

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Tuesday, January 17, 2023

MINUTES

1. Call to order

Village President Williams called the Village Board of Trustees to order at 6:30 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, David Peterson, Heidi Murphy, Chris Stoa, Sarah Valencia, Vincent Wittig, and Brittany Ballweg. Staff present were Village Administrator Matt Giese, Deputy Village Administrator/ Public Works Director JJ Larson, Village Clerk Lisa Kalata, Parks and Recreation Director Sean Brusegar, Deputy Public Works Director Brian Peterson, Finance Director Cameron Sawyer, Chief of Police Mark Garry, Lt. Matt Wagner, Village Engineer Josh Straka, and Village Attorney Rick Manthe.

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 3, 2023.

Motion by Peterson to approve the minutes from January 3, 2023, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

6. New Business

a. Swearing in ceremony for Officer Ace.

Clerk Kalata performed the Oath of Office for Officer Ace.

7. Reports from Village Boards, Commissions & Committees

7.I. Public Works, Properties and Sustainability Committee

Murphy reported the committee approved the following action items. Murphy thanked Marty Groskreutz for his years of service.

a. Discuss and consider parking on Melissa Ln

Motion by Peterson to approve parking on Melissa Lane as indicated in the staff report, seconded by Stoa.

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

b. Discuss and consider entering into an agreement with Dane County Land and Water Resources for erosion control plan approval and monitoring.

Motion by Ballweg to approve entering into an agreement with Dane County Land and Water Resources for erosion control plan approval and monitoring, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider 2023 vehicle purchases.

Motion by Valencia to approve the 2023 vehicle purchases as presented in the staff memo, seconded by Stoa.

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

7.II. Community Development Authority

Peterson reported they reviewed some concepts of videos that would be placed on the Village website once completed and the committee approved the Village banners.

a. Discuss and consider direction on Village Banners.

Motion by Murphy to approve the Village Banners as presented in the staff memo, seconded by Ballweg. **Motion** carried with a voice vote of 7-0-0.

7.III. Ad Hoc Housing Task Force

Peterson reported they approved the draft housing task force report and thanked Ruth for his work on the report.

7.IV. Ad Hoc Architectural Review Committee

Williams reported they approved the site plan for One Community Bank on Landmark Drive.

7.V. Plan Commission

a. Discuss and Consider an Application from One Community Bank for A Conditional Use Permit to Allow Drive-Through Lanes at A Proposed Bank Project Located on Parcel #0711-041-2210-1 On Landmark Drive in The Commerce Park.

Motion by Ballweg to approve the Conditional Use permit for One Community Bank to allow drive-through lanes at a proposed bank project located on parcel #0711-041-2210-1 on Landmark Drive in the Commerce Park with staff conditions, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider an Application from One Community Bank for Approval of a Site Plan to Construct an Approximately 6,000 Sq. Ft. Bank on Parcel #0711-041-2210-1 On Landmark Drive in The Commerce Park.

Motion by Ballweg to approve a Site Plan for One Community Bank to construct an approximately 6,000 Sq. Ft. Bank on parcel #0711-041-2210-1 on Landmark Drive in the Commerce Park with staff conditions, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and Consider an Application from Zilber Property Group for Approval of a Precise Implementation Plan for An Approximately 70-Acre Light Industrial Development on Parcels #0811-332-8501-1, #0811-332-8072-1, #0811-321-8004-1, And #0811-332-8182-1 (At 4953 County Highway N).

Motion by Peterson to approve a Precise Implementation Plan for Zilber Property Group for an approximately 70-acre Light Industrial Development on parcels #0811-332-8501-1, #0811-322-8072-1, and #0811-332-8182-1 at 4953 County Highway N with staff conditions, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and Consider an Application from Zilber Property Group for Approval of a Certified Survey Map to Consolidate Parcels #0811-332-8501-1, #0811-332-8072-1, #0811-321-8004-1, And #0811-332-8182-1 (At 4953 County Highway N) Into Two Parcels.

Motion by Peterson to approve a Certified Survey Map for Zilber Property Group to consolidate parcels #0811-332-8501-1, #0811-332-8072-1, #0811-321-8004-1, and #0811-332-8182-1 at 4953 County Highway N into two parcels with staff conditions, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

7.VI. Library Board-Finance and Budget Subcommittee

Peterson reported they discussed the programming costs, planning and will be on the Library Board agenda for approval.

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 Valencia to approve the vouchers as presented in the amount of \$309,276.99, seconded by Murphy. The check sequence goes from check #51087 to check #51276. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence – None

c. Upcoming Community Events- Lions Pancake Breakfast on January 28th at Flynn Hall from 8 am to 11 am. Public Involvement meeting on January 26th from 4-6 pm with FGM at Village Hall.

d. Future agenda items- Report from Attorney Manthe on Department of Administration program for volunteer firefighters and award program. Training/preview on new AV equipment with the Village Board.

10. Closed Session: This Closed Session Is Regarding TID 10 Development Incentive Negotiations.

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 closed session at 7:51 p.m. regarding TID 10 Development Incentive Negotiations. 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, Stoa, AYE, Valencia AYE, Williams AYE, Wittig AYE.

11. Closed Session: This Closed Session Is Regarding an Employee Performance Matter.

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Williams to enter closed session at 7:52 p.m. regarding an Employee Performance Matter.

The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, seconded by Ballweg.

Motion carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Stoa, AYE, Valencia AYE, Williams AYE, Wittig AYE.

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

Motion by Peterson to reconvene into open session at 8:45 p.m., seconded by Ballweg. **Motion** carried with a voice vote of 7-0-0.

13. Adjournment

Motion by Peterson to adjourn at 8:46 p.m., seconded by Ballweg. **Motion** carried with a voice vote of 7-0-0.

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.