

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, May 2, 2022**

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, Brittany Ballweg, David Peterson, Heidi Murphy, Melissa Ratcliff, Chris Stoa, Sarah Valencia. Staff present were Village Administrator Matt Giese, Deputy Administrator/Public Works Director JJ Larson, Village Clerk Lisa Kalata, Finance Director Alicia Richmond, Village Planner Erin Ruth, Fire Chief Nick Archibald, EMS Chief Eric Lang, Village Engineer Josh Straka, Lt. Wagner, and Village Attorney Rick Manthe.

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 April 18, 2022.

Motion by Peterson to approve the minutes from April 18, 2022, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

6. Unfinished Business

a. Discuss and consider Bid Award for Main St (CTH N) Urbanization & Bike Path Construction project.

Motion by Ratcliff to approve the Bid Award to Raymond P. Cattell, Inc for \$1,275,480.50, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider Bid Award for 2022 Street Improvements (E. Taylor/Ridge Rd. & W. Oak St.).

Motion by Valencia to approve the Bid Award to Homburg Contractors, Inc for bid alternative No.2 in the amount of \$1,98,605.00, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

c. No Mow May

i. Discuss and consider adopting No Mow May proclamation.

Motion by Melissa to approve No Mow May proclamation, second by Valencia. **Motion** carried with a voice vote of 7-0-0.

ii. Discuss and consider amending chapter 224 of the Village Code to allow suspension of grass height requirements.

Motion by Ratcliff to approve amending Chapter 224 of the Village Code to allow suspension of grass height requirements, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

iii. Discuss and consider suspending grass height requirements.

Motion by Ratcliff to approve suspending grass height requirements until May 31st, 2022, second by Murphy. **Motion** carried with a voice vote of 7-0-0.

7. New Business

a. Discuss and consider Block Party Application for Drumlin Reserve.

Motion by Ratcliff to approve the Block Party Application for Drumlin Reserve, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider Resolution 2022-04 & 2022-05, Re: Appreciation of service for Troy Allen and Paul Vandervelde.

Motion Murphy to approve Resolution 2022-04 & 2022-05 as presented, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider Proclamation in Support of International Firefighters Day May 4, 2022.

Motion by Ratcliff to approve a Proclamation in Support of International Firefighters Day May 4, 2022, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider Schedule of Appointment of Agent for Kwik Trip

Motion by Ratcliff to approve Schedule of Appointment of Agent for Kwik Trip, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

e. Discuss and consider Host Permit for New Tech Painting.

Motion by Peterson to approve a Host Permit for New Tech Painting, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Library Board

Ratcliff reported that Tracie Miller from South Central Library System was present to answer questions of the board and what the next steps in the process.

8.II. Deer-Grove EMS Commission

a. Presentation by Chief Lang on Deer-Grove EMS services.

Chief Lang was present to give a brief overview of Deer-Grove EMS.

b. Discuss and consider Resolution 2022-04-21 re: Deer Grove EMS Staffing Initiative.

Motion by Peterson to approve Resolution 2022-04-21 regarding Deer Grove EMS staffing initiative, seconded by Valencia. **Motion** carried with a voice vote 7-0-0.

8.III. Law Enforcement Committee

Williams reported they discussed delta 8 issue with THC and will discuss with the legal team and bring back to the next meeting. The new officers are progressing. The license plate readers are now permanent in the Village.

8.IV. Emergency Preparedness Committee

Lt. Wagner reported they discussed the annual plan and have made updates. They received a \$2,000 donation from Hydrite that will be used for tabletop exercises later this year.

8.V. Joint Fire Department Committee

Peterson reported they discussed the sale of engine #3. They discussed a bottle fill station estimate. The jaws of life are now powered by electric, and they will use the festival funds to purchase a new electric jaws of life and will put the old one on the surplus website for sale. They also worked on the Mission, Vision and Value statements as recommended by the PPA study. The next meeting, they will be discussing the budget formula as recommended by PAA.

9. Reports from Village Officers

a. Stafford Rosenbaum

i. Legal briefings/status updates- no updates

b. John Williams

i. Nomination of Jennie Lueder to the Police Commission.

ii. Nomination of Troy Allen and Heidi Murphy to Plan Commission.

iii. Nomination of John Hogan to the Community Development Authority.

iv. Nomination of David Peterson to the Library Board.

v. Nomination of Melissa Ratcliff to the Natvig Landfill Monitoring Review Committee.

vi. Nomination of Chris Stoa to Joint Fire Department Committee, Law Enforcement Committee and Utility Commission.

vii. Nomination of Brittany Ballweg to Ad Hoc Architectural Review Committee, Deer-Grove EMS Commission.

Motion by Ratcliff to approve the above nominations, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

c. Village Administrator

i. Discuss and consider approval of Village Hall Summer office hours.

Motion by Peterson to approve Village Hall summer office hours, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

ii. Discuss and consider scheduling a Special Village Board meeting on May 31st or June 1st for the purpose of touring Village facilities with consulting firm FGM Architects.

Motion by Murphy to approve meeting on May 31, 2022 @ 5:30 p.m. at Village Hall for a tour of facilities, second by Ratcliff. **Motion** carried with voice vote of 7-0-0.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Peterson to approve the vouchers as presented in the amount of \$151,911.97 seconded by Valencia. The check sequence goes from check #50076 to #50167. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence – Williams reported he received an email about a near miss with a school bus on the 300 block of Main St. This was forwarded to Chief Layber. Williams also had a request from the Fire Department to support the nomination of Nick Archibald as the Fire Chief of the year through their Association.

c. Upcoming Community Events- Shady Grove grand opening on Wednesday, May 4th, Ribbon cutting for MG School for solar panel installation at the High School on May 21st. Lions Club car cruise and poker run on May 14th to benefit Badger Childhood Cancer Network.

d. Future agenda items- none

11. Closed Session: This Closed Session Is to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements. 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 8:19p.m. to Establish Negotiating Position Regarding Deer-Grove EMS District and Joint Fire Agreements. 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 Peterson. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

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

Motion by Ratcliff to reconvene into open session at 8:53 pm, seconded by Peterson. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

13. Adjournment

Motion by Ratcliff to adjourn at 8:54 p.m., seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Village Clerk

Village of Cottage Grove

Approved: May 16, 2022

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.