

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, November 18, 2019**

MINUTES

1. Call to order

Village President John Williams called the Village Board of Trustees to order at 6:30 pm.

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, Jeff Lennberg, Heidi Murphy, Melissa Ratcliff, Jon Russell, Sarah Valencia and John Williams. Staff present were Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Planner Erin Ruth, Public Works Director JJ Larson, Parks, Recreation & Forestry Director Sean Brusegar, Village Treasurer Deb Winter, Police Chief Dan Layber, 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 on November 4, 2019.

Motion by Ratcliff to approve the minutes for November 4, 2019, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

6. Public Hearing: A Public Hearing to Hear Interested Citizens on the 2020 Proposed Budget for The Village of Cottage Grove.

Williams opened the public hearing at 6:31 pm. There was no public to speak at the public hearing. Giese indicated that the only change to the budget was to include the \$12,500 for the Village portion of the brush truck. Williams closed the public hearing at 6:34 pm

a. Discuss and consider Resolution 2019-11; A Resolution adopting the 2020 Budget and Authorizing the Clerk to Levy Taxes.

Motion by Murphy to approve Resolution 2019-11 adopting the 2020 budget and authorizing the clerk to levy taxes, seconded by Valencia. **Motion** carried with a voice vote of 6-1-0 with Allen voting No.

7. Unfinished Business

a. Discuss and consider potential dates for next Joint Village/Town meeting (This item was tabled at the November 4, 2019 Village Board Meeting).

Motion by Murphy to take item 7a. off the table, seconded by Allen. **Motion** carried with a voice vote of 7-0-0. Williams listed the dates the Town is available to meet. Murphy asked if they had agenda items, which Williams indicated that they do not. Valencia asked if we had information on the public meeting the Town had on road connections, which it was reported that the Town residents do not want road connections in the areas they discussed. Ratcliff asked if we had agenda items to talk about, which at this time there were not items.

Motion by Lennberg to table until the first meeting in January 2020, seconded by Russell. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committees

8.I. Public Works & Properties Committee

Williams reported that they discussed the maintenance policy on the paths like the one in Westlawn 4th Addition and there is no reason to maintain them in the winter, which Giese asked if signage would be posted, Larson responded that they have the signs ordered. Williams reported that they discussed the 2020 repaving and they discussed the salt policy. Russell asked about street sweeping and leaf pickup, which Larson indicated the street sweeper will be out this week.

8.II. Zoning Board of Appeals

Ruth reported that this was the second meeting in 38 years, a resident on Tanglewood Ct was requesting a variance because of the unusual shape of the lot they were not allowed to build a three season room, which the board did approve because they did prove the hardship and because of the lot shape.

8.III. Community Development Authority

Lennberg reported they discussed the 2020 budget and how to move forward with the marketing of Cottage Grove, which the committee will begin to work on at the next meeting on December 12th.

8.IV. Utility Commission

Murphy reported that they discussed the water tower lighting, they have a resident that wants to build a three-season porch however there is a utility easement on the property, there will be more information coming on this item and they discussed the cross-connection project that this being worked on. The next meeting will be December 11th.

8.V. Plan Commission

Williams reported there was a public hearing on the rezone of the two lots on the agenda for tonight and the Plan Commission approved the rezone. They were also given an update on the Farris Brothers Auto, and they discussed the creation of family residential zoning districts.

a. Discuss and Consider A Request from John DeWitt to Rezone Lot 2 Of CSM 13103 (Located North Of CVS) From PB, Planned Business To NB, Neighborhood Business.

Motion by Murphy to approve the rezone of lot 2 of CSM 13103 located north of CVS from PB, Planned Business to NB Neighborhood Business, seconded by Ratcliff. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and Consider A Request from John DeWitt to Rezone Lot 48 Of Coyle Highlands South (Located on SW Corner of W. Cottage Grove Rd. And Limerick Dr.) From NO, Neighborhood Office To NB, Neighborhood Business.

Motion by Lennberg to approve the rezone of lot 48 of Coyle Highlands South located on SW corner of W. Cottage Grove Rd and Limerick Dr from NO, Neighborhood Office to NB Neighborhood Business, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

9. Reports from Village Officers

a. John Williams

i. Discuss and consider Library Planning Committee nominees: David Peterson, Cindi Kelm-Nelson, Anne Schoenemann, Tiffany Haas and Melissa Ratcliff.

Motion by Lennberg to approve nominees David Peterson, Cindi Kelm-Nelson, Anne Schoenemann, Tiffany Haas and Melissa Ratcliff to the Library Planning Committee, seconded by Valencia. **Motion** carried with a voice vote of 7-0-0.

ii. Discuss interest in Ad Hoc Sustainability Committee.

Williams asked if there was an interest by board members to start a sustainability committee, which they agreed that there is an interest. Murphy asked if a staff member would be assigned to the committee as well, which Williams indicated there would be. Williams will continue to work on getting a committee together.

b. Attorney Lee Boushea

i. Legal briefings/status updates

Attorney Boushea reported last week in the newspaper there was an article on open records for the Governor's emails, so it is important to understand that whatever you write in emails is subject to open records.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers.

Motion by Ratcliff to approve the Village portion of the vouchers in the amount of \$221,747.93, seconded by Allen. The check sequence goes from check #46134 to check #46190. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-None

c. Upcoming community events- Christmas in the Grove-December 5th-8th, Open House for Tom Viken on December 12th from 11:00 am to 1:00 pm, Thursday, November 21st a ribbon cutting for Doundrins Distilling, Water Tower Lighting on Wednesday, November 20, 2019 at 7:00 pm and Happy Thanksgiving.

d. Future agenda items- Building Inspection proposals.

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 purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. This closed session is for negotiations in TID #5 and negotiating terms in the Developers Agreement with Monona Grove School District; and 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 evaluation.

Motion by Williams to enter into closed session at 7:37 p.m., seconded by Murphy. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE, Williams AYE.

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

Motion by Ratcliff to reconvene into open session at 8:10 p.m., seconded by Lennberg. **Motion** carried with a roll call vote of Allen AYE, Lennberg AYE, Murphy AYE, Ratcliff AYE, Russell AYE, Valencia AYE, Williams AYE.

13. Adjournment

Motion by Ratcliff to adjourn at 8:11p.m., seconded by Lennberg. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: December 2, 2019

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.