

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, March 15, 2021

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. Paul VanderVelde was absent and excused. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Village Treasurer Deb Winter, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Police Chief Dan Layber, Lt. Matt Wagner, and Village Attorney Larry Konopacki.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – Public’s opportunity to speak.

None

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on March 1, 2021.

Motion by Allen to approve the minutes from March 1, 2021, seconded by Lennberg. **Motion** carried with a voice vote of 6-0-0.

6. Reports from Village Boards, Commissions & Committees

6.I. Public Works & Properties Committee

Williams reported that Scott Schuerman, who was part of the committee has passed away today. They discussed the bike path, Buss Rd and CTY BB road projects, the salt pilot program and they will be looking to expand the program to other areas. The committee did approve the re-approval of CTH N bike path project with updated costs. They also discussed the rain barrel project and reviewed the monthly reports. The next meeting will be April 6th.

a. Discuss and consider re-approval of CTH N bike path project with updated costs.

Larson explained the memo in the packet for the project with the updates of the urbanization of this area to be included in the project. Lord indicated that the costs were estimated prior to him for this project, however he did not update the costs with current estimated costs prior to the Village Board approving the financial plan, so that is part of the reason the cost is more and the other is because they are adding the urbanization to this project.

Motion by Murphy to approve the re-approval of CTN bike path project with updated costs, seconded by Valencia. **Motion** carried with a voice vote of 5-1-0 with Allen voting No.

b. Discuss and consider updated scope of CTH N bike path project and urbanization of CTH N.

Motion by Ratcliff to approve the updated scope of CTH N bike bath project and urbanization of CTH N, seconded by Valencia. **Motion** carried with a voice vote of 5-1-0 with Allen voting No.

c. Discuss and consider PARC grant resolution.

Motion by Ratcliff to approve the PARC grant resolution, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

6.II. Library Planning Committee

Ratcliff reported they discussed the costs of the library with Deb Haeffner, SCLC Representative however they need more information so there is a another meeting this Wednesday. The Dane County Bookmobile would like to thank the Public Works department for plowing a path for them at the park.

6.III. Community Development Authority

Lennberg reported they reviewed the logos with Distillery and decided on two with some modifications, they will continue to work on this project. The next meeting will be April 12th.

6.IV. Ad-Hoc Sustainability Committee

Murphy reported they had a recap of the sustainability leadership collaborative meeting; they discussed the update to the solar ordinance and the recycling improvements. They also discussed the action items and the memos are provided.

a. Discuss and consider adding the Municipal Services Building solar project to the 2022 budget proposals.

Motion by Valencia to approve adding the Municipal Services Building solar project to the 2022 budget proposals, seconded by Lennberg. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and consider directing the Sustainability Committee to prepare the grant application for the Solar for Good Grant Program for a proposed 2022 Municipal Services Building solar project.

Motion by Valencia to approve directing the Sustainability Committee to prepare the grant application for the Solar for Good Grant Program for a proposed 2022 Municipal Services Building solar project, seconded by Allen.

Motion carried with a voice vote of 6-0-0.

6.V. Utility Commission

Murphy reported they discussed the water and sewer extension along Vilas Road for a proposed development and will continue to discuss at next month meeting. They discussed security from potential hackers. The next meeting will be April 14th.

6.VI. Plan Commission

Williams reported they discussed the ordinances and approved. They did have a public hearing on a potential general development project however it was tabled because the developer made changes to the plan prior to staff reviewing. They also discussed the feedback from the Town of Cottage Grove on the boundary agreement.

a. Discuss and Consider Ordinance 01-2021 Regarding the Keeping of Chickens in the Village of Cottage Grove.

Motion by Valencia to approve Ordinance 01-2021 regarding the keeping of chickens in the Village of Cottage Grove, seconded by Murphy. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and Consider Ordinance 02-2021 Regarding Temporary Fences.

Motion by Valencia to approve ordinance 02-2021 regarding temporary fences, seconded by Lennberg. **Motion** carried with a voice vote of 6-0-0.

7. Reports from Village Officers

a. JJ Larson

i. Review of annual MS4 report.

Larson reported there are more attachments to the report and if anyone would like, he can email to them.

b. Stafford Rosenbaum

i. Legal briefings/status updates- No report

c. COVID-19 update

Kalata reported the April 6th election will look like the February election setup with precautions in place. In-person absentee voting will start on March 23rd.

Giese reported they are looking into the possibility of having hybrid meetings with people getting vaccinated, the Public Relations committee will be meeting once they have the information and then it could be put on the agenda to work it forward.

8. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Allen to approve the Village portion of the vouchers in the amount of \$532,544.28 seconded by Lennberg. The check sequence goes from check #48320 to #48380. **Motion** carried with a voice vote of 6-0-0.

b. Correspondence- Email from Paula Severson on the Deer-Grove EMS

c. Upcoming Community Events

d. Future agenda items- Engineering RFP, RFP for facilities study

9. Closed Session: This Closed Session Is for Discussion of Incentive and Land Sale Negotiations In TID#5.

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.

Motion by Williams to enter into closed session at 7:37 p.m. for Discussion of Incentive and Land Sale Negotiations In TID#5 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 seconded by Allen. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Lennberg AYE, Williams AYE, Ratcliff AYE, Valencia AYE.

10. Reconvene into Open Session and Possible Consideration of Closed Session Items

Motion by Allen to reconvene into open session at 8:04 p.m. seconded by Valencia. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Lennberg AYE, Williams AYE, Ratcliff AYE, Valencia AYE.

Motion by Allen to accept the offer for Lot 1 in Commerce Park as presented, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

Motion by Allen to accept the offer of Lot 14 in Commerce Park as presented, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

11. Adjournment

Motion by Allen to adjourn at 8:08 p.m., seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: April 5, 2021

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.