

VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, July 18, 2016

MINUTES

1. Call to order

The July 18, 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, Jennifer Pickel and John Williams. Alex Jushchyshyn and Harvey Potter were absent. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Police Chief Dan Layber, Village Treasurer Deb Winter, Director Parks, Recreation & Forestry Sean Brusegar, Recreation Supervisor Reese MacAskill, Village Planner Erin Ruth, Director of Public Works & Utilities JJ Larson, 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 June 20, 2016.

Motion by Williams to approve the minutes of the regular Village Board meeting of June 20, 2016 as read, seconded by Broom. **Motion** carried with a voice vote of 3-0-2 with Henrich and Pickel abstaining.

6. Presentations to the Board

a. Presentation by John Dejung regarding DaneCom

Mr. Dejung was not present for this meeting, however Attorney Boushea indicated that he will be at the August meeting.

b. Presentation revealing draft of new Village Website.

Reese MacAskill presented the draft of the website and would like the board members to provide feedback. The website will be going live later this year, when information is completed and staff has been trained.

7. Unfinished Business

a. Identify, Discuss and Prioritize Village Ordinances requiring updating and revising.

Attorney Boushea indicated that there were no updates at this time.

b. Discuss and consider Deer-Grove EMS special event services/fees

The board is waiting to get information from EMS to move forward.

8. New Business

a. Discuss and consider approval of Village of Cottage Grove CATV Headend Lease Agreement with CC VIII Operating LLD d/b/a Charter Communications.

Motion by Henrich to approve the Village of Cottage Grove CATV Headend Lease Agreement with CC VIII Operating LLD d/b/a Charter Communications as presented, seconded by Allen.

Motion carried with a voice vote of 5-0-0.

b. Discuss and consider Operator License applications for licensing year July 2016-June 2017.

i. Karinthia K. Treu, Piggly Wiggly

ii. Anna Peterson, Piggly Wiggly

iii. Karen Pike, CVS Pharmacy

iv. Haven Polich, The Farm Golf Course

Motion by Henrich to approve Operators License for licensing year July 2016- June 2017 for Karinthia K. Treu, Anna Peterson, Karen Pike and Haven Polich, seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.

9. Reports from Village Boards, Commissions & Committees

- a. Parks, Recreation & Forestry Committee
Pickel reported that 90 ash trees have been treated and six terrace trees will be removed and replanted in the spring. There was also a presentation on Players Health, which was very informative and they will be doing a trial with flag football.
- b. Joint Fire Department Committee
Williams reported that they will be discussing the financials from the Fireman's Festival in the next month or two. There will be Turbodraft training at Springers boat landing on Tuesday, July 19, 2016. They will also be applying for an AFG grant to replace the air packs that they are currently using.
- c. Law Enforcement Committee
 - i. Discussion and consider restricting parking on the east side of S. Main St. in front of Olde Town Café and 1855 Restaurant to 2 hours.
Motion by Henrich to approve restricting parking on the east side of S. Main St. in front of Olde Town Café and 1855 Restaurant to 2 hours, seconded by Pickel. **Motion** carried with a voice vote of 5-0-0.
- d. Public Works & Properties Committee
Larson reported that they had a lengthy meeting with a tour at Village Hall to discuss future needs. They discussed the traffic signal analysis that MSA provided for the intersection of CTH N and School Rd. They also discussed the quote from MSA to conduct the assessment/inspections of the Municipal Services Building and Bonnie Rd Property. They are working on trees that are in the right of way, however they rely on calls from the residents.
- e. Emergency Government Committee
Allen reported that they are working off of the table top exercise to set goals. The Police Department will be doing an active shooter exercise at Glacial Drumlin School on August 11, 2016.
- f. Community Development Authority
Ruth reported that Ehlers did an analysis on the TIDs in the Village and we can create one or two more districts. The committee also looked at the different locations for potential new districts. They focused on CTH BB and discussed several options for this development. They also discussed the land north of the interstate.
- g. Plan Commission
 - i. Discuss and consider an application for approval of an ETJ Certified Survey Map from Gerald Bradley to split 2.3 acres around an existing group of farm buildings, located at 5142 County Highway N in the Town of Sun Prairie.
Motion by Pickel to approve the ETJ Certified Survey Map from Gerald Bradley to split 2.3 acres around an existing group of farm buildings, located at 5142 County Highway N in the Town of Sun Prairie, seconded by Williams. **Motion** carried with a voice vote 5-0-0.

10. Reports from Village Officers:

- a. Troy Allen-None
- b. Kyle Broom-None
- c. Alex Jushchyshyn-Absent
- d. Jennifer Pickel
 - i. Update of current activities involving the Monona Grove School District.
Would like to express my thoughts are with the police department and their safety.
- e. Harvey Potter- Absent
- f. John Williams – None

- g. Jack Henrich – Chris Dyer will be resigning from the Utility Commission after August. Thank you to Chris for his years of service.
- h. Attorney Lee Boushea
 - i. Report on the differences between Village and City government structure and powers. Attorney Boushea reported that the process is complicated and that he does have a call into the State Department of Administration to make sure we have all the steps that it would take to become a City. There are several differences from the makeup of the board, the powers of the Mayor versus Village President along with wards versus districts; which would be done every 10 years through Dane County. Henrich would like to have a memo that outlines the process. Attorney Boushea also reported that the legislation is talking about the possibility of posting notices online versus publication.
- i. Administrator Matt Giese
 - Giese reported that Culvers is moving right along and are on pace to open after Labor day. The first board meeting in September will fall on the holiday, since there are five Mondays in August it is suggested to hold a board meeting on August 29, 2016 to stay on track.
- j. Director of Planning and Development Erin Ruth
 - Ruth reported the CGI will have their videographers here on Thursday and Friday to shoot the videos in the Village.

11. Communications and Miscellaneous Business

- a. Consider approval of vouchers
 - Motion** by Pickel to approve the Village portion of the vouchers in the amount of \$210,199.54, seconded by Allen. The check sequence goes from check #40744 to check #40890. **Motion** carried with a voice vote of 5-0-0.
- b. Correspondence
 - None
- c. Future agenda items
 - DaneCom-John Dejung
 - Ordinances
 - Website

12. Closed Session – 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 purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session, and 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 - Discuss response to latest conditions imposed by Town relating to Village application to install and maintain a water main extension on Gaston Road; Negotiate terms for potential development in TID #6 by Horizon Development Group Inc.

Motion by Henrich to enter into closed session at 7:31 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 5-0-0.

13. Reconvene into open session and possible consideration of closed session items.

Motion by Pickel to reconvene to open session at 7:57 p.m., seconded by Henrich. **Motion** carried with a roll call vote of 5-0-0. No action was taken at this time.

14. Adjournment

Motion by Pickel to adjourn at 7:58 p.m., seconded by Broom. **Motion** carried with a voice vote of 5-0-0.

Respectfully Submitted,
 Lisa Kalata, Clerk
 Village of Cottage Grove

Approved: August 1, 2016

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.