

**VILLAGE OF COTTAGE GROVE  
VILLAGE BOARD OF TRUSTEES  
Monday, May 16, 2016**

**MINUTES**

**1. Call to order**

The May 16, 2016 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

**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: Troy Allen, Kyle Broom, Jack Henrich, Alex Jushchysyn, Jennifer Pickel, Harvey Potter and John Williams. Staff present were Clerk Lisa Kalata, Administrator Matt Giese, Director of Public Works and Properties JJ Larson, Village Planner Erin Ruth, Police Chief Dan Layber, Village Treasurer Deb Winter, Director Parks, Recreation & Forestry Sean Brusegar, Village Engineer Mike Maloney and Village Attorney Leighton Boushea.

**3. Pledge of Allegiance.**

**4. PUBLIC APPEARANCES** – *Public's opportunity to speak about any subject that is not a specific agenda item.* None

**5. Discuss and consider the minutes of the regular Village Board meeting of May 2, 2016.**

**Motion** by Pickel to approve the minutes of the regular Village Board meeting of May 2, 2016 as read, seconded by Williams. **Motion** carried with a voice vote of 7-0-0.

**6. Presentations to the Board-** None

**7. Unfinished Business**

- a. Identify, Discuss and Prioritize Village Ordinances requiring updating and revising.  
Jushchysyn would like Chapter 173.01 and 167-1 of the Village ordinances to be updated. The changes were given to Potter to work on through the Ordinance Review Committee.
- b. Update on Gaston Road ROW permit.  
Boushea indicated that he received an initial decision from the PSC, however it was not exactly what we were hoping it would be. This will be brought back to the Utility Commission to move forward with the direction they approve.
- c. Update on Urban Service Area Amendment.  
Ruth updated the board on the CARPC meeting. CARPC decided that they would take a vote on water issues and another on land issues. The Village will not have to take any land out of the Urban Service Area.

**8. New Business**

- a. Discuss and consider request from the Cottage Grove Fire Department for accommodations for the 2016 Fireman's Festival.  
Eric Severson indicated that the festival is 30 days away and they are having fireworks this year. They will get a copy of the insurance rider from the fireworks vendor. New this year is community stage and craft and vendor fair sponsored by the Chamber, there are 30 vendor booths already sold. The route for the 5k will be the same as last year. The other activities for the weekend will be live music, rugby tournament, BBQ contest, pancake breakfast, horse pull and tractor pull. The festival will need to file a sound permit, which can go before the board at the next meeting.
- b. Discuss and consider Trustee and Citizen committee and commission appointments.  
**Motion** by Potter to approve the committee/commission appointments list that Henrich provided with changes as noted seconded by Pickel. **Motion** carried with a voice vote of 7-0-0.
- c. Discuss and consider Ordinance 02-2016; amending Chapter 163-Erosion, Sediment & Water Runoff Control. Maloney updated the board on the changes to Chapter 163-Erosion, Sediment &

Water Runoff Control to be more consistent with the current provisions of NR 151 and Dane County Ordinance. **Motion** by Henrich to approve ordinance 02-2016; Chapter 163 Erosion, Sediment & Water Runoff Control, seconded by Potter. **Motion** carried with a voice vote of 7-0-0.

- d. Discuss and consider Ordinance 03-2016; amending Chapter 164- Stormwater Management. Maloney updated the board on the change to Chapter 164, which is just a name change to Illicit Discharge Detection and Elimination. **Motion** by Potter to approve ordinance 03-2016 to reflect the name change to Illicit Discharge Detection and Elimination, seconded by Pickel. **Motion** carried with a voice vote of 7-0-0.
- e. Discuss and consider Ordinance 04-2016; amending Chapter 183- Floodplain Zoning. Maloney updated the board on the changes to Chapter 183, which is an update to reference new flood studies that were conducted by FEMA. **Motion** by Henrich to approve ordinance 04-2016; Chapter 183-Floodplain Zoning, seconded by Williams. **Motion** carried with a voice vote of 7-0-0.
- f. Discuss and consider purchase of chairs for the Board Room. Giese updated the board on the different options for chairs for the board room and the current budget. **Motion** by Henrich to approve the chair purchase not to exceed \$2,100 seconded by Jushchyshyn. **Motion** carried with a voice vote of 7-0-0.
- g. Authorization to apply for Community Oriented Policing Services (COPS) grant for school liaison officer. Chief Layber updated the board on the Community Oriented Policing Services grant that is due by June 23, 2016. The grant would pay for 75% of the salary and fringe for an officer for 3 years, after which the department is required to retain the position with their own funding for 1-year minimum. **Motion** by Henrich to approve the application for the Community Oriented Policing Services grant, seconded by Potter. **Motion** carried with a voice vote 7-0-0.

#### **Reports from Village Boards, Commissions & Committees**

- h. Public Works & Properties Committee
  - i. Discuss and consider recommendation for a traffic signal warrant analysis at the intersection of CTH N and School Road  
Jushchyshyn indicated that the village board is aware of the daycare and construction at this intersection and a study was done in 2007, however the traffic pattern has changed since that time. **Motion** by Pickel to approve the recommendation to of the Public Works Committee not to exceed \$4,000, seconded by Henrich. **Motion** carried with a voice vote of 6-1-0 with Broom voting nay.
  - i. Community Development Authority  
Potter indicated that the committee met last Monday and discussed the joint meeting with Town and Chamber. CDA is working on the outline of Economic Development Chapter of the Comprehensive Plan. Greg Johnson from Ehlers will be coming to the next meeting to discuss TID and options for future TIDs.
  - j. Plan Commission  
Ruth indicated that they are working on revision to the Zoning ordinance to address parking requirements and regulations and a change to the senior housing category.

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

- a. Troy Allen-None
- b. Kyle Broom-Would like to see more Cottage Grove news in the paper. The paper is working on hiring a new reporter for this area.
- c. Alex Jushchyshyn-None
- d. Jennifer Pickel
  - i. Update of current activities involving the Monona Grove School District.

Spring sport are winding down the JV baseball team is doing very well. The Fine Arts Banquet is May 23, 2016 and Graduation is June 5, 2016. Tyler Kuehl will be the new Head Coach for Girls Basketball.

- e. Harvey Potter- None
- f. John Williams - None
- g. Jack Henrich - None
- h. Attorney Lee Boushea
  - i. Update on DaneCom  
Boushea did contact Dave Dejung to attend the meeting but did not hear back from him. A letter has been drafted indicating why we are not participating in DaneCom at this time.
- i. Administrator Matt Giese  
There is a meeting scheduled next Monday at 5:00 p.m. for an Audit review.
- j. Director of Planning and Development Erin Ruth-None
- k. Chief Dan Layber
  - i. Status update on murder, suicide attempt  
The police department has been on guard 24/7 at the hospital since last Monday to guard the suspect in the attempted homicide and attempted suicide case. The Police Department does not have enough staff to continue to do this. The DA has not charged the person yet, but Chief Layber is hoping to have a bedside initial appearance later this week; at which time the suspect would become an inmate of Dane County.

#### 10. Communications and Miscellaneous Business

- a. Consider approval of vouchers  
**Motion** by Pickel to approve the Village portion of the vouchers in the amount of \$62,728.99, seconded by Potter. The check sequence goes from check #40504 to check #40558. **Motion** carried with a voice vote of 7-0-0.
- b. Correspondence  
None
- c. Future agenda items  
Firemen's Festival permit for sound amplification and request to extend park hours.

#### 11. Closed Session – The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85 (1) (g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved - Legal ramifications of Deer Grove EMS Joint Agreement

**Motion** by Henrich to enter into closed session at 7:51 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 7-0-0.

#### 12. Reconvene into open session and possible consideration of closed session items.

**Motion** by Pickel to reconvene to open session at 8:48 p.m., seconded by Jushchyshyn. **Motion** carried with a roll call vote of 7-0-0. No other action was taken at this time.

#### 13. Adjournment

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

**Respectfully Submitted,**  
**Lisa Kalata, Clerk**  
**Village of Cottage Grove**

**Approved:**

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.