

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, March 6, 2023

MINUTES

1. Call to Order

Village President Williams called the Village Board of Trustees to order at 6:31 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, and Vincent Wittig. Brittany Ballweg was absent and excused. Staff present were Village Administrator Matt Giese, Deputy Village Administrator JJ Larson, Village Clerk Lisa Kalata, Parks and Recreation Director Sean Brusegar, Public Works Director Brian Peterson, Finance Director Cameron Sawyer, Village Planner Erin Ruth, Chief of Police Mark Garry, Lt. Matt Wagner, and Village Attorney Derek Panches.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak*- Susan Brumm-108 Maria Ln-emailed a wish to speak form in support of a Library.

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on February 20, 2023.

Motion by Peterson to approve the minutes from February 20, 2023, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

6. Presentations to The Board

a. Monona Grove School District referendum.

Dan Olson from Monona Grove School District was present to discuss the upcoming school referendum question that will be on the April Ballot.

7. New Business

a. Swearing in ceremony for Officer Daniel Shepherd.

Kalata administered the oath of office to Officer Daniel Shepherd.

b. Discuss and consider Host Permit for New Tech Painting LLC.

Motion by Valencia to approve the Host Permit for New Tech Painting LLC, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider letter of support for Shared Revenue Increase.

Motion by Valencia to approve the letter of support for Shared Revenue increase as presented, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Joint Fire Department Committee

Peterson reported the Fire Chief gave a report and included a breakdown of calls between communities. They did not replace the heaters in the fishbowl because they were able to get them working. They approved wireless access points for internet service. They discussed the length of service program and will take it back to the membership. The joint agreement should be completed at the next meeting.

8.II. Law Enforcement Committee

Williams reported they discussed the business items and there will be an executive summary added to the reports by the Chief of Police. The fourth license plate reader will be installed soon. The Chief is looking into another body camera program, and they discussed the annual reports.

8.I II. Ad Hoc Architectural Review Committee

Williams reported they approved the site plan amendment for One Community Bank with conditions.

8.IV. Plan Commission

a. Discuss and Consider an Application from One Community Bank for Approval of A Site Plan Amendment For A Previously Approved Approximately 6,000 Sq. Ft. Bank At 1565 Landmark Drive.

Motion by Valencia to approve a Site Plan Amendment for One Community Bank for an approximately 6,000 sq. ft. bank at 1565 Landmark Drive with conditions in the Village Action Report, seconded by Stoa. **Motion** carried with a voice vote of 6-0-0.

9. Reports from Village Officers

a. Village Attorney

i. Legal briefings/status updates- no report

b. Finance Director

i. Discuss and consider 2022 budget amendment 2022-001.

Motion by Peterson to approve the 2022 budget amendment 2022-001 as presented, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

ii. **Discuss and consider 2023 budget amendment 2023-001.**

Motion by Valencia to approve the 2023 budget amendment 2023-001 as presented, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

iii. **Discuss intra-fund budget amendment policy.**

The board would like a draft to come back and discuss.

iv. **2022 Financial results update**-Sawyer reported he will do a mini-presentation with the board and should have financial statements shortly from the auditors.

10. Communications and Miscellaneous Business

a. **Consider approval of vouchers.**

Motion by Peterson to approve the vouchers as presented in the amount of \$863,722.07, seconded by Stoa.

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

b. **Correspondence** – None

c. **Upcoming Community Events**- Pasta Dinner by the Lions on March 11, 2023, Corn Beef dinner by the Cottage Grove Fire Department on March 18, 2023.

d. **Future agenda items**- April 3rd meeting to be all virtual, Associated Appraisal for annual review.

11. Adjournment

Motion by Peterson to adjourn at 7:34 p.m., seconded by Stoa. **Motion** carried with a voice vote of 6-0-0.

Lisa Kalata, Village Clerk
Village of Cottage Grove
Approved: March 20, 2023

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.