

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, March 20, 2023

MINUTES

1. Call to Order

Village President Williams called the Village Board of Trustees to order at 6:30 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, Brittany Ballweg, and Vincent Wittig. Sarah Valencia 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, EMS Chief Eric Lang, Village Engineer Josh Straka, and Village Attorney Rick Manthe.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak*- Katie Moureau-319 Southing Grange-emailed a wish to speak form in support of a Library.

5. Discuss and Consider the Minutes of The Regular Village Board Meeting on March 6, 2023.

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

6. Unfinished Business

a. Discuss and consider resolution 2023-01: A Resolution Authorizing the Village Administrator to sign closing documents on the Village's behalf regarding Commerce park land sale to One Community Bank.

Motion by Ballweg to approve resolution 2023-01 as presented, seconded by Stoa. **Motion** carried with a voice vote of 6-0-0.

7. New Business

a. Discuss and consider maintenance agreement for Faber Road.

Motion by Murphy to approve the maintenance agreement for Faber Road as presented, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and consider approval of a development agreement with TI Investors of Cottage Grove, LLC.

Motion by Peterson to approve the development agreement with TI Investors of Cottage Grove, LLC as presented, seconded by Ballweg. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider Sound Amplification permit for Cottage Grove Firemen's Festival.

Motion by Ballweg to approve the sound amplification permit for Cottage Grove Firemen's Festival, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

d. Discuss and consider request from Cottage Grove Fire Department to extend the park hours at Fireman's Park June 12 - 20, 2023.

Motion by Peterson to approve the request from Cottage Grove Fire Department to extend the park hours at Fireman's Park June 12- 20, 2023, seconded by Ballweg. **Motion** carried with a voice vote of 6-0-0.

e. Discuss and consider holding the April 3, 2023 Village Board meeting virtually due to the Spring Election on April 4, 2023.

Motion by Ballweg to hold the April 3, 2023 Village Board meeting virtually due to the Spring Election on April 4, 2023, seconded by Stoa. **Motion** carried with a voice vote of 6-0-0.

f. Discuss and consider No Mow May proclamation suspending the grass height requirement.

Motion by Peterson to approve the No Mow May proclamation suspending the grass height requirement, seconded by Murphy. **Motion** carried with a voice vote of 6-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Parks, Recreation & Forestry Committee

a. Discuss and consider suspending Ordinance 230-2 from 7 am to 3 pm on April 15, 2023 to allow animals in Bakken Park.

Motion by Ballweg to approve suspending Ordinance 230-2 from 7 am to 3 pm on April 15, 2023 to allow animals in Bakken Park, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

8.II. Public Works, Properties And Sustainability Committee

Murphy reported they had an update on the solar panel project and will have an event once it is completed. Waste Management was present to discuss the e-waste collection and would like to have a drop off site, staff is working with them to get a date for curbside pick which is in the contract. They approved the mailbox policy and discussed the annual MS4 report. They do have an open spot on the committee and the next meeting will be April 11th.

a. Discuss and consider mailbox policy.

Motion by Peterson to approve the mailbox policy, seconded by Ballweg. **Motion** carried with a voice vote of 6-0-0.

b. Presentation of Annual MS4 report.

Larson gave a brief overview of the report.

c. Discuss and consider resolution 2023-2: A resolution for runoff management grants.

Motion by Peterson to approve resolution 2023-2 as presented for runoff management grants, seconded by Ballweg. **Motion** carried with a voice vote of 6-0-0.

8.III. Utility Commission

Stoa reported they discussed the online payment provider and tabled until the next meeting. The new Utility Superintendent was present to meet the committee. They had an update on projects in the village and discussed a lift station in TID#10.

8.IV. Plan Commission

a. Discuss and Consider An Application From Madison United Rugby For A Site Plan Amendment To Permit Adding Field Lights At The Wisconsin Rugby Sports Complex Located At 448 Clark Street.

Motion by Peterson to approve the site plan amendment for Madison United Rugby to add field lights at the Wisconsin Rugby Sports Complex located at 448 Clark Street with conditions in staff report along with additional condition that lights do not operate from 10 pm to 8 am, seconded by Ballweg. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and Consider a Zoning Text Amendment Regarding Setbacks on Streets with Rights Of Way With Width Of 100 Feet Or More.

Motion by Murphy to approve the zoning text amendment regarding setbacks on streets with rights of way with width of 100 feet or more, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

8.V. Deer-Grove EMS Commission

Williams reported they discussed the regular reports. They also discussed an EMT Program that is similar for the volunteer Fire Department member and legal will be looking into the program. They approved the Chaplain position. They discussed a contract with Lake Mills for EMS services but did not feel it would be worth it as the contract would only be for a brief time.

8.VI. Library Board

Peterson reported they discussed the stakeholders document, the comments document and approved the FAQ. They approved a proclamation for the Bookmobile and the bills list and the Library President and Friends of the Library gave their reports. The next meeting will be April 19th.

a. Update on Library Programming efforts.

Phillippi gave a brief overview of the programming.

9. Reports from Village Officers

a. Village Attorney

- i. **Legal briefings/status updates-** Manthe reported there is an interesting case regarding transportation utility fees happening in the courts. They will continue to watch it and see how it plays out in the court system.

b. Finance Director

- i. **Discuss TID #7 closure or possible one-year extension for affordable housing purposes.** Sawyer and Ruth explained the program and will work to bring back options to the next meeting.
- ii. **Unaudited 2022 financials report.** Sawyer gave a brief overview of the 2022 financials.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Murphy to approve the vouchers as presented in the amount of \$297,682.18 seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

b. Correspondence – None

c. Upcoming Community Events- Rain barrel and compost bins can be purchased from Public Works.

d. Future agenda items- Extension of TID#7

11. Adjournment

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

Lisa Kalata, Village Clerk
Village of Cottage Grove
Approved: April 3, 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.