

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, March 1, 2021**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:31 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, 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, Police Chief Dan Layber, Lt. Matt Wagner, EMS Chief Eric Lang, Building Inspector Jim Trebian and Village Attorney Larry Konopacki.

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 February 15, 2021.

Motion by VanderVelde to approve the minutes from February 15, 2021, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

6. Presentations to The Board

a. Presentation on Cottage Grove Community Foundation.

Jon Russell and Mike Millage from the Cottage Grove Community Foundation were present to give a brief overview of the foundation on how it was started and what the goals are for the community.

7. Unfinished Business

a. Discuss and Consider recommending a scope of study to the DGEMS Commission and Joint Fire Committee for the purposes of seeking proposals from consultants for an Organizational Review and Future Needs Analysis of Fire and EMS services.

Giese explained the memo in the packet and that it would help all the communities planning for future needs and services for the two departments. With the current discussions with DGEMS and what they are looking at for staffing needs and the timing of the renewal of contract it would be a good time to get the study done. The goal would be to get the other boards to discuss this prior to the April 5th Village Board meeting so the RFP could be discussed at that meeting. Allen indicated that this does not mean that the Village is looking to leave DGEMS it really is to help the district and to make it a better service for the community. Giese will continue to reach out to the other boards to see if they are interested in joining the study. **Motion** by Allen to table, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

8. New Business:

a. Discuss and consider Sound Amplification application for Firemen's Festival, June 17-20, 2021.

Jason Kudrna was present and explained they are moving forward with planning for the festival and if they need to cancel due to restrictions they will. **Motion** by Ratcliff to approve the sound amplification permit for Firemen's Festival, June 17-20, 2021, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider request from Cottage Grove Fire Department to extent the park hours at Fireman's park the week of June 17-20, 2021.

Motion by Allen to approve extending the park hours at Fireman's park the week of June 17-20, 2021 as requested, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider the annual building permit report from General Engineering.

Jim Trebian Building Inspector was present to explain the report on the permits issued for 2020. The report will be clearer next year because they will have completed the entire year under General Engineering software.

9. Reports from Village Boards, Commissions & Committees

9.I. Parks, Recreation & Forestry Committee

Murphy reported they had a presentation of a proposed project on the Horizon property and discussed the dog park and will continue to have conversations, they discussed the park fee update, they discussed the park in

Westlawn 4th addition and it will have equipment installed in the spring and they updated the financial plan to allow for future work to be done in Bakken Park to utilize more of the space in the park. They also approve the park naming rights policy

a. Discuss and consider Park Naming Rights Policy.

Motion by Ratcliff to approve the park naming rights policy as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

9.II. Deer-Grove EMS Commission

Allen reported that calls were up from last year, they discussed the holiday time pay and it was tabled until after union negotiations. They also discussed the staff needs.

9.III. Joint Fire Department Committee

Ratcliff reported it was a short meeting to discuss the land survey that will be needed to place the sign on the property as required by Dane County zoning. They also approve the squad repair.

9.IV. Law Enforcement Committee

Williams reported they discussed the SRO agreement and the annual reports.

a. Discuss and consider Monona Grove School District Student Resource Officer agreement.

Motion by Allen to approve the Monona Grove School District Student Resource Officer agreement, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

b. Discuss annual reports.

Chief Layber gave a brief overview of the annual reports.

9.V. Ad Hoc Housing Task Force

VanderVelde reported they had a presentation from Kurt Paulsen on the 2019 Dane County housing needs assessment. Ruth went through the local housing data for the area and they updated the Chart of work they passed at the last meeting.

9.VI. Ordinance Review Committee

Murphy reported they discussed the pool fence requirements because it was brought up by a resident if automatic safety covers would be allowed in place of a fence. The committee wanted direction from the Village Board. They also discussed the other ordinances they are working on and will need a public hearing to change.

a. Discuss direction for committee regarding in-ground pool fencing requirements.

Murphy indicated there is a memo on the request and other board members thought it would be a good idea to continue looking into the ordinance.

10. Reports from Village Officers

a. Stafford Rosenbaum

i. Legal briefings/status updates

No reports

b. COVID-19 update

Lt. Wagner reported that they have received information on large gatherings, and they will have guidelines shortly. The county is trending in the right direction, there have been 505 confirmed cases in Cottage Grove and the average rates are down.

11. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by VanderVelde to approve the Village portion of the vouchers in the amount of \$184,859.90 seconded by Allen. The check sequence goes from check #48264 to #48319. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence- Williams indicated that the Herald reached out to him on the Sustainability report on the Renew Madison Solar Group.

c. Upcoming Community Events-CG Fire Department St Patrick day fundraiser of corn beef on March 13th it will be all drive up this year more information can be found on their Facebook page. Williams indicated that the Chamber had a meeting that gave a marketing overview of the businesses and Sustainability leadership meeting by Dane County and Madison and Murphy, Williams and Hess put together a slide for the presentation on what is happening in Cottage Grove. Parks and Rec kicked off the community be active challenge today. Miracle League is taking registrations.

d. Future agenda items- Plan Commission items

12. Closed Session: This Closed Session Is for Discussion of Incentive and Land Sale Negotiations In TID#5.

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 8:50p.m. for Discussion of Incentive and Land Sale Negotiations In TID#5 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, Lennberg AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

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

Motion by Murphy to reconvene into open session at 9:23 p.m. seconded by VanderVelde. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Lennberg AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

12. Adjournment

Motion by Allen to adjourn at 9:24 p.m., seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Clerk
Village of Cottage Grove
Approved: March 15, 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.