

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, August 1, 2016**

MINUTES

1. Call to order

The August 1, 2016 regular meeting of the Village Board of Trustees was called to order at 6:31 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 Jushchyshyn, Harvey Potter, Jennifer Pickel. John Williams was absent. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Police Chief Dan Layber, Director Parks, Recreation & Forestry Sean Brusegar, 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 July 18, 2016.

Motion by Pickel to approve the minutes of the regular Village Board meeting of July 18, 2016 as read, seconded by Jushchyshyn. **Motion** carried with a voice vote of 6-0-1 with Potter abstaining.

6. Presentations to the Board

a. Presentation by John Dejung regarding DaneCom

John Dejung was not present at the Board meeting. Attorney Boushea will be sending a letter to John Dejung to ask him to please come to the next meeting.

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.

We do need to look into Chapter 81 and update the record retention schedules. Chapter 12 does need to be looked at as well. Potter asked that the transient permits along with the sale of fireworks be looked into as well.

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

Potter explained that the Commission is looking for approval so they can set the fee schedule and policy. The Board would like to see the draft schedule and policy for the next meeting.

8. New Business

a. Discuss and consider Operator License applications for:

i. Cindy L. O'Mara, Stop-N-Go #285

Motion by Pickel to approve Operator License for Cindy L. O'Mara, Stop-N-Go #259 with the correct store number of #259, seconded by Juschchyshyn. **Motion** carried with a voice vote of 5-0-1 with Potter abstaining.

b. Discuss and consider sound amplification permit for Jake Winkler for the Stuart Daily Memorial 10s Rugby Tournament on August 12th-13th, 2016. This permit was withdrawn.

c. Discuss and consider request from 1855 Saloon & Grill for a revision of Liquor License Description for Premises for September 30-October 2, 2016.

Motion by Pickel to approve the revision of Liquor License Description for Premises for September 30-October 2, 2016 for 1855 Saloon & Grill, seconded by Henrich. **Motion** carried with a voice vote of 6-0-0.

d. Discuss and consider sound amplification permit for 1855 Saloon & Grill for September 30-October 2, 2016.

Motion by Pickel to approve the sound amplification permit for 1855 Saloon & Grill for September 30-October 2, 2016, seconded by Potter. **Motion** carried with a voice vote of 6-0-0.

9. Reports from Village Boards, Commissions & Committees

a. Peer Court Steering Committee

Potter reported that the committee met on July 19, 2016 and that the report handed out shows that Cottage Grove had the highest referrals, however it was due to two incidences that had several minors involved. The youth services have been holding two court sessions because of the case load. The jury is issuing that they do have to serve community service and a lot of time this will be to serve on the jury, however after doing so some of them choose to stay on the jury.

b. Deer-Grove EMS Commission

i. Discuss draft consolidation proposal for DGEMS.

Potter reported that he asked Chief Erschen to come to the meeting to help with explanation of the information provided in the board packet regarding regionalization/consolidation with Marshall EMS services. This would include the Village of Marshall, Town of Medina, Town of Sun Prairie, and Town of York. The information included a budget comparison report, PowerPoint on how a regionalization/consolidation process works, and also an outline of the proposal. The Village Board had follow up questions concerning budget, services and the makeup of the board and voting powers, which Chief Erschen answered with the information provided. The Commission will continue to work on this proposal and will provide information to the Boards.

c. Natvig Landfill Monitoring Review Committee

Jushchyshyn reported that everything is fine with the landfill and the next meeting will be with the engineers to go over the budget information for 2017.

d. Law Enforcement Committee

Potter reported that the Chief had a spreadsheet on the progress that the department is making on the recommendations of the consultant. They are also working on the departments accreditation. There will be an active shooter exercise at Glacial Drumlin School on August 11, 2016. They will have signs posted so the public is aware that it is just a training. There have been windows broken at Taylor Prairie school, which is still under investigation. The Police Department is going to work on getting more information out about fireworks next year to help with the problems that the department experienced this year. The Chamber delivered fruit trays, donuts etc. to the Police Department to show support of the department. The Chief reported that it is always nice to have community support.

e. Utility Commission

Jushchyshyn reported that well #1 is a building that still exists but is not connected to the sanitary system. We did get the report back from the DNR and we got all A+, however they did note that well#1 is there, so the commission is trying to figure out how to rectify this issue. Quarry Ridge Estates, is an area the borders commerce park but has not been completed, it has come back to the commission for approval of 2016 extension.

Note: Alex Jushchyshyn left the meeting at 7:52 p.m. to attend the Town of Cottage Grove meeting.

f. Parks, Recreation & Forestry Committee

Pickel reported that the emerald ash bore treatment is about 2/3 of the way done, there is a map on the website that will show the areas that will be treated. They are trimming trees around stop signs and two terrace trees have be removed due to the storms. Griff Haase, an Eagle Scout will at the next meeting to ask for approval on a dug out project. We are putting the players update health on hold at this time, because we do not have enough staff to implement the program at this time. The committee is working on Quarry Ridge with the developer's agreement and will report back. Music in the Grove has been rescheduled to Thursday, August 4, 2016 at Community Park. The meetings with the school district are going well. The next Parks, Recreation & Forestry Committee meeting will be August 25, 2016 @ 5:00 p.m.

Reports from Village Officers:

g. Troy Allen-None

h. Kyle Broom-Chamber family fun night on August 12, 2016 encourage families to check it out. I played in a golf outing for Pat Mackesey family for a fund raiser and it was a great event.

- i. Alex Jushchyshyn-None
- j. Jennifer Pickel
 - i. Update of current activities involving the Monona Grove School District.
The Monona Grove Education Foundation is planning its third annual gala for November. Good luck to the football team. Show choir will be performing with the Kids of Wisconsin on August 20, 2016 and tickets are online.
- k. Harvey Potter- None
- l. John Williams -Absent
- m. Jack Henrich – None
- n. Attorney Lee Boushea
Attorney Boushea is in the process of contacting the Department of Administration on the Village to City question and will get the information back to the Board and then will need direction from the Board on how to proceed.
- o. Administrator Matt Giese
The five-year financial plan is moving along with Ehlers, and we are close to having the first draft. Ehlers will be here for up to three meetings to discuss the financial plan.
- p. Director of Planning and Development Erin Ruth-Absent

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 \$80,932.47, seconded by Potter. The check sequence goes from check #40891 to check #40991. **Motion** carried with a voice vote of 5-0-0.
- b. Correspondence-None
- c. Future agenda items
Diane-Dementia Friendly presentation
Bob Powers-Colonial Club-updates on the club, statistics and usage (agreement in the packet as well)

11. 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.

Motion by Henrich to enter into closed session at 8:03 p.m., seconded by Pickel. **Motion** carried with a roll call vote of 5-0-0.

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

Motion by Pickel to reconvene to open session at 8:20 p.m., seconded by Potter. **Motion** carried with a roll call vote of 5-0-0. No action was taken at this time.

13. Adjournment

Motion by Pickel to adjourn at 8:21 p.m., seconded by Potter. **Motion** carried with a voice vote of 5-0-0.

**Respectfully Submitted,
Lisa Kalata, Clerk
Village of Cottage Grove
Approved: August 15, 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.