

# VILLAGE OF COTTAGE GROVE

## ORDINANCE REVIEW COMMITTEE

Wednesday, July 28, 2021

Draft Minutes

Time: 5:45 p.m.

1. Call to Order.

Heidi Murphy called the meeting to order 5:45PM

2. Determination of quorum and that the agenda was properly posted.

Attendance: Alex Jushchyshyn, Heidi Murphy, Jess Robinson, Paul Van der Velde, Cara Musick

Absent and excused: Paul Van der Velde,

Special Guest: Cindi Kelm-Nelson, Sean Brusegar

3. **Public Appearances** – Public's opportunity to speak about any subject that is not a specific agenda item

None

4. Approve the minutes of the June 16, 2021 meeting

Motion to approve as presented Jess, 2nd Cara Vote: 4-0-0

5. Discuss and consider recommendation for updates to Chapter 294 Trees and shrubs

Sean reviewed comments received on Chapter 294 from vendor

Heidi recommends checking with the Village Board to see if they want us to work on this ordinance next and use village attorney resources.

Heidi to bring to the next board meeting for clarification on direction and to use village resources to work on this update.

Heidi motion 2nd Alex to table this issue until next meeting.: 4-0-0

6. Discuss and consider recommendation for Chapter 12-15 Library Board

Cindi reviewed the proposed ordinance to create the Library Board

This is needed to establish the Board as next steps to continue the process to creating a library

Recommend from this committee: adding clarity for territory, ensuring capture of all the state regulations. example, the Library board is not a paid position., what officers/titles are going to be in the Board, meeting schedule.

Alex made a Motion to Table to allow Cindi time to create clarity and refer this to the Village Attorney for proper formatting. 2nd: Jess 4-0-0

7. Discuss and consider updates to Chapter 94 of the Village of Cottage Grove Municipal Code allowing for the Village Board to set a policy governing procedures for Hybrid & Virtual Meetings

Heidi reviewed the memo in the meeting packet

Motion to approve updates to Chapter 94 as presented: Jess, 2nd: Cara 4-0-0

8. Discuss and consider update to Chapter 325-88: Fences

Heidi reviewed the memo in packet.

Motion to approve updates to Chapter 325-88 as presented: Alex, 2nd: Heidi 4-0-0

9. Discuss new item: Short Term Rentals

The team discusses the attached memo and is looking for more information and the team is willing to continue the conversation.

10. Progress update: Chapter 173: Firearms and weapons

No update from Village Attorney for latest updates.

11. Future agenda items

- a. Meeting requirements, roles & responsibilities of Board, Commission, Committees
- b. Fire arms and weapons
- c. Short-term rentals

12. Set next meeting date

August 25, 5:45 pm

13. Adjournment

Jess Motion to Adjourn, Heidi 2nd: 4-0-0