

VILLAGE OF COTTAGE GROVE  
**VILLAGE BOARD OF TRUSTEES**  
Tuesday, February 16, 2026

**MINUTES**

**1. Call to Order**

President Kelm-Nelson 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. The Village Board members present were Cindi Kelm-Nelson, Heidi Murphy, Chris Stoa, Paula Severson, Pete Doll and Dr. Rene Buenzow. Staff present were Village Administrator Matt Giese, Assistant Administrator/Finance Director Cameron Sawyer, Assistant Administrator/HR Manager Inga Cushman, Director of Planning & Development Erin Ruth, Director of Parks and Recreation Sean Brusegar, Public Works Director Kyela O'Loughlin, Police Chief Mark Garry, Sgt. Jessica Fruiter, Clerk, Lisa Kalata, EMS Director 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 Village Board meeting on February 2, 2026.**

**Motion** by Murphy to approve February 2, 2026, meeting minutes, seconded by Severson. **Motion** carried with a voice vote of 6-0-0.

**6. Unfinished Business**

**a. Discuss and consider potential purchase of 107 E. Cottage Grove Rd in TID #9.**

**Motion** by Murphy to approve the purchase of 107 E. Cottage Grove Rd in TID#9 as presented, seconded by Stoa. **Motion** carried with a roll call vote of Buenzow No, Doll Aye, Kelm-Nelson Aye, Murphy Aye, Severson Aye, Stoa Aye.

**b. Discuss and consider board member involvement/participation in PAA's Fire/EMS Study.**

Information on meetings will be shared with the board when staff are notified.

**7. New Business**

**a. Discuss and consider resolution 2026-04 Re: Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$20,355,000 General Obligation Promissory Notes, Series 2026A.**

**Motion** by Murphy to approve resolution 2026-04 as presented, seconded by Kelm-Nelson. **Motion** carried with a roll call vote of Buenzow Aye, Doll Aye, Kelm-Nelson Aye, Murphy Aye, Severson Aye, Stoa No.

**b. Discuss and consider Rules Governing Teleconferences and Virtual Attendance at meetings.**

**Motion** by Severson to approve the policy as presented, seconded by Murphy. **Motion** carried with a voice vote of 6-0-0.

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

**a. Utility Commission**

Stoa reported they approved a lease agreement with UpNet. There was an update on the Gaston Road water main looping project. The Vilas Road project will be part of the 2027 planned projects. They discussed the impact fee study and the Director's and Engineering report was given.

**b. Public Works, Properties and Sustainability Committee**

Stoa reported they discussed the upcoming 2026 Streets projects. They discussed the right of way permit and the updates needed to the process. The Director's and Engineering report was given.

**c. Plan Commission**

**c.i. Discuss and Consider a request from Dave Hensiak of New Tech Golf Carts for approval of a conditional use permit to allow an 'outdoor display incidental to indoor sales' land use at 645 Sandpiper Trail.**

**Motion** by Murphy to approve Dave Hensiak of New Tech Golf Carts a conditional use permit to allow an 'outdoor display incidental to indoor sales' land use at 645 Sandpiper trail with conditions in the staff report and to include the time frame of April 1- October 31 and the lawn maintenance is done with moving the carts to mow, seconded by Doll. **Motion** carried with a voice vote of 6-0-0.

**9. Reports From Village Officers**

**a. Village Attorney**

**i. Legal briefings/status update- None**

**b. Village Administrator**

Giese reported the great work that Trista Taylor and Josh Bennett did through their professional association. Erin Ruth was the 1<sup>st</sup> place winner of trivia at staff meetings for 2025.

**c. Assistant Administrator/Finance Director**

**i. Discuss and consider 2025 budget amendment 2025-012.**

**Motion** by Murphy to approve 2025 Budget amendment 2025-12 as presented, seconded by Severson. **Motion** carried with a voice vote of 6-0-0.

**ii. Discuss and consider 2026 budget amendment 2026-001.**

**Motion** by Murphy to approve 2025 Budget amendment 2025-12 as presented, seconded by Severson. **Motion** carried with a voice vote of 6-0-0.

**10. Communications And Miscellaneous Business**

**a. Consider approval of vouchers**

**Motion** by Doll to approve the vouchers as presented, seconded by Severson. **Motion** carried with a voice vote of 6-0-0.

**b. Correspondence-** President Kelm-Nelson and Public Works Director met with a resident that lives in Westlawn to discuss the concerns with colored water.

**c. Upcoming community events-** Sunday family bingo at Drumlin Reserve. Fire Department corn beef and cabbage dinner on March 7<sup>th</sup>. Thursday, February 19 impact fee informational meetings, Spring/summer guide come out this week.

**d. Future agenda items-** Fire/EMS study direction, update on downtown area, direction to Ruedebusch, Flock cameras, creation of debt reduction task force.

**10. Adjournment**

**Motion** by Murphy to adjourn at 8:12 p.m., seconded by Doll. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, Clerk**

**Village of Cottage Grove**

**Approved: March 2, 2026**

**These minutes represent the general subject discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.**