

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, February 1, 2021**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:31 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, Village Treasurer Deb Winter, Public Works Director JJ Larson, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Police Chief Dan Layber, EMS Chief Eric Lang 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 January 18, 2021 And the Special Meeting of Village Board of Trustees on January 28, 2021.

Motion by Ratcliff to approve the minutes from January 18, 2021 and the Special Meeting on January 28, 2021 as presented, seconded by Allen. **Motion** carried with a voice vote of 5-0-2 with Lennberg and VanderVelde abstaining from the Special Meeting of Village Board of Trustees on January 28, 2021.

6. Unfinished Business

a. Discuss and consider Developer Agreement for Movin’ Out regarding Glen Grove Apartments development.

Giese indicated that we have not gotten a response back from Movin’ Out. **Motion** by Lennberg to table, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

7.I. Peer Court Steering Committee

Lennberg reported they discussed the different cases and Cottage Grove has only had one case since the pandemic.

7.II. Parks, Recreation & Forestry Committee

Murphy reported she had a presentation on pollinators and staff is working on future ideas to promote pollinators. They discussed the park fees for multi-family developments, they also discussed Red Hawk Park playground which will get equipment and sidewalks and they discussed the planning of the larger 20-acre park. The grand opening for the splash pad will be June 5, 2021.

7.III. Deer-Grove EMS Commission

Allen reported that calls for the year are down by 10 calls, most of the staff have had their second shot, they discussed standard procedures for sick leave for Covid and extended it to May 2021. The Chief review was done, and he received a small raise. The next meeting will be February 18th.

7.IV. Natvig Landfill Monitoring Review Committee

Lennberg reported they reviewed the invoices from Strand and looked at the testing results. The #10 well that has tested high has gone down. They will continue to monitor the well and they may only have to put in 6 vents so the costs should go down.

7.V. Joint Fire Department Committee

Ratcliff reported they purchased 12 full sets of turnout gear and received a grant for six full sets of turnout gear. They discussed the update to the fire agreement and the Town of Cottage Grove has it on their agenda tonight. They also reviewed the Chief’s report.

7.VI. Ad Hoc Housing Task Force

VanderVelde reported they had a presentation from Olivia Parry from Dane County Planning Department and Ruth provided a chart of works and they had a good discussion and received feedback from the committee.

7.VII. Law Enforcement Committee

Williams reported they discussed the 2020 and 2021 Strategic Plan and goals for the department. They also reviewed the normal reports and discussed the need to increase staff because of the growth in the Village.

a. Discuss and consider reducing the speed limit to 35 miles per hour on Vilas Road in front of Bakken Park.

Motion by Allen to approve the reduction of the speed limit to 35 miles per hour on Vilas Road in front of Bakken Park with the recommendations in the staff reports, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

7.VIII. Ordinance Review Committee

Murphy reported they discussed the update on the chicken ordinance and fence ordinance for temporary fences which will be discussed at the next Plan Commission meeting. They also discussed the Mobile Food Vendor Host permit and would like to have staff work on the update to the ordinance.

a. Discuss and consider directing staff to add the new process/form for a Mobile Food Vendor Host Permit and associated updates to Ordinance Chapter 239.

Motion by Ratcliff to approve directing staff to add a new process/form for a Mobile Food Vendor Host Permit and associated updates to Ordinance Chapter 239, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Officers

a. John Williams

i. Nomination of Kim Sale to the Ad Hoc Housing Task Force.

ii. Nomination of Andrew Litt to the Ad Hoc DEI committee.

iii. Nomination of Melissa Ratcliff to the AD Hoc DEI committee.

Motion by Allen to approve the nomination for Kim Sale, Andrew Litt and Melissa Ratcliff, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

b. Stafford Rosenbaum

i. Legal briefings/status updates

No reports

c. COVID-19 update

No reports

9. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Valencia to approve the Village portion of the vouchers in the amount of \$120,802.65 seconded by Lennberg. The check sequence goes from check #48139 to #48183. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence- None

c. Upcoming Community Events-The Optimist Club will be hosting a virtual dance party on February 14th and goody bags can be purchased as a fundraiser it will be posted on their Facebook page.

d. Future agenda items- developer agreement for Movin Out.

10. Closed Session: This Closed Session Is for Discussion on Potential Amendment to The Offer to Purchase for Porpoiseful Planning, LLC.; And for Incentive and Land Sale Negotiations In TID#5.

The Village of Cottage Grove Village Board will enter 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 7:36p.m. for Discussion on Potential Amendment to The Offer to Purchase for Porpoiseful Planning, LLC.; And for Incentive and Land Sale Negotiations In TID#5.

The Village of Cottage Grove Village Board will enter 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, VanderVelde AYE.

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

Motion by Ratcliff to reconvene into open session at 7:50 p.m. seconded by Murphy. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Lennberg AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

12. Adjournment

Motion by Lennberg to adjourn at 7:52 p.m., seconded by VanderVelde. **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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