

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, February 17, 2020**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:33 pm.

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, Jon Russell, Sarah Valencia. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Chief Dan Layber, and Village Attorney Larry Konopacki.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – Public’s opportunity to speak about any subject that is not a specific agenda item.

Brianna Griesbach-507 Galway Ter was present to voice concerns with air quality and to see if there is an interest in the community to look into sustainability initiatives or tools that can be given on how to improve the air quality.

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on January 20, 2020.

Motion by Allen to approve the minutes from February 3, 2020, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

6. New Business

a. Discuss and consider Operator License application for Barbara Morris for licensing year July 2019-June 2020.

Motion by Murphy to approve the Operator License for Barbara Morris for licensing year July 2019-June 2020, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider Sound Amplification Permit for Cottage Grove Fire Department for Firemen's Festival June 18-20, 2020.

Jason Kudrna was present to ask for the sound amplification permit for Fireman’s Festival June 18-20, 2020. Murphy asked if there were any changes from last year, which Jason Kudrna indicated that it was the same as last year. **Motion** by Russell to approve the Sound Amplification permit for Cottage Grove Fire Department for Fireman’s Festive June 18-20, 2020, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider extending park hours for Firemen's Festival for June 15-22, 2020.

Motion by Ratcliff to approve extending park hours for Fireman’s Festival for June 15-22, 2020, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

7. Reports from Village Boards, Commissions & Committees

7.I. Public Works & Properties Committee

Larson reported they discussed the road salt use and potential pilot program, a parking issue that will get signage in the Spring, the leaf collection program that they will continue to work on. Williams reported they discussed the upgrade to LED lighting at the Municipal Services Building.

7.II. Library Planning Committee

Ratcliff reported that Mark Ibach with South Central Library System and Tracy Herold with Dane County Library Service were present to give information on the costs to build a library and also the annual operating costs. They also discussed the Little Free Libraries and the Facebook and website posts they received, and they will be updating the maps. The next meeting will be March 4th at the Madison Community Foundation and then a tour at Madison Public Library.

7.III. Community Development Authority

Lennberg reported they continued to discuss a marketing project which Erin provided an outstanding matrix to work through the process and will continue the process at the next meeting. They discussed the CGI videos and decided to table until they decide on a marketing strategy. They discussed Dane Buy Local Guide which they decided to look at next year. The next meeting will be March 9th.

7.IV. Utility Commission

Murphy reported they discussed the water and sewer expansion along Vilas Road, updates on the mapping of the system and that is going well, and they discussed the upcoming water testing that will happen this year.

7.V. Plan Commission

a. Discuss and Consider A Request from Farris Auto to Amend an Existing Conditional Use Permit for Their Facility At 212 W. Cottage Grove Road to Permit Construction of An Additional Paved Area Bounded by A Privacy Fence and To Review Conditions of The Existing Permit.

Ruth explained the staff report and action reports in the packet and the plan is to do the improvements in three phases. Murphy questioned if all three phases would be completed this year? Ruth indicated the first phase would be completed as soon as weather permits, the second phase would be to build the sales building this summer and then the third phase would be to repair the front parking lots. Gerard and Jon Farris indicated that they are working on the phasing of the project and the goal is to make the property better. Lennberg questioned the type of material they will be using for the fence, which they indicated it would be a vinyl product. Lennberg also asked if they will be doing any landscaping along the fence facing the neighbors behind them, which they indicated they would be putting in shrubs and mulch. Valencia asked how tall the fence would be, which they indicated it would be 6ft.tall. Murphy asked how they plan to organize the lot with the new areas. Jon Farris indicated that the back lot would be for repair vehicles or vehicles that are not ready for sales. Murphy then asked about the delivery of vehicles and where that would take place, which it was indicated that it would be on the back lot through the fenced area. Murphy then asked if it would be possible for the deliveries to not happen at peak times of traffic, which Jon Farris indicated they could try and arrange the deliveries if possible, but they are at the mercy of the drivers. Lennberg asked if they had a timeframe for dressing up the existing building, which Gerard indicated they have spoken with New Tech but are waiting to get a solid plan.

Laura Riedl-563 N Main St.-In favor of the business they are great for the community.

Henry Forbes-101 E Cottage Grove Rd- In favor they are good mechanics and good people.

Susie Jones-442 Connie St- She was at the Plan Commission meeting and thought the fence was going around the complete property but understands the fence would be just around the back-parking area and would agree with the project.

Tina Wolf-101 E. Cottage Grove Rd- In favor she has bought cars from them and they are great mechanics and great guys.

David Jones-442 Connie- The building has been a pit for over 30 years and appreciate the Farris Brothers for making it look better.

Ron Mabie-439 Connie St.-The property has been an eye sore for a long time and do not agree with fences and would not be in favor of a fence unless maybe it was a chain link fence. The Conditional Use permit allow for a certain number of cars and there has been an explosion of cars in the area. He is also concerned if the adjacent property values will go down with a fence.

Savannah Holzman-547 Ollie St- Email sent in not in favor.

Lisa Holzman-547 Ollie St- Email sent in not in favor.

Tari Eschenburg-446 Connie St-recommends landscaping along fence, some people have patios that will face the fence.

Dan Hurley- lives a block away- concerned about property values and potential contaminants. Gerard Ferris indicated there are no storage tanks that could leak.

Motion by Valencia to approve the amendment to the existing Conditional Use permit for Farris Auto located at 212 W. Cottage Grove Rd to permit construction of an additional paved area bounded by a privacy fence with conditions in the staff report, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider A Request from Alejandro Ramirez For Approval of a Conditional Use Permit for an 'Indoor Commercial Entertainment' Land Use (Don Maguey Mexican Restaurant) Serving Alcohol located in the existing multi-tenant building at 1609 Landmark Drive.

Ruth reported that the conditional use permit is needed because they would be serving alcohol, and the Plan Commission did approve. Ratcliff asked if they had other locations and when they plan to be open., which it was indicated that they do have other locations in Sun Prairie and Edgerton, and they plan to open late May or early June. Valencia asked about the parking concerns from Soul Song, which Ruth indicated that he had spoken with the owner about the concerns and they are all for filling up the building but would like the back parking area to be utilized. Ruth indicated that the back parking does not loop around at this time, however with the hotel plan that would allow for the loop to happen.

Motion by Valencia to approve the Conditional Use Permit for an ‘Indoor Commercial Entertainment’ land use for Don Maguey Mexican Restaurant serving alcohol located in the existing multi-tenant building at 1609 Landmark Drive with conditions in staff report, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and Consider A Request from Nancy Hacker for Approval of a Zero Lot Line Certified Survey Map to split an existing duplex parcel at 706 St. James Street into two separate parcels.

Ruth reported that the request was approved at Plan Commission. Nancy Hacker indicated that the address is 760 St. James Street not 706. **Motion** by Murphy to approve the zero-lot line certified survey map to split the existing duplex parcel at 760 St. James Street with conditions in the staff report, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

Williams also reported that there was a presentation for an Atwell Hotel on the Hustons property west of the park and ride. Tim Olson also did a presentation on the possibility of developing the property adjacent to Bakken Park along with the portion that has been already annexed into the Village as he has been talking with developers so it could all be planned at the same time.

8. Reports from Village Officers

a. Attorney Larry Konopacki

i. Legal briefings/status updates

No updates

9. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Murphy to approve the Village portion of the vouchers in the amount of \$147,808.41, seconded by Russell. The check sequence goes from check #46741 to check #46803.

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

b. Correspondence-Williams indicated that Summit Credit Union sent an email in support of the Mexican Restaurant and the Atwell Hotel but not in favor of the Comfort Suites.

c. Upcoming community events- The Parks & Recreation has a survey out for the planning of Westlawn park and there will be an open house on March 19th at 6:30 pm at Village Hall. The new Spring/Summer Recreation Guide will be coming out soon.

d. Future agenda items- Soil borings in Commerce Park, Housing Task Force.

10. Adjournment

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

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: March 2, 2020

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.