

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, June 6, 2022**

**MINUTES**

**1. Call to order**

Village President Williams called the Village Board of Trustees to order at 6:34 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, Heidi Murphy, David Peterson, Melissa Ratcliff, Chris Stoa, Sarah Valencia. Staff present were Village Administrator Matt Giese, Deputy Administrator/Public Works Director JJ Larson, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Parks and Recreation Director Sean Brusegar, Police Chief Dan Layber, Lt. Wagner, and Village Engineer Josh Straka.

**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 May 16, 2022, And Special Village Board of Trustees Meeting May 31, 2022.**

**Motion** by Murphy to approve the minutes from May 16, 2022, and May 31, 2022, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

**6. Unfinished Business**

**a. Discuss and consider Leaf Vac purchase for 2024 with ARPA funds.**

**Motion** by Peterson to direct the Director of Public Works to procure no less than two quotes for a leaf vac truck as well as do the research to understand if we have the appropriate amount of funds for the interceptor project and report back to a future Village Board meeting, seconded by Ratcliff. **Motion** carried with a voice vote of 6-1-0 with Williams voting No.

**7. New Business**

**a. Swearing in of Police Officer Robert Gilmore**

The Village Clerk administered the Oath of Office for Officer Gilmore.

**b. Discuss and consider Liquor License applications for licensing year July 2022- June 2023 for the attached list.**

**Motion** by Peterson to approve the liquor license applications for licensing year July 2022-June 2023 as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

**c. Discuss and consider Amusement Device permit applications for licensing year July 2022- June 2023 for the attached list.**

**Motion** by Valencia to approve the amusement device applications for licensing year July 2022-June 2023 as presented, seconded by Murphy. **Motion** carried with a voice vote of 7-0-0.

**d. Discuss and consider Tobacco License applications for licensing year July 2022 - June 2023 for the attached list.**

**Motion** by Peterson to approve tobacco license applications for licensing year July 2022-June 2023 as presented, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

**e. Discuss and consider gender inclusive restrooms signage and policy.**

**Motion** by Ratcliff to the extent possible, relabel the existing single-stall bathrooms to have gender-inclusive restrooms signage and that moving forward, the policy of the Village will be to include single stall gender-inclusive restrooms on properties owned and operated by the village, while being compliant with building codes, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

**f. Discuss and consider rescheduling or possibly cancelling July 4th board meeting.**

**Motion** by Valencia to tentatively reschedule the Village Board meeting to July 5<sup>th</sup> however the final decision will be made by Village President and Administrator if the meeting can be cancelled, seconded Ratcliff. **Motion** carried with a voice vote of 7-0-0.

**8. Reports from Village Boards, Commissions & Committees**

**8.I. Peer Court Steering Committee**

Peterson reported it was a short meeting, they discussed the training that Claudia attended. They also discussed the auto theft issue. The next meeting is July 19<sup>th</sup>.

**8.II. Library Board**

Peterson reported they discussed the financial feasibility study; book drop boxes and they also selected a consultant for the study. The next meeting is June 15<sup>th</sup>.

**a. Discuss and consider Resolution 2022-07 re: A Resolution of support to the Cottage Grove Public Library.**

**Motion** by Valencia to approve Resolution 202-07 as presented, seconded by Murphy. **Motion** carried with a voice vote 7-0-0.

### **8.III. Deer-Grove EMS Commission**

Valencia reported they hired the two full time paramedics, the new ambulance is in transit, they elected officers and Valencia will be the Chair and Frutiger is Secretary.

### **8.IV. Natvig Landfill Monitoring Review Committee**

Peterson reported they elected Andres and the Chair and Peterson as the Secretary. They also approved the bills. The next meeting is July 25<sup>th</sup> at 6:15 p.m.

### **8.V. Joint Fire Department Committee**

Peterson reported engine #3 is going up on Wisconsin Surplus to be sold. They discussed mutual aid partnerships and PAA's recommendation on the funding of the department by the municipalities and they will continue to work on that. They toured the new engine.

### **8.VI. Law Enforcement Committee**

Williams reported they discussed the monthly reports.

### **8.VII. Parks, Recreation & Forestry Committee**

Murphy reported they discussed the public notification of herbicide and fertilizer applications at parks, they approved the Boy Scout Troop 145 to use Fireman's Park and MG Boys Soccer to use Bakken Park.

#### **a. Discuss and consider allowing Boy Scout Troop 145 to have a campout in Fireman's Park on September 24, 2022.**

**Motion** by Peterson to approve Boy Scout Troop 145 to use Fireman's Park on September 24, 2022, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

#### **b. Discuss and consider allowing Monona Grove Boys Soccer to have a campout at Bakken Park on August 19, 2022.**

**Motion** by Valencia to approve Monona Grove Boys Soccer to use Bakken Park on August 19, 2022, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

#### **c. Discuss 2022 parks project bids and next steps.**

Village Engineer Straka will work with contractors of the projects and bring back to the bid awards to next meeting.

### **9. Reports from Village Officers**

#### **a. Stafford Rosenbaum**

##### **i. Legal briefings/status updates-** No report

#### **b. Village Administrator**

##### **i. Kick off of 2022-2023 Prioritization Process**

Giese reported the Board members can submit their priorities by June 14<sup>th</sup> and will be on the agenda for June 20<sup>th</sup> if everything is returned by then.

### **10. Communications and Miscellaneous Business**

#### **a. Consider approval of vouchers.**

**Motion** by Ratcliff to approve the vouchers as presented in the amount of \$220,781.78 seconded by Peterson.

The check sequence goes from check #50228 to #50288. **Motion** carried with a voice vote of 7-0-0.

#### **b. Correspondence –** Emails in support of the library as a priority.

#### **c. Upcoming Community Events-** Fireman's Festival, Toddler time at Glacial Drumlin on June 11<sup>th</sup> @ 9:30 am.

#### **d. Future agenda items-** Plan Commission items, Ehlers for the borrowing.

### **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 8:51 p.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 Ratcliff. **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 7:22 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 9:38 p.m., seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Village Clerk  
Village of Cottage Grove  
Approved: June 20, 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.**