

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
DECEMBER 7, 2015

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at Town Hall, the park at 4539 American Way, Gaston Road at Brown Thrush and US Hwy 12 & 18 at County Road BN, and on the Town's web site. Town Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were present, along with Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, Attorney Connie Anderson, Fire Chief Bruce Boxrucker and Assistant Fire Chief Tom Banigan.
- B. Hampton called the meeting to order at 7:05 P.M.
- C. Minutes of previous meeting(s):
 - 1. **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on November 16, 2015 as printed. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills:
 - 1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #24191-24249, including voided checks #24191 and 24203, as presented. **MOTION CARRIED 5-0.**
 - 2. **MOTION** by DuPlayee/Williams to approve payment of November per diems as submitted, and payment of \$1,550.00 to Viken Inspection Agency LLC for November building permits. **MOTION CARRIED 5-0.**
- E. Public Concerns: None.
- F. Road Right of Way Permits: None

II. BUSINESS:

- A. Consider approval of the 2016 Town Budget: **MOTION** by DuPlayee/Williams to approve the 2016 Town Budget as presented at the public hearing earlier tonight. **MOTION CARRIED 5-0.**
- B. Discuss/Consider approval of permitting the Village of Cottage Grove to install and maintain a water main extension in the right-of-way along the north side of Gaston Road: Mike Maloney and Travis McDermott from MSA represented the Village of Cottage Grove Water Utility, which will provide 100% of the funding for the project. Maloney said construction during the summer of 2016 would install a 16" water main 8 feet north of the centerline of Gaston Road. Plans are to saw cut on the centerline and replace the north side of the road with a 12 inch gravel base and 4 inches of asphalt, or match the existing if it is greater, restore the gravel shoulder, affected driveways and ditches, and striping. Seven fire hydrants would be included, placed 15-20 feet from the edge of the pavement at the closest. Chief Boxrucker stated he is fine with this. Meetings with the homeowners would be scheduled to discuss construction/access plans and hydrant position. MSA will video the roads beforehand, and suggested that the Town may want to as well. Maloney guesstimated the Water Utility's cost for the road portion of the project at \$1.4 million.

Discussion:

- Hampton asked how the ditches would be protected from erosion during hydrant flushing, Maloney said a pressure reducing system could be implemented.
- Smith said the Village would need to take care of mowing and shoveling around hydrants.

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
DECEMBER 7, 2015

- Chief Boxrucker asked if valves would be included to allow for additional hydrants in the future. Maloney said not at this time.
- Anders wondered how a separation of the new and old side of the road could be prevented. Smith felt the whole road should be replaced, or at least the black top should be tied together. He has the Town Engineer is coming out tomorrow to discuss the project.
- Jerry Helgeland, 2620 Gaston Road, asked if MSA knows where the other utilities are, and noted that Alliant had not been able to get through the bedrock on Gaston Hill. Maloney said the gas main is on the south side of the road, and soil borings to 10 feet showed no rock to hinder the project. Plans are to go under the concrete culverts using trenchless technology. Helgeland also asked if the water main could be used to feed future development of land he owns to the south of Gaston Road. Maloney said that would most likely be served from the south.
- Howard Lohaus, 2768 Gaston Road, wondered how they will deal with gas main laterals to homes on the north side. Maloney said the water main will go under the gas laterals. Lohaus also asked why only a 16" pipe, and whether they would rip up the entire road at once or as they lay the pipe. Maloney said that 16 inches is as large as they usually design, and said he sees the road being ripped up all at one time, and also paved all at one time. He said there will be some inconvenience, but the residents will be kept abreast of the plans by the week. Flagmen will be on site and the road will be passable at all times, although he suggested limiting traffic to local only to speed up the process. Everything would be recovered to gravel at the end of each day, and dust control would be practiced.
- Hampton was interested to know if installing the water main along the interstate would be more cost effective. Maloney said it would be challenging to move the main.
- Anders questioned the placement of the water main on the Jensen property, stating that it would appear to make portions of it unsalable. It was determined that the placement of the water main corresponds to the Village's plans for a future road.
- Hampton asked if the Village will allow hookups to Town residences without annexation in the event of a well failure. Maloney did not think there would be a problem with that but Atty. Anderson said that would need to be in writing.
- A bond or letter of credit and the Town as an additional insured will be needed for the road.

MOTION by DuPlayee/Williams to table until the December 21st meeting. Additional information requested for that discussion to include:

- Plans for flushing without creating erosion
- Examples of other places where half of the road has been replaced.

MOTION CARRIED 5-0.

- C. Discuss/Consider compliance with notice regarding violations at 2842 Gaston Road and/or need for further enforcement: Hampton reported that siding of the outbuilding has been completed, and consensus was there is no need for further enforcement.
- D. Discuss/Consider creating an ordinance regarding legal posting and publication and designation of official newspaper: The Clerk explained that Attorney Anderson provided the draft ordinance in response to a question about recent legislation allowing municipalities to post notices in just one location as long as they are also posted on the internet. **MOTION** by

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
DECEMBER 7, 2015

DuPlayee/Williams to hold a public hearing for the proposed ordinance on December 21st, and include an item on the Town Board agenda for adoption that same night. **MOTION CARRIED 5-0.**

- E. Discuss/Consider approval of an Insured Cash Sweep Account agreement with Monona State Bank: Atty. Anderson said she had reviewed the agreement and found it to be acceptable. **MOTION** by DuPlayee/Anders to approve the agreement as presented. **MOTION CARRIED 5-0.**
- F. Discuss/Consider approval of a contract with Monona State Bank for lockbox service for first installment property tax collection: Atty. Anderson said she had reviewed the agreement and found it to be acceptable. **MOTION** by Williams/DuPlayee to approve the agreement as presented. **MOTION CARRIED 5-0.**
- G. Discuss/Consider approval of conditions as amended by the Dane County ZLR for CUP 2331 for Don Peckham, parcels 0711-071-8790-7 and 0711-071-9050-0 on County Road BB: The Clerk stated that the first version she received from the County of CUP 2331 was missing some of the conditions imposed by the Town, but when she called the Dane County Zoning Administrator's attention to this, he emailed her one that matched the Town's conditions and stated it was a cut and paste error, that the version approved by the County did in fact include all of the Town's conditions. **MOTION** by Anders/Fonger to approve CUP 2331 as amended by the Dane County ZLR as stated in the version emailed from Roger Lane. **MOTION CARRIED 5-0.**
- H. Discuss/Consider appointment of 2016-2017 Election Inspectors: The Clerk noted that the Republican Party submitted a list of two nominees who were already on the list for board approval, and the Democratic party did not submit a list. **MOTION** by Anders/DuPlayee to approve the appointment of all 23 nominees as 2016-2017 Election Inspectors. (see list attached as appendix A.) **MOTION CARRIED 4-0-1** (Williams abstained).

III. CLERK'S REPORT: None.

IV. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton:

- 1. The 2016-20 Transportation Alternatives program cycle has begin.
- 2. The DOT has offered to hold a public hearing here regarding the environmental assessments for the proposed freeway . Consensus was to request a public hearing in January.
- 3. Hampton will attend a meeting next Thursday on Watershed Adaptive Management

V. COMMITTEE REPORTS:

A. Emergency Government Committee: The November meeting was canceled.

VI. Adjournment: **MOTION** by Anders/Fonger to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:17 P.M.

Kim Banigan, Clerk

2016-17 Election Inspectors For Approval 12-7-2015

Last Name	First Name	Party Nomination	Address	
Albright	William		4590 American Way	Cottage Grove, WI 53527
Allen (Certified Chief)	Nancy		2077 Uphoff Road	Cottage Grove, WI 53527
Burmester	Beverly		2015 Uphoff Road	Cottage Grove, WI 53527
Christoph	Kathy		2092 Uphoff Road	Cottage Grove, WI 53527
Ersland	David		2133 Liberty Dr.	Cottage Grove, WI 53527
Evert	Jeanne		3492 Earlwyn Road	Cottage Grove, WI 53527
Goppelt	Roger		3786 Janelle Ln.	Cottage Grove, WI 53527
Homburg (Certified Chief)	Beverly		4137 Vilas Hope Road	Cottage Grove, WI 53527
Kobus	Nancy		4525 Sundance Court	Cottage Grove, WI 53527
Mellenthin	Lynn		2030 DiPiazza Dr.	Cottage Grove, WI 53527
Otteson	Otto K.		2173 Nora Road	Cottage Grove, WI 53527
Pirkl	Marian		2595 King Drive	Cottage Grove, WI 53527
Stassi	Janeen		4610 Sandpiper Trl.	Cottage Grove, WI 53527
Stenson	Jeanne		4562 Lotus Lane	Madison, WI 53718
Stevens	Cathy		2869 Busston Road	Cottage Grove, WI 53527
Stevens	Jim		2869 Busston Road	Cottage Grove, WI 53527
Ward	Colleen		3545 Vilas Road	Cottage Grove, WI 53527
Wick	Mary		1788 Leon Lane	Deerfield, WI 53531
Williams	Kristi		3768 Bohnsack Ln.	Cottage Grove, WI 53527
Williams	Margaret		4346 Damascus Trail	Cottage Grove, WI 53527
Wood	Joy	Republican	1965 West Ridge Road	Cottage Grove, WI 53527
Wood	Richard	Republican	1965 West Ridge Road	Cottage Grove, WI 53527
Zanella-Albright	Kathy		4590 American Way	Cottage Grove, WI 53527