

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, August 3, 2020

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:31 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, Melissa Ratcliff, Sarah Valencia and Paul VanderVelde. Jeff Lennberg was absent and excused. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Village Treasurer Deb Winter, Parks, Recreation and Forestry Director Sean Brusegar, Village Engineer Kevin Lord, Lieutenant Matt Wagner, and Village Attorneys 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 20, 2020.

Ratcliff had a modification to item 10.c.i to include “Ratcliff indicated that applications should be completed by all nominees for committee appointments”. **Motion** by Ratcliff to approve the minutes with modification, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

6. Presentations to The Board

a. Presentation by Jill Schmitz on The Ride.

Jill Schmitz was present to give an overview of the modifications that will happen for the event this year. More information on the event can be found on their Facebook page TheRIDEUW.

b. Update from Bill Schultz on Miracle Field.

Bill Schultz was present to give an update on the progress on the Miracle Field in Bakken Park. The fundraising has slowed due to COVID-19 but they are planning to get the field work done this year and the rest will be completed in the spring of 2021.

c. Presentation by Dolphin Swim Academy.

Tony Hudzinski and Brittany Ballweg were present to give a brief overview of Dolphin Swim Academy they would like to build in Commerce Park.

7. Unfinished Business

a. Discuss Village Board's list of priorities.

Giese explained the next priorities in the staff memo which included “Sustainability and Climate Change as #3 and Village Library as #4”.

b. Discuss and consider creation of Equity, Exclusivity and Race Committee.

Valencia explained the memo in the packet and outline what the Ad Hoc Diversity, Equity and Inclusion Committee would look like. She would like to add one more group to the committee of “Staff Member”. **Motion** by Ratcliff to create the Ad Hoc Diversity, Equity and Inclusion Committee with proposed composition and objectives and to include “Staff Member”, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider creation of Housing Task Force Committee.

Ruth explained the memo in the packet to create the Housing Task Force Committee. **Motion** by Murphy to approve the creation of the Ad Hoc Housing Task Force and to authorize Village President Williams to invite members and provide a proposed membership list for Village approval using the committee composition proposed in the memo, with discussion points, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0. **Motion** by Ratcliff to approve the objectives and mission statement as presented in the memo, seconded by Valencia. **Motion** carried with a voice vote of 6-0-0.

8. New Business

a. Discuss and consider Sound Amplification permit for August 16, 2020 at Fireman's Park for Park and View Movie.

Brusegar explained the event will be a free event for the community with following all the safety guidelines of COVID-19. **Motion** by Allen to approve the sound amplification permit for August 16, 2020 at Fireman's Park for Park and View Movie, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and consider moving the September 7th Village Board of Trustee's meeting to September 8th. **Motion** by Murphy to move the September 7th Village Board of Trustee's meeting to September 8th at 6:30 p.m. and allowing President Williams to cancel the meeting if there are not enough agenda items, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider board letter to committee and commission members.

Ratcliff explained the memo in the packet and would like it to be shared with all Village committee and commission members. **Motion** by Valencia to include memo on all upcoming agendas of committees and commissions and to send the memo to all committee and commission members, seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

9. Reports from Village Boards, Commissions & Committees

9.I. Library Planning Committee

Ratcliff reported that they have been working on the survey questions for the last couple of meetings and are hoping to have the draft questions ready for the next Village Board meeting. The next meeting is on August 5th.

9.II. Peer Court Steering Committee

No report given.

9.III. Joint Fire Department Committee

Ratcliff reported that the rapid response vehicle will be completed soon, they discussed the 2% fire dues, they discussed the replacement of engine #3 as it has been off the road for repairs and they may need to replace it before it is scheduled, they approved the WIFI in the bay and also the replacement of the washer and dryer.

a. Discuss and consider authorizing the Village Attorney to draft a revised joint fire district agreement.

Ratcliff indicated that they would like the Village Attorney to draft a revised joint fire district agreement because they are so many different agreements and some of the things they do not do anymore and it would be beneficial to have items like the 2% Fire Dues spelled out in the agreement. The cost would be a Village expense because the Village is the Chair of the committee this year. **Motion** by Valencia to authorize the Village Attorneys to work on joint fire agreement, seconded by VanderVelde. **Motion** carried with a voice vote of 6-0-0.

b. Discuss and consider unbudgeted expense for PFAS removal.

Ratcliff reported that they have a quote of \$7,700 to remove the PFAS foam and dispose of it properly, this was not a budgeted item but for safety reasons should be completed. The Village expense portion would be \$4,465.

There may be a chance that the State may reimburse for the expense. **Motion** by Williams to approve the expense up to \$5,000 for the removal of the PFAS foam, seconded by Allen. **Motion** carried with a voice vote of 6-0-0.

9.IV. Law Enforcement Committee

Williams reported they discussed the Use of Force Database Review, the proposed change of speed limit on Vilas Rd by Bakken Park which Chief Layber will investigate more on reducing it from 45 MPH to 25 MPH. The next meeting will be August 25th.

10. Reports from Village Officers

a. Stafford Rosenbaum

i. Legal briefings/status updates

Attorney Konopacki reported that they have received correspondence from a property owner that would like to build a pool but there is an easement that may not allow that to be built, so they are looking for more direction as to whether the board would like them to do more work on this issue as it may be helpful for future use in other areas as well. The board would like the attorney to complete this work.

b. COVID-19 update

Giese no update

Lieutenant Wagner no update

Larson no update

Brusegar reported that they are slowly doing more programming with precautions.

11. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Allen to approve the Village portion of the vouchers in the amount of \$279,657.47 seconded by Valencia. The check sequence goes from check #47403 to check #47446. **Motion** carried with a voice vote of 6-0-0.

b. Correspondence

There were several correspondences regarding Dolphin Swim Academy, email from Loreen Gage

i. Resident outreach regarding property assessments.

Giase indicated that they have received a few emails and there has been activity on Facebook so the memo in the packet will help explain the property assessment following a revaluation. This will be on the Village website, Facebook page and available at Village Hall.

c. Upcoming community events.

Movie at Fireman's park, Stuff the Bus at Piggly Wiggly Saturday August 8th and Primary Election on Tuesday, August 11th, Groundbreaking for Comfort Suites on August 12th.

e. Future agenda items- Village priorities

12. Closed Session: This Closed Session Is for Negotiations for Development Incentive and Land Sale Negotiations in TID #5 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 8:50 p.m. for the purposes of considering negotiations for Development Incentive and Land Sale Negotiations in TID #5 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, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

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

Motion by Ratcliff to reconvene into open session at 10:27 p.m. seconded by Murphy. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Williams AYE, Ratcliff AYE, Valencia AYE, VanderVelde AYE.

No action was taken in this closed session.

15. Adjournment

Motion by Allen to adjourn at 10:30 p.m., seconded by Ratcliff. **Motion** carried with a voice vote of 6-0-0.

**Lisa Kalata, Clerk
Village of Cottage Grove
Approved: August 17, 2020**

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.