

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, November 1, 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, Deputy Administrator/Public Works Director JJ Larson, Finance Director Alicia Richmond, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Parks Director Sean Brusegar, Police Chief Dan Layber, Police Lieutenant Matt Wagner, Village Attorney Larry Konopacki and EMS Chief Eric Lang.

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 October 18, 2021.

Motion by Vandervelde to approve the minutes from October 18, 2021, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

6. Presentations to the Board

a. 2021 Overview of Village Development

Giese, Ruth and Larson gave a brief overview of the development in the Village for 2021.

7. New Business

a. Annual review of Village consultants and service providers

1. Baker Tilly – Amanda Blomberg was present to give a brief presentation of services provided to the Village.

2. Associated Appraisal – Nick Larid was present to give a brief presentation of services provided to the Village.

b. Discuss and consider Resolution 2021-05 Re: Resolution to adopt ward plan and combine municipal wards for voting purposes.

Motion by David to approve Resolution 2021-05 as presented, seconded by Vandervelde. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider Resolution 2021-06 Re: Resolution to appoint Bond Trust Services as the paying agent on the 2014A bond.

Motion by Murphy to approve Resolution 2021-06 as presented, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Plan Commission

a. Discuss and Consider A Request for Site Plan Approval from Jump Around Gymnastics for An Approximately 11,000 Sq. Ft. Gymnastics Facility At 202 Limestone Pass, Lot 16 Of the Commerce Park.

Motion by Vandervelde to approve the site plan for Jump Around Gymnastics as presented with staff conditions, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider A Request from Jump Around Gymnastics for Approval of a Conditional Use Permit for An Indoor Institutional Land Use (Gymnastics Facility) At 202 Limestone Pass.

Motion by Vandervelde to approve a conditional use permit for Jump Around Gymnastics as presented, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8.II. Emergency Preparedness Committee

a. Presentation of draft Natural Hazard Mitigation strategies

Lt. Wagener and Larson gave a brief overview of the goals for the plan.

8.III. Deer-Grove EMS Commission

Allen reported that call for the Village of Cottage Grove year to date are up by 46. PAA is still working on the study. They discussed the union contract which they have an agreement. They also discussed agreements with neighboring communities, but it was tabled until the study comes back. The next meeting is November 18th.

8.IV. Ad Hoc Architectural Review Committee

Williams reported that they approved Jump Around Gymnastics.

8.V. Ad Hoc Housing Task Force

Vandervelde reported they watch a short video that about different housing types. The main topic was different zoning amendments for different housing types. A small group with work on this and bring back recommendations.

8.VI. Law Enforcement Committee

Williams reported they discussed the monthly reports and license plate readers.

8.VII. Ad Hoc Diversity, Equity and Inclusion Committee

Valencia reported they discussed the forms that were translated and the online forms that can be translated through google translate. They approved a survey that will be sent out the committee members.

9. Reports from Village Officers

a. 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 vouchers as presented in the amount of \$649,848.89 seconded by Peterson. The check sequence goes from check #49224 to #49279. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence – Concern with jack brakes on Main St, this was passed along to the PD.

c. Upcoming Community Events- Christmas in the Grove

d. Future agenda items- Ratcliff would like to look into student representatives on committees and the age limit to serve on a committee.

11. Closed Session: This Closed Session Is for Negotiations Regarding Development Incentives in TID #10. 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 in to closed session at 7:57 p.m. for negotiations regarding development incentives in TID #10, 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. Closed Session: This Closed Session If for Village Administrator Performance Evaluation. The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion by Williams to enter in to closed session at 7:57 pm for Village Administrator's performance evolution, seconded by Allen. **Motion** carried with a roll call vote Allen AYE, Murphy AYE, Peterson AYE, Ratcliff AYE, Valencia AYE, Vandervelde AYE, Williams AYE.

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

Motion by Murphy to reconvene into open session at 9:21pm, seconded by Vandervelde. Motion carried with a roll call vote Ratcliff AYE, Allen AYE, Valencia AYE, Murphy AYE, Vandervelde AYE, Peterson AYE, Williams AYE.

a. Discuss and consider Development Incentive Agreement in TID 10 with Greywolf Acquisitions LLC.

Motion by Valencia to approve development incentive agreements in TID 10 with Greywolf Acquisitions LLC as presented with minor edits as needed by staff, seconded by Peterson. **Motion** carried with a voice vote of 7-0-0.

Motion by Ratcliff to reconsider previous motion from the October 18, 2021 meeting regarding the Village Administrator's bonus, merit increase and COLA for 2022, seconded by Peterson. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

Motion by Vandervelde to approve Village Administrator's increase of 3% COLA, 3% merit increase for 2022 and a bonus of 5% for 2021 and to adjust the Village Administrator's contract to reflect sick leave to reflect the employee manual, seconded by Ratcliff. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

14. Adjournment

Motion by Allen to adjourn at 9:28 p.m., seconded by Vandervelde. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Village Clerk
Village of Cottage Grove

Approved: November 15, 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.