

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Thursday, January 4, 2018**

MINUTES

1. Call to order

The January 4, 2018 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, Mick Conrad, Jack Henrich, James Elmore, Jeff Lennberg, and John Williams. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Public Works and Utilities Director JJ Larson, Police Lieutenant Matt Wagner, 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 December 18, 2017.

Motion by Allen to approve the December 18, 2017 minutes as presented, seconded by Williams. **Motion** carried with a voice vote of 6-0-0.

6. New Business

a. Appointment of Fire Chief Jude Wolf.

Motion by Henrich to approve the appointment of Fire Chief Jude Wolf, seconded by Williams. **Motion** carried with a voice vote of 6-0-0. Wolf gave a brief background about himself, and the oath was administered.

b. Discuss and consider timetable, procedures for filling the vacant Trustee position.

Attorney Boushea gave a brief overview of how the board could fill the vacancy. They can appoint the position or they could put it on the Spring Ballot along with the regular election. The open position would be identified as a one year term. Lennberg does not feel that the vacancy should be open for that amount of time and that the board should appoint. **Motion** by Elmore to take letters of interest and interview and appoint at the January 15, 2018 Village Board meeting, seconded by Lennberg. **Motion** carried with a voice vote of 6-0-0.

c. Discuss and consider new operator’s license application for licensing year July 2017-June 2018 for Laurie Clifton.

Motion by Henrich to approve operator’s license application for Laurie Clifton for licensing year July 2017-June 2018, seconded by Elmore. **Motion** carried with a voice vote of 6-0-0.

7. Reports from Village Boards, Commissions & Committee

7.I. Natvig Landfill Monitoring Review Committee

Lennberg reported that they reviewed the bills and approved them.

7.II. Parks, Recreation & Forestry Committee

The meeting was cancelled

7.III. Deer-Grove EMS Commission

Allen reported that the new Chief has started and his name is Jeff Matcha. They are reaching out to Cambridge to discuss if they are still interested in consolidation. The call volumes were up over last year. The UW Study should be on the next agenda and the next meeting will be on January 18, 2018.

7.IV. Emergency Government Committee

Allen reported that they have received updated maps of the Town, Village and County. They are also looking at more trainings in 2018 and discussing what they need to improve. They also received two used computers from Deer-Grove EMS and they will be helpful in the training exercises.

9. Reports from Village Officers:

a. Troy Allen-No report

b. Mick Conrad- Would like to see the EMS audit when it is available

c. James Elmore-No report

- d. Jeffery Lennberg- Has made contact with the Goodman Center and Elver that does Wisconsin teen programming just to see what that would look like in a community like Cottage Grove. He will then attend the next Parks & Recreation meeting. He has a conflict for the next Peer Court meeting and would like a trustee to go in his place.
 - e. John Williams- No report
 - f. Jack Henrich- No report
 - g. Attorney Lee Boushea- Reported that he has been talking with staff and looking at procedures, so we now have a podium for people to use. Also, you can call for a roll call vote and the clerk will then call the roll for the vote. We are also working on some minor code changes that will be coming in the future.
 - h. Administrator Matt Giese- The podium will help when there is a public hearing with an applicant presenting and public comments. Deb has shared that the Village office has collected 8.6 million dollars in taxes in 10 days and that this is one million ahead of last year with a total of 1,700 parcels.
 - i. Director of Planning and Development Erin Ruth-Absent and excused
 - j. Police Chief Dan Layber- No report
- 10. Communications and Miscellaneous Business**
- a. **Consider approval of vouchers**
Motion by Henrich to approve the Village portion of the vouchers in the amount of \$94,978.30, seconded by Elmore. The check sequence goes from check #43104 to check #43105 and from check #43172 to check #43220. **Motion** carried with a voice vote of 6-0-0.
 - b. **Correspondence**-none
 - c. **Future agenda items**
Trustee appointment
Impact fees
Attorney at meetings
- 11. Closed Session: 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; Administrator’s contract and performance evaluation. Motion by Henrich to convene into closed session Wisconsin State Statute §19.85(1)(c) at 7:01 p.m., seconded by Elmore. Motion carried with a roll call vote, Allen, AYE, Conrad, AYE, Henrich, AYE, Elmore, AYE, Lennberg, AYE, Williams, AYE.**
- 12. Reconvene into open session and possible consideration of closed session items**
Motion by Allen to reconvene into open session at 7:32 p.m., seconded by Williams. **Motion** carried with a roll call vote, Allen, AYE, Conrad, AYE, Henrich, AYE, Elmore, AYE, Lennberg, AYE, Williams, AYE.
No action taken at this time.
- 13. Adjournment**
Motion by John to adjourn at 7:33 p.m., seconded by Allen. Motion carried with a voice vote of 6-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: January 15, 2018

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.