

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, July 15, 2019**

MINUTES

1. Call to order

The July 15, 2019 regular meeting of the Village Board of Trustees was called to order at 6:33 p.m. by Village President John Williams.

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, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Jon Russell, Sarah Valencia and John Williams. Staff present were Village Administrator Matt Giese, Village Treasurer Deb Winter, Village Planner Erin Ruth, Public Works Director JJ Larson, Police Chief Dan Layber, Village Engineer Mike Maloney 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 on July 1, 2019 And the Joint Town/Village Board Meeting of June 27, 2019.

Motion by Murphy to approve the minutes from the July 1, 2019 and June 27, 2019 with corrections, seconded by Valencia. **Motion** carried with a voice vote of 6-0-1 with Allen abstaining.

6. Presentations to The Board

a. Presentation by Full Spectrum Solar.

Motion by Williams to table until the August 5, 2019 Village Board meeting, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

7. Unfinished Business

a. Discuss and consider Resolution 2019-09 Re: Resolution authorizing the issuance and sale of \$785,000 General Obligation Promissory Notes, Series 2019A.

Greg Johnson from Ehlers was present to give a brief overview of the purpose and process of the offer. Monona State Bank was the winning bid with an interest rate of 2.79% which was \$13,312 less than estimated. **Motion** by Allen to approve Resolution 2019-09 authorizing the issuance and sale of \$785,000 General Obligation Promissory Notes, Series 2019A, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss the Village Board's list of priorities.

Giese explained the memo in the packet and indicated that they could work through the list by discussing the top 4 or 5 priorities over the next few meetings to get a better understanding of the board's thoughts. Giese will also provide the goals and objectives that are tied to a priority so the Board can see what is already being worked on. Lennberg commented that he likes everything that was listed in the memo. Murphy indicated that she would like to encourage people to use other modes of transportation and shop locally and would also like to see streetscape improvements if possible. Giese indicated that Larson does have plans for improvements with streetscapes. Williams asked about the marketing plan for TID#10. Giese indicated that they are hoping to have the plan done within the next month to present to the CDA committee, so they can continue to get the work completed.

c. Discuss and consider the proposed modifications to the Flynn Hall Agreement (this item was tabled at the July 1, 2019 Village Board Meeting).

Motion by Williams to take the item off the table, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0. Winter explained the spreadsheet in the packet for the Flynn Hall expenses that the Village is currently paying. Murphy asked if the Flynn Hall Committee decides which projects will be done. Russell indicated that there are two citizen committee members however they do not report back to the board and he does see an advantage in revenue sharing with the Town. Attorney Boushea questioned what is meant by repair and maintenance as maintenance is not define in the current agreement. Ratcliff indicated that she understands the community aspect of the building but would suggest a two-year contract instead of the five-year contract. Allen thought that

maintenance should be removed from the language of the agreement to clarify what the village is paying. **Motion** by Ratcliff to continue the Flynn Hall Agreement with the contract being a two-year term and removing the words “regular maintenance” from line 3e., seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

8. New Business

a. Discuss and consider Operator License permit applications for licensing year July 2019-June 2020 for Abby Abramovich and Nickolas Abramovich.

Motion by Lennberg to approve Operator Licenses for licensing year July 2019-June 2020 for Abby Abramovich and Nickolas Abramovich, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Boards, Commissions & Committees

9.I. Public Works & Properties Committee

a. Discuss and consider ROW permit request from Tetra Tech.

Larson gave a brief background on the request from Tetra Tech. Tetra Tech does monitor work for Hydrite and would like to install temporary monitor wells in the right-of-way. The Public Works Committee only comment was to overcommunicated, so letters will be hand delivered to the three homes in the area. Valencia asked if there are any concerns. Larson did not know, but they are constantly monitoring, and we will learn more as the test come back. **Motion** by Allen to approve the ROW permit request from Tetra Tech, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

Williams reported they discussed the updates on current projects. They discussed the compost issue as Dane County will not be taking compost in 2020 and will continue to work on this issue.

9.II. Joint Review Board

Ruth explained the committee approved the amendment to TID #10 and Winter did the annual review of current TIDS.

9.III. Emergency Government Committee

Valencia reported that they decided to purchase a new computer from the donation from Hydrite, they also approved added some electric outlets. There was a representative from Aster and they need to have further planning with the emergency plan. They will be looking into a table top exercise for the facilities.

9.IV. Utility Commission

Murphy reported that Homburg was there to give an update Westlawn 5th Add. Subdivision. Murphy would like to welcome Kristen Krause as the new Utility Clerk. They also discussed the Sanitary Survey report and the one deficiency that noted has has been taken care of and this may be something that has to be incorporated with the emergency plan to be in compliance with a new law.

9.V. Plan Commission

a. Discuss and consider request from Village of Cottage Grove for approval of a CSM to split Lot 11 in the Commerce Park to create an approximately 2 acre parcel for Madison Window Cleaning.

Motion by Ratcliff to approve CSM to split Lot 11 in the Commerce Park to create an approximately 2-acre parcel for Madison Window Cleaning, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider request from Dave Riesop for approval of the Preliminary Plat for the Kennedy Hills Subdivision located in the Village's ETJ area, NE of Highway BB and Kennedy Road in the Town of Cottage Grove.

Ruth explained the Village Action Report. **Motion** by Ratcliff to approve the Preliminary Plat for the Kennedy Hills Subdivision located in the Village's ETJ area, NE of Highway BB and Kennedy Road in the Town of Cottage Grove with conditions in the Village Action report, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider request from Monona Grove Development Inc. for approval of a Preliminary Plat for the proposed Shady Grove Subdivision, located at 2863 County Highway BB.

Robert Procter was present to answer any questions. Ruth explained the staff report and recommended approval with conditions in the report. **Motion** by Murphy to approve the Preliminary Plat for the proposed Shady Grove Subdivision, located at 2863 County Highway BB with conditions in Village Action report, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider request from Monona Grove School District to Rezone approximately 53.7 acres at 4490 Buss Road from RH, Rural Holding to SR-4, Single Family Residential.

Dan Olson from Monona Grove School District was present to answer any questions. Ratcliff commented that she appreciated the site plan in the packet. Ruth indicated that there are no conditions on the rezone. **Motion** by Lennberg to approve the request from Monona Grove School District to rezone approximately 53.7 acres at 4490

Buss Road from RH, Rural Holding to SR-4, Single Family Residential, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

e. Discuss and consider request from Monona Grove School District for a Conditional Use Permit to allow an Elementary School as in "Indoor Institutional" Land Use at 4490 Buss Road.

Ruth explained the conditions in the Village Action report and recommended approval. **Motion** by Williams to approve the conditional use permit to allow an Elementary School as in 'Indoor Institutional' Land use at 4490 Buss Road with conditions in Village Action report, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

f. Discuss and consider request from Monona Grove School District for approval of a Site Plan for a New Elementary School At 4490 Buss Road.

Motion by Allen to approve request from Monona Grove School District for approval of a Site Plan for a New Elementary School at 4490 Buss Road with conditions in the Village Action report, seconded by Williams.

Motion carried with a voice vote of 7-0-0. Valencia asked Dan Olson if they are any concerns with the conditions, which he indicated no. Murphy questioned the 60-foot easement and if that is enough space. Maloney indicated that it is depended upon the outcome of the neighborhood meeting as an outlot could also be used that is maintained by the School District.

g. Discuss and consider request from Monona Grove School District for approval of a Certified Survey Map for approximately 53.7 acres at 4490 Buss Road.

Ruth explained the conditions in the Village Action report. **Motion** by Ratcliff to approve a Certified Survey Map for approximately 53.7 acres at 4490 Buss Road, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

10. Reports from Village Officers

a. Melissa Ratcliff

i. Update on Dane County Community Development Block Grant Consortium

Ratcliff gave an update on the resolution and process of Dane County to get approval.

b. Attorney Lee Boushea

i. Legal briefings/status updates

Attorney Boushea is working on some other items to give out at a future meeting on open records and open meetings law.

11. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Allen to approve the Village portion of the vouchers in the amount of \$296,669.40 seconded by Russell. The check sequence goes from check #45522 and check #45596 to check #45654.

Motion carried with a voice vote of 7-0-0.

b. Correspondence-None

c. Upcoming community events- Marketplace Dayz this Saturday, the Optimist Club will be painting kindness rocks at Marketplace Dayz.

d. Future agenda items-Full Spectrum Solar, Next priority item, Discussion of September Village Board meeting due to holiday.

- 12. 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 purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. This closed session is for negotiations in TID #10 and TID #5.** **Motion** by Williams to enter into closed session at 7:42 p.m., seconded by Murphy. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE, Williams AYE.

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

Motion by Lennberg to reconvene into open session at 7:59 p.m., seconded by Allen. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE, Williams AYE.

No action was taken from the closed session.

14. Adjournment

Motion by Williams to adjourn at 8:00 p.m., seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

**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.

DRAFT