

VILLAGE OF COTTAGE GROVE
BOARD OF TRUSTEES
Monday, October 19, 2009

MINUTES

1) Call to Order

The regular meeting of the Village Board was called to order by Village President Mike Mikalsen at 6:30 p.m.

2) Roll Call and confirm that the meeting was properly posted

It was determined that a quorum of members was present and that the agenda had been properly posted. Roll call was taken. Village Board members present: Trustees Duane Hubing, Paula Severson, Dave Viken, Diane Wiedenbeck, Mike Willkomm, Micah Zielke and Village President Mike Mikalsen. Staff present: Clerk Treasurer Deb Winter, Village Attorney Leighton Boushea and Village Engineer Mike Maloney. There were eight citizens in attendance.

3) Pledge of Allegiance

4) Discuss and consider minutes of October 5, 2009

Motion by Hubing to approve the above minutes with noted corrections, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

5) Public Appearances – Public’s opportunity to speak about any item that is not a specific agenda item.

None

6) Unfinished Business:

- a) **Discuss and consider ORDINANCE 14-2009 which adopts the recommendation from Plan Commission to approve the annexation petition from Bradt Holdings, LLC for 102 acres with conditions as listed by memo from planner and execution of Pre-Annexation Agreement.**

Motion by Wiedenbeck to approve Ordinance 14-2009 which adopts the recommendation from the Plan Commission to approve the annexation petition from Bradt Holdings, LLC for 102 acres with conditions as listed by a memo dated September 9, 2009 from the Village Planner, execution of Pre-Annexation Agreement and knowledge that the Comprehensive Plan recommends The Farm property for annexation and development within the Village, seconded Hubing. **Motion** carried with a unanimous voice vote of 7-0-0.

7) New Business

- a) **Discuss and consider the 2010 contract for Planning Services – Vandewalle & Associates.**

Hubing started discussion stating the he would like to see this service bid out. Wiedenbeck expressed her concern that she would be very afraid to lose the 10 years of knowledge and that there would be a huge learning curve with a new company. Zielke commented that he liked the fact that they cut their rates. Mikalsen stated that he thinks it’s time for the Village to go out and seek bids. Willkomm added that he feels we owe it to our tax payers to look at the options we may have.

Motion by Viken to table this agenda item and direct staff to come back at the next regularly scheduled Board meeting with a Request for Proposal (RFP), seconded by Willkomm. **Motion** carried with a voice vote of 6-1-0 with Wiedenbeck voting nay.

- b) **Discuss and consider the 2010 contract rates for MSA Professional Services.**

Mike Maloney with MSA Professional Services presented the Board with their proposed 2010 Engineering fees. Mr. Maloney explained that the company has made a lot of changes in order to lower their fees passed on to the Village.

Motion by Hubing to approve the 2010 contract rates for MSA Professional Services with the understanding that staff will be preparing a Request for Proposal (RFP) at the end of their current contract seconded by Wiedenbeck. **Motion** carried with a voice vote of 6-0-1 with Willkomm abstaining because his employer is currently working with MSA under contract with the Village.

- c) **Discuss and consider 2010 Budget request from Monona Grove Youth Center.**

Matt Merrill and Diane Disalvo from the Monona Grove Youth Center approached the Board with their 2010 Budget request of \$3,000. **Motion** by Willkomm to deny this request at this time and discuss possible funding at the Budget Workshop set for Monday, October 26, 2009, seconded by Hubing. **Motion** carried with a unanimous voice vote of 7-0-0.

- d) **Discuss and consider the application for a cigarette and tobacco products license from Patrick Machovec, Cottage Grove Liquors LLC, dba Village Liquors, 214 W. Cottage Grove Road.**

Motion by Hubing to approve the application for a cigarette and tobacco products license from Patrick Machovec, Cottage Grove Liquors LLC, dba Village Liquors, 214 W. Cottage Grove Rd., seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

e) **Discuss and consider appointing Jack Henrich, 201 Vintage Lane, to the Police Commission.**

Motion by Hubing to approve appointing Jack Henrich, 201 Vintage Lane, to the Police Commission, seconded by Zielke. **Motion** carried with a unanimous voice vote of 7-0-0.

f) **Discuss and consider Village's draft version of the Agreement with Dane County for the Reconstruction of CTH BB and CTH N Intersection in the Village of Cottage Grove and jurisdictional transfer of CTH N to the Village.**

Motion by Hubing to approve the Village's draft version of the Agreement with Dane County for the Reconstruction of CTH BB and CTH N Intersection in the Village of Cottage Grove and jurisdictional transfer of CTH N to the Village, seconded by Severson. **Motion** carried with a unanimous voice vote of 7-0-0.

g) **Discuss and consider the operator's license for:**

- i. **David Miller; Stop N' Go**
- ii. **Katie M. Weiss; Stop N' Go**
- iii. **Patrick J. Drucker; Independent**
- iv. **Elisabeth Ager; 1855 Saloon & Grill**
- v. **Shirley Langer; 1855 Saloon & Grill**
- vi. **Yeva M. Yap; 1855 Saloon & Grill**

Motion by Hubing to approve the operator's licenses for all applicants except David Miller; Stop N'Go, seconded by Wiedenbeck. **Motion** carried with a voice vote of 6-0-1 with Willkomm abstaining.

Motion by Severson to table the operator's license for David Miller; Stop N' Go and ask Mr. Miller to attend the next closed session, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

8) **Report of Village Officers, Boards, Commissions & Committees.**

a) **Emergency Government Committee**

Severson reported that they are working on updating the Emergency Procedures. Their next meeting will be held at Hydrite with a tour of their new facility. December meeting will potentially be held at Glacial Drumlin.

b) **Special Law Enforcement Committee**

No Report

c) **Joint Village Board & Plan Commission**

No Report

d) **Utility Commission**

The Commission met last Wednesday and reviewed preliminary budget requests. The Board will want to look at certain items during the budget workshop, mainly at the % splits among the Village and the utilities. We will also be looking at the utilities work under the interstate in November.

e) **EMS Commission**

At the last meeting we discussed adopting a policy on ambulance maintenance.

f) **Parks, Recreation & Forestry Committee**

Hubing reminded everyone of the Haunted Trail coming up on October 30, 2009 at Governor Taylor Park.

i. **Discuss and consider the recommendation from the Parks, Recreation and Forestry Committee to allow a new community built playground at Fireman's Park**

Friends of Fireman's Park is suggesting to build a Dream Park at Fireman's Park. Funding will be purely through donations and through sweat equity. The Friends are looking for approval to continue moving forward with the process.

Motion by Zielke to approve the recommendation from the Parks, Recreation and Forestry Committee to allow a new community built playground at Fireman's Park, seconded by Severson. **Motion** carried with a unanimous voice vote of 7-0-0.

g) **Ordinance Committee**

We need appointments for members. The Village Board members are to let Mikalsen know their interest level.

h) **Public Relations Committee**

Severson reported that the committee is looking at various ideas for possible fund raising.

i. **Discuss and consider Resolution 2009-21 authorizing a Budget Amendment to Fund #201; Cable TV to Allow an Increase in Wage/Benefit Expense Lines.**

Andrew Last, Chairman of the Public Relations committee addressed the Board. Last explained to the Board that the Charter funding the Village has been receiving will be disappearing in the next couple of years and we as a committee are looking at the possibilities of viewing meetings on line. Hubing asked if we have looked at other

ways to gain revenue. Severson responded that the committee has looked at possible opportunities outside of cable.

Motion by Hubing to approve Resolution 2009-21 authorizing a Budget Amendment to Fund #201; Cable TV to Allow an Increase in Wage/Benefit Expense Lines, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

9) Report from Village Officers:

a. Micah Zielke

No Report

b. Mike Willkomm

The intersection is still closed. If drivers could stay on the marked detour, it would be appreciated.

c. Diane Wiedenbeck

The next Ad Hoc Sustainability meeting will be October 22, 2009 at 5:30 p.m.

d. David Viken

The Joint Fire Department Committee will meet on October 22, 2009.

e. Paula Severson

No Report

f. Duane Hubing

No Report

g. Mike Mikalsen

I would like to extend my best wishes to Scott Norton and say I appreciate his services. I need to discuss the work on the intersection and my disappointment with the significant lack of communication between all parties. One big issue we face is Landmark's need to get through the intersection with their large trucks. After working with all parties, we should have a partially operating intersection within days. I did speak with Verizon to express my displeasure with their commitment to this project and the need for them to get their portion of the project completed as soon as possible. Please continue to use common sense and know in the temporary scenario there will be minimal lighting when using the intersection. To the Board members, the 2010 preliminary budget will be available to you by the end of the week.

10) Communications and Miscellaneous Business

a) Consider approval of vouchers

Motion by Hubing to approve the Village portion of the vouchers in the amount of \$376,586.93, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

b) Correspondence

i. Engineer's Report from Michael Maloney, PE, MSA Professionals

11) Adjournment

Motion by Severson to adjourn at 8:53 p.m., seconded by Hubing. **Motion** carried with a unanimous voice vote of 7-0-0.

**Respectfully Submitted,
Deb Winter, Clerk-Treasurer
Village of Cottage Grove
Approved: November 2, 2009**

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.