

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, April 1, 2019**

MINUTES

1. Call to order

The April 1, 2019 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

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: Troy Allen, James Elmore, Jack Henrich, Jeff Lennberg, Melissa Ratcliff, Jon Russell and John Williams. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation & Forestry Director Sean Brusegar, Police Chief Dan Layber, and Village Attorney Leighton Boushea.

3. Pledge of Allegiance.

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

Bonnie Campbell – 212 Windham Hill was present to express her concerns with the driveways and parking lots at Marketplace. She has spoken with the businesses and they are not happy with the conditions as well. She would like the board to find a way to help encourage the property owner to replace the driveways and parking lots.

5. Discuss and consider the minutes of the regular Village Board meeting of March 18, 2019.

Motion by Ratcliff to approve the minutes from March 18, 2019, seconded by Williams. **Motion** carried with a voice vote of 7-0-0.

6. Unfinished Business

a. Discuss and consider terms and conditions relating to the hold on TDS Right-of-Way Permit.

Giese indicated that TDS would not be here tonight, and they do not have anything new to report. **Motion** by Williams to table item 6a., seconded by Allen. **Motion** carried with the voice vote of 7-0-0.

b. Discuss and consider request from Monona Grove Development, Inc./Shady Grove, LLC to rezone the proposed single-family residential and park and open space lots in the Shady Grove Subdivision based on a revised concept plan, to become effective only upon subsequent approval and recording of a revised final plat.

Robert Proctor was present to present the concept plan for Shady Grove Subdivision with the revisions that had been discussed at the neighborhood meeting. They have addressed all the concerns and are asking to rezone the single-family lots only taking effect upon approval and recording of the revised final plat. Allen commented that they have come along way, however he would like the lots to be larger that about the town subdivision and is disappointed that the park is not larger, and nothing is being done to save the trees and questioned the width of Buss road. Ruth indicated that the engineers will work through the width of the road and will be brought back for approval of the revised final plat. **Motion** by Henrich to approve the request from Monona Grove Development, Inc./ Shady Grove, LLC to rezone the proposed single-family residential lots, seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

7. New Business

a. Discuss and consider new operator's license for year July 2018-June 2019 for Caitlin Guelzow, Cordell Cummings, Rochelle Nord.

Motion by Lennberg to approve the operator license for year July 2018-June 2019 for Caitlin Guelzow, Cordell Cummings and Rochelle Nord, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider Proclamation for 2019 Arbor Day.

Motion by Williams to approve the proclamation for 2019 Arbor Day, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Peer Court Steering Committee

Lennberg reported that it was a short meeting and that everything is right in line.

8.II. Deer-Grove EMS Commission

Allen reported that calls are down compared to same time last year, they are applying for a grant, they updated the employee handbook and discussed credit card payments. There will be a small fee that will be passed along to the customer. The next meeting will be April 18th and it will be in Deerfield.

8. III. Law Enforcement Committee

Elmore reported they discussed the regular reports and dog bites are up with one officer getting bitten.

8. IV. Parks, Recreation & Forestry Committee

a. Discuss and consider bee houses in Village parks.

Laura from Boy Scout Troop 145 was present to ask to put Mason bee houses up in Village parks, the houses are a place for bees to lay their eggs and they rarely sting. The troop would place and maintain the houses. The Parks Committee recommended placing signage to notify people that they are Mason bee houses. They would be placed in Governor Taylor and Community Park. Henrich asked if they could be a different color so they do not attract children? They are painted orange because that is the troop color. **Motion** by Elmore to approve the Mason bee houses to be placed in Governor Taylor and Community Park with the signage to be paid for by the Parks Department, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider applying for a Stewardship Grant for Bakken park shelter construction.

Brusegar explained that they could apply for a stewardship grant to help pay for the Bakken Park shelter and it could be up to 50% of the cost of the shelter. The cost for the grant writing would be \$4,000. **Motion** by Elmore to approve the funding to apply for a Stewardship Grant out of the park development fund, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

8.V. Natvig Landfill Monitoring Review Committee

Lennberg reported that the billing was normal, and the next meeting will be May 28th.

8.VI. Joint Fire Department Committee

Russell reported that they discussed the computer network infrastructure, there is no hurry for the shipping container and has been tabled indefinitely, the door repairs will be completed this week, they have 29 members, they approved funding for tools to be shared by EMS. They are working with their attorney to get the contract signed for the Village and Town.

9. Reports from Village Officers:

- a. Troy Allen- Remind everyone that tomorrow is election day and encourage to get out and vote.
- b. James Elmore- No report
- c. Jeff Lennberg- Can anything be done on the parking lot at Marketplace? Attorney Boushea indicated that it is private property so from a legal point of view there is not much that can be done. Giese indicated that he has been talking with the tenants and they are not happy and will not be paying their maintenance fees. He does have a call in to the owner, so hopefully they will fix it and it may be possible to look at it as a public safety issue with the Fire Department and EMS.
- d. Melissa Ratcliff- No report
- e. Jon Russell- No report
- f. John Williams-No report
- g. Jack Henrich- No report
- h. Attorney Lee Boushea
 - i. **Legal briefings/status updates.**
Will have the sexting and pod storage ordinances for next meeting with the help of the Chief.
- i. Administrator Matt Giese- reported under Jeff Lennberg's report.
- j. Director of Planning and Development Erin Ruth- No report
- k. Police Chief Dan Layber- No Report
- l. Public Works & Properties Director JJ Larson- No report
- m. Parks, Recreation & Forestry Director Sean Brusegar – No report
- n. Clerk, Lisa Kalata- Election Day tomorrow and Badger books will be up and running so come out and vote.
- o. Treasurer, Deb Winter- Absent and excused.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Ratcliff to approve the Village portion of the vouchers in the amount of \$16,919.44 seconded by Williams. The check sequence goes from check #45192 to check #45198 and check #45200 to check #45225 **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-None

c. Upcoming community events- The Optimist Club will be hosting an Easter Egg Hunt at Northlawn Park.

d. Future agenda items-TDS update and Marketplace parking lot.

11 Closed Session: The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par (b) applies which, if discussed in public would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data or involved in such problems or investigations – Operator License Application and 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. This closed session is to negotiations terms for development in TID#5.

Motion by Henrich to enter into closed session at 7:07 p.m., seconded by Williams. **Motion** carried with a roll call vote of Allen AYE, Elmore AYE, Henrich AYE, Lennberg AYE, Ratcliff AYE, Russell AYE, Williams AYE.

12. Reconvene into open session and possible consideration of closed session items.

Motion by Elmore to reconvene into open session at 7:54 p.m., seconded by Allen. **Motion** carried with a roll call vote of Allen AYE, Elmore AYE, Henrich AYE, Lennberg AYE, Ratcliff AYE, Russell AYE, Williams AYE.

Motion by Elmore to approve operator's license for Maxwell Grorich and Christopher Thornell, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0. No other action was taken.

13. Adjournment

Motion by Lennberg to adjourn at 7:54 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Clerk
Village of Cottage Grove
Approved: April 15, 2019**

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.