

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, February 7, 2022**

**MINUTES**

**1. Call to order**

Village President John Williams called the Village Board of Trustees to order at 6:30 pm. this was a virtual 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, Heidi Murphy, David Peterson, Sarah Valencia, and Paul Vandervelde. Melissa Ratcliff joined the meeting at 7:44 pm. Staff present were Village Administrator Matt Giese, Deputy Administrator/Public Works Director JJ Larson, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Parks Director Sean Brusegar, Lieutenant Matt Wagner, EMS Chief Eric Lang, 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 19, 2022 And the Special Village Board of Trustees Meeting on January 31, 2022.**

**Motion** by Valencia to approve the minutes from January 19, 2022 and January 31, 2022, seconded by Peterson.

**Motion** carried with a voice vote of 6-0-0.

**6. New Business**

**a. Discuss and consider contract for IT Management Services with Johnson Block.**

**Motion** by Peterson to approve the contract for IT Management Services with Johnson Block as presented, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

**b. Discuss and consider Resolution 2022-01 Re: Authorization of BCPL State Trust Fund Loan.**

**Motion** by Valencia to approve Resolution 202-01 as presented, seconded by Vandervelde. **Motion** carried with a voice vote of 6-0-0.

**c. Discuss and consider encroachment into the greenway easement for the property at 441**

**Clearbrook Ter. for construction of a swimming pool.**

**Motion** by Valencia to approve the encroachment into the greenway easement for the property at 441 Clearbrook Ter. for construction of a swimming pool with conditions in staff report, seconded by Allen. Motion carried with a voice vote of 5-1-0 with Murphy voting No.

**d. Discuss and consider amendments to Chapter 12 of Village Ordinances regarding Boards, Committees and Commissions. [HTTPS://ECODE360.COM/9760027](https://ecode360.com/9760027)**

**Motion** by Peterson to approve legal team and staff to move forward with recommendations of amendments to Chapter 12 of Village Ordinances and bring back to future Village Board meeting, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

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

**7.I. Deer-Grove EMS Commission**

Allen reported the study was presented to the commission. At the regular meeting they discussed the Chief's review and they discussed the calls for the year which were up by 25%. The next meeting will be February 17<sup>th</sup>.

**7.II. Natvig Landfill Monitoring Review Committee**

Peterson reported they approved the bills.

**7.III. Joint Fire Department Committee**

Peterson reported the membership is at 36 and they had 321 calls for 2021. The department completed the active shooter training and they are the first fire department to complete this in Dane County. The new truck will be here mid-April. They discussed the annual report for the department. They discussed the fire inspections and the pay. They also talked about going to monthly meetings, the next meeting will be February 28<sup>th</sup>.

**7.IV. Law Enforcement Committee**

Williams reported they discussed the three new officers hired, the issues with the license plate reader, the 2021 budget was under for the department. K-9 Officer- Lars has retired from the department as of today.

**7.V. Ordinance Review Committee**

Murphy reported they discussed the committee as Giese had outlined in the memo in item 6.d. and the committee agreed the committee roles could be redistributed.

**7.VI. Public Works & Properties Committee**

Williams reported that Strand gave an overview of the 2022 projects. They also discussed the Director's report.

**7.VII. Parks, Recreation & Forestry Committee**

Murphy reported they discussed the Master Plan for Community Park, the Open Space Plan and the need to update it and they discussed Music in the Grove season.

**a. Discuss and consider Master Plan for Community Park.**

**Motion** by Valencia to approve concept C as the Community Park Master Plan as recommended by the Parks, Recreation and Forestry Committee, seconded by Peterson. **Motion** carried with a voice vote of 6-0-1 with Ratcliff abstaining.

**b. Discuss and consider allowing alcohol in Bakken Park for the 2022 Music in the Grove events.**

**Motion** by Vandervelde to approve alcohol in Bakken Park for the 2022 Music in the Grove events, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

**c. Discuss and consider Sound Amplification permit for the 2022 Music in the Grove events.**

**Motion** by Murphy to approve the Sound Amplification permit for the 2022 Music in the Grove events, seconded by Allen. **Motion** carried with a voice vote 7-0-0.

**8. Reports from Village Officers**

**a. John Williams**

**i. Nomination of Ander Victorine to the Tourism Commission.**

**Motion** by Ratcliff to approve Ander Victorine to the Tourism Commission, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

**b. Stafford Rosenbaum**

**i. Legal briefings/status updates- No Report**

**9. Communications and Miscellaneous Business**

**a. Consider approval of vouchers.**

**Motion** by Peterson to approve the vouchers as presented in the amount of \$342,821.73 seconded by Vandervelde. The check sequence goes from check #49705 to #49783 and check #49784 to #49827 **Motion** carried with a voice vote of 7-0-0.

**b. Correspondence –** Reporters over the weekend about Project Silver Eagle, Email from Andy Cardinal and Kevin Grulke in support of Project Silver Eagle.

**c. Upcoming Community Events- none**

**d. Future agenda items- Amendment to Chapter 12, Plan commission items**

**10. Closed Session: This Closed Session Is to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements.**

**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 into closed session at 7:53p.m. to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements. 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 Allen. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Vandervelde AYE, Valencia AYE, Williams AYE.

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

**Motion** by Allen to reconvene into open session at 9:21 pm, seconded by Murphy. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Vandervelde AYE, Valencia AYE, Williams AYE.

**12. Adjournment**

**Motion** by Allen to adjourn at 9:25 p.m., seconded by Vandervelde. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Village Clerk  
Village of Cottage Grove  
Approved: February 21, 2022

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.