

TOWN OF COTTAGE GROVE  
TOWN BOARD MEETING  
MARCH 21, 2016

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton, Supervisors Steve Anders, Kristi Williams and Mike DuPlayee were present, along with Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, Attorney Connie Anderson and Deputy Jennifer Grafton, who left after the review of February police activities.
- 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 March 7, 2016 with a correction to a typo on the amount paid to the building inspector. **MOTION CARRIED 4-0.**
- D. Finance Report and Approval of Bills:
  - 1. The Treasurer explained that check 30144 was approved last time and was reserved for the loan payment, but in the meantime she had to correct the amount on voided check 30125 and printed that on 30144, so the loan payment was printed on 30145. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #30144-30177, voiding #30125, from Monona State Bank and checks #24423-24429 from Wisconsin Bank and Trust. **MOTION CARRIED 4-0.**
  - 2. The Treasurer asked that March per diem reports be submitted by April 1<sup>st</sup>.
- E. Public Concerns: None.
- F. Road Right of Way Permits: None

II. BUSINESS:

- A. Review February Police Activities: Deputy Grafton said that traffic related citations and incidents were up, as indicated on the monthly report. There was a bad accident on Baxter Road and the Deputies assisted the Village PD with a hit an run at the intersection of Cottage Grove Road and Main Street.
- B. Dan Olson, Superintendent, Monona Grove Schools Monona Grove Schools- presentation of referendum on the April 5th ballot: School Board members Peter Sobol, Susan Fox and Jeff Simpson accompanied Mr. Olson. Olson said that about 50% of the school district's funding comes from property tax, 30% from State aid and 8% from Federal aid. With revenue caps that have been in effect since the 1970's, and frozen per pupil funding, the district has cut \$2.9 million from their budget over the past 4-5 years, deferred expenses and refinanced debt. He said the referendum is operational. Short term facility needs are related to deferred maintenance and long term needs are to be determined.
- C. Discuss/Consider approval of a second driveway for 4703 Buss Road: Owner Ron Laufenberg said he would like the second driveway to accommodate a 27' work vehicle that he drives home each night, and a camper. He provided a diagram showing the location of the proposed driveway along the south lot line to an existing shed. **MOTION** by DuPlayee/Anders to approve the second driveway for 4703 Buss Road. **MOTION CARRIED 4-0.**
- D. Discuss/Consider approval of Town of Cottage Grove Election Worker's Manual: The Clerk said she had obtained the manual from another clerk and revised it to reflect how elections are conducted in the Town of Cottage Grove. She felt this is something we have been missing and asked that the Board approve it and allow her to revise as needed to reflect the inevitable changes to election law as they occur. **MOTION** by Anders/Williams to approve the Town of Cottage Grove Election Worker's Manual. **MOTION CARRIED 4-0.**
- E. Consider approval of attendees for the March 30 DCTA meeting at the Town of Westport: Duplayee, Hampton, and Anders plan to attend. There was no action taken.

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- F. Review/adopt Engineer's Recommendations regarding ROW Permit fees: Advice from Engineers Warren Myers and Thomas TeBeest said that the fee schedule contained in Exhibit A of Resolution 2016-02 looked reasonable but they felt that calculating degradation costs would be cumbersome and suggested requiring a deposit could accomplish the same thing. Attorney Anderson suspected that they misunderstood that degradation costs would apply only to larger projects. She will clarify this with Myers when she sees him later this week and have a revised Exhibit A for the Board to consider at their next meeting. The current ordinance does allow a deposit to be required and consensus was that it should be used more frequently.
- G. Consider/Adopt motion to move into closed session pursuant to §19.85(1)(g) for the purpose of conferring with legal counsel who is rendering oral or written advice regarding Village of Cottage Grove filing at PSC for Gaston Road Right of Way Permit: **MOTION** by Williams/DuPlayee to move into closed session for the reason stated above. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The Treasurer left, everyone else remained for the closed session, which began at 8:10 P.M.
- H. Consider/Adopt motion to reconvene to open session to take any action necessary from closed session: **MOTION** by Williams/DuPlayee to reconvene to open session. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The closed session ended at 8:29 P.M. Attorney Anderson will proceed as discussed in the closed session, no action was taken.

III. CLERK'S REPORT: None.

IV. HIGHWAY SUPERINTENDENT'S REPORT:

- A. Smith reported that he learned a lot at the IOH demonstration in Sauk City, which was well attended. Deputy French was also there. Smith is also invited to a meeting hosted by the Town of Sun Prairie this Friday for big farmers in their area.
- B. The new tractor arrived last week but had to go back to get the correct hydraulics installed.
- C. Both mowers sold on the Wisconsin Surplus Auction site, bringing a total of \$375 over their combined trade-in values.

V. BOARD REPORTS AND COMMUNICATIONS:

- A. Hampton reported that:
  - 1. The Village Board adopted a resolution to forego ETJ authority on the proposed sub-development of the property at 3695 County Road N for two years.
  - 2. The Chamber of Commerce wants to hold meeting with the Town and Village Boards. Of the suggested dates, the Town Board can make it on April 26<sup>th</sup>.
  - 3. Fly Dane is gearing up for acquiring updated imagery in 2017. They will have cost figures in time for the fall budget period.
  - 4. Yahara Wins is looking for a signed agreement by April 15<sup>th</sup> but we are still waiting for the DNR to rule on our modified WinSLAMM modeling results

VI. COMMITTEE REPORTS:

- A. Deer-Grove EMS Commission: DuPlayee reported that they had a great report from the auditors. The final 2015 Financial Statements will be presented at the Joint Board meeting on April 21<sup>st</sup>, followed by a member recognition ceremony.

VII. Adjournment: **MOTION** by DuPlayee/Anders to adjourn. **MOTION CARRIED 4-0.** The meeting ended at 8:46 P.M.

Kim Banigan, Clerk  
Approved 04-04-2016