

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, September 19, 2022**

MINUTES

1. Call to order

Village President Williams called the Village Board of Trustees to order at 6:31 pm. this was a hybrid 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, Brittany Ballweg, Heidi Murphy, David Peterson, Melissa Ratcliff, Chris Stoa, Sarah Valencia. Staff present were Village Administrator Matt Giese, Deputy Administrator/Public Works Director JJ Larson, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Parks and Recreation Director Sean Brusegar, Communications Manager Gabe Altenbernd, Finance Director Cameron Sawyer, Josh Straka and Village Attorney Larry Konopacki.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak*

Jeff Versluys from One Community Bank was present to express their excitement of the potential of coming to Cottage Grove and building a bank office in Commerce Park.

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on August 15, 2022.

Motion by Ratcliff to approve the minutes from August 15, 2022, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

6. New Business

a. Discuss and consider directing attorneys to draft an ordinance regarding fertilizer application.

Motion by Murphy to direct attorneys to draft an ordinance regarding fertilizer application, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider holding the November 7, 2022, Village Board of Trustees meeting virtually.

Motion by Ratcliff to hold the November 7, 2022, Village Board of Trustees meeting virtually, seconded by Stoa. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider resolution 2022-19 Re: Resolution to acknowledge Curt Witynski and Gail Sumi from the League of Municipalities.

Motion by Ratcliff to approve resolution 2022-19 as presented, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider Ordinance 06-2022 Re: Amending chapter 12-19(E)(3)(b) quorum for the Community Development Authority.

Motion by Peterson to approve Ordinance 06-2022 amending chapter 12-19(E)(3)(b) quorum of the Community Development Authority, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

e. Discuss and consider Liquor License Application for Kozy Nuk Cafe LLC, aka Kozy Nuk Cafe for licensing year July 2022-June 2023.

Motion by Murphy to approve the liquor license for Kozy Nuk Café LLC for licensing year July 2022- June 2023, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

f. Discuss and consider approving staff to apply for the Election Security Subgrant from Wisconsin Election Commission.

Motion by Ratcliff to approve staff to apply for the Election Security Subgrant from Wisconsin Election Commission if it is needed, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

7. Reports from Village Boards, Commissions & Committees

7.I. Parks, Recreation & Forestry Committee

Murphy reported they discussed the parks plan and they also discussed the pollinator gardens located in public parks. They also approve the Boy Scouts campout.

a. Discuss and consider Fireman's park irrigation price increase.

Motion by Valencia to approve the price increase for the irrigation system at Fireman's Park as presented in the staff memo, seconded by Ballweg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider sidewalk ordinance.

Motion by Valencia to approve the sidewalk ordinance as presented, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

7.II. Utility Commission

Stoa reported they discussed the water and sewer master plan, and they also approve the process for locate notices.

7.III. Library Board

Peterson reported they had an update on the feasibility study from Sweeney Group. They also discussed the 2023 budget and created committees.

7.IV. Deer-Grove EMS Commission

Valencia reported the Cottage Grove station was staffed 97% of the time. They approved the agreement with a few edits from all parties. They will discuss the performance measures at the next meeting.

a. Discuss Deer-Grove EMS proposed 2023 budget.

Chief Lang was present to give an overview of the proposed 2023 budget.

7.V. Tourism Commission

Ratcliff reported they reviewed the Tourism Assistance Grant Application, and they will be reviewing the room tax at the next meeting. They also discussed the centennial celebration.

7.VI. Law Enforcement Committee

Williams reported they discussed the capital budget for cameras for the squads that will be added to the 2023 budget.

7.VII. Public Works, Properties and Sustainability Committee

Murphy reported they had a public comment from Town Chair Hampton on the erosion control at the Westlawn development. They discussed the ped/bike comprehensive plan. They also discussed an easement issue on Forreton drive that the committee will be working on further guidance.

a. Discuss and consider plan for the Commerce Park clock.

Motion by Peterson to approve the removal of the clock, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider modifications to Village Hall and the Municipal Services Building.

Motion by Peterson to approve the modifications to Village Hall and the Municipal Services Building, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

7.VIII. Plan Commission

Williams reported they approved the conditional use permits and they discussed a boundary agreement with the City of Madison in closed session.

a. Discuss and Consider an Application from Doundrins Distilling for Approval of An Amendment to An Existing Conditional Use Permit to Allow the Expansion of The Tasting Room Within the Existing Building Located At 300 Progress Drive.

Motion by Valencia to approve the amendment to the conditional use permit for Doundrins Distilling located at 300 Progress Drive, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider an Application from Kozy Nuk Café for Approval of a Conditional Use Permit to Allow An 'Indoor Commercial Entertainment Serving Alcohol' Land Use.

Motion by Peterson to approve the conditional use permit for an indoor commercial entertainment serving alcohol land use for Kozy Nuk Café, seconded by Stoa. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Officers

a. Village Attorney

- i. Legal briefings/status updates -No report

9. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Murphy to approve the vouchers as presented in the amount of \$1,939808.06 for September 6, 2022, and September 19, 2022, seconded by Ratcliff. The check sequence goes from check #50597 to #50659 and check #50660- #50720. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence – Williams received an email from a resident wanting an update on the Amazon project. Murphy reported that CARP-C approve he urban services amendment for the Village.

c. Upcoming Community Events- Touch a Truck event by the Parks and Rec on Saturday, September 24th.

d. Future agenda items- Special Village Board meeting on Monday, September 26th. Ratcliff asked if the Finance Director could give an update on what the Village has received for Shared Revenue and Transportation Aid for the last decade.

10. Closed Session: This Closed Session Is to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements. 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 7:41p.m. to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements. 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 Valencia. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

11. Closed Session: This Closed Session Is for 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 7:42 p.m. for 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 Specified Public Business, Whenever Competitive or Bargaining Reasons Require a Closed Session, seconded by Peterson. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

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

Motion by Murphy to reconvene into open session at 9:07 pm, seconded by Ratcliff. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

13. Adjournment

Motion by Ratcliff to adjourn at 9:08 p.m., seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Village Clerk
Village of Cottage Grove
Approved: October 3, 2022**

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.