

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, April 2, 2018**

MINUTES

1. Call to order

The April 2, 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, Jeff Lennberg, James Elmore, Jon Russell and John Williams. Staff present were Administrator Matt Giese, Village Clerk Lisa Kalata, Village Treasurer Deb Winter, Parks, Recreation & Forestry Director Sean Brusegar, Village Engineer Mike Maloney, Public Works and Utilities Director JJ Larson, Police Chief Dan Layber, Building Inspector Tom Viken 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 March 19, 2018.

Conrad had a correction on item 7 III. the motion should read "moving the funds for annexation and urban service area that were budgeted for TID#10". **Motion** by Williams to approve the March 19, 2018 Village Board minutes with the corrections, seconded by Conrad. **Motion** carried with a voice vote of 6-0-1 with Allen abstaining.

6. Presentations to the Board

a. Presentation by A&M Management regarding their purchase of the unbuilt remainder of the Quarry Ridge Subdivision, and their intent to complete the build out of the subdivision (Presentation only, no action will be taken).

Nate Snyder was present to give an update on Quarry Ridge Subdivision. There will be four phases to the project with about 20 homes in each phase. This development was approved several years ago. Giese pointed out that that the developer agreement would need to be updated. Conrad asked if there would be any blasting, Mr. Snyder indicated that if there would be in would be the last phase and it would be trench blasting. Williams also asked the timeline for the development, they are hoping to do one phase per year.

7. New Business

a. Discuss and consider new operator's license for licensing year July 2017 – June 2018 for Leeta Kraft, Tiffany Myers and Taylor Myers.

Motion by Henrich to approve Leeta Kraft, Tiffany Myers and Taylor Myers for operator's license for licensing year July 2017 – June 2018, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

b. Annual report of Building Permits.

Tom Viken was present to explain the annual building permit report for 2017. Henrich asked if this was a calendar year, which Giese indicated that the ordinance states that it is through February. However, it does make it easier to follow a calendar year and we could update the ordinance to reflect that change if the Board wishes to do so. The Board would like it on as a future agenda item. Conrad asked if we have a contract with Tom Viken Inspection, Attorney Boushea indicated that we do not, because past boards did not see it necessary. The Board would like an independent contractor's agreement for Tom Viken Inspection.

c. Discuss and consider approval of Developer Agreement with JSB Enterprises (James Buggs, Jimmy Johns)

Motion by Henrich to approve the developer agreement with JSB Enterprises, seconded by Williams. **Motion** carried with voice vote of 7-0-0.

d. Discuss and consider Resolution 2018-02; A resolution authorizing staff take all required action regarding Village sale of Lot 2 CSM 12857 to and closing transactions with JSB Enterprises (James Buggs, Jimmy Johns).

Motion by Leneberg to approve Resolution 2018-02 authorizing staff take all required action regarding Village sale of Lot 2 CSM 12857 to and closing transaction with JSB Enterprises and includes Power of Attorney for Matt

Giese to execute any required documentation to close the transaction, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committee

8.I. Ad Hoc Glacial Drumlin Bike Path Committee

Williams reported that they met on March 20, 2018 and discussed the options for the bike path. The construction would not be until 2020 but they want to be prepared. The the next meeting will be April 17, 2018 and they will be touring the potential paths. Elmore reported that they are looking at all possible funding sources to minimize the Village expenses and Williams was voted committee Chair.

8.II. Peer Court Steering Committee

Lennberg reported that they met on March 21, 2018. Jay Kiefer gave an update and they are receiving more referrals, which is good. Briarpatch received a grant so they will be adding a restoration justice coordinator.

8.III. Joint Fire Department Committee

Russell reported that they met on March 26, 2018. They have the updated joint fire department agreement completed and they are ready to execute the agreement. They are updating the computer network and they have a potential donor to help with this expense. They will be replacing light bars on a truck which will be \$2,000 expense for the Village and Town. They discussed the need for a new parking lot and costs.

8.IV. Law Enforcement Committee

a. Discuss Police Department recommendation regarding proposed ban on the sale of fireworks in the Village of Cottage Grove.

Chief Layber explained that they receive many complaints about fireworks in the Village and people are confused because they can buy fireworks in the Village, but they cannot shoot them off in the Village. Christian Cornellier from Cornellier Fireworks was present to explain the process they use to sell the fireworks. They have the customer sign a form that indicates they can only shoot them off in the designated shooting site. Conrad asked if the form that they have the customer sign, if it is a state mandate, this is not a state mandate. Conrad asked if the Village has a permit process in place currently. Giese indicated that we do not if it is under 10 days, if it is over there is a Temporary Use permit we could issue. Conrad then asked Attorney Boushea if this is something that we could regulate, and we could. After much discussion it was recommended that this would go back to Law Enforcement Committee and then brought to Village Board.

8.V. Parks, Recreation & Forestry Committee

a. Discuss and consider suspending ordinance 230-2 stating "Pets, including animals of any species, shall not be permitted in Village parks, except animals used to aid individuals with disabilities or as otherwise recommended by the Park and Recreation Committee and approved by the Village Board" for July 18, 2018 from 12:00 pm - 4:00 pm at Northlawn Park to allow Dane County Library Services in conjunction with the Bookmobile, to contract with ZooZort to present the "ZooZort Live Animal Show".

Elmore explained that ZooZort is a licensed animal exhibitor and they bring in exotic animals for educational purposes. Conrad thought additional language should be added, so the ordinance is not suspended for other animals in the park as well.

Motion by Conrad to suspend ordinance 230-2 from 12:00 p.m. to 4:00 p.m. on July 18, 2018 at Northlawn Park with regard to exhibition of wildlife for entertainment and educational purposes, to be conducted by ZooZort, seconded by Allen. **Motion** carried with voice vote of 7-0-0.

b. Discuss and consider recommendation for Fireman's Park playground replacement.

Spend the money that was budgeted plus some extra so we are ADA compliant. We had budgeted \$45,000 for the replacement, but it is going \$59,000 for the extra work. \$133,000 in the development right now so the next schedule would be 2021.

Elmore explained the recommendation for Fireman's Park playground replacement and the updates that would be ADA compliant. The funding is coming from the park development funds which is not levy funds, the current balance in the park development fund is \$133,000. Conrad commented that he appreciates the Parks Department and Committee looking at the ADA portion of this park and the needs. Williams asked if there will be ADA parking as well, Brusegar indicated that there will be and that the work would be done by staff. **Motion** by Elmore to approve the spending up to \$59,000 for Fireman's

Park playground replacement along with the ADA improvements with the funds coming out of the park development fund, seconded by Conrad. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Officers:

- a. Troy Allen-encourage everyone to get out and vote tomorrow.
- b. Mick Conrad- No report.
- c. James Elmore-No report.
- d. Jeffery Lennberg- No report.
- e. Jon Russell-reminder that Utility Commission we will need a replacement. April 30. 2018 meeting with Town has that been confirmed?
- f. John Williams- No report.
- g. Jack Henrich
 - i. Appointment of Citizen Members to Utility Commission:**
I will get one for next meeting.
- h. Attorney Lee Boushea- No report.
- i. Administrator Matt Giese- We are working on get the information out to the public of the good things that the Village and staff are working on. JJ and Sean attended a meeting with the Chamber to give an update on the projects in the Public Works and Parks departments, so thank you for attending and giving the presentation.
- j. Director of Planning and Development Erin Ruth- No report.
- k. Police Chief Dan Layber-We do not have an ordinance that prohibits people from having their dogs run at large. We are proposing a leash law and would like direction.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers and discuss report format.

Motion by Henrich to approve the Village portion of the vouchers in the amount of \$17,285.53, seconded by Russell. The check sequence goes from check #43592 to check #43627 **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-none

c. Future agenda items

- Fireworks Ordinance
- Leash Law Ordinance
- Building Inspector contracts
- Joint meeting with Town

11. Adjournment

Motion by Williams to adjourn at 7:39 p.m., seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: April 16, 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.