

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, August 2, 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 and Paul VanderVelde. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director/Deputy Administrator JJ Larson, Parks Director Sean Brusegar, Lieutenant Matt Wagner, Fire Chief Nick Archibald, Village Engineer Josh Straka, Village Attorney Larry Konopacki 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 July 19, 2021.**

**Motion** by Allen to approve the July 19, 2021 minutes are presented, seconded by Peterson. **Motion** carried with a voice vote of 6-0-1 with VanderVelde abstaining.

**6. Unfinished Business**

**a. Discuss Village Board Priorities.**

Giese explained the memo and that they this will conclude the process.

**b. Discuss and consider financing public improvements in TID #9 right-of-way with tax increment revenue generated by Continental Properties development.**

**Motion** by Peterson to approve the curb and gutter improvements along Cottage Grove Rd in TID #9, seconded by Valencia. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

**Motion** by Ratcliff to approve burying the power lines along Cottage Grove Rd and Main St with a cost up to \$400,000 to be paid out of Tax Increment Revenue in TID#9 seconded by Peterson. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

**c. Discuss and consider development agreement with Continental Properties.**

**Motion** by Ratcliff to approve the development agreement with Continental Properties with minor changes, seconded by VanderVelde. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

**7. New Business**

**a. Discuss and consider Village Board meeting date for the first meeting in September.**

**Motion** by Peterson to move the first meeting in September to September 2, 2021 pending agenda items and if the meeting is needed to be decided by Village President, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

**b. Discuss and consider date for Budget Workshop.**

**Motion** by Peterson to hold the Budget Workshop on November 16, 2021 @ 5:30 pm, seconded by VanderVelde. **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 quick meeting, Briarpatch discussed the restorative justice program.

**8.II. Library Planning Committee**

Ratcliff reported they discussed the library board ordinance and talked about a grant opportunity.

**8.III. Parks, Recreation & Forestry Committee**

Murphy reported they discussed a skate and pump park, a damaged electrical line at Fireman’s park and the equipment at Red Hawk Park has been installed.

**a. Discuss and consider suspending park hours for Monona Grove Soccer at Bakken Park on August 20, 2021.**

**Motion** by Allen to approve suspending park hours for Monona Grove Soccer at Bakken Park on August 20, 2021, seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

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

Ratcliff reported that it was a short meeting and everything is going fine. The next meeting is September 27, 2021.

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

##### **a. Discuss Town of Cottage Grove's request for Village of Cottage Grove to contribute to payment of Tender 1.**

Ratcliff explained the need for a Tender truck and the areas that it would be utilized. There was much discussion on whether there is a need in the Village.

##### **b. Fire Chief Report**

Chief Archibald explained he will submit a report once a month and if there are questions, he would be available to answer them.

#### **8.VI. Ad Hoc Housing Task Force**

Peterson reported they viewed a video from Dane County Housing Initiative 2020 Housing Summit and had a good discussion about Racial Discrimination in Housing.

#### **8.VII. Law Enforcement Committee**

Williams reported they discussed the monthly reports.

#### **8.VIII. Ad Hoc Diversity, Equity, and Inclusion Committee**

Valencia reported they had a presentation from Daniel Ratcliff on Gender Sexuality Alliance. They discussed the holidays and raising flags at Village Hall, but no action was taken.

#### **8.IX. Ordinance Review Committee**

Murphy reported they discussed the library board ordinance, trees and shrub ordinance and fence permit process. They will continue to work on them or send to other committees to continue the work. They also discussed the hybrid meetings and the need to establish a policy.

##### **a. Discuss and consider Ordinance 07-2021 re: Hybrid Meetings.**

**Motion** by Ratcliff to approve Ordinance 07-2021, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

##### **b. Discuss and consider updates to Chapter 94 of the Village of Cottage Grove Municipal Code allowing for the Village Board to set a policy governing procedure for hybrid and virtual meetings.**

Attorney Konopacki explained the memo, after much discussion it will be revised and brought back to the next meeting.

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

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

###### **i. Nomination of Jill Rinzel to the Peer Court Steering Committee.**

**Motion** by Ratcliff to approve Jill Rinzel to the Peer Court Steering Committee, seconded by Allen.

**Motion** carried with a voice vote of 7-0-0.

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

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

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

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

**Motion** by VanderVelde to approve the Village portion of the vouchers as presented in the amount of \$694,735.67 seconded by Murphy. The check sequence goes from check #48824 to #48925. **Motion** carried with a voice vote of 7-0-0.

**b. Correspondence-** League of Municipalities- Local Leaders Government training 101, Letter from Association of Builders and Contractors

**c. Upcoming Community Events-** Community Garage Sales August 5<sup>th</sup>- 7<sup>th</sup>, Lions will have a brat fry at Ace Hardware, Music in the Grove August 5<sup>th</sup> at Bakken park, Stuff the Bus sponsored by the Lions Club on August 14<sup>th</sup>.

**d. Future agenda items-** Hybrid meetings policy, Baker Tilly will be there to discuss the 2020 audit report, discussing the ARPA funds.

#### **11. Closed Session: This Closed Session Is for Discussion Regarding Joint Fire Agreements with The Town of Cottage Grove. 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 9:50 pm to discuss Regarding Joint Fire Agreements with The Town of Cottage Grove. 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 Allen. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE, Williams AYE.

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

**Motion** by Allen to reconvene into open session at 10:42 pm, seconded by Ratcliff. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE, Williams AYE.

**13. Adjournment**

**Motion** by Ratcliff to adjourn at 10:43 p.m., seconded by VanderVelde. **Motion** carried with a voice vote of 7-0-0.

**Lisa Kalata, Clerk  
Village of Cottage Grove  
Approved: August 16, 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.**