

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, January 16, 2017**

**MINUTES**

**1. Call to order**

The January 16, 2017 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 Jushchyshyn, Harvey Potter, John Williams. Kyle Broom and Jennifer Pickel were absent and excused. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Planner Erin Ruth, Director of Public Works and Utilities JJ Larson, Police Chief Dan Layber 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 December 19, 2016.**

**Motion** by Jushchyshyn to approve the minutes of the regular Village Board meeting of December 19, 2016, seconded by Allen. **Motion** carried with a voice vote of 5-0-0.

**6. New Business**

- a. Discuss and consider Resolution 2017-01: Resolution authorizing the Village Clerk to determine the number of election officials at all elections in the Village of Cottage Grove.

**Motion** by Henrich to approve resolution 2017-01 authorizing the Village Clerk to determine the number of election officials at all elections in the Village of Cottage Grove, seconded by Allen. Motion carried with a voice vote of 5-0-0.

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

- a. Law Enforcement Committee

Henrich reported that the next meeting will be January 24, 2017. Jennifer has asked to be taken off of the Law Enforcement Committee due to conflicts with the meeting times, so Henrich asked Troy Allen if he would like to fill the position and he has agreed. Chief Layber has ordered the tactical equipment that was needed for the department and most has arrived. They are still working on the parking issues at the schools.

- b. Emergency Government Committee

Allen reported that they met on January 4, 2017 and have been working on getting the minutes up to date along with contact information for members. There will be an exercise on March 2, 2107 which will be an exercise on child abduction with the State Department of Justice and will involve other departments as well. There is also another exercise at Hydrite coming this summer. The next meeting will be February 1, 2017.

- c. Community Development Authority

Ruth reported that the committee is looking at the land uses for the land north of I-94 for future development. Ruedebusch has provided recent Madison area market reports of land uses so that they could look at what would be the best balance for the land and what is realistic with the market.

- d. Plan Commission

- a. Discuss and consider the proposed ETJ CSM from Kurt Harry to modify lot lines on properties located at 4925 and 4909 Pierceville Road in the Town of Sun Prairie.

**Motion** by Jushchyshyn to approve the ETJ CSM from Kurt Harry to modify lot lines on properties located at 4925 and 4909 Pierceville Road in the Town of Sun Prairie, seconded by Williams. **Motion** carried with a voice vote of 5-0-0.

Giese updated the board on the public appearances from residents at Conservancy Ct. and the water issue they are having. Giese suggested having a neighborhood meeting and bringing in all parties involved to

discuss the issue. We are in the process of coordinating the meeting with other entities but have February 27<sup>th</sup> or 28<sup>th</sup> as tentative dates.

Giese also updated the board that Kris Hampton was present to tell the commission that we need to be having discussion with the Town sooner rather than later if we are planning on connecting to Town roads due to the annexation that are out there. Ruth indicated that after review of the proposed annexation there are no abutting town streets so that should not be an issue. Generally, communicating with the town is part of the CARPC process as well, so there will be plenty of opportunities for them to be updated on the annexations.

e. Utility Commission

Jushchyshyn indicated that they approved the water and sewer budgets for 2017. They also approved the updates to the zero lot line application. The Commission has written off outstanding accounts in the amount of \$9.14. The PTAC will be adjusted to account for increases from Madison Metropolitan Sewerage District, which will result in about \$2.40 increase for sewerage charges to residents.

**8. Reports from Village Officers:**

- a. Troy Allen-No report
- b. Kyle Broom-Absent
- c. Alex Jushchyshyn-No report
- d. Jennifer Pickel- Absent
- e. Harvey Potter- no report
- f. John Williams -EMS meeting is later this week.
- g. Jack Henrich-
  - i. Discuss and consider appointment of Troy Allen to Law Enforcement Committee  
**Motion** by Henrich to appoint Troy Allen to the Law Enforcement Committee, seconded by Jushchyshyn. **Motion** carried with a voice vote of 5-0-0.
  - ii. Discuss and consider Police Commission vacancy  
Randy Margenau has resigned from the Police Commission, so we are looking to fill the vacancy. The requirement is that they are a Village resident and they cannot be on any other committees. So, if you know of anyone interested to let Jack or Matt know.
- h. Attorney Lee Boushea- Will be out on medical leave for a while.
- i. Administrator Matt Giese- Summit will be closing with Landmark the first week in February.
- j. Director of Planning and Development Erin Ruth- The DOT had indicated that they are willing to come to one of our meetings to discuss the DOT project on I-39/I-90/I-94, if there is an interest.
- k. Police Chief Dan Layber- no report

**9. Communications and Miscellaneous Business**

- a. Consider approval of vouchers  
**Motion** by Jushchyshyn to approve the Village portion of the vouchers in the amount of \$334,394.37, seconded by Allen. The check sequence goes from check #41567 to check #41739. **Motion** carried with a voice vote of 5-0-0.
- b. Correspondence-None
- c. Future agenda items

**10. Adjournment**

**Motion** by Jushchyshyn to adjourn at 6:53 p.m., seconded by Williams. **Motion** carried with a voice vote of 5-0-0.

**Lisa Kalata, Clerk**  
**Village of Cottage Grove**  
**Approved: February 6, 2017**

**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.**