove.wi.us)>  
**Subject:** Attached Image



# VILLAGE OF COTTAGE GROVE OPERATORS LICENSE APPLICATION

New 

Renewal \_\_\_\_\_

Please complete all required information. This application must be answered completely and accurately before processing. A \$25.00 license/application fee is required and must accompany this application. If you have not previously held an operators license in the Village of Cottage Grove a copy of the Responsible Beverage Servers Certificate must be attached. All applicants are required to provide a copy of their Wisconsin Drivers License or I.D. Card. The annual licensing period is from July 1 through June 30.

Full Name: Leslie Lynn Fuller  
First Middle LastComplete Address: 2398 Fairview St Stoughton WI 53589  
Street Address City/State/Zip CodePhone Number (h) [REDACTED] (w) [REDACTED]Drivers License Number [REDACTED]Previous Names: Leslie Hush Date of Birth [REDACTED]

Applicants must specify name, address and phone number of the establishment where they will be employed. Also the name of supervisor if we have any questions.

Name address &amp; phone number of Establishment:

Stop-N-Go1100 N Windsor Ave

Name of Supervisor:

Jan Miller839-3154

Date and Location of

Responsible Beverage Server

Course

Learn 2 Serveonline11/7/16**List all previous addresses within the past 3 years:**3630 11th Ave, Wis Dells, WI 53965

You must complete all boxes: Any question answered **YES** must be explained on the back of this page in detail, with any appropriate documentation attached. You may attach additional pages if necessary.

1. In the past 5 years, have you been arrested, convicted of or charged with any of the following:

- |  |           |  |
|--|-----------|--|
| A. Illegal purchase, sale or providing alcoholic beverages.                        | Yes _____ | No <input checked="" type="checkbox"/> |
| B. Violation of closing hours at a licensed premises.                              | Yes _____ | No <input checked="" type="checkbox"/> |
| C. Operating a motor vehicle while under the influence of drugs and/or alcohol.    | Yes _____ | No <input checked="" type="checkbox"/> |
| D. A violation of an alcohol beverage law, regulation or rule not specified above. | Yes _____ | No <input checked="" type="checkbox"/> |
| E. Disorderly conduct, criminal damage to property or obstructing an officer.      | Yes _____ | No <input checked="" type="checkbox"/> |

2. Have you EVER been arrested, convicted of or charged with a Felony? Yes \_\_\_\_\_ No

3. Have you held any type of alcohol beverage license in the last 3 years? If so, list type and location on the back of this page. Yes \_\_\_\_\_ No

4. Do you presently have any overdue or outstanding forfeitures resulting from a violation of any county, state or local ordinance? Yes \_\_\_\_\_ No

5. Have you ever had any alcohol beverage license revoked, suspended or not renewed? Yes \_\_\_\_\_ No

For Village Clerk's Use Only

Date Received 11/21/16Fees Received \$25.00Receipt # 1.001270Provisional # 1617-13P

Background Completed \_\_\_\_\_

Approved or Denied \_\_\_\_\_

Date Issued \_\_\_\_\_

License # \_\_\_\_\_

Legal Review if Denied \_\_\_\_\_

**Certification-Please Read Carefully!**

I hereby certify that the information provided on this application is true and correct. I understand that failure to provide all required information shall be grounds for denial of this alcohol beverage license. I further understand that falsification of any information provided may be grounds for denial or revocation of this license. I fully understand all state and local laws and ordinances governing the sale of alcoholic beverages that apply to this application, and agree to abide by those laws.

I hereby authorize the Village of Cottage Grove to perform a criminal background and drivers license check.

Signature Leslie Fuller Date 11-21-16

# **JOINT COTTAGE GROVE NATVIG LANDFILL MONITORING REVIEW COMMITTEE**

**Tuesday, November 29, 2016 – 6:30 PM  
COTTAGE GROVE TOWN HALL  
4058 COUNTY ROAD N, COTTAGE GROVE, WI.**

## **AGENDA**

1. Call to Order.
2. Determine quorum and agenda properly posted.
3. Approval of minutes from previous meeting(s).
4. Discuss and consider approval of Landfill monitoring bills.
5. Review current Landfill Testing and Monitoring results.
6. Items for next agenda.
7. Discuss and consider approval of next meeting date.
8. Adjournment.

Submitted by: Steven Anders  
Committee Chair

**ALL AGENDA ITEMS ARE SUBJECT TO ACTION.**

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

NOTE: If you require an interpreter, materials in alternative formats, or other accommodations to access this service, activity of program, please contact the Town Clerk's office at 839-5021 or Fax 839-4432 at least 24 hours prior to this meeting.

# VILLAGE OF COTTAGE GROVE LAW ENFORCEMENT COMMITTEE

## NOTICE OF PUBLIC MEETING

TUESDAY, NOVEMBER 29, 2016, 5:30pm, COTTAGE GROVE POLICE DEPARTMENT  
MUNICIPAL BUILDING SUITE 1, 210 PROGRESS DRIVE, COTTAGE GROVE, WI 53527

### AGENDA

1. Call meeting to order.
2. Determine quorum present, and meeting properly posted.
3. Discuss/consider approval of minutes of previous meeting(s).
4. New Business:
  - A. Recommend no parking on Manley Lane between Donegal Drive and Damascus Trail during school pickup and drop off times Monday through Friday. Parents are parking in this area causing congestion and unsafe situations for pedestrians.
  - B. Permission for Cottage Grove Police to participate in the State seat belt enforcement grant. Monies provided for grant by state.
  - C. Permission for Lieutenant to participate in the seat belt grant if and when Officers are unavailable to participate.
  - D. Drug Take Back day was a success with over 125 pounds of unwanted drugs turned in to pharmacy and police department. Drugs taken to State Patrol District #1 and subsequently disposed of.
  - E. Update of Danecom conversion and service as of late November 2016.
  - F. Update on Child Abduction Response Team tabletop exercise on November 16 at state fusion center. Actual physical exercise to take place on March 1, 2017 in Cottage Grove.
  - G. School Resource Officer report is attached and located in Monona PD monthly report.
  - H. Alcohol compliance check was a success with only 1 out of 13 establishments selling alcohol to 18-year-old acting under the direction of CGPD.
  - I. Officer Koratko named officer of the year for Cottage Grove at the Best of Cottage Grove dinner on November 2, 2016.
  - J. Security walk through and presentation at Taylor Prairie School on October 27, 2016 by Chief Layber.
  - K. Police department is using two types of body cameras on a trial basis for 30 days. Cameras are from Taser and there is no cost to the department.
5. Old Business:
6. Chief's Report.
  - a. Police Department Activity Report.
  - b. K9 Report.
  - c. Detective Report.
7. Future agenda items and next meeting date:
8. Adjournment.

**ALL AGENDA ITEMS ARE SUBJECT TO ACTION**

Jack W Henrich, Chairperson  
Village of Cottage Grove  
Law Enforcement Committee

It is possible that members of and a possible quorum of members of other governmental bodies may be in attendance at the above-stated meeting to gather information; no action will be taken by any other governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. If you require an interpreter, materials in alternative formats, or other accommodations to access this service, activity or program, contact the Cottage Grove Village Hall at 839-4704, at least 24 hours prior to this meeting.

# JOINT COTTAGE GROVE FIRE DEPARTMENT COMMITTEE

**Monday, November 30, 2016**

**6:30 PM**

**Emergency Services Building  
4030 County Rd N  
Cottage Grove WI**

## **AGENDA**

1. Roll Call and confirm that the meeting was properly posted
2. Call to order
3. Public Appearances: Public's opportunity to speak about any subject that is not a specific agenda item
4. Approval of minutes of previous meeting
5. Discuss the status of the AFG Grant
6. Discuss and consider installing a new garbage disposal at the Emergency Services Building
7. Chiefs report
8. Items for next agenda
9. Date of next meeting
10. Adjournment

## **ALL AGENDA ITEMS ARE SUBJECT TO ACTION**

Notice: Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>AFLAC</b>				
880	AFLAC	877975	AFLAC PREMIUMS	383.16
880	AFLAC	877975	AFLAC PREMIUMS	167.70
Total AFLAC:				550.86
<b>DELTA DENTAL OF WISCONSIN</b>				
94	DELTA DENTAL OF WISCONSIN	967765	DECEMBER DENTAL PREMIUMS	2,846.18
Total DELTA DENTAL OF WISCONSIN:				2,846.18
<b>POSTMASTER</b>				
111	POSTMASTER	111-113016	POSTAGE - PAST DUE WTR & SWR NOTICES	42.50
111	POSTMASTER	111-113016	POSTAGE - PAST DUE WTR & SWR NOTICES	42.50
Total POSTMASTER:				85.00
Grand Totals:				3,482.04

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>ACE HARDWARE OF COTTAGE GROVE</b>				
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PD	SQUAD CAR CLEANING SUPPLIES	38.95
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	KEY	3.18
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	FAUCET HOSE EXTND & CM PRO SPRAYER	44.18
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	FAUCET HOSE EXTND & CM PRO SPRAYER	3.90
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	FAUCET HOSE EXTND & CM PRO SPRAYER	3.90
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	NIMH RECHARGE BATTERY 4PK	14.99
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	CAULK	7.49
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	KEROSENE, ANTI-FREEZE, GASKET MAKER, THREADLOCKER, GE	103.40
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	KEROSENE, ANTI-FREEZE, GASKET MAKER, THREADLOCKER, GE	34.46
2688	ACE HARDWARE OF COTTAGE GROVE	2688-120616PW	KEROSENE, ANTI-FREEZE, GASKET MAKER, THREADLOCKER, GE	34.46
Total ACE HARDWARE OF COTTAGE GROVE:				288.91

<b>ALLIANT ENERGY/WP&amp;L</b>				
31	ALLIANT ENERGY/WP&L	31-120616	1366250000 200 PROGRESS DR	1,499.75
31	ALLIANT ENERGY/WP&L	31-120616	1366250000 200 PROGRESS DR	132.33
31	ALLIANT ENERGY/WP&L	31-120616	1366250000 200 PROGRESS DR	132.33
31	ALLIANT ENERGY/WP&L	31-120616	9816850000 HWY N STREET LIGHTS	110.80
31	ALLIANT ENERGY/WP&L	31-120616	0648330000 FORRESTON DR SUMP PUMP	23.44
31	ALLIANT ENERGY/WP&L	31-120616	1162130000 GROVE ST MIDWAY	8.31
31	ALLIANT ENERGY/WP&L	31-120616	1211620000 308 N MAIN ST WELL #1	18.91
31	ALLIANT ENERGY/WP&L	31-120616	1441950000 125 N MAIN ST LIGHT/SIGN	74.09
31	ALLIANT ENERGY/WP&L	31-120616	1922710000 COMMUNITY PARK BATTING CAGE	8.31
31	ALLIANT ENERGY/WP&L	31-120616	3245730000 COMMUNITY PARK/LORI LN	18.60
31	ALLIANT ENERGY/WP&L	31-120616	3655740000 LIONS SHELTER	31.29
31	ALLIANT ENERGY/WP&L	31-120616	3917900000 220 GROVE ST	11.45
31	ALLIANT ENERGY/WP&L	31-120616	5097830000 MAIN ST TRAFFIC & STREET LIGHTS	81.23
31	ALLIANT ENERGY/WP&L	31-120616	5656440000 OLDE TOWN STREET LIGHTS	104.43
31	ALLIANT ENERGY/WP&L	31-120616	6345350000 W REYNOLDS ST SHED	12.06
31	ALLIANT ENERGY/WP&L	31-120616	9745820000 FIREMANS PARK	27.68
Total ALLIANT ENERGY/WP&L:				2,295.01

<b>ALSCO</b>				
1462	ALSCO	IMIL1141678	MATS @ MUNICIPAL SERVICES BLDG	37.02
1462	ALSCO	IMIL1141678	MATS @ MUNICIPAL SERVICES BLDG	3.27
1462	ALSCO	IMIL1141678	MATS @ MUNICIPAL SERVICES BLDG	3.27
1462	ALSCO	IMIL1141679	MATS & UNIFORMS	6.36
1462	ALSCO	IMIL1141679	MATS & UNIFORMS	28.87
1462	ALSCO	IMIL1141679	MATS & UNIFORMS	10.19
1462	ALSCO	IMIL1141679	MATS & UNIFORMS	10.19
1462	ALSCO	IMIL1141680	MATS @ VLG HALL	18.62
1462	ALSCO	IMIL1141680	MATS @ VLG HALL	6.21
1462	ALSCO	IMIL1141680	MATS @ VLG HALL	6.21
1462	ALSCO	IMIL1144229	MATS @ MUNICIPAL SERVICES BLDG	37.02
1462	ALSCO	IMIL1144229	MATS @ MUNICIPAL SERVICES BLDG	3.27
1462	ALSCO	IMIL1144229	MATS @ MUNICIPAL SERVICES BLDG	3.27
1462	ALSCO	IMIL1144230	MATS & UNIFORMS	6.36
1462	ALSCO	IMIL1144230	MATS & UNIFORMS	29.92
1462	ALSCO	IMIL1144230	MATS & UNIFORMS	10.54
1462	ALSCO	IMIL1144230	MATS & UNIFORMS	10.54
1462	ALSCO	IMIL1144231	MATS @ VLG HALL	18.62
1462	ALSCO	IMIL1144231	MATS @ VLG HALL	6.21
1462	ALSCO	IMIL1144231	MATS @ VLG HALL	6.21

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total ALSCO:				282.17
<b>ASSOC APPRAISAL CONSULTANT INC</b>				
90	ASSOC APPRAISAL CONSULTANT INC	122983	PROF SERVICES - DECEMBER	1,145.83
90	ASSOC APPRAISAL CONSULTANT INC	122983	MISC SUPPLIES	11.50
90	ASSOC APPRAISAL CONSULTANT INC	122983	INTERNET POSTING	55.82
Total ASSOC APPRAISAL CONSULTANT INC:				1,213.15
<b>BURKE TRUCK &amp; EQUIPMENT</b>				
2	BURKE TRUCK & EQUIPMENT	20550	LABOR & PARTS	206.66
2	BURKE TRUCK & EQUIPMENT	20550	LABOR & PARTS	68.89
2	BURKE TRUCK & EQUIPMENT	20550	LABOR & PARTS	68.89
Total BURKE TRUCK & EQUIPMENT:				344.44
<b>CHARTER COMMUNICATIONS</b>				
2421	CHARTER COMMUNICATIONS	2421-120616TV	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	18.18
2421	CHARTER COMMUNICATIONS	2421-120616TV	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	1.61
2421	CHARTER COMMUNICATIONS	2421-120616TV	BUSINESS TV @ MUNICIPAL SERVICES BUILDING	1.61
Total CHARTER COMMUNICATIONS:				21.40
<b>COMPUTER MAGIC INC</b>				
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	152.60
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	1,220.80
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	763.00
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	305.20
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	305.20
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	152.60
930	COMPUTER MAGIC INC	MSP-2752	SERVICE AGREEMENT - COTTAGE GROVE GOLD	152.60
Total COMPUTER MAGIC INC:				3,052.00
<b>DANE CO HIGHWAY &amp; TRANSPORTATION</b>				
5749	DANE CO HIGHWAY & TRANSPORTATION	26243	CENTER & EDGE LINING	245.97
Total DANE CO HIGHWAY & TRANSPORTATION:				245.97
<b>DANE CO TREASURER</b>				
195	DANE CO TREASURER	195-120616	NOVEMBER FINES & FORFEITURES	498.80
Total DANE CO TREASURER:				498.80
<b>DEERFIELD PISTOL CENTER</b>				
5760	DEERFIELD PISTOL CENTER	4312	PART FOR SLING	29.95
Total DEERFIELD PISTOL CENTER:				29.95
<b>DEPT OF ADMINISTRATION</b>				
2139	DEPT OF ADMINISTRATION	2139-120616	NOVEMBER FINES & FORFEITURES	1,086.60
Total DEPT OF ADMINISTRATION:				1,086.60
<b>DVORAK PUMPING LLC</b>				
245	DVORAK PUMPING LLC	5416	PUMP & CLEAN WET WELL @ 110 S MAIN ST	318.75

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
245	DVORAK PUMPING LLC	5418	PUMP & CLEAN ARROWWOOD LIFT STATION	347.50
Total DVORAK PUMPING LLC:				666.25
<b>EVANS, RITO</b>				
5770	EVANS, RITO	5770-120616	FIELD RENTAL SECURITY DEPOSIT REFUND	25.00
Total EVANS, RITO:				25.00
<b>FORWARD MANAGEMENT</b>				
5773	FORWARD MANAGEMENT	5773-120616	EROSION CONTROL DEPOSIT REFUND	5,425.00
Total FORWARD MANAGEMENT:				5,425.00
<b>GENERAL COMMUNICATIONS</b>				
29	GENERAL COMMUNICATIONS	233416	DANECOM RADIO (PORTABLE) BUILD	1,100.00
Total GENERAL COMMUNICATIONS:				1,100.00
<b>GFC LEASING CO</b>				
5	GFC LEASING CO	100336553	COPIER LEASE	169.80
5	GFC LEASING CO	100336553	COPIER LEASE	113.20
5	GFC LEASING CO	100336553	COPIER LEASE	113.20
5	GFC LEASING CO	100336553	COPIER LEASE	84.90
5	GFC LEASING CO	100336553	COPIER LEASE	84.90
Total GFC LEASING CO:				566.00
<b>GINGHER, CHRIS</b>				
5334	GINGHER, CHRIS	5334-120616	FIELD RENTAL SECURITY DEPOSIT REFUND	25.00
Total GINGHER, CHRIS:				25.00
<b>GORDON FLESCH CO</b>				
212	GORDON FLESCH CO	IN11736339	CONTRACT COPY CHARGES	25.62
212	GORDON FLESCH CO	IN11736339	CONTRACT COPY CHARGES	8.53
212	GORDON FLESCH CO	IN11736339	CONTRACT COPY CHARGES	8.53
Total GORDON FLESCH CO:				42.68
<b>GORDON, GREG</b>				
5767	GORDON, GREG	5767-120616	WORK BOOTS REIMBURSEMENT	75.00
5767	GORDON, GREG	5767-120616	WORK BOOTS REIMBURSEMENT	25.00
5767	GORDON, GREG	5767-120616	WORK BOOTS REIMBURSEMENT	25.00
Total GORDON, GREG:				125.00
<b>HACKEL, JILL</b>				
5639	HACKEL, JILL	5639-120616	FITNESS CLASSES - 7 HRS X \$20	140.00
Total HACKEL, JILL:				140.00
<b>HYDRITE CHEMICAL CO</b>				
7	HYDRITE CHEMICAL CO	01961988	SOD HYPOCHLOR	682.00
7	HYDRITE CHEMICAL CO	01961988	HFS ACID	121.38

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total HYDRITE CHEMICAL CO:				803.38
<b>KOLLEGE TOWN SPORTS</b>				
5768	KOLLEGE TOWN SPORTS	79165	STAFF SHIRTS (6)	303.00
5768	KOLLEGE TOWN SPORTS	79393	STAFF SHIRT (1)	43.00
Total KOLLEGE TOWN SPORTS:				346.00
<b>LITHO SPECIALISTS</b>				
933	LITHO SPECIALISTS	LS27091	WATER & SEWER BILLS	169.00
933	LITHO SPECIALISTS	LS27091	WATER & SEWER BILLS	169.00
Total LITHO SPECIALISTS:				338.00
<b>MEINEKE COTTAGE GROVE #2474</b>				
5772	MEINEKE COTTAGE GROVE #2474	13120	OIL CHANGE	32.09
Total MEINEKE COTTAGE GROVE #2474:				32.09
<b>MENARDS - MONONA</b>				
5769	MENARDS - MONONA	13373	PIPE WRAP (2)	6.28
5769	MENARDS - MONONA	13373	PIPE WRAP (2)	2.10
5769	MENARDS - MONONA	13373	PIPE WRAP (2)	2.10
Total MENARDS - MONONA:				10.48
<b>MIKALSEN, MICHAEL</b>				
5771	MIKALSEN, MICHAEL	5771-120616	FIELD RENTAL SECURITY DEPOSIT REFUND	25.00
Total MIKALSEN, MICHAEL:				25.00
<b>NAPA AUTO PARTS</b>				
167	NAPA AUTO PARTS	618026	OIL & AIR FILTERS	66.47
167	NAPA AUTO PARTS	618026	OIL & AIR FILTERS	22.16
167	NAPA AUTO PARTS	618026	OIL & AIR FILTERS	22.16
Total NAPA AUTO PARTS:				110.79
<b>OFFICE DEPOT BUSINESS CREDIT</b>				
743	OFFICE DEPOT BUSINESS CREDIT	743-120616	MUNICIPAL COURT OFFICE SUPPLIES	299.34
Total OFFICE DEPOT BUSINESS CREDIT:				299.34
<b>ON-TIME TEES</b>				
5658	ON-TIME TEES	59073	ZOMBIE RUN T-SHIRTS	48.28
5658	ON-TIME TEES	59073	VOLLEYBALL T-SHIRTS	321.34
5658	ON-TIME TEES	59073	START SMART BASKETBALL T-SHIRTS	134.55
Total ON-TIME TEES:				504.17
<b>PECK, CYNDI</b>				
277	PECK, CYNDI	277-120616	POSTAGE - VILLAGE COURT	6.50
Total PECK, CYNDI:				6.50

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
<b>PIGGLY WIGGLY</b>				
382	PIGGLY WIGGLY	382-120616	THANKSGIVING TURKEY SHOOT	139.26
Total PIGGLY WIGGLY:				139.26
<b>RG HUSTON COMPANY INC</b>				
371	RG HUSTON COMPANY INC	34016	DUMPING SPOILS	80.00
Total RG HUSTON COMPANY INC:				80.00
<b>ROBERT J NICKLES INC</b>				
5592	ROBERT J NICKLES INC	2182	INSTALL POWER TO STEAM PRESSURE WASHER	1,395.00
Total ROBERT J NICKLES INC:				1,395.00
<b>SKALA PHOTOGRAPHY</b>				
5367	SKALA PHOTOGRAPHY	3043	STAFF ID BADGE	25.00
Total SKALA PHOTOGRAPHY:				25.00
<b>SUSAN'S FUSION</b>				
3984	SUSAN'S FUSION	157	ORNAMENT CLASS 11/16 - 9 X \$10.20	91.80
Total SUSAN'S FUSION:				91.80
<b>TAPCO INC</b>				
105	TAPCO INC	1546787	STREET NAME SIGNS	187.61
105	TAPCO INC	1547264	RIGHT TURN ONLY SIGN	95.61
Total TAPCO INC:				283.22
<b>TDS</b>				
198	TDS	198-120616	WEB HOSTING	9.95
Total TDS:				9.95
<b>TOTAL WATER TREATMENT SYSTEMS</b>				
4987	TOTAL WATER TREATMENT SYSTEMS	0682980	MONTHLY COOLER RENTAL & BOTTLED WATER	53.80
4987	TOTAL WATER TREATMENT SYSTEMS	0682986	MONTHLY COOLER RENTAL & BOTTLED WATER	12.30
4987	TOTAL WATER TREATMENT SYSTEMS	0682986	MONTHLY COOLER RENTAL & BOTTLED WATER	4.10
4987	TOTAL WATER TREATMENT SYSTEMS	0682986	MONTHLY COOLER RENTAL & BOTTLED WATER	4.10
TOTAL WATER TREATMENT SYSTEMS:				74.30
<b>US CELLULAR</b>				
594	US CELLULAR	0164694194	POLICE DEPT MODEM ACCOUNT	228.10
Total US CELLULAR:				228.10
<b>USCHAN, CHRISTOPHER OR DEBORAH</b>				
5452	USCHAN, CHRISTOPHER OR DEBORAH	5452-120616	FIELD RENTAL SECURITY DEPOSIT REFUND	50.00
Total USCHAN, CHRISTOPHER OR DEBORAH:				50.00
<b>VIKEN, TOM</b>				
2726	VIKEN, TOM	2726-120616	NOV BUILDING INSPECTIONS	1,919.60
2726	VIKEN, TOM	2726-120616	NOV PLUMBING INSPECTIONS	591.60

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
2726	VIKEN, TOM	2726-120616	NOV ELECTRICAL INSPECTIONS	541.60
2726	VIKEN, TOM	2726-120616	NOV HVAC INSPECTIONS	491.60
2726	VIKEN, TOM	2726-120616	NOV EROSION CONTROL	75.00
2726	VIKEN, TOM	2726-120616	NOV PLAN REVIEW	155.00
Total VIKEN, TOM:				3,774.40
<b>WOLF PAVING &amp; EXCAVATING CO.</b>				
635	WOLF PAVING & EXCAVATING CO.	57554	COMMERCIAL 9.5 MM CLARK ST FORCEMAIN BREAK	349.02
635	WOLF PAVING & EXCAVATING CO.	57572	COMMERCIAL 9.5 MM CLARK ST FORCEMAIN BREAK	323.43
Total WOLF PAVING & EXCAVATING CO.:				672.45
Grand Totals:				26,752.56

VILLAGE PORTION \$26,376.14

WATER & SEWER PORTION \$ 3,858.46TOTAL INVOICES \$30,234.60