VILLAGE OF COTTAGE GROVE

VILLAGE BOARD OF TRUSTEES

Monday, September 21, 2020

MINUTES

1. **Call to order**
   Village President John Williams called the Village Board of Trustees to order at 6:30 pm. this was a Zoom meeting.
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: John Williams, Troy Allen, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Police Chief Dan Layber, Lieutenant Matt Wagner, Deer-Grove EMS Chief Eric Lang, Village Attorney Larry Konopacki and Rick Manthe.
3. **Pledge of Allegiance.**
4. **PUBLIC APPEARANCES –** *Public's opportunity to speak.*
   Abby Abramovich from Doundrin Distilling was present to discuss the transient merchant permit and the difficulties with the form for food truck vendors.
   Sariah Daine was present to support the Movin' Out project as she currently lives in one of their facilities.
5. **Discuss and Consider the Minutes of The Regular Village Board Meeting on August 8, 2020.**
   Motion by Allen to approve the minutes seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.
6. **Presentations to The Board**
   a. Update on website redesign.
   Kalata gave a preview of the new website homepage and indicated that the new site launch is tentatively set for October 12, 2020.

7. New Business

a. Annual Review of Village consultants/service providers: Ehlers.
Jonathan Schatz from Ehlers was present to give a brief overview of the services provided to the Village.
b. Discuss and consider directing staff to send out Request for Proposals for Engineering Services.
Kevin Lord with MSA and Joe DeYoung from MSA were present to discuss the concerns with services.
Motion by Ratcliff to table, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Finance & Personnel Committee
Jonathan Schatz from Ehlers gave brief overview of the Financial Management plan updates for 2021-2025.
a. Discuss and consider update to the Financial Management Plan for years 2021-2025.
Motion by Murphy to approve the Financial Management Plan for years 2021-2025 as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

8.II. Utility Commission
Murphy reported they discussed the Vilas Road water and sewer extension and the next meeting will be October 14th.

8.III. Ad Hoc Architectural Review Committee
Williams reported they discussed Dolphin Swim Academy and approved the plan.

8.IV. Community Development Authority
Lennberg reported they did not have a quorum and the next meeting will be Sept 29th.

8.V. Peer Court Steering Committee
Lennberg reported that there have only been three referrals for this year, and they are doing their best to reach out to the parent on zoom. The next meeting will be November 10th.

8.VI. Ad-Hoc Sustainability Committee
Murphy reported they had a presentation from Envision Solar on charging stations off the grid like the current one at Summit Credit Union. They discussed the possibility of starting their own grant program for electric vehicles. The resolution on the agenda is to understand the current position and what the future goals are for the Village.

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a. Discuss and consider Resolution 2020-11: Resolution to Transition Current and Future Energy Demand to Renewable Energy Sources.

Motion by Valencia to approve Resolution 2020-11 as presented, seconded by Ratcliff. Motion carried with a voice vote of 7-0-0.

8.VII. Plan Commission

Williams reported the public hearing was held for Movin' Out and the commission voted to recommend it to be in a different location. There was also discussed Dolphin Swim Academy and approved. There was also a presentation on pocket neighborhoods, approved the comprehensive amendment for area #2 and they discussed the zoning for parks and the setbacks which are restrictive for small parks, the committee agreed to work on updates to the zoning and they also discussed the Housing Task Force.

a. Discuss and Consider A Proposed General Development Plan from Movin' Out, Inc. For Glen Grove, A 100-Unit Apartment Project Proposed on Parcels #0711-043-0006-0, #0711-043-0017-3, And #0711-043-0028-0.

The following people sent emails on Movin' Out:
Ryan Lovejoy- in support of Movin' Out
David Peterson- in support of Movin' Out
Jon Russell- not in support of Movin' Out
Nathan Lovich- not in support of Movin' Out
Bill Schultz- in support of Movin' Out
Lisa Fitch- in support of Movin' Out
Gregg Cline- not in support of Movin' Out

Megan Schuetz from Movin' Out was present to answer questions and indicate that they did make changes to the plan after getting feedback from the Plan Commission meeting. Adam Fredendall from JLA Architects was present to give an overview of the updates to the plan which included changes in the color scheme and design.

Motion by Lennberg to approve the General Development plan for Movin' Out, Inc. for Glen Grove for a 100-unit apartment project proposed on parcels #0711-043-0006-0, #0711-043-0017-3 and #0711-043-0028-0 with conditions in the staff reports, seconded by VanderVelde. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

b. Discuss and Consider A Proposed Conditional Use Permit for Dolphin Swim Academy to Allow an Indoor Institutional Land Use (Swim School) On Lot 15 In the Cottage Grove Commerce Park.

Motion by Valencia to approve the conditional use permit for Dolphin Swim Academy to allow an Indoor Institutional Land Use on lot 15 in the Cottage Grove Commerce Park, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and Consider an Application from Dolphin Swim Academy for Approval of a Site Plan for A Swim School on Lot 15 Of The Cottage Grove Commerce Park.

Motion by Valencia to approve Dolphin Swim Academy for a site plan for a swim school on lot 15 of the Cottage Grove Commerce Park with conditions in the staff reports, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

8.VIII. Police Commission

Chief Layber indicated that the commission is required to meet, and they discussed the duties of the Police Department.

8.IX. Parks, Recreation & Forestry Committee

Murphy reported they discussed Bakken Park and Dan Schmitt from MSA was present to give an update on the Bakken Park progress.

a. Bakken Park Shelter and Splash Pad project update.

Dan Schmitt from MSA gave a presentation of the progress of Bakken Park shelter and splash pad. The project will be completed in October and will be under budget by $2,000.

b. Discuss and consider suspending Ordinance 230-3 on September 25-26, 2020 and October 11, 2020 to allow for Boy Scout Troop 145 to occupy Lions Shelter at Fireman's Park during park closed hours.

Brusegar reported that the Boy Scout Troop 145 contacted him about using Fireman's park. **Motion** by Allen to approve the Boy Scout Troop 145 the use of Lions Shelter at Fireman's park on September 25-26, 2020 and October 11, 2020 with the campers being in separate tens for each family unit, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

8.X. Deer-Grove EMS Commission

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Valencia reported that they approved the budget with the approach of using LTE's to schedule them during the hours of highest need and increase the wage for LTE's.

a. Discuss and consider 2021 DGEMS Budget as recommended by the Commission.

Motion by Valencia to approve the 2021 DGEMS budget as presented, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Officers

a. John Williams

i. Nomination of Daniel Olsen to the Housing Task Force Committee.

ii. Nomination of Jeff Lennberg and Paul VanderVelde to the Housing Task Force Committee.

iii. Nomination of Michael Hughes and Rosemarie Hughes to the Ad Hoc Diversity, Equity and Inclusion Committee.

iv. Nomination of Sarah Valencia to the Ad Hoc Diversity, Equity and Inclusion Committee.

v. Nomination of Troy Allen to the Law Enforcement Committee.

Motion by Allen to approve all nominations presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Stafford Rosenbaum

i. Legal briefings/status updates

No report

c. COVID-19 update

Giese no report.

Chief Layber no report.

Lieutenant Wagner no report.

Larson no report

Brusegar no report, however Miracle Field will be started soon.

Kalata- the grant that was approved last meeting was awarded and the Village will receive $10,000 for elections.

Winter- no report, however Board of Review is this week and there are two possible objectives.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Ratcliff to approve the Village portion of the vouchers in the amount of $646,979.00 seconded by Valencia. The check sequence goes from check #47573 to check #47633. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence

None

c. Upcoming Community Events.

Christmas in the Grove, PTO is working with staff for Halloween events.

d. Future agenda items- Consultants Reviews, possible ordinance revisions.

11. Adjournment

Motion by VanderVelde to adjourn at 10:01 p.m., seconded by Allen. **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.

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