

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
FEBRUARY 1, 2016

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at Town Hall and on the Town's internet 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, and Highway Superintendent Jeff Smith.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on January 18, 2016 with the addition of checks #30001-30007 to those approved. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills:
 - 1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #24377-24384 and #30008-30036 as presented. **MOTION CARRIED 5-0.**
 - 2. **MOTION** by Anders/DuPlayee to approve payment of January per diems as presented, and payment of \$4,093.00 to Viken Inspection Agency, LLC for January building permits. **MOTION CARRIED 5-0.**
 - 3. The Treasurer reported that the 2015 audit will be on February 11-12, and that the final settlement with the County Treasurer for first installment tax collection is February 19th.
- E. Public Concerns: None.
- F. Road Right of Way Permits: None

II. BUSINESS:

- A. American Parkinson Disease Assoc – WI Chapter/Ryan Hastings:
 - 1. Discuss/Consider approval of a Parade, Procession or Race permit, with application fee and deposit waived, for a half marathon crossing Town roads at the Glacial Drumlin Bike Trail on April 16, 2016: The Clerk stated that she had provided copies of the application materials to the deputies, Fire Chief and EMS Chief and has not heard any concerns from them about the event. She noted that this event has taken place for several years without incident.
 - 2. Discuss/Consider approval of charging the Town Resident rate for Town Hall rental on April 15, 2016 for registration for the half marathon: no discussion on this point.
MOTION by Anders/Williams to approve a Parade, Procession or Race permit for Ryan Hastings of the APDA-WI Chapter, with application fee and deposit waived, for a half marathon crossing Town roads at the Glacial Drumlin Bike Trail on April 16, 2016, and to allow use of the Town Hall on April 15th at the town resident rate. **MOTION CARRIED 5-0.**
- B. Discuss/Consider Terms and conditions incorporated into permit for the Village of Cottage Grove Water Utility to install and maintain a water main extension in the right-of-way of Gaston Road: The board reviewed version 8 of the conditions, as drafted by Atty. Anderson after reviewing the conditions approved by the Village Utility Commission and consulting with the Village Attorney. **MOTION** by Anders/DuPlayee to approve version 8 of the conditions as drafted, and authorize Hampton and Atty. Anderson to make further revisions in the event that the Village does not agree to these terms. **MOTION CARRIED 5-0.**

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- C. Discuss/Consider approval for Deer-Grove EMS to purchase ambulance chassis using DGEMS unassigned funds: Deer-Grove EMS Chief Duane Erschen, Lt. Jerry McMullen, and EMT Dan Cushing were present. McMullen explained that the ambulance committee has been researching options for the scheduled replacement of the 2009 Horton ambulance in 2017. The prime focus of their research has been safety for staff and patients. They are recommending a Dodge chassis with a Demmers box, which provides the latest safety features at an affordable price. Because of the new safety features beyond what is available on the 2012 Lifeline ambulance, which still has significant resale value, the affordability of the proposed new ambulance, and the level of unassigned funds that Deer-Grove EMS will likely have due to a good year in 2015, the committee is recommending the purchase of two new ambulances in 2017. McMullen roughly estimated that two fully equipped ambulances could be purchased for a total cost of \$435,000. Adding a \$20,000 buffer to that price and figuring a minimum sale/trade price of \$85,000 for the 2012 Lifeline, that cost is reduced to \$370,000. McMullen proposed that \$100,000 be allocated from unassigned funds to purchase the chassis in 2016 to allow the necessary lead time for the ambulance to be built and in service early in 2017. This would leave \$270,000 to be financed by the municipalities in 2017. By contrast, the municipalities paid \$208,000 for the 2012 Lifeline in 2013. Purchasing two ambulances now would mean the boards would not be faced with another ambulance purchase for 8 years, which coincides with the renewal of the Intergovernmental Agreement. McMullen proposed keeping the 2009 Horton as a backup/third ambulance for staffing events since it has minimal resale value and an extended warranty due to a faulty engine that was replaced. **MOTION** by Hampton/DuPlayee to approve the concept of purchasing two ambulances in 2017, but wait until Deer-Grove EMS' 2015 audit is complete before committing to the expenditure of unassigned funds for the chassis purchases in 2016.

MOTION CARRIED 5-0.

- D. Discuss/Consider adoption of a Resolution Re-appointing the Town Treasurer for a Three Year Term: **MOTION** by Anders/Williams to adopt the resolution as drafted, reappointing Debra Abel for another three year term as Treasurer when her current term expires on April 30, 2016. **MOTION CARRIED 5-0.** This will be Resolution 2016-01.

III. CLERK'S REPORT: Clerks are struggling to use the new Wis Vote system to prepare for the upcoming primary election as GAB scrambles to fix bugs.

IV. HIGHWAY SUPERINTENDENT'S REPORT: None.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton reported that:

1. Public Works Employee Norm Schmelzer has indicated he will retire sometime this year, near the end of mowing season but before the snow flies. He would like to work four days during the summer, using vacation time for the fifth day. The Board will need to consider how/when to replace him at an upcoming meeting.
2. Hampton met with Don Viney who is looking to develop the 11 acre property at 3695 County Road N, including the extension of Bass Road to County Road N. On February 10th the Village Plan Commission will consider a resolution Hampton asked Atty. Anderson to draft that would have the Village giving up ETJ on that parcel. Hampton met with Village Administrator Matt Giese and Planner Erin Ruth who both showed an understanding of the benefit the resolution would provide to the Town.

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3. Hampton met with a son-in-law to the owners of 2695 Nightingale Lane who is interested in dividing their five acre parcel. Hampton advised him to approach owners of neighboring properties to come up with the best layout for sub-dividing.
 4. The WDOT sent an invitation to become a participating agency for the I-39/90/94 Study between Madison and Portage. It was agreed that DuPlayee would follow this project for the town.
 5. ISO has completed their analysis and issued an updated Public Protection Classification of 05/10 for the Town.
 6. Hampton had the Treasurer provide a report showing that in 2015 the municipal court collected a net of \$37,690, well over the \$20,000 budget. After subtracting expenses for the judge, court clerk, and attorney fees, the Town had an income of around \$11,000.
- B. Anders reported that there was not a quorum at a recent Dane Com meeting, but he did learn that a replacement tower owned by WJJO will save seven months of planning compared to a new one, and that Blue Mounds' request to leave Dane Com along with other municipalities who are not paying their share will force the County to decide how to allocate the expense to the remaining participants. Anders also learned that several antennas may need to be replaced before the November 2016 go live date.

VI. COMMITTEE REPORTS:

- A. Joint Town/Village Landfill Monitoring Committee: There was \$200 left unspent from the 2015 Landfill budget.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:17 P.M.

Kim Banigan, Clerk
Approved 03-07-2016

TOWN OF COTTAGE GROVE

4058 County Road N
COTTAGE GROVE, WISCONSIN 53527

TOWN BOARD RESOLUTION 2016-01

RESOLUTION RE-APPOINTING THE TOWN TREASURER FOR A THREE YEAR TERM

WHEREAS, at the Annual Town Meeting held on April 11, 2006, the electors of the Town of Cottage Grove adopted Town Meeting Resolution 2006-05, and pursuant to Wis. Stat. § 60.10(1)(b)(2m) voted to change the office of Town Treasurer from an elected office to an appointed office, and

WHEREAS, the term of office for the appointed Town Treasurer Debra Abel expires on April 30, 2016,

NOW, THEREFORE, the Cottage Grove Town Board hereby resolves that Debra Abel is re-appointed to the office of Town Treasurer for the term of office of three years to commence on May 1, 2016 and expire on April 30, 2019.

Adopted this 1st day of February, 2016 by a vote of 5 in favor, 0 against and 0 abstaining.



Kris Hampton, Town Chair

ATTEST:


Kim Banigan, Town Clerk