

**VILLAGE OF COTTAGE GROVE**  
**BOARD OF TRUSTEES**  
**Monday, May 17, 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 of Cottage Grove Board of Trustees and the Town of Cottage Grove Board of Supervisors. Therefore, roll call was previously called and the Pledge of Allegiance was previously recited.

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

**3) Pledge of Allegiance**

**4) Discuss and consider minutes of:**

**a. May 3, 2010 Regular Village Board Meeting**

**Motion** by Wiedenbeck to approve the minutes of the regular Village Board Meeting from May 3, 2010 with a noted correction, seconded by Hubing. **Motion** carried with a unanimous voice vote of 7-0-0.

**b. May 3, 2010 Joint Meeting with the Utility Commission and Village Board**

**Motion** by Hubing to approve the minutes of the Joint Village Board and Utility Commission meeting from May 3, 2010 as read, seconded by Wiedenbeck. **Motion** carried with a voice vote of 5-0-2 with Mikalsen and Zielke abstaining.

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

None

**6) Presentation by the Peer Court Members**

Jay Kiefer the Program Director of Youth Services of Wisconsin approached the Village Board. Youth Services of Wisconsin has been providing services since 1971. The peer court system such as the one set up here in Cottage Grove has been very successful. In 2009, 90% of the defendants seen by youth court completed their sentence successfully. In 2009, 600 hours of community service was completed. The program is voluntary, but defendants must plead guilty. Once sentenced, if the defendants complete their sentence, they do not have to pay the fine for their wrong doing.

Three youth members of peer court also approached the Village Board. The youth members discussed the process and what they have learned from being involved in Peer Court. Currently there are 5 students on the jury, but the number may vary. These youth receive 4 hours of training and practice with mock trials. Peer Court is always looking for community projects to be completed with possible sentences. Peer Court’s next meeting will be on May 18, 2010.

**7) Unfinished Business:**

**a. Discuss and consider restoring the funding for 2010 for the Colonial Club.**

Severson presented a copy of an email which outlined the level of use for the Cottage Grove area for the months of January through April 2010, and also the attendance level at scheduled office hours opening at Taylor Ridge. Hubing stated that during the budget process, everyone had to make cuts. The budget is set. Hubing also noted that Parks and Recreation get many complaints from citizens that they can’t register on-line, but that system was also cut out of the budget. The comment was made that if you restore this funding, what is going to stop every other department from wanting more money. Severson responded stating that Parks and Recreation is voluntary, but elderly care is a life need. **Motion** by Hubing to NOT approve restoring the funding for 2010 for the Colonial Club, seconded by Weigand. **Motion** did NOT carry with a voice vote of 3-4-0 with Severson, Wiedenbeck, Zielke and Mikalsen voting nay. More discussion was held and the subject of a budget “refund” from EMS in an amount to be around \$15,000 was discussed. Mikalsen stated that he would like to see this “refund” spent on some type of Human Services not just put into the balance of undesignated funds. **Motion** by Severson to table this agenda item until the “refund” from EMS is finalized and received, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

**b. Discuss and consider the final group of Request for Proposals for cleaning services with requested information and choose a provider. (Tabled from 5/3/10 Village Board Meeting)**

Winter presented information on the group of three providers and proposed a recommendation to go with Coverall Cleaning Services. **Motion** by Hubing to choose Coverall Cleaning Services from the Request for Proposals for cleaning services, seconded by Severson. **Motion** carried with a unanimous voice vote of 7-0-0.

## 8) New Business:

- a. **Discuss and consider approval of the request to close the east end of the 300 block of Molly Lane and waive the fee for a Street Closure permit to provide a location for the Dane County Sheriff's Department/FBI training exercise.**

Request from a member of the hostage negotiations team for Dane County. Their department just received a grant for some new equipment and they are looking to do some training in a residential area. The proposed training will be held during the day on a Wednesday with the hope to interfere with day- to-day schedules as little as possible. **Motion** by Hubing to approve the request to close the east end of the 300 block of Molly Lane and waive the fee for a street closure permit to provide a location for the Dane County Sheriff's Department/FBI training exercise, seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 7-0-0.

- b. **Discuss and consider approval of the Proclamation Recognizing Emergency Services Week.**

Three members of the Deer Grove Emergency Medical Services team were in attendance. Severson read the proclamation. **Motion** by Wiedenbeck to approve the Proclamation Recognizing Emergency Services week, seconded by Hubing. **Motion** carried with a unanimous voice vote of 7-0-0.

## 9) Report of Village Officers, Boards, Commissions & Committees.

- a) **Public Works & Properties Committee**

Mikalsen stated that they will be holding an open house for residents on Melissa Lane relating to the parking issues on that street. Next meeting will be held on June 1, 2010 at 7:30 p.m.

- b) **Parks, Recreation and Forestry Committee**

Hubing reported that the next meeting will be held on May 20, 2010. Hubing also wanted to extend a Thank You to all the volunteers for the golf tournament.

- c) **Deer-Grove EMS – Chief - Selection Committee**

Severson reported that there were two candidates that attended the assessment interviews. The committee will give the names of the final candidates to the EMS Commission on Thursday.

- d) **Deer-Grove EMS Commission**

Severson reported that there is a meeting on Thursday and she would like to encourage all to attend. She stated she has met with the Town and the Village of Deerfield and will be meeting with Pleasant Springs tomorrow night. Ambulance Rescue 78 has been out of service since May 7<sup>th</sup> with an engine problem. Severson encouraged everyone to show their support at the Open House on Saturday.

- e) **Utility Commission**

Manley reported that the Commission approved a water rate study to be done by Baker Tilly.

- f) **Emergency Government Committee**

Severson stated that the committee will have a table at the EMS open house. Severson also reminded everyone that NIMs training is this Saturday.

- g) **Ad Hoc Sustainability Committee**

Wiedenbeck reported that they will be participating in a Sustainability Fair on Saturday May 22, 2010. Next meeting will be held on May 25, 2010.

- h) **Plan Commission**

Mikalsen reported that the Commission discussed the Economic Development Report which was prepared by GRAEF. The Commission also discussed at length the sustainability system and tabled it due to some ongoing concerns with the report.

## 10) Reports from Village Officers:

- a. **Micah Zielke**

The four way construction looks nice. I would like to participate in the Fireman's Festival parade if the rest of the Board is interested.

Zielke left at 8:00 p.m.

- b. **Jeff Weigand**

No Report

- c. **Diane Wiedenbeck**

I attended an Eagle Scout ceremony for Tim Clay held at the Abiding Shepard Lutheran Church and was very impressed. I also attended the New Officials workshop again. I have my binder from the class if anyone would like to take a look at it. There was an article in the State Journal spotlighting Shared Medical Services here in Cottage Grove. There was also an article in the League magazine regarding getting ready for a smoke free Wisconsin.

- d. **David Viken**

No Report

**e. Paula Severson**

No Report

**f. Duane Hubing**

I will be attending Board of Review training on Thursday afternoon.

**g. Mike Mikalsen**

I have been attending negotiations with the Police Union which has taken up quite a bit of my time these past two weeks. I would like to bring it to the attention of the Board that we all need to be careful when discussing business incentives and rental agreements.

**1.) Discuss and consider appointments as recommended and listed.**

**Motion** by Hubing to approve the appointments as recommended and listed, seconded by Weigand.

**Motion** carried with a voice vote of 6-0-0.

**h. Atty. Leighton Boushea**

**1.) Discussion on Open Meetings Law**

Boushea gave the Board a brief overview on Open Meetings Law and the topics that have received the most attention lately.

**2.) Discuss and consider changes to meeting agenda policies and procedures.**

Mikalsen reported to the Board that he would like to have himself and Boushea come up with some policy and procedures in regards to the process of meeting agendas. The outcome would be to create a draft and take that draft to the Ordinance Committee for review. **Motion** by Mikalsen to approve the idea of reviewing the agenda process, seconded by Hubing. **Motion** carried with a unanimous voice vote of 6-0-0.

**11) Communications and Miscellaneous Business**

**a) Consider approval of vouchers**

**Motion** by Hubing to approve the Village portion of the vouchers, seconded by Weigand. **Motion** carried with a unanimous voice vote of 6-0-0 with Wiedenbeck voting nay on any invoices pertaining to the construction of the CTY HWY BB & N intersection.

**b.) Correspondence**

None

**12) Adjournment**

**Motion** by Hubing to adjourn at 8:40 p.m., seconded by Wiedenbeck. **Motion** carried with a unanimous voice vote of 6-0-0.

Respectfully Submitted,  
Deb Winter  
Clerk-Treasurer  
Approved: June 7, 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