

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, January 4, 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 came in at 6:38 p.m., 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, Lieutenant Matt Wagner, and Village Attorney Larry Konopacki.

**3. Pledge of Allegiance.**

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

Reed Foster-437 Clearbrooke Terrace was present to give their perspective on the greenway easement and would like to request it to be reduced to 50 feet for the public easement. They already have a raingarden in their yard.

**5. Discuss and Consider the Minutes of The Regular Village Board Meeting on December 21, 2020**

**Motion** by Allen to approve the minutes from December 21, 2020 as presented, seconded by VanderVelde.

**Motion** carried with a voice vote of 7-0-0.

**6. Presentations to The Board**

**a. Presentation on 2021 Hot2trot by Cindi Kelm-Nelson.**

Cindi Kelm-Nelson and Wes were present to give an update on the race. They will be following the same route as they did in 2019 and will be following all safety precautions as set by Dane County. This will be the 10<sup>th</sup> year of the race.

**7. Unfinished Business**

**a. Discuss and consider General Engineering contract renewal.**

Giese indicated that the contract was reviewed by legal and by General Engineering and is ready for approval.

**Motion** by Valencia to approve the renewal contract for General Engineering as presented, seconded by Allen.

**Motion** carried with a voice vote of 7-0-0.

**8. Reports from Village Boards, Commissions & Committees**

**8.I. Ad Hoc Housing Task Force**

VanderVelde reported they had the first meeting and he was nominated to be chair of the committee. Ruth shared information from Dane County and Waunakee. The next meeting will be Tuesday, January 26<sup>th</sup>.

**8.II. Community Development Authority**

Lennberg reported they had the interviews with the three marketing firms and recommended that staff work with Distillery to negotiate a contract.

**a. Discuss and consider selection of marketing firm Distillery and contract approval for the CDA's marketing and branding project.**

**Motion** by Valencia to approve the contract with Distillery as presented, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

**9. Reports from Village Officers**

**a. John Williams**

**i. Nominations of Alison Anger and Stephanie Rossing to the Library Planning Committee.**

**Motion** by Murphy to approve the nominations for Alison Anger and Stephanie Rossing, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

**b. Stafford Rosenbaum**

**i. Legal briefings/status updates**

No report

**c. COVID-19 update**

Giese -report one staff member test positive but is at home with mild symptoms.

Lieutenant Wagner -The Village has received the Roads to Recovery funds. The Deer-Grove EMS staff have been vaccinated and Police Department is waiting for their notification that they will be vaccinated.

**10. Communications and Miscellaneous Business**

**a. Consider approval of vouchers.**

**Motion** by Valencia to approve the Village portion of the vouchers in the amount of \$608,326.77 seconded by VanderVelde. The check sequence goes from check #47946 to check #47950 and #47952 to check #47977. **Motion** carried with a voice vote of 7-0-0.

**b. Correspondence-None**

**c. Upcoming Community Events-**The Lions will be doing a virtual groundhog event. Giese and Ruth will be presenting at the DCCVA meeting on January 13<sup>th</sup>.

**d. Future agenda items-** developer agreement for Movin Out will be coming.

**11. Adjournment**

**Motion** by Allen to adjourn at 7:09 p.m., seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: January 18, 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.**