



Village Trustee Memo

MEMO Date: November 30, 2021

Meeting Date: Village Board - December 6, 2021

TO: Village Board

FROM: Village Trustee Melissa Ratcliff

RE: Joint Fire Committee - Fire Department Survey Bill

OVERVIEW /BACKGROUND :

The EMS/Fire station is in the Town of Cottage Grove. The Fire Department obtained a grant to replace the front sign to attract more people to be firefighters and let the community know about upcoming events. The sign was larger and required electricity and had to go through Dane County zoning to obtain a permit. Dane County requires a survey of the land prior to the placement of the sign to make sure it is meeting the zoning requirements and then a land survey after the sign is placed to ensure it was placed appropriately. The Joint Fire Committee approved using Birrenkott Surveying (which was the least expensive quote). We were billed for the surveying on September 30, 2021, after our September meeting where other funds had been approved to be used from the Emergency Services Building fund which depleted the funds available for 2021. There was not \$1200 available in the ESB fund for 2021. The Joint Fire Committee unanimously approved the \$1200 bill with each Board paying \$600 toward the bill.

RECOMMENDATION:

Motion to approve the Village paying \$600 for our portion of the Birrenkott Surveying bill in the amount of \$1,200 for the EMS/Fire Station sign.