

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, August 15, 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, 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, Communications Manager Gabe Altenbernd, Police Chief Dan Layber, Lt. Wagner, 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 August 1, 2022.

Motion by Valencia to approve the minutes from August 1, 2022, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

6. Presentations to The Board

a. Presentation by Baker Tilly regarding the Village's 2021 Audited Financial Statements.

Amanda Blomberg from Baker Tilly was present to give a brief overview of the 2021 audited financial statements.

7. Unfinished Business

a. 2022-2023 Prioritization Process - Step 5: Review Top Priorities.

Giese explained the memo in the packet and the next steps in the process.

8. New Business

a. Discuss and consider cancelling the September 5th board meeting.

Motion by Peterson to cancel the September 5, 2022 board meeting, seconded by Stoa. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Boards, Commissions & Committees

9.I. Public Works, Properties and Sustainability Committee

Murphy reported they discussed the bike and pedestrian comprehensive plan. They also discussed the replacement of vehicles and the options for electric vehicles. They discussed projects for the Financial Management Plan. Hydrite Chemical requested help with the crosswalk between the two locations on Main St. The next meeting will be September 13th.

a. Discuss and consider bid award for MSB Solar project.

Motion by Valencia to approve the bid award to Full spectrum Solar of Madison in the amount of \$239,500 for the solar project, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider sidewalk ordinance.

Motion by Valencia to approve the sidewalk ordinance as presented, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

9.II. Community Development Authority

Peterson reported they elected officers and approved the design of street banners but wanted different design for the event banners. Gabe was introduced to the committee and highlighted some of the website changes. They recommended approval of the updated retail leakage study.

a. Discuss and Consider Request from Cottage Grove Chamber of Commerce to Contribute to Update of Retail Leakage Study.

Motion by Murphy to approve the request in the staff memo for the update of retail leakage study, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

9.III. Plan Commission

Williams reported they approved the site plan amendment for Alcivia. A Planner from the City of Madison was present to discuss a boundary agreement. Giese explained the Village Board Priorities process.

a. Discuss and consider and application from Alcivia for Approval of a Site Plan Amendment to add a new LP tank at 2580 Coffeytown Rd.

Motion by Valencia to approve the Site Plan Amendment for Alcivia for a new LP Tank located at 2580 Coffeytown Rd, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

9.IV. Police Commission

Giese explained that they are working with GovHR for the recruitment of the new Police Chief. The job posting will be done this week with the deadline of September 21st and then they will continue through the process to have a new hire by the end of the year.

10. Reports from Village Officers

a. Village Attorney

i. **Legal briefings/status updates** -The clerk has been receiving emails regarding the election processes, if the board members start to receive them forward to the clerk.

b. Village Administrator

i. Introduction of newly hired Village Finance Director, Cameron Sawyer.

Giese introduced the new Finance Director Cameron Sawyer.

ii. Discuss and consider nomination of Finance Director Cameron Sawyer to be appointed to serve as Statutory Treasurer of the Village.

Motion by Valencia to nominate Cameron Sawyer to serve as statutory Treasurer for the Village, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

11. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Murphy to approve the vouchers as presented in the amount of \$685,758.03 seconded by Valencia. The check sequence goes from check #50540 to #50596. **Motion** carried with a voice vote of 7-0-0.

b. **Correspondence** – Williams received an email with concerns of speed on the 300 block of Main St. Williams received an email regarding a senior center.

c. **Upcoming Community Events**- Christmas in the Grove will be December 2nd and planning has started. Bike the Grove will be September 17th and more information will be coming.

d. Future agenda items-

12. 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 7:50p.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 Stoa. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

13. Closed Session: This Closed Session Is for 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 7:51 p.m. for 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 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.

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

Motion by Peterson to reconvene into open session at 8:48 pm, seconded by Valencia. **Motion** carried with a roll call vote Ballweg AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Stoa, AYE, Valencia AYE, Williams AYE.

15. Adjournment

Motion by Ratcliff to adjourn at 8:49 p.m., seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Village Clerk

Village of Cottage Grove

Approved: September 19, 2022