

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES**

**Monday, July 19, 2021**

**MINUTES**

**1. Call to order**

Village President John Williams called the Village Board of Trustees to order at 6:30 pm. this was a Zoom 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, Troy Allen, Heidi Murphy, David Peterson, Melissa Ratcliff, Sarah Valencia. Paul VanderVelde was absent and excused. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director/Deputy Administrator JJ Larson, Police Chief Dan Layber, Lieutenant Matt Wagner, EMS Chief Eric Lang, Village Engineer Josh Straka and Village Attorney Larry Konopacki.

**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 July 5, 2021.**

**Motion** by Allen to approve the July 5, 2021 minutes are presented, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

**6. Unfinished Business**

**a. Discuss Village Board Priorities.**

Giese explained the memo and that they will continue to discuss the top priorities at the next meetings.

**b. Discuss and consider development agreement with Shady Grove.**

**Motion** by Ratcliff to approve the general development agreement with Shady Grove with minor modifications, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

**7. New Business**

**a. Discuss solid waste and recycling service with Waste Management representatives.**

Michael Schoenleber from Waste Management was present to answer questions about the issues the Village is having with the service. Michael is going to follow up with Giese on education for recyclables and other options for recycling.

**b. Discuss and consider Sound Amplification permit for Suzanne Warborg at 229 Forreton Dr.**

**Motion** by Valencia to approve the sound amplification permit for Suzanne Warborg at 229 Forreton Dr, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

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

**8.I. Public Works & Properties Committee**

Williams reported they introduced the new Village Engineer Josh Straka and they discussed the ongoing projects.

**8.II. Library Planning Committee**

Ratcliff reported they discussed the presentation to the Village Board and recommending sending the letter to DPI.

**a. Discuss and consider Library Planning Committee recommendations to approve sending letters to the Department of Instruction Division of Libraries, Technology and Community Learning regarding feasibility and desirability of establishing a public library in the Village of Cottage Grove.**

**Motion** by Peterson to approve sending a letter to the Department of Instruction Division of Libraries, Technology and Community Learning regarding feasibility and desirability of establishing a public library in the Village of Cottage Grove, seconded by Valencia. **Motion** carried with a voice vote of 4-2-0 with Williams and Allen voting No.

**8.III. Community Development Authority**

Valencia reported they had a presentation from Distillery on the launch of the new logo and they also discussed the next marketing steps.

#### **8.IV. Ad-Hoc Sustainability Committee**

Murphy reported they discussed the solar group buy programs in Dane County and getting the information around the community. They also discussed the bike friendly certification and doing a bike map and possibly a bike event this fall. They also discussed parking standards for bikes.

#### **8.V. Utility Commission**

Murphy reported they discussed the pressure zone modifications in Westlawn and the DNR has approved the changes.

#### **8.VI. Plan Commission**

Williams reported they had a presentation from CARP-C and MPO and the land use of Dane County and how they work with local communities.

#### **8.VII. Emergency Preparedness Committee**

Lt. Wagner reported they discussed the Dane County Natural Hazard Plan agreement with Dane County that must be updated every three years.

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

Allen reported that calls are up for the year, the new ambulance should be here in November and the approved some edits to the Personnel Handbook and had an update on the collective bargaining agreement.

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

##### **a. John Williams**

##### **i. Nomination of Erik Braun to the Library Planning Committee.**

**Motion** by Ratcliff to approve Erik Braun to the Library Planning Committee, seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

##### **b. Stafford Rosenbaum**

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

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

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

**Motion** by Murphy to approve the Village portion of the vouchers as presented in the amount of \$88,352.80 seconded by Valencia. The check sequence goes from check #48765 to #48823. **Motion** carried with a voice vote of 6-0-0.

##### **b. Correspondence-** None

**c. Upcoming Community Events-** Community Garage Sales and Stuff the Bus sponsored by the Lions Club, Music in the Grove at Bakken park

**d. Future agenda items-** Hybrid meetings.

#### **11. Adjournment**

**Motion** by Allen to adjourn at 8:05 p.m., seconded by Peterson. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, Clerk**  
**Village of Cottage Grove**  
**Approved: August 2, 2021**

**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.**