

VILLAGE OF COTTAGE GROVE
BOARD OF TRUSTEES
Monday, May 3, 2010

MINUTES

1) Call to Order of the regular meeting of the Village Board of Trustees

The Village Board was in recess from a previous special joint meeting of the Village Board and the Utility Commission. Therefore, roll call was previously called and the Pledge of Allegiance was previously cited.

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

Zielke arrived at 6:40 p.m. Mikalsen arrived at 6:55 p.m.

3) Pledge of Allegiance

4) Recognize outgoing Village Trustee

Mike Willkomm was presented with a token of appreciation from the Village Board and Staff.

5) Oath of Office for Incoming Village Trustee

Dave Viken, Jeff Weigand and Diane Wiedenbeck recited their Oaths of Office for their new terms as Village Trustees.

6) Discuss and consider minutes of April 19, 2010

Motion by Hubing to approve the minutes with noted corrections of April 19, 2010, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 6-0-0.

7) Public Appearances – Public's opportunity to speak about any item that is not a specific agenda item.
None

8) Unfinished Business: None

9) New Business:

a. Discuss and consider 2010 annual request from the Volunteer Fireman Association for Fireman's Festival.

Mark Kudrna presented the changes to this year's Fireman's Festival. There will be a Cottage Grove Brewfest on Saturday. The parade will again be on Cottage Grove Road as it was last year. There will not be any fireworks this year mainly due to the expense. **Motion** by Hubing to approve the 2010 annual request from the Volunteer Fireman Association for Fireman's Festival with the required insurances to be received by the Village and the Sunday curfew time amended to 10:00 p.m., seconded by Viken. **Motion** carried with a unanimous voice vote of 6-0-0.

b. Discuss and consider continued use of Village laptops and associated costs; renewing AVG licenses.

Winter posed the question to the Village Board members as to who uses the laptops provided to them by the Village. Wiedenbeck is the only member that consistently uses her laptop. The laptops designated for Public Works and for Village Hall also get used regularly. Winter then asked that Village Board members who do not use their Village provided laptops, please return them to Village Hall. **Motion** by Hubing to purchase 3 AVG licenses at this time, one for Wiedenbeck, one for Public Works and one for Village Hall, seconded by Weigand. **Motion** carried with a unanimous voice vote of 6-0-0.

c. Discuss and consider the Capital Area Regional Planning Commission request for nominations, due May 4, 2010.

Manley stated that the Village President of Deforest, Jeff Miller will be running again for the Capital Area Regional Planning Commission. **Motion** by Zielke to support the nomination of Jeff Miller for the Capital Area Regional Planning Commission, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 6-0-0.

d. Discuss and consider the appointment of Doug Cusack to the Ad Hoc Sustainability Committee.

Wiedenbeck stated that Mr. Cusack is to replace current committee member Amy Roberts who needs to step down due to work scheduling issues. **Motion** by Wiedenbeck to approve the appointment of Doug Cusack to the Ad Hoc Sustainability Committee, seconded by Hubing. **Motion** carried with a unanimous voice vote of 6-0-0.

e. Discuss and consider RFP's for cleaning service and choose preferred provider.

Winter presented the vendors that submitted RFP's for cleaning service. **Motion** by Mikalsen to eliminate the Vendor Green Services, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0. Weigand posed the question of could we eliminate this service and do the cleaning ourselves. This suggestion did not receive much support. **Motion** by Mikalsen to eliminate Jani King, seconded by Hubing. **Motion** carried with a unanimous voice vote of 7-0-0. **Motion** by Mikalsen to consider 3 vendors; CSM, Coverall and Sundance and to select from the three vendors at the next Village Board meeting after they have submitted more detailed information on the pricing of extra services, seconded by Viken. **Motion** carried with a unanimous voice vote of 7-0-0. Mikalsen asked that the three finalists submit prices both in total and per square foot for carpet cleaning, strip & wax vinyl floors and tile and grout cleaning.

10) Report of Village Officers, Boards, Commissions & Committees.

a) Deer-Grove EMS – Chief - Selection Committee

Severson reported that the Selection Committee has narrowed the candidate pool down to 7 candidates. These candidates will go through assessment center testing and face to face interviews next Saturday. The committee hopes to forward the final 2 candidates to the EMS Commission on May 20, 2010.

b) Utility Commission

Manley reported that the Village Board and Utility Commission approved a Simple Rate Increase at tonight's earlier special joint meeting.

c) Ad Hoc Sustainability Committee

Wiedenbeck reported that the committee met on April 27, 2010 and reworked the sustainability system document. Wiedenbeck stated that she had received the updated draft today and will be submitting the document after the committee's final review. Next meeting will be held on May 25, 2010.

11) Reports from Village Officers:

a. Micah Zielke

No Report

b. Jeff Weigand

I am honored and excited to serve with all of you and I realize I have a lot to learn.

c. Diane Wiedenbeck

Peer Court will be making a presentation to the Village Board on May 17, 2010.

d. David Viken

The Joint Fire Department Committee met last week. The committee has received a \$48,000 grant. Staff is currently at 42 and they will be starting in house training.

e. Paula Severson

Emergency Government meets this week Wednesday. NIMs training will be held on May 22, 2010 in the morning and EMS will be holding an open house on May 22, 2010 in the afternoon. The cell phone recycling project went very well with the church giving approximately \$1,000 to the Dream Park. On May 13, 2010, the Colonial Club will be having a presentation at Taylor Ridge to present the services they have available.

f. Duane Hubing

The Madison Marathon is Sunday, June 27, 2010 and they are looking for volunteers. Congratulations to Lee Boushea's daughter and her success in the shot put.

g. Mike Mikalsen

Starting the week of May 10, 2010, the 4-way intersection will be closed for hopefully only a week. We will be using the same detour routes. I will have a draft list completed early next week for both citizen and Board member committee assignments.

h. Atty. Leighton Boushea

No Report

12) Communications and Miscellaneous Business

a) Consider approval of vouchers

Motion by Zielke to approve the Village portion of the vouchers in the amount of \$76,574.93, seconded by Hubing. **Motion** carried with a voice vote of 7-0-0 with Wiedenbeck voting to approve all vouchers except any that have to do with the intersection construction.

b.) Correspondence

Mikalsen presented information on an Energy Efficiency Computing Summit.

13) 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 fund, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; WPPA Union Contract and Wisconsin State Statute §19.85(1)(c) considering employment, promotion, compensation and performance evaluation data of any public employee over which the government has jurisdiction over or exercises responsibility; Administrator's Annual Performance Evaluation.

Motion by Mikalsen to go into closed session at 8:35 p.m., seconded by Severson. **Motion** carried with a unanimous roll call vote.

14) Reconvene into Open Session

The Village Board reconvened into open session at 9:22 p.m.

15) Adjournment

Motion by Zielke to adjourn at 9:23 p.m., seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

**Respectfully Submitted,
Deb Winter, Clerk-Treasurer
Village of Cottage Grove
Approved: May 17, 2010**

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.