TOWN OF COTTAGE GROVE
PUBLIC HEARING AND TOWN BOARD MEETING
JANUARY 8, 2018

PUBLIC HEARING RE: ORDINANCE TO CODIFY CHAPTERS 1 – 11 OF THE CODE OF ORDNANCES

I. Notice of the public hearing was published on December 11, 2017 in the legal section of the Wisconsin Sate Journal, and posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, and Attorney Susan Allen.

II. Hampton read the notice of the public hearing and called it to order at 7:00 P.M. He then asked if there were any comments or questions from the public. There were none.

III. **MOTION** by Anders/DuPlayee to close the public hearing. **MOTION CARRIED 5-0.** The public hearing ended at 7:01 P.M.

TOWN BOARD MEETING

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Attendance was as stated for the public hearing above.

B. Hampton called the meeting to order at 7:01 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by Williams/DuPlayee to approve the minutes of the December 18, 2017 Town Board meeting as presented. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/Fonger to approve the minutes of the closed session held on December 18, 2017 as printed, and to keep them closed until the matter is resolved. **MOTION CARRIED 5-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #31860-31907, including voided checks #31908-31909, from Monona State Bank. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/DuPlayee to approve payment of December per diems as presented, and payment of $230.00 to Viken Inspection Agency, LLC for building permits through December 21, 2017. **MOTION CARRIED 5-0.** The Treasurer asked if she should hold the final check to Viken Inspection Agency, LLC, the Board said there is no need to.

3. The Treasurer reported that field portion of the 2017 audit will be on February 5th.

E. Public Concerns:

1. Richard Wood, 1965 W. Ridge Road, requested that the Town never connect its voting machines to either the internet or a permanent phone line. The Clerk said that she has been a hold-out in using a modem to transmit election results to the County Clerk after the polls close, opting instead to communicate them over the phone. However, the County Clerk has required that a results be sent by modem beginning in 2018, and the modem is currently on order. It is a cellphone connection that will only be active during transmission after the polls close, not throughout the entire election.

2. Romayn Rote, 2964 Gaston Road, said the Board needs to consider changing the hours of coverage by the contracted deputies to better cover heavy commuter traffic in the

morning and late afternoon. Hampton said he has requested a breakdown of 2017 calls by time of day to see if a change is needed, and noted that at times the deputies do flex their shifts to accommodate Town Board requests for coverage at different times.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Administer Oath of Office to new Fire Chief Jude Wolf: Hampton stated that outgoing Chief Bruce Boxrucker provided over 20 years of service, doing a wonderful job of keeping the department and its equipment running smoothly. Boxrucker and Doug Bollig were instrumental in the construction of the current Emergency Services Building. He then said he hoped for another 20 years of great service from incoming Chief Jude Wolf, and proceeded to administer the oath of office.

B. Discuss/Consider forgiving 2017 personal property tax for arboretum Music School of Cottage Grove: the taxpayer was not in attendance, although she had been told she should be. **MOTION** by Anders/Williams to table until the January 22nd meeting, when hopefully the taxpayer will be present. **MOTION CARRIED 5-0.**

C. Plan Commission Recommendations:

1. Jason & Jessica Helgeland, applicants, Helgeland Family Farms LLC, landowner – parcel 0711-042-8670-0 at 2608 Gaston Road – requesting rezone of 3.72 acres from A-2(8) to A-2(2) to for single family home, and rezone of remaining 12.25 acres to A-4: **MOTION** by Hampton/Williams to accept the Plan Commission's recommendation to approve the rezone of 3.72 acres from A-2(8) to A-2(2) for a new home site, noting that an exception to the 2 acre maximum lot size for a new home site is recommended to accommodate future farming and access, the other options are not as workable. The remainder to be rezoned to A-4, with no future residential development allowed, and road right of way is to be dedicated to the Town. **MOTION CARRIED 5-0.**

2. Justin & Sara Lessner, applicants, Peter Andringa, landowner – parcel 0711-231-8500-3 on Ridge Road – requesting rezone of 4 acres from A-1EX to A-2 for home and outbuilding: **MOTION** by Fonger/DuPlayee to accept the Plan Commission's recommendation to approve the rezone of 4 acres from A-1EX to A-2(4) for a new home site, noting that the lot size exceeds the 2 acre maximum allowed by the Comprehensive Plan due to the petitioners' desire to also build a shop and the limited buildable area due to the wetlands. Road right-of-way to be dedicated to the Town. **MOTION CARRIED 5-0.**

3. Scott Frank, owner/applicant – parcel 0711-111-9350-0 zoned A-2 at 1980 Rathert Road – requesting rezone of 2 acres to A-2(2) for new home site: **MOTION** by Anders/Fonger to accept the Plan Commission's recommendation to approve the rezone of 2 acres to A-2(2) for a new home site, with the balance rezoned to A-4 with no additional residential development permitted. **MOTION CARRIED 5-0.**

D. Discuss/Consider speed limit on Vilas Road between County Hwy BB and Gaston Road: The following residents all made statements indicating they feel the current 45 m.p.h. speed limit is unsafe: Amber Steele, 4534 Vilas Road, Alecia and Joe Rauch, 4552 Vilas Road, Christopher and Serafina Nelson, 4588 Vilas Road. Advice from Pam Dunphy, Dane County Deputy Highway Commissioner, and Ryan Mayer, WisDOT Traffic Safety Engineer was reviewed. Dunphy advised that a speed zone reduction to 35 m.p.h. is warranted in a 2800

foot area where homes are spaced according to the statute. Mayer advised that the Town could go either way in his opinion, but suggested a speed study to find the 85th percentile speed. **MOTION** by Hampton/Williams to reduce the speed limit to 35 m.p.h. for the 2800 foot stretch identified by Dunphy as soon as the ground thaws to allow for posts to be set, and conduct a speed study in the Spring. **MOTION CARRIED 4-1** (Fonger opposed).

E. Discuss/Consider 2018 Board of Review Training: **MOTION** by Hampton/Anders to allow for up to 4 attendees. **MOTION CARRIED 5-0.** Hampton, DuPlayee and Williams expressed interest in the March 2nd meeting in Juneau, Anders is undecided.

F. Discuss/Consider adoption of Ordinance 2018-01 – An Ordinance to codify Chapters 1 through 11 of the Town of Cottage Grove Code of Ordinances: **MOTION** by Fonger/DuPlayee to adop Ordinance 2018-01 as presented. **MOTION CARRIED 5-0.** Atty. Allen stated the newly codified ordinances will become effective upon posting and publication of a summary notice, and the new code must be available for inspection.

G. Discuss/Consider adoption of Resolution 2018-01 Adopting Certain Fees as permitted by the Town of Cottage Grove Code of Ordinances and smart Growth Comprehensive Plan: The proposed fee changes had been proposed during 2018 budget discussions, but formal adoption was postponed until after the adoption of the ordinance revisions. **MOTION** by Fonger/DuPlayee to adopt Resolution 2018-01 as presented. **MOTION CARRIED 5-0.**

H. Discuss/Consider whether to repair or replace flooded furnace at 4091 CTH N: Hampton reported that a toilet had run over and the lift pump failed, resulting in flooding that caused damage to a furnace in the basement. High Tech Heating had provided two quotes for the furnace, to repair at $3,122 or to replace at $3,400. A claim has been submitted to insurance. **MOTION** by DuPlayee/Williams to approve replacement of the furnace, at a cost not to exceed $3,400. **MOTION CARRIED 5-0.**

I. Discuss/Consider approval of attendees for January 17th DCTA meeting: **MOTION** by Hampton/Williams to approve three attendees. **MOTION CARRIED 5-0.** Hampton, Anders and DuPlayee plan to attend.

J. Consider/Adopt motion to move into closed session per Wis. Stats. 19.85(1)(e) for deliberation, negotiation or conducting specified public business whenever competitive or bargaining reasons require a closed session: Strategy for boundary negotiations: **MOTION** by Hampton/Anders to move into closed session for the reason stated above. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** Abel and Smith left along with residents in attendance, and the closed session began at 8:09 P.M.

K. Consider/Adopt motion to reconvene to open session to take any action necessary from closed session: **MOTION** by Anders/Williams to reconvene to open session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** The closed session ended at 8:40 P.M, and there was no resulting action.

(Clerk, Public Works, Board and Committee reports were taken in advance of the closed session to allow Smith and Abel to leave.)

III. CLERK'S OFFICE UPDATE: It has been a busy time between collecting taxes, starting with a new Building Inspector, and gearing up for a February 20th primary election. There was an issue with cleanup at Flynn Hall this past weekend when it was rented both Saturday and Sunday. The Clerk was unable to determine which party made the mess. Since there was no cost of damage to the Town, she ended up refunding both security deposits, but said either someone needs to be checking

TOWN OF COTTAGE GROVE
TOWN BOARD RESOLUTION NO. 2018-01

A RESOLUTION ADOPTING CERTAIN FEES AS PERMITTED BY THE TOWN OF COTTAGE GROVE CODE OF ORDINANCES AND THE TOWN OF COTTAGE GROVE SMARTGROWTH COMPREHENSIVE PLAN

WHEREAS, the Town of Cottage Grove Code of Ordinances and the Town of Cottage Grove Smart Growth Comprehensive Plan authorize the Town Board to establish certain fees by resolution; and

WHEREAS, TCG Ord. sec. 07.01(2)(b) indicates that the Town Board may amend such fees at any time;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cottage Grove, Dane County, Wisconsin, does hereby adopt the following fees to be effective upon posting: (Relevant ordinance or comprehensive plan sections are indicated in brackets following each fee)

Alcohol Beverage Fees [TCG 05.03 (2)]
- Reserve "Class B" Intoxicating License [s. 125.51(4), Stats]....$10,000.00
- Class "A" Fermented Malt Beverage License [s. 125.25, Stats.]....$500.00
- Class "B" Fermented Malt Beverage License [s. 125.51(2), Stats]....$100.00
- "Class A" Intoxicating Liquor License [s. 125.51(2), Stats.]....$500.00
- "Class B" Intoxicating Liquor License [s. 125.51(3)(b), Stats.]....$500.00
- "Class B" Winery License [s. 125.51(3am), Stats]....$100.00
- "Class C" Retail Wine License [s. 125.51(3m), Stats]....$100.00
- Temporary Class "B" Fermented Malt Beverage License [s. 125.26(6), Stats]....$10.00
- Temporary "Class B" Wine License [s. 125.51(10), Stats.]....$10.00/day
- Operator's License [s. 125.17(1-3,6), Stats.]....$25.00
- Manager's License [ss. 125.18, 125.32(10 and 125.68(1), Stats]....$25.00

Blasting Permit Fee [TCG 18.01]
- Short Term....$200.00
- Long Term....$500.00

Change of Land Use Fee [TCG 15.19.1]....$250.00

Cigarette and Tobacco Products Retailer License Fee [TCG 07.02(1)]....$50.00

Dangerous Animal License [TCG 20.20(8)]....$150.00

Dog License Fee (in addition to County Fees)[TCG 20.01(4)]
- Per dog....$4.50
- Multi-Dog (up to 12)....$7.00

Driveway Permit Fee [TCG 08.02]....$150.00

Driveway Permit Deposit [TCG 08.02]....$1000

Emergency Response Reimbursement Fees [TCG 07.02(3)]
- CGFD Ladder 1....$400.00/hour
- CGFD Engine 3....$250.00/hour
- CGFD Engine 4....$250.00/hour
- CGFD Squad 1....$200.00/hour
- CGFD Tender 1....$150.00/hour
- CGFD Tender 2....$150.00/hour
- CGFD Brush 1....$100.00/hour

Personnel (minimum of 1 hour, rounded to next full hour for any minute over the hour)
First hour.....$15.00/hour
Each additional person.....$10.00/hour
Water.....$10.00/1000 gal
Foam "A".....$20.00/gal
Foam "B".....$30.00/gal
Oil Dry.....$10.00/40 lb. bag

Fire Works Use Permit Fee [TCG 18.02(5)].....$50.00

Hall Rental Fees (Town Hall or Flynn Hall) [TCG 07.02(5)]
User Fee – Town or Village of Cottage Grove Resident.....$132.00
User Fee - Non Resident.....$422.00
Security Deposit.....$50.00

Handling Fee [TCG 07.02(4)]
per hour.....$20.00
minimum.....$20.00

Land Division Fees [TCG 15.18.2]
Preliminary Plat, ...$350.00 + $20/lot
Final Plat and Comprehensive Development Plan.....$350.00 + $20/lot
Certified Survey Map.....$125.00

Landowner Initiated Change to the Future Land Use Map [TCG Smart Growth Comprehensive Plan Chapter L – General Provisions sec. 3-6(a)].....$500.00

Mailing List Fees [TCG 07.02(6)]
First 1,000 names.....$25.00
Per 1,000 in excess of 1,000.....$20.00
(Fees are tripled if gummed labels are requested)

Non-metallic Mining Permit Fee [TCG 17.02].....$300.00

Overweight Permit Fees [TCG 07.02(8)].....$20.00 per power unit

Park Organized Event Administrative Fee [TCG 10.01(c).....$25.00

Peddlers and Transient Merchants Permit Fee [TCG 11.07(4)(c)].....$50.00

Photocopying Fee [TCG 07.02(9)]
Black & White copies.....$.25/page
Color Copies:.....$.50/page

Road Right-of-Way Permit Fee [TCG 08.03(1)(c)]
Base Fee.....55.00
Boring , trenching or plowing(small projects).....$45.00perboring/trenching/plowing
Open cut pavement.....$220.00/open cut
Trenching/Plowing in excess of 1,320 ft. (large projects).....$110.00/# of lineal feet/1,000
Construction of vault or other structure.....$110.00 per vault or structure

Special Town Board Meeting $300

Statement of Real Property Status (Title Search) Fee [TCG 07.02(10)]
Paid with request.....$25.00
Invoiced.....$50.00

Waste Treatment, Disposal or Storage Site Application Fee [TCG 16.04(6)(c)].....$250.00

This resolution was duly considered and adopted by the Cottage Grove Town Board pursuant to a vote of 5 for and 0 against and 0 abstentions on this 8th day of Jan, 2018.

TOWN OF COTTAGE GROVE

Kristopher Hampton, Town Chair

ATTEST:

Kim Banigan, Town Clerk

the hall between uses, or a policy is needed to prohibit renting both Saturday and Sunday of the same weekend. Hampton offered to check in between.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Tree trimmers are still working in the Town, are expected to finish up this week.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton: The WDOT is revisiting the 1-39/Beltline Interchange, and has canceled plans for the Meier Road/US Highway 12 & 17 intersection.

VI. COMMITTEE REPORTS: None.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:40P.M.

Kim Banigan, Clerk
Approved 01-22-2018

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
JANUARY 22, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, Fire Chief Jude Wolf and EMS Chief Jeff Matcha.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by Williams/DuPlayee to approve the minutes of the January 8, 2018 Town Board meeting as presented. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/Williams to approve the minutes of the closed session held on January 8, 2018 as printed, and to keep them closed until the matter is resolved. **MOTION CARRIED 5-0.**

D. Finance Report and Approval of Bills:

1. Hampton asked to take item II. E. out of order. The Village just sent a final bill for the Town's portion of the 2016 Gaston Road water main project. The total amount exceeds what the Town Board had previously approved by about $3,100. Smith said the overage is legitimate based on the actual work performed. **MOTION** by Fonger/Williams to approve the additional funds. **MOTION CARRIED 5-0.**

2. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #31910-31940 from Monona State Bank. **MOTION CARRIED 5-0.**

3. The Treasurer asked that January per diem reports be submitted by February 2nd.

E. Public Concerns: New Deer Grove EMS Chief Jeffrey Matcha introduced himself and provided some information about his background and qualifications.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Review December Police Activities: None of the deputies were able to attend the meeting, so the Board just reviewed the printed report, which showed 171 calls for service and 84 citations issued in December.

B. Discuss/Consider forgiving 2017 personal property tax for Arboretum Music School of Cottage Grove (tabled from January 8th meeting): While the Clerk stated she had notified the taxpayer both by phone and mail that she should come to tonight's meeting, once again she was not in attendance. **MOTION** by Fonger/DuPlayee NOT to forgive 2017 personal property tax for arboretum Music School of Cottage Grove. **MOTION CARRIED 5-0.**

C. Discuss/Consider approval of Parade or Race permits for:

1. Paula Severson, applicant, for Hot2Trot Half Marathon on June 16, 2018 to include Nora, South Jargo and Deerfield Roads, and crossings of the Glacial Drumlin trail at Ridge and Uphoff Roads: Severson and race chairman Wesley Meartz were both present. Severson asked if the fee could be waived since the race proceeds benefit the community. The Clerk stated the Fire Chief has no concerns, the Sheriff's Office advised that a County permit will be needed for the use of County N between Nora Road and the Village, and EMS is working with the race organizers on coverage. Severson said portion of the race on County Road N is one of the biggest concerns, and they hope

to put up a lighted sign further to the South. It was noted that the 5K run will use a portion of Clark Street and Vilas Road in the Town. **MOTION** by Williams/DuPlayee to approve a Parade or Race permit for the Hot2Trot Half Marathon on June 16, 2018 to include Nora, South Jargo and Deerfield Roads, and crossings of the Glacial Drumlin trail at Ridge and Uphoff Roads, and also for the 5K to include Clark Street and a portion of Vilas Road. Fees will be waived but letters to notify residents along the routes will be required. **MOTIN CARRIED 5-0.**

2. Ryan Hastings, applicant for American Parkinson Disease Assoc – Wisconsin Chapter Half Marathon on April 7, 2018 to include Glacial Drumlin trail at Ridge and Uphoff Roads: The applicants were not in attendance. The Clerk said that Police and Fire have no concerns, and EMS is working with the race organizers to determine necessary coverage. **MOTION** by Hampton/Anders to approve a Parade or Race permit for Ryan Hastings, applicant for American Parkinson Disease Assoc – Wisconsin Chapter Half Marathon on April 7, 2018 to include Glacial Drumlin trail at Ridge and Uphoff Roads. Fee payment and letters to notify residents along the route are required. **MOTION CARRIED 5-0.**

D. Discuss/Consider approval of allowing the Parkinson Disease Assoc – Wisconsin Chapter to use the Town Hall at a resident rate on April 6, 2018 Half Marathon registration and packet pickup. **MOTION** by Williams/Anders to allow the use stated above at the Town Resident rate. **MOTION CARRIED 5-0.**

E. Discuss and Consider final payment to Village of Cottage Grove for milling and placement of asphaltic pavement on Gaston Road as part the Village's 2016 water main project. See above under Finance Report.

F. Discuss and Consider adoption of a resolution to amend the 2017 Town budget: **MOTION** by Anders/Williams to adopt Budget Resolution 2017-01 as presented. **MOTION CARRIED 5-0.**

G. Discuss and Consider approval of quotes for a utility tractor: Smith provided 5 tractor quotes, and 4 mower quotes (attached as exhibit A). He recommended the Kubota 3301 Tractor from McFarlanes and the Woods mower from C.F. Statz as the best equipment for the money. **MOTION** by Hampton/DuPlayee to approve the purchase of a Kubota 3301 Tractor from McFarlanes at a cost not to exceed $16,340, and a Woods mower from C.F. Statz, at a cost not to exceed $2,390. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: She is sending one election inspector to Chief Inspector training, and gearing up for a busy election year, beginning with the February 20th primary.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Today they were dealing with water issues due to the rain and warm temperatures, there has not been much snow to plow this season. 133 tons of salt were delivered last week. Tree trimmers are still working in the Town.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton: He and Smith will attend a DCTA presentation on Alternatives to Town Road Maintenance and Repairs on January 25th. At the DCTA membership meeting last week, the audit was passed, and a questionnaire to rate topics to take to the WTA, along with revised by-laws to allow alternates to the executive board were discussed.

B. Anders will attend a Dane Com meeting on February 1st. They are working on how to allocate costs between the municipalities.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS Commission: Williams reported that a reception was held to thank former Chief Duane Erschen for his service, and welcome new Chief Jeffrey Matcha. At the meeting following, students of the Robert M. Lafollete School of Public Affairs presented the results of their EMS consolidation study.

VII. Adjournment: **MOTION** by DuPlayee/Anders to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 7:47 P.M.

Kim Banigan, Clerk
Approved 02-05-2018

1-22-18
Exhibit A

	JD 3032E	MF 17734E	MF 1736H	Kubota 3301	NH Boomer 35
	Mid-State Equipment	Waupun Equipment McFarlane's	Waupun Equipment McFarlane's	McFarlanes	C.F. Statz
Engine HP	31.1	34	36.2	33	35
PTO HP	25	27.2	26.3	26.2	28
Engine C.I.	100.2	91.5	103.7	111.4	114.7
Weight	2,222 LB	2,657 LB	3,362 LB	2,778 LB	2,870 LB
Length		116 inch	122 inch	107.9 inch	119 inch
Wheel Base	62.8 inch	65.9 inch	69.7 inch	63.3 inch	66 inch
3 Point Lift	1,356 LB	1,600 LB	2,535 LB	1,433 LB	1,345 LB
Fuel Capacity	7.5 gal	10 gal	10.6 gal	11.1 gal	10.5
HYD Pump Rate	9.3 GPM	6.7 GPM	11.6 GPM	10.1 GPM	13.5 GPM
Price	$15,875.19	W.I. $15,700	W.I. $23,500	$16,340	$18,668
		McF $14,893.71	McF $19,093.41		

	Woods	Landpride	Bush Hog	Frontier
	C.F. Statz	McFarlanes	Waupun Equipment	Mid-State Equipment
Cut Width	72 inch	72 inch	72 inch	72 inch
Weight	719 LB	718 LB	730 LB	440 LB
Deck Thickness	8 gauge	3/16th	7 gauge	11 gauge
Price	$2,390	$3,032.81	$2,950	$2,360.34

1-22-18
Exhibit A

	JD 3032E	MF 17734E	MF 1736H	Kubota 3301	NH Boomer 35
	Mid-State Equipment	Waupun Equipment McFarlane's	Waupun Equipment McFarlane's	McFarlanes	C.F. Statz
Engine HP	31.1	34	36.2	33	35
PTO HP	25	27.2	26.3	26.2	28
Engine C.I.	100.2	91.5	103.7	111.4	114.7
Weight	2,222 LB	2,657 LB	3,362 LB	2,778 LB	2,870 LB
Length		116 inch	122 inch	107.9 inch	119 inch
Wheel Base	62.8 inch	65.9 inch	69.7 inch	63.3 inch	66 inch
3 Point Lift	1,356 LB	1,600 LB	2,535 LB	1,433 LB	1,345 LB
Fuel Capacity	7.5 gal	10 gal	10.6 gal	11.1 gal	10.5
HYD Pump Rate	9.3 GPM	6.7 GPM	11.6 GPM	10.1 GPM	13.5 GPM
Price	$15,875.19	W.I. $15,700	W.I. $23,500	$16,340	$18,668
		McF $14,893.71	McF $19,093.41		

	Woods	Landpride	Bush Hog	Frontier
	C.F. Statz	McFarlanes	Waupun Equipment	Mid-State Equipment
Cut Width	72 inch	72 inch	72 inch	72 inch
Weight	719 LB	718 LB	730 LB	440 LB
Deck Thickness	8 gauge	3/16th	7 gauge	11 gauge
Price	$2,390	$3,032.81	$2,950	$2,360.34

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
FEBRUARY 5, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith and public works employees Dan Dresen and Andrew Perry.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s): **MOTION** by Fonger/DuPlayee to approve the minutes of the January 22, 2018 Town Board meeting as presented. **MOTION CARRIED 3-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #31941-3165 from Monona State Bank. **MOTION CARRIED 3-0.** Later in the meeting, the Treasurer remembered she had not included a check to the Cottage Grove Fire Department for $1,000. **MOTION** by Hampton/DuPlayee to approve issuing this check as well. **MOTION CARRIED 3-0.**

2. **MOTION** by Fonger/DuPlayee to approve payment of January per diems as presented. **MOTION CARRIED 3-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: **MOTION** by Hampton/Fonger to approve a permit for Alliant to drill across the right-of-way to convert an overhead line to underground at 2274 Uphoff Road. **MOTION CARRIED 3-0.**

II. BUSINESS:

A. Discuss/Consider approval of renewal of March 2018-February 2019 Employee Health Insurance: David Schachte of Diversified Financial Consultants was present to advise on plan options. He recommended that GHC is still the most cost effective provider, and described the two available plans: The Select plan utilizes only GHC primary providers, whereas the more expensive other small group plans do allow other Dane County UW health primary providers. Currently insured employees were fine with sticking the the Select plans. Individual employees do not need to all be in the same version of the Select plans. **MOTION** by Fonger/DuPlayee for the Town to contribute a maximum of 80% of each employee's premium (single or family) for plan #1842104. Employees may choose a more expensive plan at their own additional expense. Employees who choose a less expensive plan will only receive a company contribution equal to 80% of their premium. **MOTION CARRIED 3-0.**

B. Discuss/Consider approval of terms of Cash Farm Lease for five acres south of the former Natvig Landfill: Hampton suggested increasing the rent from $140/acre to $150/acre for the next three year term. He had already talked to the renter about it. **MOTION** by Fonger/DuPlayee to approve the land lease for the 2018, 2019 and 2020 growing seasons, with rent of $140/acre each year. **MOTION CARRIED 3-0.**

C. Discuss/Consider approval of a Parade or Race Permit for Carrie C. Sweet of the Aids Resource Center of Wisconsin to use Schadel Road on July 29, 2018 for the annual Aids Ride Wisconsin, a fund raising bicycle ride: The Clerk reported that emergency services had all been notified and had no concerns over this event. **MOTION** by Hampton/DuPlayee to approve the permit, waiving the fee and deposit but requiring notification letters to be sent to

affected residents. **MOTION CARRIED 3-0.** Smith noted that Schadel Road is scheduled for scalcoating sometime this summer.

D. Discuss/Consider approval of mower quotes: Smith explained that the price for the mower approved at the last meeting was only good if the tractor was purchased from the same vendor. He had gotten a quote from McFarlane's, where the tractor will be purchased, for a 2016 Landpride mower at $409 over the approved price. **MOTION** by Hampton/DuPlayee to approve the additional $409 for the mower. **MOTION CARRIED 3-0.**

E. Discuss/Consider directing the Town Engineer to prepare a developer's checklist: the Clerk said the Town Engineer offered this service and she thinks it would be a good step toward streamlining the development process for both developers and office staff. **MOTION** by Hampton/DuPlayee to approve spending up to $800 for the Town Engineer to prepare a developer's checklist. **MOTION CARRIED 3-0.**

III. CLERK'S OFFICE UPDATE: Yahara Wins wants to know by February 15th who the Town's representative and alternate is. Hampton is willing to continue as the representative and DuPlayee is still willing to be the alternate.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: They have finally had some snow to plow, and had to order more salt.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton plans to cancel the February 19th meeting as he will be unavailable. Tax overpayment checks will have to wait until the March 4th meeting.

VI. COMMITTEE REPORTS:

A. Joint Town/Village Fire Department Committee: The new chief is learning his responsibilities. The Department plans to apply for a grant. The Association will pay officers from now on, the Town will just need to issue one monthly check instead of paying individual officers. The new air compressor and tanks have arrived.

VII. Adjournment: **MOTION** by DuPlayee/Fonger to adjourn. **MOTION CARRIED 3-0.** The meeting ended at 7:45 P.M.

Kim Banigan, Clerk

Approved 03/05/2018

TOWN OF COTTAGE GROVE D R A F T
TOWN BOARD MEETING
MARCH 5, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, public works employees Dan Dresen and Andrew Perry, Deputy Jennifer Grafton.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by DuPlayee/Fonger to approve the minutes of the February 5, 2018 Town Board meeting with correction of two typos. **MOTION CARRIED 4-0-1** (Williams abstained).
2. **MOTION** by Williams/DuPlayee to approve the open session minutes of the joint meeting of the Town Board and Plan Commission on January 24, 2018 as printed. **MOTION CARRIED 5-0.**
3. **MOTION** by DuPlayee/Williams to approve the closed session minutes of the joint meeting of the Town Board and Plan Commission on January 24, 2018 as printed, and to keep them closed. **MOTION CARRIED 5-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #31966-32148 from Monona State Bank, with checks #31995 & #32020 voided. **MOTION CARRIED 5-0.**
2. **MOTION** by Anders/DuPlayee to approve payment of February per diems as presented, and payment of $2596.58 to General Engineering Company for January building permits. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

(The Treasurer was dismissed early due to worsening road conditions)

F. Road Right of Way Permits: **MOTION** by Anders/Williams to approve a permit for Wisconsin Power & Light Co. to drill across and parallel to the right-of-way to replace an underground cable at Baxter Road and Wind Chime Way. **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Plan Commission Recommendations:

1. Discuss and consider blanket rezone to implement amendments to the Town of Cottage Grove/Dane County Comprehensive Plan and Dane County Farmland Preservation Plan. Includes parcels 0711-292-8810-5, 0711-292-8760-6, 0711-292-8820-3 and 0711-292-8500-0, all on Wittewood Lane. All property is currently zoned non-conforming A-1(EX) and is proposed to be rezoned to conform with current use and planning: **MOTION** by Williams/Anders to accept the Plan Commission's recommendation to approve the blanket rezone as proposed, including the following parcels:
   - #0711-292-85810-5 – A-1EX to R-1 for 0.76 acres
   - #0711-292-8760-6 – A-1EX to R-1A for 1.50 acres
   - #711-292-8820-3 – A-1EX to R-1 for 0.77 acres

- 14.24 acres from #0711-292-8500-0 from A-1EX to A-2(8).

The board has no problem with the Kersels keeping the chickens (no roosters) and bees as discussed at the Plan Commission meeting, as long as there are no complaints from neighbors. **MOTION CARRIED 5-0**.

B. Review January Police Activities: Deputy Grafton stated they had been busy, which was evidenced by the monthly report which showed 154 calls for service and 86 citations issued. She mentioned that there have been multiple crashes on the curve of Vilas Hope Road just east of Gala Way, and wondered if something could be done to widen or level the curve. Smith is looking into it.

C. Discuss/Consider approval of a Certified Survey Map for Ellery Jensen at 2998 Gaston Road: **MOTION** by Anders/Fonger to approve the CSM identified as Office Map No. 16376 dated 1-20-18 as presented. **MOTION CARRIED 5-0.**

D. Discuss and Consider storm water issues at 4136 Vilas Road: Property owner Cindy Butteris stated she has had ongoing water problems ever since Bakken park was developed in the Village. She said when the Village put sewer and water in the ditch, there were supposed to lower the culvert at Clark Street, but they never did. She provided photos showing flooding from last summer. Hampton advised her to watch for meeting notices from the Village related to the proposed development of the recently annexed Widen property, as that may provide an opportunity to improve the culvert. Butteris also mentioned that Martinsons to the south of her would also like a bigger culvert. Hampton will contact Jeremy Balousek, Dane County Water Resource Engineering Division Manager, to see what assistance the County may be able to provide.

E. Discuss/Consider approval of a Parade or Race Permit for applicant Lucas Molloy representing Race Day Events – The Ride to include Deerfield, S. Jargo, Nora, Coffeytown, Vilas and Gaston Roads in a non-competitive bicycle ride to benefit cancer research on September 23, 2018: Lucas Molloy was in attendance, and stated that law enforcement officers will be posted at the crossing of Hwy 12 & 18, and ride organizers are contracting for dedicated services from Deer-Grove EMS in addition to their own support vehicles and medical support teams. The Clerk asked about payment and Molloy stated the check was mailed last week. **MOTION** by Anders/Williams to approve the permit and notice to residents with updates as discussed, provided fees are received by the Clerk. **MOTION CARRIED 5-0.**

F. Update on Bridge Aid Application: Hampton reported that the Town Engineer informed him that a re-application for bridge aid is due by March 16th. In the interest of meeting the deadline, Hampton directed the Town Engineer to update the applications and re-file them.

G. Discuss/Consider adoption of a Resolution of Inclusion Under the Wisconsin Public Employers' Group Health Insurance Program: **MOTION** by Hampton/Williams to adopt Resolution 2018-02 Resolution of Inclusion Under the Wisconsin Public Employers' Group Health Insurance Program, with PO2 to become effective July 1, 2018. **MOTION CARRIED 5-0.**

H. Discuss/Consider employer contribution toward employee health insurance under the Wisconsin Public Employers' Group Health Insurance Program. The Clerk provided the results of her survey of other clerks to find out what their municipalities are contributing toward employee health insurance. By law, the Town cannot contribute more than 88% of the

average premium for the plans offered, and cannot contribute less than 50% of the average for any eligible employee working 1040 hours per year or more, or less than 25% for eligible employees working less than 1040 hours per hear. **MOTION** by Anders/Fonger to contribute 80% of the average premium for full time employees (40 hours/week), prorated for part time employees. **MOTION CARRIED 5-0.**

I. Discuss/Consider appointment to the DCTA Executive Board: **MOTION** by Hampton/Fonger to appoint Steve Anders to the DCTA Executive Board. **MOTION CARRIED 4-0-1** (Anders abstained).

III. CLERK'S OFFICE UPDATE: The Town had a 21% turnout for the Spring Primary, and she is now gearing up for the Spring Election on April 3rd, along with putting together the annual report and newsletter.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: They have been filling potholes and shouldering. The Septic line at the garage backed up again. It has been augured out but it may also need to be blown out as the old line is deteriorating. The new loader should be delivered soon, and the new tractor is here.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton reported that Landmark has a new CEO – Jim Dell, Hydrite has applied to renew an air pollution control permit, and three board members attended Board of Review training.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS Commission: A contract to cover the Cambridge Area EMS District when they are out of service was approved, and the Town of Deerfield is looking for contracted service.

B. Joint Town/Village Landfill Monitoring Committee: They had full membership attendance at the February meeting.

VII. Adjournment: **MOTION** by DuPlayee/Fonger to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:23 P.M.

Kim Banigan, Clerk

Resolution 2018-02

Wisconsin Department of Employee Trust Funds

A RESOLUTION FOR INCLUSION UNDER THE WISCONSIN PUBLIC EMPLOYERS' GROUP HEALTH INSURANCE PROGRAM

RESOLVED, by the TOWN BOARD (Governing Body) of the TOWN OF COTTAGE GROVE (Employer Legal Name) that pursuant to the provisions of Wis. Stat. § 40.51 (7) hereby determines to offer the Wisconsin Public Employers (WPE) Group Health Insurance Program to eligible personnel through the program of the State of Wisconsin Group Insurance Board (Board), and agrees to abide by the terms of the program as set forth in the contract between the Board and the participating health insurance providers.

All participants in the WPE Group Health Insurance Program will need to be enrolled in a program option. An employer may elect participation in program options listed below, **with each program option to be offered to different employee classifications (pursuant to collective bargaining). Individual employees cannot choose between program options.**

We choose to participate in the: (check applicable options)

- [X] Traditional HMO-Standard PPO W/ Dental, P02
- [ ] Deductible HMO-Standard PPO W/ Dental, P04
- [ ] Coinsurance HMO-Standard PPO W/ Dental, P06
- [ ] High Deductible Health Plan HMO-Standard HDHP PPO W/ Dental, P07
- [ ] Traditional HMO-Standard PPO W/O Dental, P12
- [ ] Deductible HMO-Standard PPO W/O Dental, P14
- [ ] Coinsurance HMO-Standard PPO W/O Dental, P16
- [ ] High Deductible Health Plan HMO-Standard HDHP PPO, P17

The underwriting and enrollment process takes 120 days. Groups are eligible to enroll effective January 1, April 1, July 1, or October 1. **RESOLUTION EFFECTIVE DATE:** (select one date): _. JULY 1, 2018

The proper officers are herewith authorized and directed to take all actions and make salary deductions for premiums and submit payments required by the Board to provide such Group Health Insurance.

CERTIFICATION

I hereby certify that the foregoing resolution is a true, correct and complete copy of the resolution duly and regularly passed by the above governing body on the 5TH day of MARCH, year 2018 and that said resolution has not been repealed or amended, and is now in full force and effect.

Dated this 5TH day of MARCH, year 2018.

I understand that Wis. Stat. § 943.395 provides criminal penalties for knowingly making false or fraudulent statements, and hereby certify that, to the best of my knowledge and belief, the above information is true and correct.

Kim Hamilton CHAIRMAN
EMPLOYER REPRESENTATIVE TITLE

0181-0000
ETF EMPLOYER IDENTIFICATION NUMBER

4058 COUNTY ROAD N, COTTAGE GROVE, WI 53527
MAILING ADDRESS

39-6005842
FEDERAL TAX IDENTIFICATION NUMBER (FEIN/TIN)

DANE
COUNTY WHERE EMPLOYER IS LOCATED

6
NUMBER OF ELIGIBLE EMPLOYEES

CLERK@TOWNCG.NET
EMAIL ADDRESS

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
MARCH 19, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith, and Deputy Jennifer Grafton.

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 March 5, 2018 Town Board meeting with correction of the vote on item C. 1. **MOTION CARRIED 5-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #32149-32175 from Monona State Bank, with check #32169 voided. **MOTION CARRIED 5-0.**
2. **MOTION** by Anders/Williams to approve payment of $801.25 to General Engineering Company for February building permits, including a correction to one permit from January. **MOTION CARRIED 5-0.**
3. The Treasurer asked that March per diem reports be submitted by March 30th.

E. Public Concerns: None.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Review February police activities: The monthly report showed 149 calls for service and 87 citations issued in February. Deputy Grafton said it is getting more difficult to catch speeders, which means people are finally slowing down. There were no major incidents or concerns to report.

B. Discuss/Consider approval of the purchase of a cell-enabled trail cam: Deputy French had indicated this would be very useful for catching illegal dumping and other surveillance. **MOTION** by Anders/DuPlayee to purchase one cell-enabled trail cam, at the quoted price of $369.95 plus $10/month for cell service. **MOTION CARRIED 5-0.**

C. Discuss/Consider approval of a Certified Survey Map for Scott Frank at 1980 Rathert Road: **MOTION** by Anders/Fonger to approve the CSM identified as #10126 dated March 14, 2018. **MOTION CARRIED 5-0.**

D. Discuss/Consider request to improve North Star Road, through realignment and paving, for an additional 1,200 feet to the north of the current pavement: Steve Banovetz, who recently purchased 10 acres on North Star Road, proposed his idea of a small business park on North Star Road, however the road would need to be moved to its correct location and paved to support commercial traffic (it is currently to the west of the center of the right-of-way). He had obtained a quote from RG Huston Company for $170,000 to realign and pave North Star Road up to his property. He had also gotten a quote of the same amount to pave an access road to the business park he proposed, and he understood this would be his own responsibility. Discussion was that this is one of the better locations for commercial development in the Town, but a lot more discussion in the matter is needed, and there is not any provision for such an expense in the 2018 budget. Fonger would like to have a guarantee of development before the Town puts the money into improving the road. Smith suggested it

could be graveled one year and paved the next, both to spread the financial impact and to allow the base to set up properly. Smith will get another quote on the base work. **MOTION** by Hampton/Williams to table until April 2nd. **MOTION CARRIED 5-0.**

E. Discuss/Consider agenda items for the Annual Town Meeting: In addition to the usual items, Williams suggested an introduction of the new Fire and EMS Chiefs.

F. Set dates for annual road inspection: Road inspection was set to begin at 9:00 a.m. on Friday, April 13th. The Board needs to also look at where to plant trees under the ATC grant.

III. CLERK'S OFFICE UPDATE: The Clerk recently attended the WMCA District 4 meeting, which included deescalation training as well as election updates. Town election inspectors will receive Dementia Friendly training on March 27th.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Spring road weight limits are in effect.

V. BOARD REPORTS AND COMMUNICATIONS: Several members met with MG School officials regarding plans for an upcoming referendum.

VI. COMMITTEE REPORTS:

A. Emergency Government Committee: Hydrite intends to donate a plasma monitor and improve the Wi-fi in the room. Chief Wolf demonstrated WEB EOC and gave an update on I-39 construction hazards.

B. Deer-Grove EMS Commission: The cardiac monitors are wearing out and are out of production so support is getting more difficult to find. A service contract proposal was provided to the Town of Deerfield. The coverage contract for Cambridge is still in effect, however Cambridge has hired 4 full time EMTs and expects to not need coverage soon. The 2017 Draft Financial Statements were approved and final reports will be provided to all municipal board members soon. A joint board meeting has not been scheduled at this time.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:25 P.M.

Kim Banigan, Clerk
Approved 04-16-2018

TOWN OF COTTAGE GROVE
2018 ROAD AND PARK INSPECTION
APRIL 13, 2018

I. Notice of the road inspection was properly posted at the Town Hall, and on the Town's internet site. Chairman Kris Hampton, Supervisors Mike Fonger, Kristi Williams and Mike DuPlayee, Highway Superintendent Jeff Smith and public works employee Dan Dresen met at the Town Garage at 9:00 A.M.

II. Hampton called the meeting to order and attendees proceeded to conduct an inspection of roads and parks selected by Smith.

III. **MOTION** by Fonger/DuPlayee to adjourn at 10:50AM. **MOTION CARRIED 4-0.**

Submitted by Kris Hampton
Approved 04-16-2018

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
APRIL 16, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Highway Superintendent Jeff Smith, Deputy Jennifer Grafton, Fire Chief Jude Wolf.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by Williams/DuPlayee to approve the minutes of the March 18, 2018 Town Board meeting as printed. **MOTION CARRIED 5-0.**
2. **MOTION** by Williams/DuPlayee to approve the minutes of the road and park inspection on April 13, 2018 as printed. **MOTION CARRIED 4-0-1** (Anders abstained).

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #32176-32252 from Monona State Bank as presented. **MOTION CARRIED 5-0.**
2. **MOTION** by Anders/DuPlayee to approve payment of $570.00 to General Engineering Company for March building permits. **MOTION CARRIED 5-0.**
3. The Treasurer asked that April per diem reports be submitted by May 4th.

E. Public Concerns: Monona Grove School Board member Andrew McKinney thanked everyone who voted in the Spring Election.

F. Road Right of Way Permits: None, but Smith reported he issued one for time sensitive gas service on Vilas Hope Road.

II. BUSINESS:

A. Review March police activities: Deputy Grafton said March was a busy month, and there have been thefts from unlocked autos and garages again, mostly in the East side of the Township. There was also a serious domestic incident in the Village that the deputies assisted with. She offered that the Deputies could host a Facebook page for the Town to get the word out about current and upcoming events that may affect residents. There was general agreement that this would be a good idea, and the Clerk stated she would like to be involved. The monthly report showed 185 calls for service and 87 citations issued.

B. Consider approval of a Certified Survey map for Pete Andringa and Justin Lessner on Ridge Rd: **MOTION** by Anders/Fonger to approve the CSM identified by #10119 dated March 2, 2018, with all comments and stipulations by the County being met. **MOTION CARRIED 5-0.**

C. Discuss/Consider request to improve North Star Road, through realignment and paving, for an additional 1,200 feet to the north of the current pavement: Smith had obtained a quote from Rice Grading to move Northstar Road to the east, put in new ditches, and 12 inches of compacted gravel, for a total price of $121,000. He said it would cost another $36,000 to asphalt the surface, and noted that in the past other people interested in building on Northstar had been told they would have to improve the road. Discussion was that while the town has been looking for commercial development like this for years, without a guarantee of more than one business, the cost could not be justified by the Town. Steve Banovetz was not able to attend, but his wife Mary and Jim Thompson represented him, and were told to come back

with a letter of intent from buyers. **MOTION** by DuPlayee/Williams to table until we hear back. **MOTION CARRIED 5-0.**

D. Discuss/Consider approval of a message center sign with monument at 3951 County Highway N: Dennis Richardson and Dale Huston were present to answer questions about the sign, which Richardson said will be on a grassed/landscaped island. **MOTION** by Fonger/Williams to approve the message center sign with monument. **MOTION CARRIED 5-0.**

E. Discuss/Consider approval of Contract for Deer Grove EMS Provision of EMS Services to the Town of Deerfield: The Town of Deerfield has already signed the contract, which has a start date of July 1, 2018. **MOTION** by Hampton/Williams to approve the contract as presented. **MOTION CARRIED 5-0.**

F. Discuss/Consider adoption of Resolution 2018-03 Establishing Policy for LRIP Bid Selection: **MOTION** by Williams/DuPlayee to approve the resolution as presented. **MOTION CARRIED 5-0.**

G. Discuss/Consider approval of 2018-19 Committee appointments: Hampton's recommended appointments include three changes from the prior year appointments: Dan Dresen to replace Jeff Smith as Highway Superintendent, Otto Krause to replace Joel Hammond on the Emergency Government Committee, Dave Carlson and Ann Maeder as new Parks committee appointments, with Tammy Dresen removed due to conflict of interest with her husband serving as Highway Superintendent. **MOTION** by Hampton/Fonger to approve the 2018-19 Committee appointments as recommended, with Dresen's appointment to be effective on May 7th. **MOTION CARRIED 5-0.**

H. Discuss and Consider hiring of public works employee(s): Matthew Pederson recently tendered his resignation, and Smith will be retiring on June 8. Rather than hiring two new employees right now, it was proposed to hire a LTE for mowing for the Summer, then advertise for two full time public works employee after July 1st. Former public works employee Norman Schmelzer has shown interest in working as a LTE. **MOTION** by Hampton/Fonger to approve hiring Norman Schmelzer as a LTE for the Summer, at $15.00 per hour, and review the public works employee job description and new hire pay range at the June 18th meeting. **MOTION CARRIED 5-0.**

I. Discuss/Consider Clerk office hours: **MOTION** by Hampton/Williams to increase the Clerk's hours to 32.5 per week effective July 1, 2018. Office hours to remain 8:00 A.M. to 12:30 P.M., with afternoons by appointment. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: No report.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: The new loader is back at the dealer again for warranty work, there was a defect in a new design of the loader arms. It will take 6 weeks to fix and in the meantime we have our old loader back. Hampton asked Smith what trees would be appropriate use of the ATC / Milwaukee Bucks Trees for Threes proceeds, which recommends about $75.00 per tree. Suggestions were Maple and Variegated Leaf Norwegian for shade trees at El Margo and the small American Heritage park, a pine to replace one damaged here at the Town Hall.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton reported that Hydrite sent notice of revisions to their Class One feasibility Plan of Operation. There is a public involvement meeting

tomorrow from 4-6 p.m. for the I-90/Beltline Interchange. The WTA sent a survey, there was consensus that Hampton should complete it.

VI. COMMITTEE REPORTS:

A. Joint Town/Village Fire Department Committee: Quotes to replace the light pole knocked down by the Village snow plow truck were reviewed, along with quotes to move all of the lights off the blacktop. Lights and sirens for the brush truck were approved for use on the interstate during construction.

B. Plan Commission: The commission voted to move forward with recommendations for an amendment to the comprehensive plan.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:13 P.M.

Kim Banigan, Clerk
Approved 05-07-2018

COTTAGE GROVE TOWN BOARD
RESOLUTION 2018-03

A RESOLUTION ADOPTING POLICY FOR BID SELECTION FOR WORK ON LOCAL ROADS IMPROVEMENT PROGRAM

WHEREAS, the Town of Cottage Grove has applied for a grant under the Wisconsin Department of Transportation Local Roads Improvement Program ("LRIP") pursuant to § 86.32, Wis. Stats., and may apply for similar grants in the future; and

WHEREAS, the Town Board recognizes that applicable state statutes and regulations, including but not limited to § 86.32, Wis. Stats. and Wisconsin Administrative Code TRANS § 206, require that the contract for LRIP project work must be awarded to the lower "responsible" bidder; and

WHEREAS, the Town Board has determined that it is desirable and in the best interest of the community to adopt a written policy to guide in selecting bids for work on LRIP project(s) undertaken by the Town; and

WHEREAS, the Town Board has reviewed and recommends the Bid Selection Policy, which is attached hereto as Exhibit A and incorporated by reference.

NOW THEREFORE, BE IT RESOLVED, by the Town Board of the Town of Cottage Grove that it hereby approves said Bid Selection Policy as set forth in Exhibit A.

The above and foregoing resolution was duly adopted by the Town Board of the Town of Cottage Grove, Dane County, Wisconsin at a meeting held on the 16th day of April, 2018 by a vote of 5 for and 0 against.

TOWN OF COTTAGE GROVE

Kris Hampton

Kris Hampton, Town Chair

Attest:

Kim Banigan, Town Clerk

Exhibit A

TOWN OF COTTAGE GROVE

POLICY FOR BID SELECTION FOR LOCAL ROADS IMPROVEMENT PROGRAM PROJECTS COMPLETED IN THE TOWN OF COTTAGE GROVE

Introduction.

The Town of Cottage Grove recognizes the need to establish a policy to evaluate and identify bidders "responsive" to bid requests for work to be completed pursuant to grants issued under the Wisconsin Department of Transportation Local Roads Improvement Program ("LRIP") and to identify the lowest "responsible" bidder for such work.

Policy.

The Town of Cottage Grove adopts the following definitions and criteria for the identification of "responsive" and "responsible" bidders for contracts offered by the Town for completion of work pursuant to a LRIP grant:

The Town Board will first evaluate whether a bidder for a proposed contract qualifies as a "Responsive Bidder".

> "Responsive Bidder" means a person who has submitted a bid, which conforms in all materials respects to the invitation for bids issued by the Town.

If a bidder is determined to be a "Responsive Bidder," the Town Board will then determine whether the bidder is a "Responsible Bidder".

> "Responsible Bidder" means a person who, in the judgment of the Town Board, is financially responsible and has the capacity and competence to faithfully and responsibly comply with the terms of the public contract.
>
> In evaluating whether a bidder is a "Responsible Bidder" as defined herein, the Town Board shall consider each of the following factors with respect to the bid response of each bidder:

1. Whether the bidder has adequate financial resources to perform its responsibilities under the proposed contract, or the ability to secure such financial resources within a reasonable period of time;
2. Whether the bidder has the necessary experience, organization and technical qualifications to perform the proposed contract;
3. Whether the bidder has or can acquire within a reasonable period of time, the equipment necessary to perform the proposed contract;
4. Whether the bidder has the capacity to comply with the required performance schedule or applicable completion date of the proposed contract, taking into account all existing commitments;
5. Whether the bidder has a satisfactory record of performance, integrity, judgment and skills; and
6. Whether the bidder is qualified and eligible to receive an award under the applicable laws and regulations.

TOWN OF COTTAGE GROVE
ROAD BID OPENING
APRIL 30, 2018

I. Official Notice of Advertisement for Bids was published in the Wisconsin State Journal on April 16 and April 23, 2018, as well as posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Highway Superintendent Jeff Smith were present for the bid opening. No official minutes were recorded since there was not a Town Board quorum present.

II. Paving bids were received from Wolf Paving & Excavating of Madison, Inc. and Payne & Dolan, Inc. Quote sheets are attached.

III. Only one seal coating bid was received, from Scott Construction, Inc. Quote sheet is attached.

IV. Smith will review the bids in preparation for the Town Board Meeting on May 7th.

Bev Homburg
Deputy Clerk

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
MAY 7, 2018

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, and public works employee 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 April 16, 2018 Town Board meeting as printed. **MOTION CARRIED 5-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Williams to approve payment of bills corresponding to checks #32253-32296 from Monona State Bank, holding check number 32256 until the May 21st meeting. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/DuPlayee to approve payment of April per diems as presented. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: **MOTION** by Anders/Williams to approve two permits for Alliant: one to drill and trench for new electric service on Skarstinden Road, and one to drill and trench for new gas and electric service at 2571 Bass Road. **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Introduction of Dane County Sheriff's Captain Jan Tetzlaff: Capt. Tetzlaff has 33 years of service with the Dane County Sheriff's Office, has been a Captain since 2009 and took over field services upon Capt. Teuscher's retirement. She is proud of the work deputies are doing in the Town and happy for the police station facilities the Town provides.

B. Plan Commission Recommendations:

1. David Riesop, applicant, Riesop Farms, LLC, owner of 69.72 acres on Kennedy road:

a) Discuss/Consider recommendation regarding concept plan for 64 lot subdivision on parcels 0711-101-8501-0 and 0711-034-9001-0:

- The Clerk reported that Barbara Ring, 2236 West Ridge Road, called to say she could not attend tonight's meeting but wanted to go on record to say she is concerned about water run-off, and wants to be sure retention ponds are included in the development.
- Riesop said he intends to complete the development in three phases, and understands he needs to purchase the RDUs. He is proposing walkways in exchange for parkland, stating that they can be used by young and old.
- Hampton said that the Parks Committee would like to see the Park shown in Phase 3 flipped with lot 46, to be used as a parking lot for the larger American Heritage park to the east. The committee wants at least 20 parking stalls, and a boardwalk with a visually appealing railing between the parking lot and the park. This would require moving the southern pond further to the south. The Committee did not recommend considering the green space as parkland, and wanted walking paths to be constructed with a minimum of 3/4" aggregate gravel.

- Dave Dinkel, Realtor for Riesop, provided a diagram of the County's requirements for a passing lane on County BB at Kennedy Road, and also the definition of Greenway from the Town's land division ordinance, pointing out that it said that greenways can be considered as park land.

MOTION by Anders/DuPlayee to accept the Plan Commission's recommendation to approve the concept plan, to allow the engineers to move forward with a preliminary plat. **MOTION CARRIED 5-0.**

b) Discuss/Consider recommendation regarding rezone of 21.1 acres from parcel 0711-101-8501-0 from A-3 to R-1/TDR-R for 16 residential lots (Phase 1of concept plan discussed in a) above): **MOTION** by Williams/DuPlayee to accept the Plan Commission's recommendation to approve the rezone of 21.1 acres from parcel 0711-101-8501-0 from A-3 to R-1/TDR-R for 16 residential lots, contingent on Riesop obtaining the necessary 2 RDUs and Town approval of a final plat. **MOTION CARRIED 5-0.**

C. Discuss/Consider awarding of bids for 2018 re-paving and seal coating projects, including TRIP projects:

- Three paving bids were received:
  - Wolf Paving & Excavating of Madison, Inc.: Total cost of all projects bid at $257,977.14 with cost per ton ranging from $55.70 to $70.00.
  - Payne & Dolan Inc: Total cost of all projects bid at $268,878.00, with cost per ton ranging from $65.30 to $71.00.
  - Tri County Paving, Inc: Total cost of all projects bid at $310,782.00, with cost per ton at $68.90 for all roads.

Smith recommended approval of the bid from Wolf Paving. **MOTION** by DuPlayee/Williams to approve the bid from Wolf Paving and Excavating of Madison, Inc. for 2018 paving projects. **MOTION CARRIED 5-0.**

- Two sealcoating bids were received:
  - Scott Construction, Inc: Total cost of all projects $71,127.00. Stone type: Portage Ash, oil type HFRS2.
  - Fahrner Asphalt Sealers, LLC: total cost of all projects: 62,580.00, Stone type 1/4" 100% frac washed granite (sample provided), oil type CRS2.
- Smith had also solicited a cold mix bid from Scott Construction for 1001' of Deerfield Road and 4325' of S. Jargo Road, thinking it might be cheaper to do that than to hot-mix pave it. The total cost for the cold mix was $57,950, or $57.95 per ton, which was higher than the cost Wolf quoted to hot-mix pave it, and it would still require seal coating the same year.

MOTION by Williams/Fonger to approve the bid from Fahrner Asphalt for 2018 sealcoating projects, but removing Deerfield Road and all but 950 feet of S. Jargo Road from the list of roads to be sealcoated. The 1001' feet of Deerfield Road and 4325' of S. Jargo Road should be added to the list of roads to be paved by Wolf Paving. **MOTION CARRIED 5-0.**

D. Discuss/Consider request to improve North Star Road, through realignment and paving, for an additional 1,200 feet to the north of the current pavement: Hampton stated that the letter received form Badger Realty Group listing (not by name) potential clients interested in commercial development on North Star Road does not meet the Board's requirement of letters of intent from potential commercial developers. However Hampton asked if the it would make sense to ask the Town Attorney to provide funding options for improving North Star Road for the Board to consider. **MOTION** by DuPlayee/ Williams to direct Atty. Allen draft something for the Board to review. **MOTION CARRIED 5-0.**

E. Discuss/Consider approval of a Parade or Race permit for Nicolette A Peterson for the Ragnar Relay on May 19, 2018 to utilize portions of Vilas Road, Clark Street and Glacial Drumlin Trail crossings at Uphoff and Ridge Roads between 7:00 a.m. and 3:00 p.m.: **MOTION** by Williams/DuPlayee to approve the Parade or Race permit, contingent on organizers arranging for dedicated EMS coverage through Deer-Grove EMS. **MOTION CARRIED 5-0.**

F. Discuss/Consider approval of park permit for a Memorial Day neighborhood picnic at Bohnsack Park May 28, 2018. Kristi Williams has requested that the deposit be waived: **MOTION** by Anders/DuPlayee to approve the park permit and waive the fee. **MOTION CARRIED 4-0-1** (Williams abstained). A hold-harmless agreement will be required.

III. CLERK'S OFFICE UPDATE:

A. The Wisconsin Towns Association plans to hold a membership meeting at our Town Hall on May 16th. Consensus was to provide cookies and water.

B. Despite the Clerk's efforts in contacting Advanced Disposal ahead of time to make sure they were prepared for their annual collection of discarded electronics last week, the collection has been anything but smooth. Customer service reps said they were not aware they were supposed to be picking them up, and subsequent deadlines promised by management have not been met. They have been asked to have someone in attendance at the May 21st Town Board meeting.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Dan Dresen officially took over as Highway Superintendent today. The crew has been busy shouldering and replacing culverts, and mowing season has begun. The new loader is in service but the new arms are still in production.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton reported that the speed study for Vilas Road has been scheduled, along with several other Town Roads, at a cost of $1,500. In addition to speed, it will provide a count and type of vehicle. The results will be useful in determining which roads should be improved. He also reported that two companies are looking at commercial property on Town Roads that are not improved.

B. Williams suggested considering planting oak trees with some of the ATC funds, as the area was once an oak savannah.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS Commission: A 40 year celebration will be open to the public from 11:00 a.m. to 2:00 P.M. on Sunday, May 20th.

VII. Adjournment: **MOTION** by DuPlayee/Anders to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:19 P.M.

Kim Banigan, Clerk Approved 05-21-2018

Town Of Cottage Grove
Town Board Meeting
May 21, 2018

I. Administrative

A. Notice of the meeting was posted at the Town Hall and the Town's internet site. Chair Kris Hampton and Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Treasurer Debra Abel and Highway Superintendent Dan Dresen.

B. Hampton called the meeting to order at 7:05 P.M.

C. Minutes of previous meeting(s): **Motion** by DuPlayee / Anders to approve the minutes of the May 7, 2018 Town Board meeting with correction of the motion on item D. 1. **Motion Carried 5-0.**

D. Finance Report and Approval of Bills:

1. **Motion** by DuPlayee / Anders to approve payment of bills corresponding to checks #32297 – 32321 from Monona State Bank, with check #32260 voided. **Motion Carried 5-0**.

2. **Motion** by Anders / DuPlayee to approve payment of $3,289.40 to General Engineering Company for April building permits. **Motion Carried 5-0**.

3. The Treasurer asked that May per diem reports be submitted by June 1st.

E. Public Concerns: Mike Fonger reminded the public to drop off old American flags for burning at the annual American Legion Memorial Day celebration on Saturday May 26th at 10:00 a.m. at the Town Hall.

II. Road Right of Way: **Motion** by Anders / DuPlayee to approve a permit for Alliant Energy to bore and trench/plow Vilas Hope Road to install gas services. **Motion Carried 5-0**.

III. Business:

A. Review April police activities: Deputy Jen Grafton was unable to attend the meeting but sent the board an email with the monthly report along with a brief overview of the monthly activity. Auto theft is down with only one reported in April. The deputies backed up the Village on two serious incidents involving guns. The deputies are also prepared to provide more presence in the area once school is out for the summer to prevent crime by adolescents. The monthly report showed 175 calls for service and 83 citations issued in April. Kris Hampton also presented a memorandum the board received from the Village of Cottage Grove regarding mutual aid between the Town and the Village. Hampton requested the Treasurer forward the memo to the deputies. **Motion** by Anders / Williams to approve April police activities. **Motion Carried 5-0**.

B. Consider approval of Certified Survey Map for 2608 Gaston Road. **Motion** by Fonger / DuPlayee to approve the CSM identified as #10143 dated May 9, 2018 as presented. **Motion Carried 5-0**.

C. Discuss Advanced Disposal's recent collection of discarded electronics. Jason Johnson, Sara Holmes, and Christian Sphatt represented Advance Disposal. Johnson explained that the drivers got behind because they are understaffed, the increase of tube televisions set out for collection, and residents putting out electronics after they had picked up in that neighborhood. DuPlayee said there was still electronics in his neighborhood that had not been picked up. Johnson said they would go back no later than Thursday to pick up any remaining electronics. Also, the trucks are equipped with a drive cam and GPS enabled so they can look to see if they missed a location. Johnson would like to set a date for next year's E-waste to avoid overbooking with other communities. He stressed again that tube televisions are a big problem costing .60 cents a pound to dispose. LED / flat screen televisions and computer equipment are not as bad. Goodwill in Oconomowoc has an E-station and takes electronics anytime. He also mentioned that recycling is not like it used to be. The cost is higher and there is an increase of non-recyclables being put in the recycling bins. Hampton mentioned he was unhappy with customer service. When he called Advance Disposal the attendants did not provide any answers. The only way he received a call back was when he called Florida. He felt this situation made everyone look bad. **Motion** by Anders / Williams to release check. **Motion Carried 5-0**.

D. Discuss/Consider Town Attorney's advice regarding options for recovery of cost of improvements to North Star Road. No action taken.

E. Discuss/Consider improvements to North Star Road. Anders asked if it would save money to buy land and leave road where it is. Consensus was no savings. Capital Underground is planning on purchasing 12 acres with the purchase contingent on road improvements. **Motion** by Hampton / Anders to accept information from Town & Country Engineering. **Motion Carried 5-0**.

F. Discuss/Consider financing of improvements to North Star Road. Hampton explained three options for financing: bond, borrowing, or state loan program. If the Town received financing they would consider other road improvements. Some possible roads would be Vilas, Vilas Hope, Ridge, and Gaston Road. Will wait for numbers from county traffic study to help determine needs for road improvements. Hampton will contact Ehlers to request a representative attend the June 4th meeting to explain bonding and the costs. **Motion** by Hampton / Williams to have Ehlers come to the June 4th meeting to provide options on bonding and to contact Monona State Bank and the State program for information on borrowing. **Motion Carried 5-0.**

G. Discuss/Consider approval of opening a credit card account at Monona State Bank, and setting total Town and individual card holder credit limits. **Motion** by Williams / DuPlayee to open three credit cards with Monona State Bank, (Treasurer, Clerk and Highway Superintendent) with individual limits of $500 each and a Town limit of $5,000. **Motion Carried 5-0.**

H. Consider attendees for DCTA Forum on Rural Preservation on May 29, 2018. No attendees.

IV. Clerk's Office Update: Nothing to report.

V. Public Works Department Activity Update: Culverts were put in and it took one day to complete. Residents liked the signage and website notification of road closed.

VI. Board Reports and Communications:

Hampton reported there was a DCTA meeting at the Town Hall last Wednesday. He provided an update from legislation with the following advice from Attorney Eric Larson:

1. New conditional use permit laws suggest one body should act on changes to CUP's. He suggests the Plan Commission take action and no longer involve the Town Board.

2. The Town Attorney should review the sex offender ordinance so it complies with the State.

A. Steve Anders: report on Strand Associate's findings regarding use of former Natvig Landfill as a dog park. See email from Tina Sebold from Strand. Next step is to see if the Village of Cottage Grove would agree to the park and if they would contribute. Also look into joining with Dane County Parks. After discussion with the Village, neighbors should be aware of the proposal and contact Town & Country Engineering for an estimate and location of a parking lot.

B. Kris Hampton: report on talks with the Town and Village of Deerfield. No one against.

Fonger reported Hydrite Chemical had a ceremony and gave Emergency Government a check for $2,000 for continued 21st century upgrades.

VII. Committee Reports

A. Deer Grove EMS Commission: Anders reported EMS had their 40th anniversary celebration on Sunday. Anders and Williams attended. Hampton was elected EMS chair and Greg Frutiger from the Village of Deerfield was elected secretary. Williams reported they will be purchasing three monitors for $97,000 being paid over three years. They are also in negotiations with the union.

VIII. Adjournment: **Motion** by DuPlayee / Fonger to adjourn. **Motion Carried 5-0**. The meeting ended at 8:43P.M.

Debra Abel, Treasurer
Approved 06-04-2018

TOWN OF COTTAGE GROVE
PUBLIC HEARINGS AND TOWN BOARD MEETING
JUNE 4, 2018

PUBLIC HEARING – 2018-19ALCOHOL BEVERAGE LICENSE APPLICANTS

I. Notice of the public hearing was published in the legal section of the Wisconsin State Journal on May 25, 26, 28, 2018, as well as posted at the Town Hall and on the Town's internet site.

II. Town Chair Kris Hampton called the public hearing to order at 7:00 P.M. Others present: Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee, Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, Fire Chief Jude Wolf, and others as evidenced by the sign in sheet available in the Clerk's office. EMS Chief Jeff Matcha arrived at 7:40 P.M.

III. Hampton read the list of applicants and asked if there were any questions or comments from the public, there were none.

IV. **MOTION** by DuPlayee/Williams to close the public hearing. **MOTION CARRIED 5-0.** The public hearing ended at 7:02 P.M.

PUBLIC HEARING – 2018-19 NON-METALLIC MINING PERMIT APPLICANTS

I. Notice of the public hearing was posted at the Town Hall and on the Town's internet site, as well as emailed to those parties who had requested to be notified of such events.

II. Town Chair Kris Hampton called the public hearing to order at 7:02 P.M. Others present were the same as listed for the public hearing above.

III. Hampton read the list of applicants and asked if there were any questions or comments from the public, there were none.

IV. **MOTION** by DuPlayee/Fonger to close the public hearing. **MOTION CARRIED 5-0.** The public hearing ended at 7:04 P.M.

TOWN BOARD MEETING

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Attendance was the same as the public hearings above.

B. Hampton called the meeting to order at 7:04 P.M.

C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on May 21, 2018 with spelling corrections. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #32322-32339 from Monona State Bank as presented. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/Williams to approve payment of May per diems as presented. **MOTION CARRIED 5-0.**

E. Public Concerns: (Hampton requested that these were held until later in the meeting, after EMS Chief Matcha arrived.)

1. Chief Matcha said that the cardiac monitors used on the ambulances have become untrustworthy and need replacing. He gave specific examples of times when they have given inaccurate readings. Replacement monitors have been selected at a total cost of $97,636.50, but has worked out the following financing plan with the supplier:

- At Net 30: $28,000 to come from FAP funds and the 2018 Town of Deerfield contract revenue.
- 1/31/2019: $25,000 to come from a private donation already in the hands of the DGEMSA.
- 04/30/2019: $16,500 come from Town of Deerfield Contract revenue.
- 10/31/2019: $16,500 to come from Town of Deerfield Contract revenue.
- 3/31/2020: $11,636.50 to come from the municipalities. (using 2017 equalized valued, the Town's portion would be $3,727.68.)

Under the IGA, the municipal boards must give their approval to enter into contracts exceeding $5,000. He asked the board to give their approval when it comes up on their agenda for the next meeting.

2. Kristi Williams thanked the Clerk for the information she sent out to residents about garlic mustard, and commended Mike Fonger for doing a great job with the Memorial Day ceremony.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Discuss/Consider approval of July 1, 2018– June 30, 2019 Alcohol Beverage Licenses:

1. Combination Class B Beer and Class B Liquor Licenses: The Clerk noted that the Deputies do not have any concerns as a result of their license inspections. Applications included descriptions of the specific premises to be licensed. No one spoke in favor or against. Phil Frederickson of Door Creek Golf Course, Inc. was present. **MOTION** by DuPlayee/Williams to approve July 1, 2018– June 30, 2019 Combination Class B Beer and Class B Liquor Licenses for the following:

Ball of Fun, LLC
d.b.a. Doubleday's
Debra Stueber, Agent
4586 Baxter Road
Cottage Grove, WI 53527

Door Creek Golf Course, Inc.
Phillip C. Frederickson, Agent
4321 Vilas Road
Cottage Grove, WI 53527

Nora's Tavern, Inc.
Timothy Kluever, Agent
1843 HWY 12 & 18
Deerfield, WI 53531

Tricia's Country Corners, LLC
d.b.a. Country Corners
Tricia Youngs, Agent
3737 CTH AB
McFarland, WI 53558

2. Operators and Managers Licenses: The Clerk stated that she had no concerns over any of the applicants after performing background checks. **MOTION** by Fonger/DuPlayee to approve for 24 operators and 4 managers (see Appendix A for list). **MOTION CARRIED 5-0.**

B. Discuss/Consider approval of July 1, 2018– June 30, 2019 Non-metallic Mining Permits. No one spoke in favor or against. Wade Huston and Dennis Richardson from R.G. Huston Company, Inc. were present, as was Wade Cattell of Rocky Rights, LLC. **MOTION** by DuPlayee/Williams to approve July 1, 2018– June 30, 2019 Non-metallic Mining Permits for the following sites, with conditions the same as the expiring permits except for the

addition that the new35 acre portion of the Rocky Rights, LLC site is also subject to the conditions of Dane County Conditional Use Permit #2405. **MOTION CARRIED 5-0.**

Nonmetallic Mining Site: **Gaston Road Quarry – 2543 Gaston Road**
Operator: Wade Huston & Brad Huston, R.G. Huston Company, Inc., 2561 Coffeytown Road, Cottage Grove, WI 53527
Landowner: Huston Holdings, LLC, 2561 Coffeytown Road, Cottage Grove, WI 53527

Nonmetallic Mining Site: **Skaar Pit – 3355 County Road N**
Operator: Wade Huston & Brad Huston, R.G. Huston Company, Inc., 2561 Coffeytown Road,
Cottage Grove, WI 53527
Landowner: Skaar Pit, LLC, 2561 Coffeytown Road, Cottage Grove, WI 53527

Nonmetallic Mining Site: **2294 US Highway 12 & 18**
(includes 35 new acres under Dane County CUP 2405)
Operator: Wade Cattell, Raymond P. Cattell, Inc., 2401 Vondron Road, Madison, WI 53718
Landowner: Rocky Rights LLC, 2401 Vondron Road, Madison, WI 53718

C. Plan Commission Recommendations:

1. Kirk & Heidi Eilenfeldt, parcel 0711-273-9600-0 off of North Star Road, rezone of 25 acres from A1-EX to A-2 for zoning compliance for existing land use (farming) of remaining lands from sale of property: **MOTION** by Williams/DuPlayee to accept the Plan Commission's recommendation to approve the rezone of 25 acres from A1-EX to A-2, noting that the RDU from the original parcel, part of which was sold to Rocky Rights, LLC, has been attached to this 25 acres. **MOTION CARRIED 5-0.**

D. Discuss/Consider purchase of portable speed bumps: Deputy French had asked the Board to consider purchasing these so he could place them as needed to slow traffic where most needed. Discussion was that portable signage would also be needed, and there were questions about how to prevent anyone else from picking them up. Romayn Rote, 2964 Gaston Road, was concerned about emergency vehicles, but Fire Chief Jude Wolf said they would not be an issue for the Fire Department, and Anders did not feel they would disturb the ambulances. **MOTION** by Fonger/DuPlayee to approve the purchase of two of the speed bumps and request that Deputy French provide his plan for using them for the next meeting. **MOTION CARRIED 5-0.**

E. Discuss/Consider financing of improvements to North Star Road: Mike Harringan of Ehlers provided an overview of borrowing options available to the Town:

- Town can issue General Obligation Notes for new capital projects, term up to 10 years based on majority vote of the Town Board. Longer terms would require approval by a referendum. G.O. refunding bonds could be issued to extend the term beyond 10 years with approval by the electors at an annual or special meeting of the electors, but without the need for a referendum. G.O. notes/bonds are subject to fees from advisers and legal counsel, and cannot be pre-payed without penalty. The bonding process typically takes about 60 days. Funds would need to be spent within 24 months.

- Town could borrow from the State Trust Fund Loan Program. No referendum is needed, fees are considerably lower than G.O. Notes, and there is no prepayment penalty. However interest rates are higher.
- Ehlers can better advise once the borrowing amount is known.

(EMS Chief Jeff Matcha arrived)

MOTION by Anders/DuPlayee to move ahead with getting bids for improvements to North Star Road from US Hwy 12 & 18 to the first 90º curve. **MOTION CARRIED 5-0.** There was an undefinitive discussion of the timetable for improvements, with October 31st thrown out as a completion date. Williams wondered if other financial advisors should be consulted as well.

F. Discuss/Consider how to get Town Residents input on the Greater Madison Vision scenario survey: The Clerk will post something on the web site, and Williams volunteered to reach out to the 4-H club and the boy scouts and girl scouts.

G. Discuss/Consider hiring documents and timeline for public works employee vacancies: Dresen would like to fill the two vacancies sometime in July. **MOTION** by Hampton/Williams to approve the employment advertisement, job description and application form, and require applications to be submitted by July 2nd. **MOTION CARRIED 5-0.** The Clerk asked where to advertise, general consensus was to put an ad in the Herald Independent and Craig's List, and post on web site, but not spend the money to put it in the WSJ.

H. Discuss/Consider approval of wage rate for sick leave payout upon Jeff Smith's retirement: **MOTION** by Hampton/Williams to pay out sick leave and remaining vacation at $32.56/hour.

III. CLERK'S OFFICE UPDATE: The clerk reported that she located minutes from 2008-2009 Landfill Committe meetings where residents submited a petition and spoke against using the former Natvig landfill as a dog park. She thinks most of those residents are still there.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE:

- The crew has been busy mowing.
- The effects of 2011 Act 10 have hit and the County can no longer do center striping for new pavement, so Dresen is getting other estimates.
- 2018 re-paving and seal coating will start soon.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton received notice of a Dane Arts event at the Yahara Bay Distillery on October 12th.

VI. COMMITTEE REPORTS:

A. Joint Town/Village Fire Department Committee: They are continuing to solicit bids for blacktop and lighting.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:37 P.M.

Kim Banigan, Clerk
Approved 6-18-2018

06-04-2018 Appendix A

2018-19 Operator's License Applicants

New/Renewal	Background	Servers Cert.	Last Name	First Name	Establishment
Renewal	ok	yes	Lust	Adam C.	Country Corners
Renewal	ok	yes	Smith	Ian M.	Country Corners
Renewal	ok	yes	Erickson	Pamela J.	Country Corners
Renewal	ok	yes	Nelson	Ryan M	Country Corners
Renewal	ok	yes	St. Dennis	Sandi	Country Corners
Renewal	ok	yes	Kadrmas	Sue M.	Country Corners
Renewal	ok	yes	Smith	Tammy J.	Country Corners
Renewal	ok	yes	Warden	Tanya M	Country Corners
Renewal	ok	yes	Andrews	Abigail E.	Door Creek Golf Course
New	ok	yes	Chandler	Carlie A.	Door Creek Golf Course
New	ok	yes	Counts	Alexandra N.	Door Creek Golf Course
Renewal	ok	yes	Frederickson	Kristin Z.	Door Creek Golf Course
New	ok	yes	Gross	Keelyn M.	Door Creek Golf Course
New	ok	yes	Kreklow	Kendra L.	Door Creek Golf Course
New	ok	yes	Schauer	Alyssa M.	Door Creek Golf Course
Renewal	ok	yes	Archer	Bernadette L.	Doubledays
Renewal	ok	yes	Banigan	Kyle F.	Doubledays
Renewal	ok	yes	Kratochwill	Becky J.	Doubledays
Renewal	ok	yes	Moen	Nancy A.	Doubledays
Renewal	ok	yes	Salzwedel	Lorelei A.	Doubledays
Renewal	ok	yes	Stueber	Anna M.	Doubledays
Renewal	ok	yes	Stueber	Mark A.	Doubledays
Renewal	ok	yes	Stueber	Riva M.	Doubledays
Renewal	ok	yes	Calvert	Brittany J.	Nora's Tavern
Renewal	ok	yes	Fuller	Tammy L.	Nora's Tavern
Renewal	ok	yes	Hudson	Dawn M.	Nora's Tavern
Renewal	ok	yes	Hudson	Katrina L.	Nora's Tavern
Renewal	ok	yes	Linnerud	Jaimee L.	Nora's Tavern
Renewal	ok	yes	Schmidt	Jason M.	Nora's Tavern
Renewal	ok	yes	Shapiro	Michelle L.	Nora's Tavern
Renewal	ok	yes	Simle	Jason M.	Nora's Tavern
Renewal	ok	yes	Sines	Pamela J.	Nora's Tavern
Renewal	ok	yes	Slater	Rebecca A.	Nora's Tavern
Renewal	ok	yes	Viney	Alison M	Nora's Tavern
Renewal	ok	yes	Wood	Marcia L.	Nora's Tavern

2018-19 Manager's License Applicants

New/Renewal	Background	Last Name	First Name	Establishment
New	ok	O'Connell	Brian D.	Door Creek Golf Course
Renewal	ok	Purvis, Jr.	Robert A.	Door Creek Golf Course
Renewal	ok	Stueber	Gary F.	Doubledays
Renewal	ok	Kluever	Sheryl L.	Nora's Tavern

TOWN OF COTTAGE GROVE
PUBLIC HEARING AND TOWN BOARD MEETING
JUNE 18, 2018

PUBLIC HEARING – PROPOSED AMENDMENT TO COMPREHENSIVE PLAN

I. Notice of the public hearing was published in the legal section of the Wisconsin State Journal on May 18, 2018, as well as posted at the Town Hall and on the Town's internet site.

II. Town Chair Kris Hampton called the public hearing to order at 7:00 P.M. Others present: Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee, Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, Deputy Jennifer Grafton, and others as evidenced by the sign in sheet available in the Clerk's office.

III. Hampton asked if there were any questions or comments from the public:

- Debra Tomesh, 3990 Vilas Hope Road, spoke in opposition to the Windsor Quarry LLC request to have land on the west side of Vilas Hope Road put into the Neighborhood Development future land use area. She asked why this is being considered now rather than attempting to work out a boundary agreement with the City of Madison first. She had heard that the City is willing to meet with the Town on this topic in the Fall after their comprehensive plan amendment is finalized. Ms. Tomesh does not think development should be allowed on a piecemeal basis, and said that plans for new areas of development should include plans for supporting infrastructure as well. She does not see the hurry for the Town to develop this area since the City does not have plans there before 2027, and she did not see higher density development in their plans.
- Atty. Mike Lawton, representing Windsor Quarry, LLC said his client is requesting this now due to the annual process required by the Town's plan, and suggested benefits to the Town including additional tax base and a barrier to annexation. He felt the traffic impact would be minimal.
- There were no questions or comments regarding the Skaar request to have land near the south-west of Fieldview Lane into the Neighborhood Development area.

IV. **MOTION** by Williams/DuPlayee to close the public hearing. **MOTION CARRIED 5-0.** The public hearing ended at 7:17 P.M.

TOWN BOARD MEETING

I. ADMINISTRATIVE

A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Attendance was the same as the public hearing above.

B. Hampton called the meeting to order at 7:17 P.M.

C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the public hearings and Town Board meeting held on June 4, 2018 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 #32340-32359 from Monona State Bank as presented. **MOTION CARRIED 5-0.**
2. **MOTION** by Anders/Fonger to approve payment of $2,871.21 to General Engineering Company for May building permits. **MOTION CARRIED 5-0.**
3. The Treasurer asked that June per diem reports be submitted by June 29th.

E. Public Concerns: None.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Review May Police Activities: The monthly report showed 238 calls for service and 127 citations issued in May. Deputy Grafton said deputies have been busy with traffic related matters, including a 5 car crash at US Hwy 12 & 18 and County AB. There were no significant incidents at the festival.

B. Discuss and Consider plan for speed bumps: The Board reviewed a memo from Deputy French stating his plans for using the speed bumps. **MOTION** by Hampton/Fonger to approve Deputy French's plans and to go ahead with ordering the speed bumps approved at the last meeting. **MOTION CARRIED 5-0.**

C. Discuss/Consider adoption of Ordinance 2018-02 Amending the Town of Cottage Grove Comprehensive Plan: Williams asked to have the two future land use change requests discussed separately:

- Skaar request for Neighborhood Development area south-west of Fieldview Lane: **MOTION** by Anders/DuPlayee to approve this change to the future land use map, however re-zoning to residential will not be allowed until a second access is secured. **MOTION CARRIED 5-0.**
- Windsor Quarry, LLC request for Neighborhood Development area west of Vilas Hope Road: Fonger asked what has changed since this same request was denied last year? Mike Lawton, Attorney for Windsor Quarry, LLC, said that Madison development is headed in the Town's direction, and the approval of the request would allow the Town to compete for development. Anders would like to give the opportunity to develop in the Town before the Town of Blooming Grove disappears in 2020, which will allow the landowner to petition for annexation into the City of Madison. Williams suggested that denying the request could be used as an initiative to bring the City of Madison to the table to discuss a boundary agreement, and noted that the Town hires a planner for his expertise. Hampton stated if the request is approved, until a plat is approved, the Town would have a bargaining chip to give up. **MOTION** by Anders/DuPlayee to approve the change to the future land use map. **MOTION CARRIED 3-2** Williams and Fonger opposed).
- **MOTION** by Hampton/DuPlayee to adopt Ordinance 2018-02 Amending the Town of Cottage Grove Comprehensive Plan. **MOTION CARRIED 3-2** (Fonger and Williams opposed).

D. Cottage Grove Chamber of Commerce - Presentation of Cottage Grove Brand Book Draft: Chamber Executive Director Paula Severson and Kristin Runge, Community Development Specialist with University of Wisconsin Extension, presented the draft. Runge explained that a community identity survey was sent to 1000 Town and Village of Cottage Grove residents, of which 447 were returned. Results were processed by the UW – River Falls so there would be no local identification. (She noted that census stats used were from the 53527 zip code since the stats are not available by municipality.) She said that what clearly stood from the survey results was that recent newcomers are happier than those in other communities, they are quickly integrated into the community, socialize more and are more engaged in their community. The numbers of residents born outside of Wisconsin and outside of the US are higher than typically found in other communities, a sign that we are attracting people with new and good ideas. Severson relayed a story from the recent Hot2Trot half marathon that exemplified how people are welcomed into the community. From the survey results, three short phrases, or “Brand Pillars” were identified to express the essence of the community.

They were: 1) Positive Resident Experience 2) Higher Quality of Life and 3) Close Proximity to Education, Government & Business Centers. The purpose of the Brand Book is to give realtors and business owners something to give to potential new residents or business owners. Williams noted that the photos in the Brand Book do not show much diversity. Severson said the photos are mostly place holders, and they are looking for more relevant photos to represent life in Cottage Grove.

E. Discuss/Consider approval of Temporary Class "B"/"Class B" Retailer's License for Kidlinks World to sell beer & wine at a fundraising event at Avant Landscaping and Gardening on July 21st: Liza Lightfoot, owner of Avant Landscaping and Gardening, explained that Kidlinks World is a 501c3 charity to benefit South African aids orphans and other vulnerable children in South Africa. They also support Briar Patch in Madison, and grow a vegetable garden at Avant Gardening which donates to local food pantries. The fundraiser on July 21st will be a chance for invited fundraisers to sample South African Food, and organizers would like to be able to see beer and wine. A licensed bartender will be on hand. **MOTION** by Hampton/Williams to approve a Temporary Class "B"/"Class B" Retailer's License for Kidlinks World to sell beer & wine at a fundraising event at Avant Landscaping and Gardening on July 21st from 4 – 9 p.m. A licensed bartender must be on site. **MOTION CARRIED 5-0.**

F. Discuss/Consider approval of Deer-Grove EMS' purchase of three cardiac monitors: The Board reviewed the proposed contract for the purchase of the three cardiac monitors from Zoll over three year period. **MOTION** by Williams/Fonger to approve the monitor purchases and terms. **MOTION CARRIED 5-0.**

G. Discuss/Consider approval of center striping quotes: Two quotes were received: Guidelines Pavement Marking, LLC: $4,682.81 and 7 Hills Striping, Inc: $5,422.50. **MOTION** by DuPlayee/Williams to accept the quote from Guidelines Pavement Marking, LLC. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: She is beginning preparations for the August 14 Partisan Primary.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE:

- Residents are planning to install the new playground equipment at El Margo park over the July 4th weekend.
- Road maintenance projects will begin in a couple of weeks.
- Crews were working on trees today.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton authorized the Village to replace the sidewalk in front of Flynn Hall and bill the Town for 50%, and Hydrite has submitted another change to their operation plan.

VI. COMMITTEE REPORTS:

A. Emergency Government Committee: There will not be a meeting in July.

VII. Adjournment: **MOTION** by Anders/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:35 P.M.

Kim Banigan, Clerk Approved 07-02-2018

TOWN OF COTTAGE GROVE
TOWN BOARD ORDINANCE 2018-02

AMENDING THE
TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN

WHEREAS, on October 28, 2015, the Town of Cottage Grove Board adopted an updated Town of Cottage Grove Comprehensive Plan (hereinafter "Plan"), under Section 66.1001(4), Wisconsin Statutes, in two volumes, with one volume titled Conditions and Issues and the second volume titled Vision and Directions; and

WHEREAS, Section 66.1001(4), Wisconsin Statutes; Section 15.20.2 of the Town Code of Ordinances; and Chapter 7 of the Vision and Directions volume of the Plan establish the required procedure for the Town to amend its Plan; and

WHEREAS, using those procedures, on August 1, 2016 and June 12, 2017, the Town Board amended the 2015 Plan; and

WHEREAS, the Town of Cottage Grove Plan Commission has the authority and responsibility to recommend amendments to the Plan to the Town Board, under Section 66.1001(4)(b); and

WHEREAS, on April 25, 2018, the Plan Commission adopted a resolution recommending further amendments to the Vision and Directions volume in the Plan, including an amended Map 1: Jurisdictional Boundaries in the Conditions and Issues volume (per Exhibit A) and an amended Map 10: Future Land Use in the Vision and Directions volume (per Exhibit B).

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Cottage Grove hereby approves the amendments to the Town of Cottage Grove Comprehensive Plan, indicated in Exhibit A and B.

BE IT FURTHER RESOLVED that the amendment redesignating parcels 0711-332-9002-0 and 0711-332-9610-0 (owned by Larry G. Skaar) from "Agricultural Preservation Area" to "Neighborhood Development Area" on Map 10/Exhibit B shall take effect upon Mr. Skaar providing, rights-of-way dedications, public access easements, or other assurances to the satisfaction of the Town Attorney that, to serve future residential development on said parcels:

1. A public road between said parcels and Vilas Road can be constructed, and
2. At least two public road connections between said parcels and Field View Lane can be made.

The above and foregoing Ordinance was duly adopted at a meeting of the Town Board of the Town of Cottage Grove held on the 18th day of June, 2018, by a vote of 5 in favor and 0 opposed.

TOWN OF COTTAGE GROVE

Kris Hampton, Town Chair

Attested by:

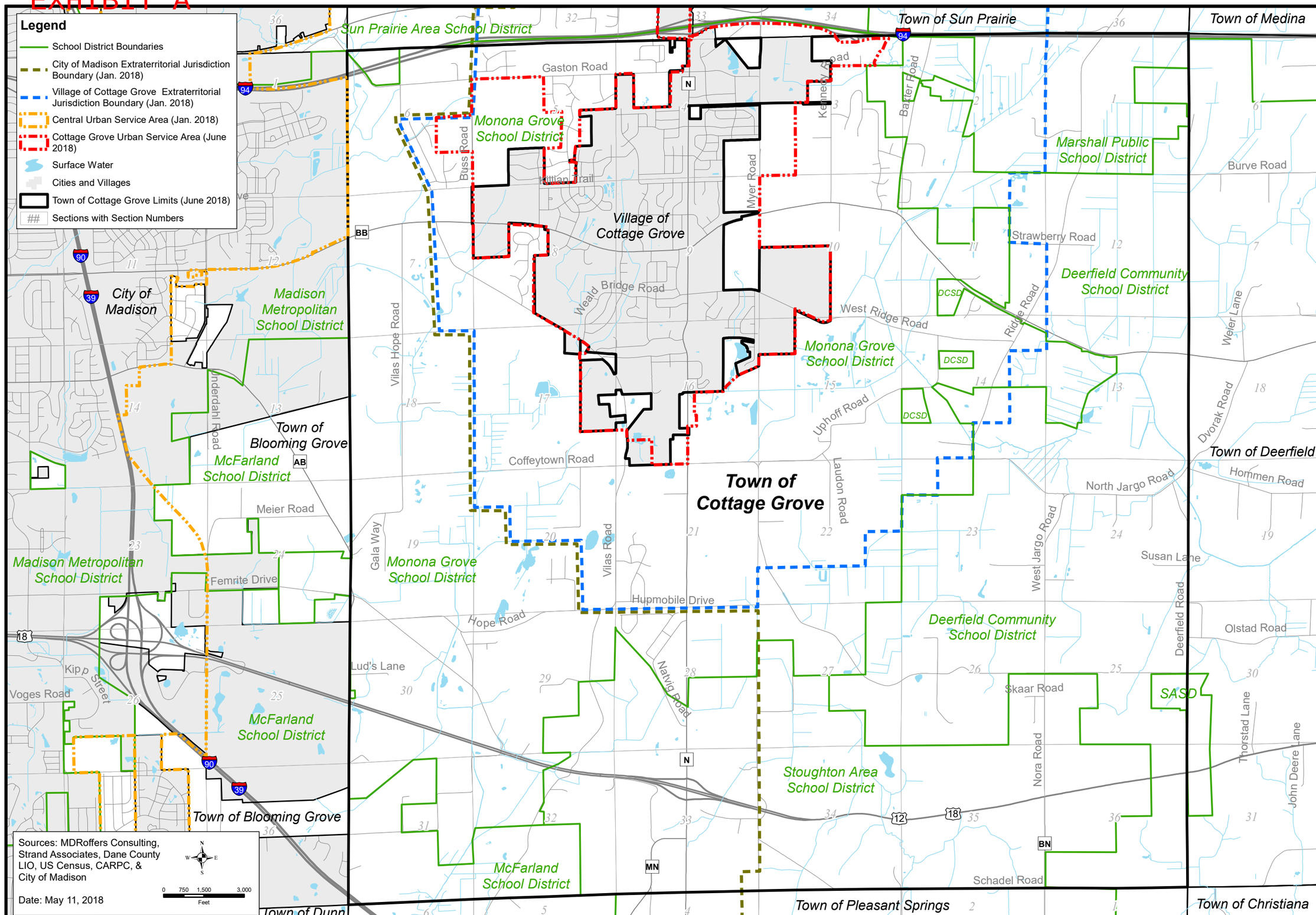
Kim Banigan, Town Clerk

Incorporated by Reference

Exhibit A: Amended Map 1, Comprehensive Plan, Conditions and Issues Volume

Exhibit B: Amended Map 10, Comprehensive Plan, Vision and Directions Volume

EXHIBIT A



JURISDICTIONAL BOUNDARIES

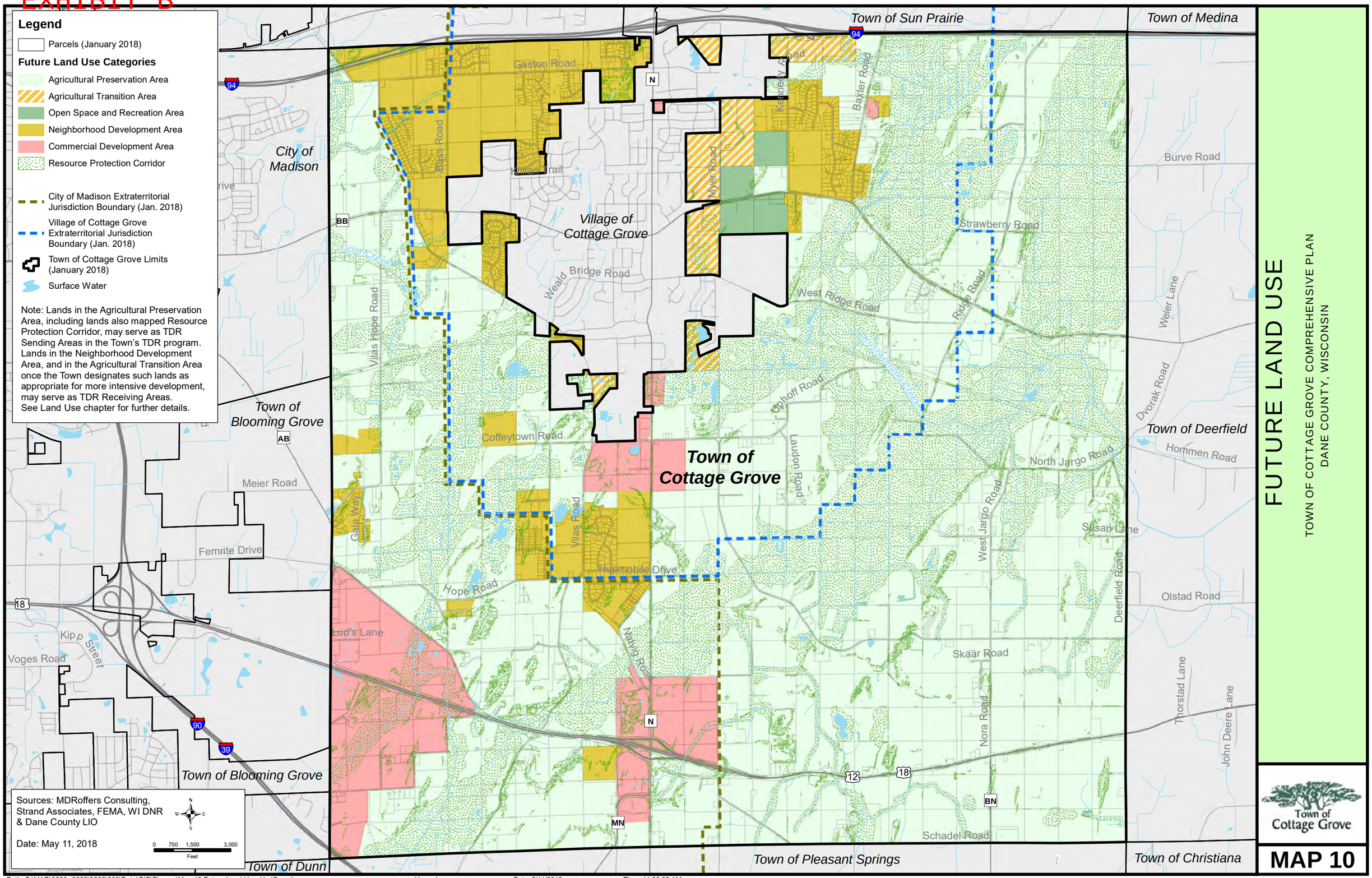
TOWN OF COTTAGE GROVE COMPREHENSIVE PLAN
DANE COUNTY, WISCONSIN

Town of Cottage Grove

MAP 1

Path: S:\MAD\3600--3699\3688\003\Data\GIS\Figures\Map 1 Jurisdictional Boundaries 11x17.mxd User: danc Date: 5/11/2018 Time: 11:38:12 AM

EXHIBIT B



Path: S:\MAD\3600--3699\3688\003\Data\GIS\Figures\Map 10 Future Land Use 11x17.mxd User: danc Date: 5/11/2018 Time: 11:36:25 AM

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
JULY 2, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, Attorney Susan Allen, and Dane County Board Supervisor Danielle Williams.

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 public hearing and Town Board meeting held on June 18, 2018 as printed. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32360-32385 from Monona State Bank, including voided check #32380 as presented. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/Fonger to approve June per diem payments as presented. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: **MOTION** by Anders/Fonger to approve two road right-of-way permits: 1) Alliant Energy/Intercon Construction to tunnel and trench parallel to the right-of-way on Skarstinden Road for underground electric secondary and pedestal and 2) MCImetro Access Transmission/Bear Communications, LLC to jack & bore and suspend on poles parallel and across the right-of-way on Gaston Road for underground and aerial fiber optic cables and vaults.id **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Plan Commission Recommendations:

1. Gordon Morauske, applicant, Larry Skaar, landowner: parcel 0711-284-9940-0 on North Star Road – requesting zone change of 12.76 acres from A-2 to C-2 for construction shop/yard: **MOTION** by Anders/Fonger to accept the Plan Commission's recommendation to approve the re-zone of 12.76 acres from A-2 to C-2 for the construction shop, yard and office, allowing only the following permitted uses:

- Under DCCO 10.13 C-1: (e) office buildings devoting not more than (2) floors of office space.
- Under DCCO 10.14 C-2:

  (f) Repairs, storage and service of contractor's machinery and equipment

  (q) Parking or storing of motor vehicles.

North Star Road right-of-way to be dedicated to the Town.

MOTION CARRIED 5-0. It was also noted that Plan Commission minutes included a recommendation by Anders that, to address the aesthetics concerns, and because this may be a cornerstone for future commercial development in the area, a berm be constructed to shield the view from North Star Road. It was agreed that this would be something to be considered as part of the Town's site approval authority.

B. Discuss/Consider interview process for public works employee applicants: Dresen reported that 13 applications had been received. He suggested that the applicants be ranked with interviews offered to the top 4-6. **MOTION** by Fonger/DuPlayee directing Dresen, Williams and DuPlayee to rank the applicants, decide who to interview, and conduct the interviews. **MOTION CARRIED 5-0.**

C. Discuss/Consider approval of color for new squad car: **MOTION** by Hampton/Williams to go with brown for the car color, keeping the red themed decal but changing the lettering of the Town of Cottage Grove to white so it will show up better on the brown car. **MOTION CARRIED 5-0.**

D. Discuss status of the Dane County's possible purchase of the farm at 3087 Luds Lane anticipated future use of same: Hampton reported that the County has found clay on the property suitable for the landfill. Supervisor Danielle Williams said the finance committee is meeting on the purchase tonight, and if it goes through, the next step will be a CUP for the clay extraction. Hampton has asked Dane County Solid Waste Manager John Welch to attend the July 25th Plan Commission meeting to give an idea of what they have planned. Discussion indicated the following are important to the Town.

- Reclamation to allow future commercial use as per the Town's plan.
- Duration of the extraction not to tie up the property any longer then necessary.
- Luds Lane rebuilt to county road standards to support truck traffic.
- Insurance to include the Town as an additional insured in case it is not properly reclaimed.
- If any hauling takes place on Femrite Drive, it would need to be repaved from the point of entry to County AB, and/or video the road ahead of time and the County must repair any damage they cause.
- Require the County to remove the large tree near the Femrite Road bridge.
- Reimbursement for the cost for the Town Engineer to oversee compliance.

Atty. Allen said conditions placed on a CUP must be substantially related to the purpose of the use and the comprehensive plan, and be measurable. She said all of the above are in line with this requirement. Hampton wondered if the Town could seek compensation for lost taxes. Atty. Allen said this could not be a condition of the CUP, but could be pursued as a side agreement. She was directed to pursue this with Chief of Staff Josh Westcott. Hampton also suggested that the County should sell land it currently owns on County N that was purchased years ago for clay extraction if they aren't going to use it.

E. The Town Board may convene in close session pursuant to Wis. Stat. 19.85(1)(e) to discuss possible cooperative agreements with neighboring municipalities: **MOTION** by Fonger/DuPlayee to convene in closed session for the reason stated above. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** Everyone except Board members, Atty. Allen, the Clerk and Treasurer left, and the closed session began at 7:41 P.M.

F. Consider/Adopt motion to reconvene to open session: **MOTION** by Anders/Williams to reconvene to open session. **MOTION CARRIED 5-0.** The closed session ended at 8:14 P.M.

III. CLERK'S OFFICE UPDATE: Today was her first day of working an additional 10 hours per week as Clerk. She listed some of the projects she is looking forward to having more time to pursue.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Before leaving prior to the closed session, Dresen reported that road maintenance projects are set to begin on July 9th.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton:

- Received notice of the County's Park & Ride grant program that includes 50% matching funds for bike trail design and construction.
- Received a letter from Richard Wood, 1965 W. Ridge Road, stating that while he likes dog parks, he does not think the former Natvig Landfill is a good site for one due to the proximity of homes.
- Received notice regarding costs for use of CARPC's planning services.
- Received notice of an amendment to the 2018-2022 Transportation Improvement Program that includes removing the Buckeye Road/CTH AB and Cottage Grove Road/CTH BB (North Star Dr. to Sprecher Rd.) reconstruction projects.
- Attended the Yahara Wins meeting. Seven applications were received for a phosphorus reduction grant.

VI. COMMITTEE REPORTS:

A. Joint Town/Village Landfill Monitoring Committee: No quorum present, meeting will be rescheduled.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:30 P.M.

Kim Banigan, Clerk
Approved 07/16/2018

TOWN OF COTTAGE GROVE
JULY 16, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, and Deputy Jennifer Grafton.

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 July 2, 2018 as printed. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32386-32407 from Monona State Bank as presented. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/DuPlayee to approve payment of $3,255.70 to General Engineering Company for June building permits. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Review June Police Activities: There were 292 Calls for service and 209 citations issued in June. Deputy Grafton said deputies have been busy, and their Facebook page has been getting more and more interest.

B. Discuss traffic counts and speed zone issues with Pamela Dunphy, Deputy Commissioner of Highway and Transportation Division: Dunphy said the speed data tells officers the most effective time for enforcement. There are two ways to modify speed limits: 1) using the 85th percentile of a speed study or 2) speed limits can be lowered in a minimum of a 1000' stretch with driveways within 250 feet of each other. For most of the roads studied, the 85th percentile of the results are at or below the posted speed limit, however it was noted that the study locations on Vilas Hope and Gaston Roads were on curves. Hampton indicated that the Town Board will refer back to the studies when considering future road maintenance needs.

Mindi Sheahan, 3827 Laudon Road, expressed her concerns over the rate of speed that vehicles are traveling at on Laudon Road, which is currently 55 mph. Deputy Grafton will see about having one of the County's speed boards placed out there.

C. Discuss and consider request to lower speed limit on Vilas Hope Road.: Ed Eklof, 4293 Vilas Hope Road, had submitted a written request on behalf of himself and other Vilas Hope Road residents to lower the speed limit between CTH BB and the railroad tracks from 45 mph to 35 mph. An email recommendation from Pam Dunphy advised that the area that could be lowered as per WI State Statutes 346.57(4)(g) and 346.57(1)(b) would begin at 2200 feet south of CTH BB and end at a point 4135 feet south of CTH BB. The Clerk had approximated this distance on a map. The reduction would require WisDOT approval in addition to the Town's approval. There was a question about whether the speed limit between CTH BB and the 2000 ft. point could also be reduced. Dunphy said that would not meet statutory requirements, but would be an acceleration/deceleration area anyway so traffic would not be traveling at higher rates of speed. Eklof questioned whether the limited sight distance near the railroad tracks could justify a lower speed limit there, but Dunphy said that did not meet statutory requirements either, nor would statutes allow for a yellow cautionary speed sign there as suggested by Fonger. Deputy Grafton thought adding more 45 mph signs would be a good first step, as she has seen some confusion from motorists about what the speed limit is. She also said that speeders will not respect any

limit posted, and lowering it to 35 mph may give residents a false sense of security. It was noted that traffic volume on Vilas Hope Road does not allow for safe backing out of driveways, and residents are advised to drive out instead.

Romayn Rote, 2964 Gaston Road, feels that things are getting carried away when it comes to speed limits, with residents wanting the limits lowered in front of their own homes but not necessarily following posted limits elsewhere. He suggested making the whole town the same speed limit.

MOTION by Anders/Williams to reduce the speed limit between the point at 2200 feet south of CTH BB to the point at 4135 feet south of CTH BB from 45 mph to 35 mph, pending WisDOT approval. Fonger noted that there is no speed data for that stretch, and said he would prefer to post more signs and run a speed test in that span before the speed limit is changed. **MOTION CARRIED 4-1** (Fonger opposed).

D. Discuss/Consider hiring committee recommendations for hiring of two public works employees: The hiring committee conducted interviews of 6 of the 13 applicants, and recommended hiring Daniel Anderson and Justin Madsen. **MOTION** by Hampton/Williams to extend offers of employment to Daniel Anderson and Justin Madsen, pending negative drug tests, at a starting wage of $19.00 per hour. Anderson will have 6 months to obtain a CDL. **MOTION CARRIED 5-0.**

E. Discuss/Consider starting wage for new public works employees: Included with motion for item D. above.

F. Discuss/Consider park reservation request for block party at American Heritage Park on August 24, 2018 from 5-9 P.M: Angela Schmit, 4546 American Way, explained that this neighborhood gathering has occurred in the past but they learned this year they are supposed to apply for a permit. Invitation/notification to neighbors will be by email and word of mouth. She said neighbors could bring their own garbage cans, but Hampton and Dresen said if garbage is placed in tied bags, the Town will pick it up. **MOTION** by Williams/DuPlayee to approve reservation of the American Heritage Park on American Way for a block party on August 24, 2018 from 5-9 P.M., waiving the park reservation fee since it is a neighborhood gathering. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: Nothing to report

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: All re-paving projects are complete, crews will start shouldering this week, and sealcoating will be done soon.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton reported that the Dane County Clerk sent notice that Leib Logging, Inc. intends to cut timber on lands owned by Rocky Rights, LLC.

B. Anders reported that Deer Grove EMS will hold a 40th anniversary celebration on July 30th.

VI. COMMITTEE REPORTS: None.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:10 P.M.

Kim Banigan, Clerk
Approved 08-06-2018

The Town of Cottage Grove recently had the Dane County Highway Department conduct traffic studies on several busy Town Roads.

Pamela Dunphy, Deputy Commissioner of the Dane Highway and Transportation Division, will be at the July 16th Town Board meeting to discuss the results, which you can find posted online at the link below:

https://drive.google.com/open?id=1jbRXP7w5K8ogKBPG5ak5IxD77wAsYg5V

The study includes vehicle types (by axle) and speed data.

If you are interested in speed limits, another thing you may want to take a look at is Wisconsin Transportation Bulletin No. 21 Setting Speed Limits on Local Roads, which outlines what authority Towns do and do not have when it comes to setting speed limits. Here is a link to that: http://www.popcenter.org/problems/speeding/PDFs/WTIC1999.pdf

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
AUGUST 6, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen and Engineer Tom TeBeest.

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 July 16, 2018 as printed. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32408-32443from Monona State Bank as presented, and voiding check #32393 which was reissued after being destroyed in the mail. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/DuPlayee to approve payment of July per diems as presented. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Plan Commission Recommendations

1. Amy Fluke, applicant and landowner, parcel 0711-303-9765-0 at 3098 Hope Hollow Trail – requesting rezone from B-1 to A-2(2) for 2.13 acres for compliance with existing residence and plans to build accessory building for personal use: **MOTION** by Williams/Anders to accept the Plan Commission's recommendation to rezone 2.13 acres from B-1 to A-2(2) for compliance with existing residence and plans to build accessory building for personal use. **MOTION CARRIED 5-0.**

2. William J. and Sheryl D. Rickerman, applicants and landowners, parcel 0711-321-8530-8 at 2760 US Highway 12 & 18 – requesting rezone of 5.07 acres from RH-2 to C-2 for Snap On tool business and a Conditional Use Permit for a caretaker's residence: **MOTION** by DuPlayee/Williams to accept the Plan Commission's recommendation to rezone 5.07 acres from RH-2 to C-2 for Snap On tool business and a Conditional Use Permit for a caretaker's residence under DCCO 10.14(2)(i), with the following conditions:

   - parking or storing of motor vehicles related to the business, limited to 4.
   - Warehousing and storage of incidentals related to permitted use.
   - Commercial building to be 40' x 40'.
   - No signage or exterior lighting.

   The six conditions under DCCO 10.255(2)(b) for the conditional use were all considered satisfied, and it was noted that while the area is not planned for commercial use, it is sandwiched between existing commercial uses. **MOTION CARRIED 5-0.**

B. Discuss and consider speed limit for Laudon Road: Hampton reported receiving numerous calls after the speed board was set up on Laudon Road and residents realized the speed limit is 55 m.p.h. Several Laudon Road residents presented reasons the limit should be reduced:

- Dan Borgrud, 3860 Laudon Road, said 55 m.p.h. seems too fast considering the pavement is only 7 feet wide, which is tight for meeting traffic, and also considering that residents

use the road for walking pets. He had not observed reckless driving, but did report vehicles going down Laudon Road and coming back at a high rate of speed.

- James Arnold, 3892 Laudon Road, said the road is not wide enough for two pickup trucks to meet.
- Heather Arnold, 3892 Laudon Road, felt the issue is with drivers who don't live on the road, and has concerns about speeds traveled over the blind hill near the Borgruds. She also mentioned that corn growing at the intersection of Laudon and Uphoff roads is blocking vision, and the curve has loose gravel on it.
- Phillip O'Leary, 3888 Laudon Road, felt the speed limit on Uphoff Road should also be considered for lowering, that the risk factors are starting to add up, including new homes at the top of the hill, narrow pavement, sharp curves, and heavy use by ag vehicles. He also thought there may be something going on at the end of Laudon Road, possibly a construction company.

MOTION by Anders/Williams to reduce the speed limit on Laudon Road to 45 m.p.h. and direct the Highway Superintendent to determine whether the corn is encroaching on the right-of-way. **MOTION CARRIED 5-0.**

C. North Star Reconstruction Project:

1. Update on plans from Engineer Thomas TeBeest: The preliminary plan includes improving 3800 feet from US Hwy 12 & 18 to the first 90 degree turn, 750 feet of which is currently paved. Soil borings show existing pavement at 5 inches. The currently paved portion has a good base already, the pavement will be pulverized and reused as base material. Finished road will include a 24 foot width of pavement with three foot shoulders for the entire length, centered on a 66 foot (4-rod) right-of-way. Currently the right-of-way is only 3 rods and the road is not centered on it, additional right-of-way will need to be acquired. Birrenkott will specify the new 66 foot corridor and draft legal documents for acquisition from the landowners. An unnamed tributary to the Yahara Rive will mean DNR involvement, and hydric soils will require a wetland delineation. It could take up to two months to obtain all the necessary permits, including a Dane County Erosion permit, two DNR permits, and possibly a wetland permit. A big tree at the bottom of the hill will need to be cut down. The drainage pattern will be the same, with a improved culverts. Utilities will need to be moved.
2. Set dates for advertisement for bids and bid opening: Hampton suggested bidding now to have the work done in the Spring of 2019, to be completed by July 1, 2019. **MOTION** by Anders/DuPlayee to publish the advertisement for bids on August 16th and 23rd, with bid opening on August 30th and awarding of bids at the first Town Board meeting in September. **MOTION CARRIED 5-0.**

D. Discuss and consider status of conditional approval of Future Land Use map amendment for parcels 0711-332-9002-0 and 0711-332-9610-0 owned by Larry G. Skaar: **MOTION** by Hampton/DuPlayee to forward the Comprehensive Plan Amendment for Dane County approval without the map amendment for parcels 0711-332-9002-0 and 0711-332-9610-0 owned by Larry G. Skaar. It can be added back in with a future amendment once the required access is obtained. **MOTION CARRIED 5-0.**

E. Discuss and consider adoption of a Town Transportation Resolution: **MOTION** by Anders/Fonger to adopt Resolution 2018-04 Town Transportation Resolution as presented. **MOTION CARRIED 5-0.** The Clerk will forward to legislators.

F. Set date for public hearing for potential dog park at former Natvig Landfill site: Consensus was to table until the Village of Cottage Grove expresses interest in cooperating with the project.

G. Set date for first Town Board meeting in September: Consensus was to hold the first Town Board meeting in September on Tuesday, September 4th due to the Labor Day holiday.

III. CLERK'S OFFICE UPDATE: Preparations for the August 14th Partisan Primary are under way. She has been looking into ETF's income continuation program as a possible better and less expensive option to the current disability insurance program.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: The two new hires will start on August 6th. Road work is complete, center striping will take place in the next week. The new playground equipment at El Margo park has been installed.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton has scheduled a joint meeting with the Town and Village of Deerfield board on September 6th to discuss cooperative boundary agreements. Willams is not available to attend.

VI. COMMITTEE REPORTS: None.

VII. Adjournment: **MOTION** by DuPlayee/Anders to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:25 P.M.

Kim Banigan, Clerk
Approved 09/04/2018

TOWN OF COTTAGE GROVE
TOWN BOARD RESOLUTION NO. 2018-04
Town Transportation Resolution

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and,

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads, as well as city and village streets and transit systems across the state; and,

WHEREAS, the Town of Cottage Grove and other local governments across Wisconsin have been highlighting our unmet transportation needs in many different avenues including events such as the historic Turnout for Transportation event in September of 2016 where local governments in every region of this state held simultaneous meetings calling on the state legislature to prioritize transportation and pass a sustainable funding package; and,

WHEREAS, while the increase in transportation funding for locals in the last budget was certainly appreciated, many still aren't back to 2011 levels when you adjust for inflation; and,

WHEREAS, local governments continue to struggle to meet even the most basic maintenance needs for our transportation system; and,

WHEREAS, states surrounding Wisconsin and across the country have stepped up with sustainable funding plans for their state and local roads; and,

WHEREAS, Wisconsin will be at a competitive disadvantage if it does not implement a revenue and spending plan that addresses both our Interstates that were built in the 1950's and 60's *and* our local and state roads; and,

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and,

WHEREAS, local governments would not be forced to turn to local wheel taxes or increased borrowing or exceeding their levy limits if the state would finally pass a sustainable funding plan for transportation; and,

WHEREAS, the Town of Cottage Grove recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin, and that both local *and* state roads need to be properly maintained in order for our economy to grow; and,

WHEREAS, from a competitive standpoint, Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees.

NOW, THEREFORE, BE IT RESOLVED by the Town of Cottage Grove to urge the Governor and Legislature to Just Fix It and agree upon a long term, sustainable solution that includes a responsible level of bonding and adjusts our user fees to adequately fund Wisconsin's transportation system. Furthermore, the Town Board directs the Clerk to send a copy of this resolution to our State Legislators and to Governor Scott Walker.

This resolution was duly considered and adopted by the Cottage Grove Town Board pursuant to a vote of 5 for and 0 against and 0 abstentions on this 6th day of Aug, 2018.

TOWN OF COTTAGE GROVE

Kristopher Hampton, Town Chair

ATTEST:

Kim Banigan, Town Clerk

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
SEPTEMBER 4, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Highway Superintendent Dan Dresen and Engineer Tom TeBeest.

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 August 6, 2018 as printed. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32444-32513 from Monona State Bank as presented, and voiding checks #32458 and #32459 which were issued for the wrong amount. **MOTION CARRIED 5-0**.

2. **MOTION** by Anders/Fonger to approve payment of August per diems as presented, and payment of $3,274.48 to General Engineering Company for July building permits. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: **MOTION** by Anders/Fonger to approve a permit for TDS Metrocom, LLC to install fiber underground along a portion of Siggelkow Road and on Alliant Energy poles along Siggelkow, South Hope, Hope, Vilas and Coffeytown Roads. Applicant and all sub-contractors must provide proof of insurance showing the Town as an additional insured. **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Plan Commission Recommendations

1. Edward J. and Carol Knapton, applicants and landowners, parcels 0711-073-8090-2 and 0711-073-8390-9 at 4311 Vilas Hope Road – requesting rezone of 34.0 acres from A1-EX and C-2 to A-B with a Conditional Use Permit to allow for agriculture related use (garden center), landscaping business, and residence for owner of agricultural operation (farm residence) (for zoning compliance for existing business): Ed and Marge Eklof were present to represent the Knaptons. No one spoke in favor or opposition. **MOTION** by Fonger/DuPlayee to accept the Plan Commission's recommendation to approve the rezone of 34.0 acres from A1-EX and C-2 to A-B, with a Conditional Use permit under DCCO 10.121(3)(b)2 to allow for agriculture related use (garden center) and under DCCO 10.121(3)(a)1 to allow for a residence for the owner of the agricultural operation. All six conditions under DCCO 10.255(2)(b) were considered satisfied. **MOTION CARRIED 5-0.**

2. Huston Real Estate LLC – Dennis Richardson, Agent/Applicant, Joseph & Kimberly Bessetti, landowners – requesting rezone of 5.208 acres from parcel 0711-212-8500-6 at 2621 Coffeytown Road from A-2 to C-2 for expansion of construction business: Dennis Richardson and Dale Huston were present. No one spoke in favor or opposition. **MOTION** by Fonger/Anders to accept the Plan Commission's recommendation to approve the rezone of 5.208 acres from A-2 to C-2, allowing for DCCO 10.14(1)(f) Repairs, storage and service of contractor's machinery and equipment, and any other allowable uses of the adjacent zoned C-2 property owned by Huston Real Estate LLC. Road right-of-way to be dedicated to the Town. **MOTION CARRIED 5-0.**

B. Discuss/Consider awarding of bids for North Star Road Improvements: (See Appendix A, recommendation of award letter from Town and Country Engineering, Inc.) Five bids were received, and Town Engineer Thomas TeBeest recommended acceptance of the lowest bid from R.G. Huston Company, Inc. with a 10% contingency for unexpected conditions since the contract is on a unit price basis. TeBeest estimated it will be 30-60 days before all permits are in hand, noting that a wetland determination and delineation has been contracted and is scheduled for this Thursday. **MOTION** by Fonger/DuPlayee to award both the base bid and Supplemental Bid to R.G. Huston Company, Inc., with base bid at $539,841.25 and supplemental bid at $16,400.00. **MOTION CARRIED 5-0.** Jodi Coon, 3385 North Star Road, asked if the Town is aware of a drain tile and TeBeest said yes, and that the supplemental bid includes an item for further drain tile exploration.

C. Discuss and consider approval State/Municipal agreements for State-Let local bridge projects:

1. Koshkonong Creek Bridge P130151 (Uphoff Road)
2. Door Creek Bridge P130939 (Femrite Drive)

TeBeest said the bridges must be constructed within 6 years, but currently both agreements show construction in 2021. He suggested that instead one could be constructed in 2020 and one in 2021, with engineering work performed the year prior to construction. He noted that there may be cost efficiencies in having all of the engineering work done at the same time, and discussion was that borrowing for both projects at the same time may come with a lower interest rate. Hampton said he would like the work to be completed over the summer when school is out, but TeBeest said these projects are often done in the winter. Hampton also said that he had mentioned re-construction of the Femrite Road bridge during recent discussions with City of Madison planning staff, suggesting that if they have plans that would indicate the need for a larger bridge there, the City should notify the Town and plan to contribute toward any additional cost. TeBeest recommended Jewell and Associates for engineering work. Consensus was to table the approval of the agreements until the September 17th meeting. Hampton will attempt to meet with a Jewell and Associates representative in the meantime, and have him/her come to the September 17th meeting.

D. Discuss/Consider borrowing needs to fund 2018 road maintenance projects and North Star Road improvements:

- Funding of 2018 road maintenance projects: The 2018 budget incluces $268,000 in promissory note proceeds, however year to date expenditures for Highway Maintenance Contracts and Contractor Expense exceed budgeted amounts by a total of $32,148.07. LRIP funds are expected to reimburse $14,114 of this. The Clerk stated that the Treasurer had advised her that the overages could be covered by the fund balance without additional borrowing. **MOTION** by Anders/Williams to direct the Treasurer to obtain quotes for borrowing $286,000 to include the budgeted borrowing plus $18,000 of the overages, to be paid back on March 15, 2019. **MOTION CARRIED 5-0.**
- Funding of North Star Road improvements: The Clerk provided a spreadsheet showing current and estimated tax revenues from the properties with current potential commercial development along North Star Road, along with amortization schedules for various borrowing terms, and said it seemed to her that borrowing for a longer term would allow time for commercial growth to occur to provide a tax base to help fund the improvements to North Star Road. She read from the minutes of the June 4th Town Board meeting when Mike Harrigan of Ehlers provided an overview of borrowing options available to the Town, noting in particular that bonding would not allow for early payment without

penalty. Hampton suggested that funding for the two bridges discussed above should be included with the borrowing for North Star Road improvements, however there were concerns about having to pay interest on that money so long before it is needed. Dale Huston indicated that work could begin on North Star Road yet this year, weather permitting. Bridge construction would likely not be until 2020. Consensus was to direct the Treasurer to obtain 10 year borrowing quotes from the State Trust Fund and local banks for the North Star Road improvements bid price plus 10% ($611,865.38) plus bridge engineering ($126,660.00) plus bridge construction ($985,375.00), if the funds could be taken out in more than one draw. If it would all need to be taken in one draw, bridge construction costs should not be included in the quote. TeBeest said there will likely be $15,000 to $25,000 in additional costs related to the North Star Road improvements, but board members did not want to include those costs in their borrowing total.

E. Discuss/Consider approval of Pee Wee Football practice to be held at Cedar Knolls park in September and October of 2018: **MOTION** by Anders/Williams to approve the use of Cedar Knolls Park for Pee Wee Football practice in September and October of 2018, with the park reservation fee waived. **MOTION CARRIED 5-0.**

F. Private driveway to 4026 County Road N (Dale and Joanne Huston), from County N to second driveway of Emergency Services Building:

1. Discuss/Consider obtaining an easement for the Town and Village to utilize for Emergency Services Building access: Hampton reported that the Village of Cottage Grove's attorney is working on this easement. Consensus was to table this topic until the September 17th meeting.
2. Discuss/Consider Wolf Paving change order to pave this portion of the driveway along with the Emergency Services Building parking lot re-paving project: **MOTION** by Hampton/DuPlayee to approve the additional 4" asphalt area (fine grade and pave 646 yards) for a total cost of $12,015.60, with payment split into thirds between the Town, the Village and Dale and Joanne Huston. **MOTION CARRIED 5-0.**

G. Discuss/Consider agenda items for next joint meeting with the Cottage Grove Village Board: Hampton offered September 27th to the Village President as a potential meeting date. Suggested agenda items included a dog park at the former Natvig landfill site, a 10 year boundary agreement, report on the recent DNR inspection of the Natvig landfill site, and updating of the Emergency Government Agreement. The Clerk was directed to email the Village President and Clerk with these agenda items and an inquiry as to whether the proposed date is doable.

H. Discuss/Consider approval of attendees for Wisconsin Towns Association Convention in October: **MOTION** by Hampton/Williams to approve DuPlayee to attend the WTA Convention on October 15th. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: There were 891 voters at the August 14th Partisan primary, and things went smoothly. The Town will have four ballots at the November 6th General Election, two from each reporting unit. The County Clerk has advised that the Automark voter assist terminal will be phased out by 2021, and is strongly encouraging the purchase of an ExpressVOTE in 2019 or 2020. The Clerk suggested it may make sense to purchase one in 2019 when there will likely be only the Spring election to budget for.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: The two new hires are doing well. Water has been over Ridge Road due to recent heavy rains, as high as 14" deep at times. The recently approved lower speed limits on Vilas Hope and Laudon roads have been posted. Blacktopping of the Emergency Services Building is scheduled for next week.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton:

- A recent DNR inspection of the former Natvig Landfill site found some monitoring devices are missing locks or clear labels, and directed that a sign identifying the closed landfill site is required.
- He received the 2019-23 Transportation Improvement Program. Williams was interested and took the report documents.
- He met with City of Madison planning staff who indicated they are interested in the north-west corner of the Town and the area around Hwy 12 & 18. They seemed willing to consider the Door Creek marsh area as a permanent boundary, assuming the Village of Cottage Grove would agree to a permanent boundary as well.

VI. COMMITTEE REPORTS: Fonger reported that Allliant Energy will have a representative at tomorrow night's Emergency Government Committee meeting to discuss utilities in the Town and Village.

VII. Adjournment: **MOTION** by DuPlayee/Anders to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:25 P.M.

Kim Banigan, Clerk
Approved 09/17/2018

CLOSED SESSION D R A F T
TOWN OF COTTAGE GROVE
TOWN OF DEERFIELD
VILLAGE OF DEERFIELD
SEPTEMBER 6, 2018

NOT A PUBLIC RECORD

I. The Boards may convene in close session pursuant to Wis. Stat. 19.85(1)(e) to discuss possible cooperative agreements with neighboring municipalities:

Those present included:

Cottage Grove Town Board: Chair Kris Hampton, Supervisors Mike DuPlayee and Mike Fonger. Supervisor Steve Anders arrived at 6:55 P.M. Town Clerk Kim Banigan and Attorney Susan Allen were also present.

Deerfield Town Board: Chair Mike Schlobohm, Supervisors Nick Brattlie and Dan Kelley. Supervisor Randy Behlke arrived at 6:47 P.M. Town Clerk Robin Untz was also present.

Deerfield Village Board: President Greg Frutiger, Trustees Scott Tebon, David Wilkinson and Arnold Evensen. Clerk Elizabeth McCredie was also present.

MOTION by Mike DuPlayee/Mike Fonger to convene in closed session for the reason stated above. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The closed session began at 6:36 P.M.

Hampton began the discussion by saying that the Town of Cottage Grove has a desire to control residential growth proposed for the Monona Grove School District and stop annexations by the Village of Cottage Grove and City of Madison. He felt that the Town of Cottage Grove has more similar values to the Town and Village of Deerfield than it does to the Village of Cottage Grove or City of Madison, which is why he scheduled this meeting and invited Attorney Allen to provide some education on what cooperative boundary agreements can or cannot do.

Atty. Allen said cooperative boundary agreements allow adjacent municipalities to reach agreements about where lines are drawn, and can include one or more being absorbed into another, fully or partially. As opposed to annexations, cooperative boundary agreements offer flexible options that can occur over time and allow for such things as continuity of values. The agreements are subject to procedural and content requirements, including a DOA review process. Once an agreement is in place, annexations by municipalities outside of the agreement would be prohibited, however challenges to the process in progress are allowed.

Atty. Allen then described the process, which would include each municipality adopting a resolution, notification of State agencies, and public hearings. No referendum is required, however electors can request one. Each municipal board must vote to adopt the agreement, which is then forwarded to the DOA for approval. Atty. Allen said in her experience, the DOA has been transparent and cooperative in their review process.

General content requirements for the agreement include identification and timeline of boundary changes, conditions that must be met before changes can occur, explanations of whether changes are permanent or temporary, how services will be provided, and how the process and end results are compliant with each participating municipality's comprehensive plan. The DOA evaluation will include confirmation of sufficient details, consistency with comprehensive plans and state and local laws, provision of services, compactness/contiguousness of boundaries, consistency with purpose.

Board members expressed concerns over resistance or reactions by the City of Madison and Village of Cottage Grove, including both legal challenges or stepped up annexations to grab land before an agreement can be finalized. Atty. Allen suggested they could be invited to participate in the agreement.

Other concerns included costs, benefits to the Town and Village of Deerfield, and how a consolidated municipality would be organized administratively.

Identified common ground for the three municipalities included a shared EMS district and police services of the Dane County Sheriff's Office. Annexations of the Town of Cottage Grove would reduce the tax base for the shared EMS district. Hampton suggested the Village of Deerfield would benefit from the additional borrowing power the additional equalized value would allow, and additional land that would not have to be fought for. Schlobohm thought any benefits to the Town of Deerfield would be long term.

Hampton asked if there is interest in continuing this discussion. General consensus was that it is too early to say yes or no. Clear benefits and cost estimates for all three parties would be needed. Each board should work on a list of pros and cons for their own municipality. Atty. Allen will forward links to relevant resources on the DOA web site. McCredit suggested an advisory referendum in April of 2019 might be a good idea.

II. Consider/Adopt motion to reconvene to open session: **MOTION** by DuPlayee/Frutiger to reconvene to open session. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The closed session ended at 7:34 P.M.

Respectfully submitted by Kim Banigan, Cottage Grove Town Clerk

JOINT BOARD MEETING D R A F T
TOWN OF COTTAGE GROVE
TOWN OF DEERFIELD
VILLAGE OF DEERFIELD
SEPTEMBER 6, 2018

I. Cottage Grove Town Board:

A. Determination that a quorum is present and that the meeting was properly posted. Town Chair Kris Hampton stated that the meeting was property posted. Supervisors Mike Fonger and Mike DuPlayee were also present. Town Attorney Susan Anderson and Clerk Kim Banigan were also present. Supervisor Steve Anders arrived at 6:55 P.M.

B. Call to Order: Hampton called the Town Board to order at 6:32 P.M.

II. Deerfield Town Board

A. Determination that a quorum is present and that the meeting was properly posted: Town Chair Mike Schlobohm stated that the meeting was properly posted. Supervisors Nick Brattlie, and Dan Kelley were also present. Town Clerk Rubin Untz was also present. Supervisor Randy Behlke arrived at 6:47 P.M.

B. Call to Order: Schlobohm called the Town Board to order at 6:33 P.M.

III. Deerfield Village Board

A. Determination that a quorum is present and that the meeting was properly posted: President Greg Frutiger stated that the meeting was properly posted. Trustees Scott Tebon, David Wilkinson, and Arnold Evensen were also present. Village Clerk Elizabeth McCredie was also present.

B. Call to Order: Frutiger called the Village Board to order at 6:34 P.M.

IV. The Boards may convene in close session pursuant to Wis. Stat. 19.85(1)(e) to discuss possible cooperative agreements with neighboring municipalities: **MOTION** by DuPlayee/Fonger to convene in closed session for the reason stated above. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The Closed session began at 6:36 P.M.

V. Consider/Adopt motion to reconvene to open session: **MOTION** by DuPlayee/Frutiger to reconvene to open session. **MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.** The closed session ended at 7:34 P.M., and no action was taken as a result.

VI. Adjournment

A. Cottage Grove Town Board: **MOTION** by DuPlayee/Anders to adjourn the Town Board. **MOTION CARRIED 4-0.**

B. Deerfield Town Board: **MOTION** by Schlobohm/Brattlie to adjourn the Town Board. **MOTION CARRIED 4-0.**

C. Deerfield Village Board: **MOTION** by Frutiger/Wilkinson to adjourn the Village Board. **MOTION CARRIED 4-0.**

The meeting ended at 7:35 P.M.

Respectfully submitted by Kim Banigan, Cottage Grove Town Clerk

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
SEPTEMBER 17, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen and Deputy Jennifer Grafton.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on September 4, 2018 as printed. **MOTION CARRIED 5-0**.

2. **MOTION** by DuPlayee/Anders to approve the open and closed session minutes from the joint board meeting held on September 6, 2018, keeping the closed session minutes closed. **MOTION CARRIED 4-0-1** (Williams abstained).

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #32514-32537 from Monona Bank as presented. **MOTION CARRIED 5-0**.

2. **MOTION** by Anders/Fonger to approve payment of $2,303.97 to General Engineering Company for August building permits. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits: **MOTION** by Anders/DuPlayee to approve a permit for Alliant Energy/Intercon Construction to drill and trench underground for installation of new gas service at 2574 Bass Road. **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Review August Police activities: There were 295 calls for service and 172 citations issued in August, including 118 for speeding, which was up from 88 in July. Deputy Grafton reported that there continue to be frequent crashes at US Hwy 12 & 18 and County AB, mostly during morning hours when the sun is in drivers' eyes. Deerfield has had a rash of thefts from unlocked autos. Deputy Biwer is expected to return to duty on October 10th.

B. Discuss/Consider the speed limit between the point at 2200 feet south of CTH BB to the point at 4135 feet south of CTH BB: Deputy Grafton is finding the new 35 mph speed limit difficult to enforce due to the zone's short length, and also is concerned about rear-end collisions due to drivers hitting the brakes when they realize they have arrived in the speed zone. She would prefer that the speed limit begin at County BB, or suggested maybe a speed zone ahead sign might help. She estimated that about 30% of drivers are actually slowing down. Residents within the speed zone, including Colleen Richart at 4264 Vilas Hope Road, and Jill Zakowski at 4281 Vilas Hope Road, feel that the lower speed limit is making a noticeable difference in traffic speed, and feel safer because of it. Zakwoski noted measurements taken by her husband Max showed an average driveway spacing of 164 feet in the 1.12 mile stretch between County Highway BB and the railroad tracks, and suggested this entire length would meet the State's requirement for a 35 mph speed limit. Dresen said Dane County Deputy Commissioner of Highway and Transportation already told the town that the only area that qualified for the reduction is the current 35 mph zone. Correspondence from Attorney Susan Allen recommended a speed study be conducted before any further action is taken. **MOTION** by Hampton/Williams to contract with Dane County to conduct a speed study to include three data collection points: one at the first 35 mph speed limit sign south of County BB, one within the 35 mph speed zone,

and one south of the speed zone but significantly north of the curve at Galar Industries. **MOTION CARRIED 5-0.**

C. Discuss/Consider participation in drug takeback day on October 27, 2018: Deputy Grafton said that if the Town wants to participate, the registration deadline is October 5th. The Clerk mentioned seeing that CGPD is hosting a takeback at Forward Pharmacy that day. Consensus was that one location in the community is probably enough.

D. Update/referendum briefing from Monona Grove School District Superintendent Dan Olson: Olson used a slide presentation to demonstrate the need for additional funding of facilities requested by the two referendum questions that will be on the November 6th ballot. He cited growth of the community as the first reason, and said that all three of the Cottage Grove schools will exceed their capacities in the next 5 years. Capacity is not an issue at Winnequah, and the High School should be adequate for another 10 – 12 years. Question #1will ask for $57 million of funding, including $33.5 million to build a new elementary school in Cottage Grove for grades 3-5, with the remainder to address safety/security needs and deferred maintenance on existing schools. Question #2 will ask for $930,000 per year to operate the new elementary school. He said that now is the appropriate time to ask for this funding since some of the district's debt will be falling off in 2019, enrollment projections show the need for additional capacity, and deferred maintenance is becoming an issue. Director of Business Services Jerrud Rossing was also present, and answered questions from the board related to current debt of the district. He said currently the district has $53 million in debt, and that $4.9 million of the annual budget currently goes toward debt service. $2 million of debt from the 1997 referendum to fund the new High School will fall off in May of 2019. Fonger asked how the district ranks based on taxes per student statewide, a clear answer was not given. Williams asked about open enrollment. Olson said the district can deny applications if space is unavailable. Currently there are about 300 open enrollment students. No new open enrollments have been accepted at the middle school for several years. Williams also asked what alternatives to a new school were considered. Olson said Maywood is currently leased out to Madison schools and would require too much renovation to be viable for the district's needs. He also said that a second middle school in Monona would only have about 300 students, and would be unable to have the same offerings as Glacial Drumlin has. Other buildings have cafeterias and gymnasiums too small to viably add classrooms. Hampton asked if all of the maintenance proposed by the 2016 referendum has been completed. Olson said there was not enough funding to cover all of the maintenance needed at Winnequah, but felt that if the proposed referendum passes, deferred maintenance could all be addressed, and assuming current State funding levels continue, future maintenance will not need to be deferred. Hampton also asked what will happen if one question passes but the other does not. Olson said if the new school is approved but the operating funds are not, the district may need to reduce maintenance in order to provide operating funds. Olson said that the public can get more information about the referenda at open houses planned for October 8th and 9th, along with "donuts with Dan" sessions and an e-newsletter.

E. Discuss and consider approval of State/Municipal agreements for State-Let local bridge projects:

1. Koshkonong Creek Bridge P130151 (Uphoff Road)
2. Door Creek Bridge P130939 (Femrite Drive)

Hampton reported that he met with Greg Jewell of Jewell and Associates and learned that there is no reason to borrow to fund the bridge projects any time soon since bills will go to the State first, then the State will bill the Town for its share, possibly not until up to a year later. The Clerk noted that a County grant could also reimburse half of the Town's share. The design and

construction process has many requirements, starting with a selection process for the design contractor. **MOTION** by Anders/Williams to approve State/Municipal agreements for State-Let local bridge projects including both the Koshkonong Creek Bridge P130151 (Uphoff Road) and Door Creek Bridge P130939 (Femrite Drive). **MOTION CARRIED 5-0.**

F. Private driveway to 4026 County Road N (Dale & Joan Huston), from County N to second driveway of Emergency Services Building: Discuss and consider obtaining an easement for the Town and Village to utilize for Emergency Services Building access: Hampton said a survey is in the works. **MOTION** by Williams/Hampton to table until the survey is complete. **MOTION CARRIED 5-0.**

G. Discuss/Consider approval of contract for EMS Billing services by and between the Deer Grove EMS District and Life Line Billing Systems, LLC, including Master Services Agreement, and Statements of Work for Account Servicing and Account Collections: Hampton reported that the only change to the existing contract is a half-percent reduction in the fee for accounts receivable. There is no change to the fee for collections. Williams said the Commission put out an RFP and this truly was the best response. **MOTION** by Williams/DuPlayee to approve the contract for EMS Billing services by and between the Deer Grove EMS District and Life Line Billing Systems as presented. **MOTION CARRIED 5-0.**

H. Discuss/Consider quotes for loan to fund 2018 public works projects: Two quotes were received, both for interest and principal totaling $286,000 due on March 15, 2019:

- Monona Bank: $2.85% interest, principal amount of $282,362.17
- Bank of Sun Prairie: 3.715% interest, principal amount of $281,250.00

MOTION by Williams/DuPlayee to accept Monona Bank's quote. **MOTION CARRIED 5-0.**

I. Discuss/Consider storage building quotes: Hampton and Dresen explained that the flat roof on the salt shed is in need of replacement, and storage space for the mowers is needed, so they thought it would be worth getting quotes on what it would cost to build storage over the salt shed. Hampton said there are unassigned funds that could be used for this purpose. Three quotes were received:

- Kudrna Construction, Inc.: $24,000.
- MK Enterprises: $24,800.
- Masterpiece Exteriors, Inc: $29,500.

Discussion was that while Materpiece Exteriors, Inc. provided the highest priced quote, it was also the most complete of the three, included 2 x 6 vs. 2 x 4 construction, and offered a 10 year workmanship guarantee. **MOTION** by DuPlayee/Williams to accept the quote from Masterpiece Exteriors, Inc., not to exceed $29,500 and to be completed by November 15, 2018. **MOTION CARRIED 5-0.**

J. Update on North Star Road right-of-way acquisition: Hampton reported that right-of-way dedication is needed from four properties, including the current 3-rod right-of-way plus additional to provide the required 4th rod: 0.658 acres from Swalheim Trust (Duane Swalheim), 0.981 acres Larry Skaar, 0.347 acres from Steve Banovetz, and 1.489 acres from Coon/Swalhem. Hampton said that Swalheim trust, Skaar and Banovetz have expressed willingness to dedicate theirs. Richard Swalheim, representing his niece Jodi Coon who is on vacation, asked why the new road is not planned to be centered on the section line. Upon inspection of the road plans, it appeared Swalheim was correct that the center line of the new road is slightly west of the center line, which means a larger land loss for Coon/Swalheim. The question became whether

Coon/Swalheim would be willing to dedicate the land if the road is centered on the section line. Jodi Coon will be back in time for the next meeting.

K. Discuss/Consider staff credit card spending limits: Abel said that the current $500 limit for each of the three cardholders is not enough to cover some of the larger single purchases. Dresen said parts can easily exceed $500, and a barrel of oil is over $800. Vendors are not willing to invoice for these items. Abel also needs a larger amount for the upcoming annual renewal of payroll services for Quickbooks. The aggregate limit for the three cardholders is $5,000, and the Treasurer, or alternately the Clerk, have access to change individual limits, but don't want to have to be doing it all the time. Abel suggested a limit of $1,000 each would be more reasonable. **MOTION** by Hampton/Williams to increase the credit card spending limit to $1,000 each for the Treasurer, Clerk and Dresen. **MOTION CARRIED 5-0.**

L. Set dates for 2019 budget workshop meetings: A budget workshop was scheduled for 6:30 P.M. on Wednesday, October 17th, and tentatively at 6:30 P.M. on Tuesday, October 23rd if a second meeting is needed.

M. Discuss/Consider attendees for Conditional Use Permit Training at the Town of Verona on October 11th: **MOTION** by Hampton/Williams to send the Clerk, and Town Board and Plan Commission members to the training. **MOTION CARRIED 5-0.** (Hampton said he will not be able to attend).

III. CLERK'S OFFICE UPDATE: She sent out the first batch of absentee ballots for the Nov. 6th election today.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Crack filling is finished, which completes 2018 road maintenance projects. Paving of the Emergency Service Building parking lot was done last week, unfortunately at a cost greatly exceeding the estimate due to an error by the vendor. Discussion was to see if a compromise can be reached, although Fonger was against the Town bearing any of the additional cost. The Turbo and starter on the 2010 International patrol truck went out. Public Works employees are planning to do the repairs themselves.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Hampton received notice that Hydrite has requested a Class 1 modification to their plan of operations. He will forward it to the Fire Department.

B. Anders met with the Chair from the Town of Medina and learned that they have called in the State Patrol to address overweight trucks traveling on their roads.

VI. COMMITTEE REPORTS:

A. Emergency Government Committee: Fonger reported that Alliant Energy made a great presentation to the committee about natural gas safety in the community. The two new TVs are installed in the EOC, and cell phones are operable.

VII. Adjournment: **MOTION** by DuPlayee/Hampton to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 9:54 P.M.

Kim Banigan, Clerk
Approved 10-01-2018

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
OCTOBER 1, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, and Highway Superintendent Dan Dresen. (Hampton dismissed the Treasurer at 8:55 P.M.)

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 September 17, 2018 as printed. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32538-32566 from Monona Bank as presented. **MOTION CARRIED 5-0**.

2. **MOTION** by Anders/DuPlayee to approve payment of September per diems as presented. **MOTION CARRIED 5-0.**

E. Public Concerns: None.

F. Road Right of Way Permits:

1. **MOTION** by Anders/Williams to approve a permit for RG Huston Company to regrade the ditch/shoulders on Peiper Road and install concrete flume(s) where needed. Fees waived since this will benefit the Town. **MOTION CARRIED 5-0.**

2. **MOTION** by Anders/Williams to approve a permit for Charter Spectrum/Michels Corporation to drill parallel to the right-of-way to replace damaged existing underground conduit/coaxial cable (313'). **MOTION CARRIED 5-0.**

II. BUSINESS:

A. Plan Commission Recommendations:

1. Michael F. Fonger, applicant and landowner – seeking rezone of parcel 0711-071-9575-0 (.16 acres with storage building) from R-1A to RH-2 to be combined with Lot 3, CSM #2739 at 2953 County Highway BB: **MOTION** by Williams/DuPlayee to accept the Plan Commission's recommendation to approve the rezone of parcel 0711-071-9575-0 (.16 acres with storage building) from R-1A to RH-2 to be combined with Lot 3, CSM #2739 at 2953 County Highway BB. **MOTION CARRIED 4-0-1** (Fonger abstained).

2. Daniel Goff, applicant and landowner, parcel 0711-071-9080-0 at 3019 County Highway BB currently zoned C2, asking to add automobile repairs as a permitted use: **MOTION** by Anders/DuPlayee to accept the Plan Commission's recommendation to approve C2 permitted uses limited to DCCO 10.14(1)(b) Major repairs of motor vehicles and (c) sales of new and used motor vehicles, with a maximum of 12 exterior displayed vehicles (this does not apply to occasional parking of up to 4 other vehicles related to the business, i.e. employee vehicles). Hours of business open for sales and service limited to 7 a.m. to 6 p.m., Monday through Friday and 8 a.m. to 2 p.m. on Saturday. Repairs could be made outside of business hours as long as the doors are closed and it does not disturb the neighbors. No Sunday hours allowed. All inoperable vehicles must be kept inside, all service work must be performed inside buildings, and all hazardous waste must be handled within State and Federal specifications. (Removal of the permission for general, mechanical and landscape contracting businesses currently allowed would be included under this motion). **MOTION CARRIED 5-0.**

B. Discuss and consider history and options for North Star Road right-of-way: Surveyor Daniel Birrenkott provided a history of the road. It was originally laid out as a 3-rod road described as being centered on the section line, however was actually built to the west of there, presumably to go around a tobacco shed, which Birrenkott says he sees frequently. Current plans for reconstruction show the road centered 13.5 feet to the west of the section line, based on the center of the current pavement. This was questioned at the last meeting by Richard Swalheim on behalf of landowner Jodi Coon. Centering on the section line would require less land from Coon, however would impact Lot 2 of CSM 13360, putting the road closer to an existing home. Ms. Coon indicated she is not willing to sell or dedicate any land, or allow any easements because she is not in favor of the improvements and sees no benefit from them. **MOTION** by Anders/DuPlayee directing the surveyor to redraw the road as a 4-rod road centered on the section line, and calculate the impact on all affected properties, showing acreage both including and excluding the existing right-of-way. **MOTION CARRIED 5-0.**

C. Private driveway to 4026 County Road N (Dale & Joanne Huston), from County N to second driveway of Emergency Services Building: Discuss and consider obtaining an easement for the Town and Village to utilize for Emergency Services Building access: An easement document drafted by Village Attorney Lee Boushea was reviewed, and several errors were identified. Hampton suggested as an alternative to the easement, Hustons could be asked to dedicate that portion of the driveway as a Town Road. **MOTION** by Fonger/Williams to table for a clean copy of the draft easement. **MOTION CARRIED 5-0.**

D. Discuss/Consider adoption of a resolution authorizing the borrowing of $282,362.17; providing for the issuance and sale of a general obligation promissory note therefor; and levying a tax in connection therewith (funding for 2018 road maintenance projects). **MOTION** by Fonger/DuPlayee to adopt the above as presented, this will be Resolution 2018-05. **MOTION CARRIED 5-0.**

E. Discuss/Consider approval of the 2019 Deer-Grove EMS Budget: The Town's portion for 2019 will be $160,016.66, up $2,561.14 from 2018. Hampton noted that wages include $20,000 to allow for 16 hours of additional LTE staffing per week. **MOTION** by Williams/Anders to approve the 2019 DGEMS budget as presented, with total expenditures at $434,756.00 **MOTION CARRIED 5-0.**

F. Discuss/Consider approval of the Collective Bargaining Agreement Between the Deer-Grove Emergency Medical Services District and the International Association of Firefighters Local 311 for the period January 1, 2019 to December 31, 2021: **MOTION** by Williams/Anders to approve the Collective Bargaining Agreement as presented. **MOTION CARRIED 5-0.**

G. Discuss/Consider approval of Agreement with Strand Associates for 2019 Services for the Natvig Road Landfill: The proposed agreement includes an increase of $550 compared to the 2018 agreement. **MOTION** by DuPlayee/Fonger to approve the Agreement for 2019 Services as presented. **MOTION CARRIED 5-0.**

H. Consider rescheduling first Town Board meeting in November: The clerk asked if the November 5th meeting could be rescheduled to allow for the meeting room to be set up for election during the day on that Monday. Consensus was to reschedule the meeting to Thursday, November 1st.

III. CLERK'S OFFICE UPDATE:

A. A demonstration of the Express Vote accessible voting equipment is scheduled for 6:00 p.m. on Wednesday, October 17th, preceding the budget workshop. The Clerk hopes board members will attend, and will also invite election workers.

B. Public works employees and two board members still need to complete recommended NIMS training.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Dresen has started working on the 2019 budget. Final mowing of ditches will begin soon, and crews are preparing for snow. Permits for the new storage building have been obtained, construction will begin in early November.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton reported that the 2019 Yahara Wins draft budget is available in the Town Office. He asked board members to make a list of pros and cons for a future discussion with the Deerfield Town and Village Boards regarding a cooperative boundary agreement.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS Commission: Interviews of Chief applicants are under way, and the 2019 budget is complete.

B. Joint Town/Village Landfill Monitoring Committee: Dresen will repair the broken vent pipe tomorrow.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:28 P.M.

Kim Banigan, Clerk
Appproved 10/15/2018

RESOLUTION

RESOLUTION NO. 2018-05

RESOLUTION AUTHORIZING THE BORROWING OF $282,362.17; PROVIDING FOR THE ISSUANCE AND SALE OF A GENERAL OBLIGATION PROMISSORY NOTE THEREFOR; AND LEVYING A TAX IN CONNECTION THEREWITH

WHEREAS, the Town Board (the "Governing Body") hereby finds and determines that it is necessary, desirable and in the best interest of the Town of Cottage Grove, Dane County(ies), Wisconsin (the "Issuer") to raise funds for the purpose of:

Public works road maintenance projects

(the "Borrowing Purpose"); and

WHEREAS, the Governing Body hereby finds and determines that the Borrowing Purpose is within the Issuer's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b)of the Wisconsin Statutes; and

WHEREAS, the Issuer is authorized by the provisions of Section 67.12(12) of the Wisconsin Statutes to borrow money and issue general obligation promissory notes for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Issuer that:

Section 1. Authorization of the Note. For the purpose of paying the cost of the Borrowing Purpose, there shall be borrowed pursuant to Section 67.12(12) of the Wisconsin Statutes, the principal sum of $282,362.17 from Monona Bank (the "Lender") in accordance with the terms set forth herein.

Section 2. Issuance of the Note. To evidence such indebtedness, the Chairperson and the Clerk are hereby authorized, empowered and directed to make, execute, issue and deliver to the Lender for, on behalf of and in the name of the Issuer, a general obligation promissory note aggregating the principal amount of $282,362.17 (the "Note").

Section 3. Terms of the Note. The Note shall be designated "General Obligation Promissory Note"; shall be dated the date of its issuance; shall bear interest at the rate of 2.850% per annum; and shall be payable as follows:

Borrower will pay this loan in one principal payment of $282,362.17 plus interest on March 15, 2019. This payment due on March 15, 2019, will be for all principal and all accrued interest not yet paid.

Interest on this Note is computed on a 365/365 simple interest basis; that is, by applying the ratio of the interest rate over the number of days in a year, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All interest payable under this Note is computed using this method.

Section 4. Prepayment Provisions. The Note shall not have prepayment privileges.

Section 5. Form of the Note. The Note shall be issued in registered form and shall be attached hereto and incorporated herein by this reference.

Section 6. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Note as the same becomes due, the full faith, credit and resources of the Issuer are hereby irrevocably pledged, and a direct annual irrepealable tax is hereby levied upon all taxable property of the Issuer. Said direct annual irrepealable tax shall be levied in the years and amounts as follows:

Levy Year	Amount
2018	$285,977.95

The aforesaid direct annual irrepealable tax hereby levied shall be collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Issuer levied in said years are collected. So long as any part of the principal of or interest on the Note remains unpaid, the tax herein above levied shall be and continues irrepealable except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus in the Debt Service Fund Account created herein. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on the Note when due, the requisite amount shall be paid from other funds of the Issuer then available, which sums shall be replaced upon the collection of the taxes herein levied. In the event the Issuer exercises its prepayment privilege, if any, then no such direct annual tax shall be included on the tax rolls for the prepayments made and the amount of direct annual tax hereinabove levied shall be reduced accordingly for the year or years with respect to which said note was prepaid.

Section 7. Debt Service Fund Account. There is hereby established in the Issuer's treasury a fund account separate and distinct from every other Issuer fund or account designated "Debt Service Fund Account for $282,362.17 General Obligation Promissory Note." Such fund shall be maintained in accordance with generally accepted accounting practices. There shall be deposited in said fund account any premium plus accrued interest paid on the Note at the time of delivery to the Lender, all money or funds raised by taxation pursuant to Section 6 hereof and all other sums as may be necessary to pay interest on the Note when the same shall become due and to retire the principal installments on the Note. Said fund account shall be used for the sole purpose of paying the principal of and interest on the Note and shall be maintained for such purpose until such indebtedness is fully paid or otherwise extinguished. Sinking funds established for obligations previously issued by the Issuer may be considered as separate and distinct accounts within the Debt Service Fund Account.

Section 8. Segregated Borrowed Money Fund. The proceeds of the Note (the "Note Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Note into the Debt Service Fund Account created above) shall be deposited into an account separate and distinct from all other funds and be disbursed solely for the purposes for which borrowed or for the payment for the principal of and the interest on the Note.

Section 9. Arbitrage Covenant. The Issuer shall not take any action with respect to the Note Proceeds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken on the date of the delivery of and payment for the Note (the "Closing"), would cause the Note to be an "arbitrage bond" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code") and any income tax regulations promulgated thereunder (the "Regulations").

The Note Proceeds may be temporarily invested in legal investments until needed, provided however, that the Issuer hereby covenants and agrees that

so long as the Note remains outstanding, moneys on deposit in any fund or account created or maintained in connection with the Note, whether such moneys were derived from the Note Proceeds or from any other source, will not be used or invested in a manner which would cause the Note to be an "arbitrage bond" within the meaning of the Code or Regulations.

The Clerk, or other officer of the Issuer charged with responsibility for issuing the Note, shall provide appropriate certifications of the Issuer, for inclusion in the transcript of proceedings, setting forth the reasonable expectations of the Issuer regarding the amount and use of the Note Proceeds and the facts and estimates on which such expectations are based, all as of the Closing.

Section 10. Additional Tax Covenants; Exemption from Rebate; Qualified Tax-Exempt Obligation Status. The Issuer hereby further covenants and agrees that it will take all necessary steps and perform all obligations required by the Code and Regulations (whether prior to or subsequent to the issuance of the Note) to assure that the Note is an obligation described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes, throughout its term. The Clerk or other officer of the Issuer charged with the responsibility of issuing the Note, shall provide appropriate certifications of the Issuer as of the Closing, for inclusion in the transcript of proceedings, certifying that it can and covenanting that it will comply with the provisions of the Code and Regulations.

Further, it is the intent of the Issuer to take all reasonable and lawful actions to comply with any new tax laws enacted so that the Note will continue to be an obligation described in Section 103(a) of the Code, the interest on which is excluded from gross income for federal income tax purposes.

For Note Proceeds allocable to a Borrowing Purpose for new projects or acquisitions, the Issuer reasonably expects to:

qualify for the small issuer rebate exception because it (including any entities subordinate to the Issuer) will issue no more than $5,000,000 of tax-exempt obligations (including the Note(s)) during the current calendar year.

qualify for the eighteen month rebate exception under Section 1.148-7(d) of the Regulations.

qualify for the two-year rebate exception under Section 148(f)(4) of the Code.

X not qualify for an exception to rebate.

The Issuer hereby designates the Note to be a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Code and in support of such designation, the Clerk or other officer of the Issuer charged with the responsibility for issuing the Note, shall provide appropriate certifications of the Issuer, all as of the Closing.

Section 11. Execution of the Note. The Note shall be prepared in typewritten form, executed on behalf of the Issuer by the manual or facsimile signatures of the Chairperson and Clerk, sealed with its official or corporate seal thereof, if any, and delivered to the Lender upon payment to the Issuer of the purchase price thereof, plus accrued interest to the date of delivery; provided that, if this is a refinancing, the refunding Note shall be immediately exchanged for the note being refinanced. In the event that either of the officers whose signatures appear on the Note shall cease to be such officers before the delivery of the Note, such signatures shall nevertheless be valid and sufficient for all purposes to the same extent as if they had remained in office until such delivery. The aforesaid officers are hereby authorized to do all acts and execute all documents as may be necessary and convenient for effectuating the Closing.

Section 12. Payment of the Note. The principal of and interest on the Note shall be paid by the Clerk or Treasurer in lawful money of the United States.

Section 13. Registration and Transfer of Note. The Clerk shall keep records for the registration and for the transfer of the Note. The person in whose name the Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes, and payment of either principal or interest on the Note shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Note to the extent of the sum or sums so paid. The Note may be transferred by the registered owner thereof by presentation of the Note at the office of the Clerk, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his legal representative duly authorized in writing. Upon such presentation, the Note shall be transferred by appropriate entry in the registration records and a similar notation, including date of registration, name of new registered owner and signature of the Clerk, shall be made on such Note.

Section 14. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Issuer or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Section 15. Financial Reports. Officials of the Issuer are hereby authorized and directed, so long as the Note is outstanding, to deliver to Lender any audit statement or other financial information Lender may reasonably request and to discuss its affairs and finances with Lender.

Adopted and recorded this 1st day of October, 2018.

By: _____
Kris Hampton, Chairperson

(Seal)

ATTEST:
By: _____
Kim M. Banigan, Clerk

LaserPro, Ver. 18.3.10.008 Copr. Finastra USA Corporation 1997, 2018. All Rights Reserved. - WI L:\CFI\LPL\MUN030.FC TR-5579 (4)

GENERAL OBLIGATION PROMISSORY NOTE

UNITED STATES OF AMERICA
STATE OF WISCONSIN
TOWN OF COTTAGE GROVE

original date of issue:

10-02-2018

REGISTERED OWNER: Monona Bank

PRINCIPAL AMOUNT: TWO HUNDRED EIGHTY-TWO THOUSAND THREE HUNDRED SIXTY-TWO & 17/100 DOLLARS ($282,362.17)

Section 1. Payment Schedule. KNOW ALL MEN BY THESE PRESENTS, that the Town of Cottage Grove, Dane County(ies), Wisconsin (the "Issuer"), hereby acknowledges itself to owe and for value received promises to pay to the registered owner identified above, or to registered assigns, (the "Lender") the principal amount identified above, payable with interest at the rate of 2.850% per annum as follows:

Borrower will pay this loan in one principal payment of $282,362.17 plus interest on March 15, 2019. This payment due on March 15, 2019, will be for all principal and all accrued interest not yet paid.

Both the principal of and interest on this Note are payable to the Lender in lawful money of the United States at the office of the Lender. Payment of the last installment of principal of this Note shall be made upon presentation and surrender hereof to the Issuer's Clerk or Treasurer.

Interest on this Note is computed on a 365/365 simple interest basis; that is, by applying the ratio of the interest rate over the number of days in a year, multiplied by the outstanding principal balance, multiplied by the actual number of days the principal balance is outstanding. All interest payable under this Note is computed using this method.

Section 2. Other Charges. If any payment (other than the final payment) is not made on or before the 10th day after its due date, Lender may collect a **delinquency charge of 5.000%** of the unpaid amount. Unpaid principal and interest bear interest after maturity until paid (whether by acceleration or lapse of time) at the rate of 18.000% per year, computed on the basis of a 365 day year. Issuer agrees to pay a charge of $15.00 for each check presented for payment under this Note which is returned unsatisfied.

Section 3. Security. For the prompt payment of this Note together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the Issuer are hereby irrevocably pledged.

Section 4. Purpose and Authorization. This Note is issued pursuant to the provisions of Section 67.12(12), Wisconsin Statutes, for the purpose of paying the cost of the "Borrowing Purpose" as defined and authorized by a resolution of the Issuer's Town Board (the "Governing Body") duly adopted at a meeting held on 10-01-2018. Said resolution is recorded in the official minutes of the Governing Body for said date.

Section 5. Prepayment. This Note is not subject to redemption prior to maturity. All prepayments, if applicable, shall be applied first upon the unpaid interest and then applied upon the unpaid principal in inverse order of maturity.

Section 6. Transferability. This Note is transferable by a written assignment, in a form satisfactory to the Issuer's Clerk, duly executed by the registered owner hereof or by such owner's duly authorized legal representative. Upon such transfer a new registered Note may be issued to the transferee in exchange hereof if requested by said transferee. The Issuer may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof, and interest due hereon and for all other purposes, and the Issuer shall not be affected by notice to the contrary.

Section 7. Certifications. It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Note have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the Issuer, including this Note, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Note, together with the interest thereon, when and as payable. It is hereby further certified that the Issuer has designated this Note to be a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

Section 8. Default. Upon the occurrence of any one or more of the following events of default, then the unpaid balance shall, at the option of Lender, without notice, mature and become immediately payable: (a) Issuer fails to pay any amount when due under this Note or under any other instrument evidencing any indebtedness of Issuer to Lender; (b) any representation or warranty made under this Note or information provided by Issuer to Lender in connection with this Note is or was false or fraudulent in any material respect; (c) a material adverse change occurs in Issuer's financial condition; (d) Issuer fails to timely observe or perform any of the covenants or duties in this Note; (e) an event of default occurs under any agreement securing this Note; or (f) Lender deems itself insecure. The unpaid balance shall automatically mature and become immediately payable in the event Issuer becomes the subject of bankruptcy or other insolvency proceedings. Lender's receipt of any payment on this Note after the occurrence of an event of default shall not constitute a waiver of the default of the Lender's rights and remedies upon such default.

Section 9. Issuer Obligations. Issuer agrees to pay all costs of collection before and after judgment, including, without limitation, reasonable attorney's fees (including those incurred in successful defense or settlement of any counterclaim brought by Issuer or incident to any action or proceeding involving Issuer brought pursuant to the United States Bankruptcy Code) and waive presentment, protest, demand and notice of dishonor. Subject to Wis. Stat. § 893.80, Issuer agrees to indemnify and hold harmless Lender, its directors, officers and agents, from and under this Note or the activities of Issuer. This indemnity shall survive payment of this Note. Issuer acknowledges that Lender has not made any representation or warranties with respect to, and the Lender does not assume any responsibility to Issuer for, the collectability or enforceability of this Note or the financial condition of Issuer. Issuer has independently determined the collectability and enforceability of this Note. Issuer authorizes Lender to disclose financial and other information about Issuer to others.

Section 10. Waiver. No failure on the part of Lender to exercise, and no delay in exercising, any right, power or remedy under this Note shall operate as a waiver of such right, power or remedy; nor shall any single or partial exercise of any right under this Note preclude any other or

further exercise of the right or the exercise of any other right.

Section 11. Rights of Lender. The remedies provided in this Note are cumulative and not exclusive of any remedies provided by law. Without affecting the liability of Issuer, Lender may, without notice, accept partial payments, release or impair any collateral security for the payment of this Note or agree not to sue any party liable on it. Without affecting the liability of Issuer, Lender may from time to time, without notice, renew or extend the time for repayment subject to the time limits prescribed in Wis. Stat. § 67.12(12).

Section 12. Venue; Interpretation. Unless otherwise prohibited by law, the venue for any legal proceeding relating to collection of this Note shall be, at Lender's option: (a) the county in which Lender has its principal office in this state; (b) the county in which Issuer is located; (c) or the county in which this Note was executed by Issuer. This Note is intended by Issuer and Purchase as the final expression of this Note and as a complete and exclusive statement of its terms, there being no conditions to the enforceability of this Note. This Note may not be supplemented or modified except in writing. This Note benefits Lender, its successors and assigns and binds Issuer and its successors and assigns. The validity, construction and enforcement of this Note are governed by the internal laws of Wisconsin. Invalidity or unenforceability of any provision of this Note shall not affect the validity or enforceability of any other provisions of this Note.

ERRORS & OMISSIONS. The undersigned Issuer for and in consideration of the above-referenced Lender funding the closing of this loan agrees, if requested by Lender or Closing Agent for Lender, to fully cooperate and adjust for clerical errors, any or all loan closing documentation if deemed necessary or desirable in the reasonable discretion of Lender to enable Lender to sell, convey, seek guaranty or market said loan to any entity, including but not limited to an investor.

In the event any of the documents evidencing and/or securing the above referenced loan misstate or inaccurately reflect the true and correct terms and provisions of the loan and said misstatement or inaccuracy is due to unilateral mistake on the part of the Lender, mutual mistake on the part of the Lender and Issuer or clerical error, then in such event Issuer shall upon request of Lender and in order to correct such misstatement of inaccuracy, execute such new documents or initial such corrected original documents as Lender may deem necessary to remedy said inaccuracy or mistake and Issuer's failure to initial or execute such documents as requested shall constitute a default under the note evidencing the deed of trust/mortgage or security agreement securing the loan. Issuer agrees to assume all costs including by way of illustration and not limitation, actual expenses, legal fees and marketing losses for failing to reasonably comply with Lender's requests within thirty (30) days.

In the event any of the documents anticipated to be executed at closing, whether pursuant to the Commitment Letter, or required by Lender's counsel, is not executed at the time of closing, Issuer shall execute or cause the same to be executed when said documents are provided. If any of the documents contain misstatements or inaccuracies, the foregoing paragraph shall apply.

IN WITNESS WHEREOF, the Issuer, by its Governing Body, has caused this Note to be executed for it and in its name by the signatures of its duly qualified Chairperson and Clerk or persons authorized by law to sign on their behalf, and to be sealed with its official or corporate seal, if any, all as of the original date of issue identified above.

TOWN OF COTTAGE GROVE, WISCONSIN:

(Seal)

By: _____
Kris Hampton, Chairperson

By: _____
Kim M. Banigan, Clerk

REGISTRATION

This Note shall be registered in registration records kept by the Clerk of the Issuer, such registration to be noted in the registration blank below and upon said registration records, and this Note may thereafter be transferred only in accordance with the terms of this Note, such transfer to be made on such records and endorsed hereon.

Date of Registration	Name of Lender	Signature of Clerk

LaserPro, Ver. 18.3.10.009 Copr. Finestra USA Corporation 1997, 2018. All Rights Reserved. - WI L:\CFI\LPL\MUN020.FC TR-5579

ISSUER'S CERTIFICATE

The undersigned is the duly qualified and acting Clerk of the Town of Cottage Grove, Dane County(ies), Wisconsin (the "Issuer") who hereby certifies to Monona Bank ("Lender") that:

I. ISSUER ORGANIZATION AND OFFICERS

1. At all times mentioned herein, the Issuer was duly organized, validly existing and operating as a town administered by a governing body composed of five (5) members (the "Governing Body"), who are listed below and were duly qualified and acting as such at all times mentioned in this Certificate:

Kris Hampton, Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee

2. The following named individuals whose authentic signatures are hereto subscribed, are the duly elected/appointed, qualified and acting officers of the Issuer presently holding the offices set forth opposite their respective names below:

Name	Office	Manual Signature
Kris Hampton	Chairperson	
Debra R. Abel	Treasurer	
Kim M. Banigan	Clerk	

II. AUTHORIZATION OF THE NOTE; OPEN MEETING LAW COMPLIANCE

3. At a lawful, duly-convened open meeting of the Governing Body held at Cottage Grove, Wisconsin at 7:00 P.M., on the 1st Day of October, 2018, at which Kris Hampton, Mike Fonger, Steve Anders, Kristi Williams, Mike DuPlayee of the members-elect of the Governing Body were present in person, a resolution authorizing the Issuer to borrow the sum of not to exceed $282,362.17 and issue its General Obligation Promissory Note (the "Note") therefor pursuant to Section 67.12(12), Wis. Stats., (the "Resolution"), was, on motion duly made and seconded, adopted and recorded by the affirmative vote of 5 of the members of the Governing Body. Said meeting of the Governing Body was duly called, noticed, held and conducted in the manner established by the Governing Body and required by pertinent Wisconsin Statutes.

4. The Resolution was on the agenda for said meeting and public notice thereof was given not less than twenty-four (24) hours prior to the commencement of said meeting by (i) posting notice of the meeting; (ii) providing notice to those news media which have filed a written request for notice of meetings; (iii) providing notice to the official newspaper of the Issuer; and (iv) complying with special meeting requirements if said meeting was a special meeting.

5. The Resolution has been duly recorded in the minutes of said meeting, has not been amended or revoked, and, in all other respects, is in full force and effect on the date hereof and there is no proceeding of the Governing Body or Issuer electors in conflict with or in any way altering the effect of the Resolution. A true and correct copy of said Resolution is attached hereto as a part of the transcript of proceedings.

III. DEBT LIMIT COMPLIANCE

6. The full value of all taxable property located within the Issuer's boundaries, as last equalized for State purposes by the Wisconsin Department of Revenue, is $434,756,000.00. The Department of Revenue Certificate of Equalized Value is attached hereto as a part of the transcript of proceedings.

7. The total outstanding general obligation indebtedness of the Issuer, howsoever incurred, including this Note, aggregates not more than $326,795.17, determined as follows:

Amount	Description of Debt
$282,362.17	Principal/Issue Amount
$44,433.00	Principal Amount of Note

IV. DELIVERY; RECEIPT; RECORD BOOK

8. I have delivered the Note to the Lender in the principal amount set forth in and duly authorized by the Resolution.

9. I have received the full principal amount of the Note issued to the Lender.

10. The Lender has complied in all respects with its agreement to lend money on the Note.

11. I have provided and kept and will keep a separate record book in which I have recorded a full and correct statement of every step or proceeding had or taken in the course of issuing the Note referred to herein. The Treasurer is prepared to keep a record of the Note receipted and returned to him or her.

V. NO LITIGATION

12. There is no legislation, reorganization, proceedings or order, controversy or litigation pending or threatened in any manner questioning or affecting the corporate existence of the Issuer; its boundaries; the right or title of any of its officers to his or her respective office; or the due authorization or validity of the Note referred to herein, the Resolution or any of the taxes heretofore levied by the Issuer.

VI. FACTS AND REASONABLE EXPECTATIONS RELATING TO ARBITRAGE REQUIREMENTS

13. The certifications made in this Section VI of this Certificate are being made pursuant to Section 1.148-1 through 1.148-11 of the Income Tax Regulations and the applicable provisions of the Internal Revenue Code of 1986, as amended (the "Regulations" and "Code," respectively).

14. The Issuer is a governmental unit with general taxing powers.

15. All of the proceeds of the Note (the "Note Proceeds") shall be used for governmental purposes of the Issuer. None of the Note Proceeds will be used (directly or indirectly) in a trade or business carried on by any person (other than a governmental unit), and none of the payments on the Note are (directly or indirectly): (a) secured by any interest in property used or to be used for a trade or business or payments in respect of such property; or (b) derived from payments (whether or not to the Issuer) in respect of property or borrowed money, used or to be used for a trade or business.

16. None of the Note Proceeds will be used (directly or indirectly) to make or finance loans to persons other than government units.

17. The estimated total cost of the Borrowing Purpose is $282,362.17. "Borrowing Purpose" has the meaning given in the attached Resolution.

18. The Note Proceeds and earnings on temporary investment thereof will not exceed the amount necessary for the Borrowing Purpose by more than the lesser of $100,000 or Five Percent (5%) of the Note Proceeds.

19. If the Borrowing Purpose includes funding new projects or acquisitions:

a) The Note Proceeds and any money received from the investment or reinvestment of Note Proceeds, and from investment of money derived from such investments, will be expended on the costs of the Borrowing Purpose within three (3) years from the date of this Certificate.

b) The Issuer has heretofore entered into some substantial binding obligations for the Borrowing Purpose and will, within six (6) months of the date of this Certificate, enter into additional substantial binding obligations requiring payment by the Issuer of not less than Five Percent (5%) of the Note Proceeds.

c) Work on some elements of the Borrowing Purpose has begun. Work on all elements of the Borrowing Purpose will proceed with due diligence to completion.

d) The Issuer reasonably expects to:

qualify for the small issuer rebate exception because it (including any entities subordinate to the Issuer) will issue no more than $5,000,000 of tax-exempt obligations (including the Note) during the current calendar year.

qualify for the eighteen month rebate exception under Section 1.148-7(d) of the Regulations.

qualify for the two-year rebate exception under Section 148(f)(4) of the Code.

X not qualify for an exception to rebate.

20. If the Borrowing Purpose includes refunding outstanding obligations of the Issuer:

a) The obligations being refunded will be discharged within 30 days of the date hereof.

b) There are no remaining original or investment proceeds of the obligations being refunded, so that there are no "transferred proceeds" with respect to the Note.

c) All of the Note Proceeds will be expended within six months of the date hereof.

d) The Issuer expected on the date the obligations being refunded were issued that at least 85% of the spendable proceeds of the refunded obligations would be used to carry out the governmental purposes of those obligations within a three year period beginning on such date, and not more than 50% of the proceeds of the refunded obligations were invested in investments having a substantially guaranteed yield for four years or more.

21. None of the Note Proceeds will be invested in a reserve or replacement fund.

22. There are no other obligations of the Issuer which (a) were sold at substantially the same time as the Note; (b) were sold pursuant to a common plan of financing together with the Note; and (c) will be paid out of substantially the same source of funds as the Note.

23. None of the Note Proceeds are being invested in investments having a substantially guaranteed yield for a period of four years or more.

24. The issuance of the Note is not a transaction or part of a series of transactions which the Issuer has employed that attempts to circumvent the Regulations or Code for the purpose of enabling the Issuer to exploit the difference between tax-exempt and taxable interest rates to gain a material financial advantage and which increases the burden on the market for tax-exempt obligations.

VII. BONA FIDE DEBT SERVICE FUND ACCOUNT

25. The Issuer has created a segregated debt service fund account pursuant to Section 7 of the Resolution (the "Debt Service Fund Account").

26. The Debt Service Fund Account shall be used primarily to achieve proper matching of revenues and debt service within each note year. Amounts deposited in the Debt Service Fund Account will be depleted at least once a year except for a reasonable carryover amount which will not exceed the greater of (a) one year's earnings on such funds, or (b) one-twelfth of the annual debt service on the Note.

27. The Issuer does not anticipate that the earnings on amounts in the Debt Service Fund Account will ever exceed $100,000 in any note year.

28. Other than the Debt Service Fund Account, the Issuer has not created or established, and does not expect to create or establish, any sinking or other similar account which is reasonably expected to be used to pay debt service on the Note or which is pledged as collateral for the Note or to replace funds that will be used to pay debt service on the Note.

VIII. QUALIFIED TAX-EXEMPT OBLIGATIONS

29. The Note constitutes a "qualified tax-exempt obligation" as that term is defined in the Code in that:

a) as described in Paragraphs 15 and 16 of this Certificate, the Note is not a "private activity bond" as defined in the Code;

b) the Issuer has designated the Note as a "qualified tax-exempt obligation";

c) The Note, together with any other obligations heretofore designated as "qualified tax-exempt obligations" during the current calendar year, aggregate less than $10,000,000; and

d) The Issuer does not reasonably expect to issue more than $10,000,000 of obligations which are designated as "qualified tax-exempt obligations" during the current calendar year.

IX. MISCELLANEOUS

30. The payment of principal or interest with respect to the Note will not be guaranteed, either directly or indirectly, in whole or in part, by the United States or any agency or instrumentality thereof. None of the Note Proceeds will be (i) used in making loans the payment of principal or interest with respect to which are to be guaranteed, in whole or in part, by the United States or any agency or instrumentality thereof, or (ii) invested directly or indirectly in federally insured deposits or accounts, except for proceeds invested during permitted temporary periods or in the debt service fund for the Note or as otherwise permitted under Section 149(b)(3) of the Code.

31. With respect to a Borrowing Purpose that includes funding for new projects or acquisitions, any expenditures already paid by the Issuer for which the Issuer is to be reimbursed with Note Proceeds (a) were paid no more than 60 days before the date on which the Issuer adopted the resolution authorizing the issuance of the Note or stating its intention to reimburse itself from the Note Proceeds for any expenditures relating to said new projects or acquisitions which it paid from other funds prior to receipt of the Note Proceeds, or (b) are preliminary expenditures relating to said new projects or acquisitions (such as architectural, engineering, surveying, soil testing and similar costs but not including land acquisition, site preparation and similar costs incident to the commencement of construction) which are in an amount which is less than 20% of the issue price of the Note.

The undersigned hereby certifies that the above-stated facts are true and correct and the above-stated expectations of the Issuer are reasonable, and there are no other facts, estimates or circumstances that would materially change the foregoing conclusions.

IN WITNESS WHEREOF, I have executed this Certificate in my official capacity effective as of the original date of issue of the Note.

By: _____
Kim M. Banigan, Clerk

Approved as correct:
By: _____
Kris Hampton, Chairperson
By: _____
Debra R. Abel, Treasurer

LaserPro, Ver. 18.1.10.007 Copr. Finastra USA Corporation 1997, 2018. All Rights Reserved. - WI L:\CFI\LPL\UI\040.FC TR-5579 (M)

INVESTMENT REPRESENTATION

The undersigned duly authorized officer of Monona Bank ("Lender") located in Monona, Wisconsin, hereby certifies with respect to the purchase of that certain $282,362.17 Promissory Note dated October 2, 2018, issued by the Town of Cottage Grove, Dane County(ies), Wisconsin, that the Lender is purchasing said note for investment purposes and will not resell said note, except to another depository institution or depository institutions which will also make this certification. This Investment Representation is dated October 2, 2018.

LENDER:

MONONA BANK

By: _____
Laura J. Peterson, Senior Vice President

LaserPro, Ver. 18.3.10.008 Copr. Finastra USA Corporation 1997, 2018. All Rights Reserved. - WI L:\CFI\LPL\MUN050.FC TR-5579

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
OCTOBER 15, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen, Attorney Susan Allen, and Engineer Thomas TeBeest. (Hampton dismissed the Treasurer at 7:49 P.M.)

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 October 1, 2018 with the addition of a missing motion in item II. E. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #32567-32592 from Monona Bank as presented. **MOTION CARRIED 5-0**.
2. **MOTION** by Anders/DuPlayee to approve payment of $1,666.94 to General Engineering Company for September building permits. **MOTION CARRIED 5-0.**
3. The Treasurer asked that October per diem reports be submitted by October 31st.

E. Public Concerns: None.

F. Road Right of Way Permits: Dresen reported he is reviewing a substantial application for TDS to install fiber optic cable in the Town.

II. BUSINESS:

A. Review September Police Activities: There were 209 calls for service and 113 citations issued in September. None of the Deputies were present to provide any further report.

B. Private driveway to 4026 County Road N (Dale & Joanne Huston), from County N to second driveway of Emergency Services Building: Discuss and consider obtaining an easement for the Town and Village to utilize for Emergency Services Building access: **MOTION** by Anders/DuPlayee to approve the easement with correction changing *insure* to *inure* in item 6. E. **MOTION CARRIED 5-0.**

C. Discuss/Consider of revisions to the Agreement for the Provision of Fire Protection Services: **MOTION** by DuPlayee/Fonger to approve the revised agreement as presented. **MOTION CARRIED 5-0.**

D. Discuss/Consider submitting the Notification of General Schedules Adoption to the State Archivist to adopt the Wisconsin Municipal Records Schedule: **MOTION** by Fonger/Williams to submit the Notification of General Schedules Adoption to the State Archivist to adopt the Wisconsin Municipal Records Schedule. **MOTION CARRIED 5-0.**

E. North Star Road Reconstruction Project: The Town Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Town Board may reconvene in open session and discuss and take action on the subject matter discussed in the closed session: Calculations by the surveyor for how much acrearage would be required from each affected landowner if the new 4-rod road were centered on the section line were not available, however TeBeest estimated it would reduce the additional amount

needed from the Coon/Swalheim property from .692 acres to .251 acres compared to where the new road is currently drawn. TeBeest cautioned that moving the road east to the section line would impact more wetlands. Current plans impact less than 10,000 square feet, but if that number is exceeded, an individual permit would be needed and there would be additional mitigation costs. The current plans have already been submitted to the DNR as a practical alternative to impacting more wetlands. While Jodi Coon was present, other affected landowers were not. **MOTION** by Anders/DuPlayee to table until 8:00 P.M. on Wednesday, October 17th. **MOTION CARRIED 5-0.** TeBeest will calculate the wetlands impact and a phone call to the surveyor confirmed he will be here on October 17th with calculations of the impact on all affected properties. The other affected landowers will also be contacted and advised to come.

MOTION by DuPlayee/Anders to convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** The Town Board, Clerk, Attorney and Engineer all stayed for the closed session, everyone else left. The closed session bagan at 7:50 P.M.

MOTION by DuPlayee/Williams to reconvene in open session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** There was no action as a result of the closed session, which ended at 8:23 P.M.

F. Discuss/Consider approval of Certified Survey Map for 12.628 acres on North Star Road owned by Larry Skaar: **MOTION** by DuPlayee/Williams to table until October 17th. **MOTION CARRIED 5-0.**

G. Discuss and Consider expenses exceeding the 2018 Natvig Landfill budget: Expenses from Strand exceed the 2018 budget by $4,620.00, of which $625 was to check and resurvey wells damaged by a resident mowing. He has agreed to reimburse the Town for this cost as well as the cost of repairs to the wells which will be done by Soils and Engineering, Inc. **MOTION** by Fonger/DuPlayee to approve exceeding the 2018 Natvig landfill Budget by the ~$2,000 that will be the Town's share. **MOTION CARRIED 5-0.**

H. Discuss/Consider approval of the Cottage Grove Fire Department 2019 budget: **MOTION** by Fonger/DuPlayee to approve the 2019 CGFD budget as proposed. Total expenses are at $105,360, of which $45,793.56 is the Town's share. **MOTION CARRIED 5-0.**

I. Discuss/Consider Cottage Grove Chamber of Commerce Membership: **MOTION** by Fonger/DuPlayee to approve joining the Chamber at the $130.00 Non Profit Organization price. **MOTION CARRIED 5-0.**

J. Discuss/Consider having a tent for the November 6th election in the event of inclement weather: Mathews Tent Rental can provide a tent for $400 with the decision made as late as the morning of Monday, November 5th. **MOTION** by Anders/Williams to approve a tent for the November 6th election if the weather forecast is inclement. **MOTION CARRIED 5-0.**

K. Discuss/Consider appointment of extra election workers for the November 6, 2018 General Election: **MOTION** by Hampton/DuPlayee to approve the list of seven additional election workers for the November 6th election (attached as appendix A). **MOTION CARRIED 3-0-2** (DuPlayee and Williams abstained).

L. Discuss/Consider sale of excess property: Hampton suggested offering for sale four doors and some lights off of an old squad car that are in storage in the Town Hall basement. **MOTION** by DuPlayee/Anders to approve selling the doors and lights on Wisconsin Surplus. **MOTION CARRIED 5-0.**

M. Complete Insurance Renewal Questionnaire: The board reviewed the questionnaire and did not find any errors to the answers already provided by the insurance agent and staff. No action was taken.

III. CLERK'S OFFICE UPDATE: None.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: None.

V. BOARD REPORTS AND COMMUNICATIONS:

A. Anders reported that the recent training by DCTA and Dane County Zoning staff on Conditional Use Permits was good. DuPlayee agreed, but said that a different opinion on whether the Town Board needs to be at the Plan Commission meeting was offered at the WTA conference.

B. DuPlayee said workshops on web sites and traffic ingress and egress at the WTA conference were well attended and useful.

VI. COMMITTEE REPORTS:

A. Joint Town/Village Fire Department Committee: The 2019 CGFD and Emergency Services Building budgets were approved.

B. Emergency Government Committee: They are considering holding an event with Landmark Co-op in the spring, with a tabletop exercise sometime during the winter. Effective in December meetings will move to the first Thursday of each month.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:49 P.M.

Kim Banigan, Clerk
Approved 11-01-2018

Appendix A

2018-19 Election Inspectors
New Apointments for 11-06-2018 General Election
For Approval 11-01-2018

Last Name	First Name	Party Nomination/ Affiliation	Address
DuPlayee	Mike	None	2712 Nightingale Way
Hoel	Christian	None	2945 Lane Street
Maeder	Ann	None	4583 Conestoga Trail
Schmidt	James	None	1788 Leon Ln
Schmidt	Caryn	None	4345 Vilas Road
Williams	Kristi	None	3768 Bohnsack Ln
Wollin	Patricia	None	4489 Ridge Rd

TOWN OF COTTAGE GROVE
SPECIAL TOWN BOARD MEETING
OCTOBER 17, 2018

I. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen, and surveyor Dan Birrenkott. Hampton called the meeting to order at 8:02 P.M.

II. Discuss and consider options for North Star Road right-of-way: Hampton stated that from the Town's perspective, it is preferable to re-construct North Star Road as currently drawn to avoid impacting additional wetlands and the residential property at 3380 North Star Road, rather than moving it to the section line as has been requested by Jodi Coon. Johnathon Enriquez, owner of 3380 North Star Road, said he does not want the project to proceed at all. Birrenkott said that roads are not always built on section or property lines, but often to one side or the other based on what made sense for the lay of the land and existing structures. Williams said it is imperative to widen the road for safety, describing an encounter she had with a combine that took up the entire pavement of the current road.

Hampton said that 1.489 acres are needed from the Coon/Swalheim property for the additional right-of-way to allow for a 4 rod as currently planned. .692 acres of this is new compared to the easement that has been there as long as the 3 rod road. He asked Jodi Coon how much she would sell the required right-of-way for. She responded that the Town should make an offer, which she would need to discuss with her sister and probably an attorney.

MOTION by Fonger/DuPlayee to offer $7,000 for the right-of-way necessary from the Coon/Swalheim property necessary to construct the 4-rod road, with all transfer fees to be paid by the Town. (1.489 acres are required in total, .692 of which is in addition to the easement that has existed as long as the current 3-rod road). **MOTION CARRIED 4-1-0** (Anders opposed). The Town Board hopes to know if the offer is accepted in time for their November 1st meeting.

III. Discuss/Consider approval of Certified Survey Map for 12.628 acres on North Star Road owned by Larry Skaar: The CSM as drafted reflects a road right-of-way dedication based on a 4 rod road centered on the section line. Since the location of North Star Road is still not finalized, Birrenkott suggested the Town Board could conditionally approve the CSM with the road dedication redrawn to reflect the right-of-way needed for the road as currently drawn, which would be the largest amount between the options being considered. **MOTION** by DuPlayee/Fonger to conditionally approve the map identified as office map 180416 with the road dedication redrawn to reflect the right-of-way needed for North Star Road according to the current reconstruction plans. **MOTION CARRIED 5-0.**

IV. Adjournment: **MOTION** by Anders/Fonger to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:54 P.M.

Kim Banigan, Clerk
Approved 11-01-2018

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
NOVEMBER 1, 2018

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 Mike Fonger, Kristi Williams and Mike DuPlayee were in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen, and Engineer Thomas TeBeest.

B. Hampton called the meeting to order at 7:00 P.M.

C. Minutes of previous meeting(s):

1. **MOTION** by Williams/DuPlayee to approve the open session minutes of the Town Board meetings held on October 15, 2018 and October 17, 2018, and the Budget Workshop held on October 17, 2018 as presented. **MOTION CARRIED 4-0**.

2. **MOTION** by DuPlayee/Williams to approve the closed session minutes from October 15, 2018, keeping them closed until the matter is resolved, and from October 17, 2018, keeping them closed until the 2019 budget is approved. **MOTION CARRIED 4-0.**

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32593-32616 from Monona Bank as presented. **MOTION CARRIED 4-0**.

2. **MOTION** by Fonger/DuPlayee to approve payment of October per diems as presented. **MOTION CARRIED 4-0.** (DuPlayee's per diem report was not submitted in time, and payment will be included with the November per diems.)

E. Public Concerns: None.

F. Road Right of Way Permits:

1. **MOTION** by Hampton/DuPlayee to approve the following permits:

a) Wisconsin Power & Light/Intercon Construction to trench and drill to install new electric and gas service at 2542 Bass Road.

b) TDS Metrocom, LLC boring and plowing 24 pair fiber distribution cables in ROW of several roads, and installing 24 pair fiber on power poles, under the following conditions:

- TDS to file separate applications for each of the three nodes/contractors.
- Fee to be $55.00 for each application plus $45.00 for each of the 24 main areas of boring, totaling $1,245.00.
- A security deposit of $4,000.00 is required.
- Certificates of insurance for each of the three contractors, showing the Town as an additional insured, are required.
- The permit does NOT extend to any borings from Town right-of-way required to install service to individual homes.

Highway Superintendent Dan Dresen is authorized to sign the permits once the above conditions are met.

MOTION CARRIED 4-0.

II. BUSINESS:

A. Plan Commission Recommendations: Steve Banovetz, applicant and landowner, parcel 0711-284-9720-2, 10 acres on North Star Road – seeking rezone from A2 to C1 for landscape contracting business:

- Troy Eickhoff, 3632 Earlwyn Rd, asked how many buildings would be constructed on the property. Banovetz is only planning one for his own use at this time.
- Mr. Banovetz was asked if zoning violations on the property have been addressed, he responded that the temporary greenhouse has been taken down, and Williamson Surveying is working on a CSM to correct the illegal land division.
- Williams wondered if the Town Planner has been asked to lay out a plan for commercial development of the area. Hampton said he has not, that the only plan is to have Natvig Road continued eastward to North Star Road, but the interior development would depend on how developers plan to develop it.
- Fonger thought the the goal was for Banovetz's 10 acres to be divided into more lots for more businesses to provide tax revenue to the Town. Banovetz said there may only be room for 6 lots once a road is put in, and he may or may not pursue selling more lots depending on how it looks economically for him.

MOTION by Hampton/Williams to accept the Plan Commission's recommendation to rezone the 10 acres from A2 to C1 with the following conditions:

- Allowed permitted by right uses: Agricultural Uses (no livestock); contractor or landscaper operations; indoor storage; offices; outdoor storage associated with a business; personal and professional services.
- Prohibited Uses: Billboard signs and pylon signs.
- All development of the property shall obtain site plan approval from the Town of Cottage Grove Board prior to the construction. The landowner shall be responsible for submitting a site plan of the property which complies with TCG Ord. Section 12.08, and including proposed buildings, parking areas, outside storage areas, storm water detention, landscaping, lighting, open space areas, and septic field. The submittal shall include proposed building elevations. The landowner shall comply with the approved site plan.
- If parking lot lighting is installed, the light fixtures shall be mounted no higher than 20 feet. All lighting shall be direct down-lighted fixtures being dark sky compliant. Wall mounted fixtures shall be full cutoff direct down lighted fixtures. The light fixtures shall not cause element glare to the surrounding properties.
- All outdoor storage areas shall be screened from view to the greatest extent practical. The screening shall consist of a minimum of a 6-foot fence with a minimum opacity of 80%.
- Landscaping design shall be reviewed by the Plan Commission and Town Board as part of site plan approval.
- All trash receptacles shall be screened from view. The dumpsters shall be placed inside a walled enclosure using material similar to the building design.
- A maximum of one wall sign shall be permitted for each business. The wall signs shall face the front of the building. A maximum of one monument sign shall be permitted per lot/unit. Pylon signs and off-premise billboard signs are prohibited.

- The landowner of each lot/unit shall be responsible for storm water management. The landowner shall be responsible for obtaining a storm water management permit from Dane County Land and Water Resources prior to development of the property.

MOTION CARRIED 4-0.

B. North Star Road Reconstruction Project: The Town Board may convene in closed session as authorized by Wisconsin Statute 19.85(1)(e) for the purpose of deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Town Board may reconvene in open session and discuss and take action on the subject matter discussed in the closed session: Board members agreed there was no need for a closed session. Birrenkott Surveying had provided a map showing the acreage needed from each landowner to allow for a 4-rod road.

MOTION by Fonger/Williams to include an item for approval of the purchase of .747 acres from Cool/Swalheim on the agenda of the Special Meeting of the Electors to be held on December 3, 2018, with the vote to be conducted by secret ballot. **MOTION CARRIED 4-0.**

MOTION by Hampton/DuPlayee to direct Attorney Susan Anderson to draft legal documents for the dedication of right-of-way from Larry Skaar and Duane Swalheim to be executed as soon as possible. **MOTION CARRIED 4-0.**

C. Discuss and Consider the 2019 Town Budget: Fonger asked for a discussion of Unassigned Funds, suggesting that the board consider spending them down to the level of 20% of the 2019 budget as directed by Town policy in lieu of some of the budgeted borrowing for equipment and road construction in 2019. Consensus was this could be considered once the 2018 Financial Statements are complete but before borrowing is authorized in 2019. No changes to the proposed 2019 budget were suggested before posting for the December 3rd public hearing.

D. Discuss/Consider appointment of extra election workers for the November 6, 2018 General Election: **MOTION** by Hampton/DuPlayee to appoint Jerry and Deborah Meylor as additional election inspectors for the November 6th General Election. **MOTION CARRIED 4-0.**

III. CLERK'S OFFICE UPDATE: Absentee voting has been keeping her busy, averaging 50 per day this week. She predicted she will see another 100 tomorrow, taking the total number well over 500.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Dresen expects to complete ditch mowing next week. Dan Anderson has passed the written CDL test and has his driving test coming up. Construction of the shed over the salt shed will begin next week. Salt is coming Monday. Parks maintenance equipment has been cleaned up and put away for the winter.

V. BOARD REPORTS AND COMMUNICATIONS: None.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS Commission: Four finalists for the Chief position will participate in an assessment center on November 10th.

B. Town Parks Committee: Notice of an online parks survey will be included with tax mailings.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 4-0.** The meeting ended at 8:11 P.M.

Kim Banigan, Clerk
Approved 12-03-2018

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
DECEMBER 3, 2018

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 Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen, Engineer Thomas TeBeest and Deputy Brian Biwer.

B. Hampton called the meeting to order at 7:06 P.M.

C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes of the Town Board meeting held on November 1, 2018 as presented. **MOTION CARRIED 5-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #32617-32695 from Monona Bank as presented. **MOTION CARRIED 5-0**.
2. **MOTION** by Anders/DuPlayee to approve payment of November per diems as presented, and payment of $1,929.20 to General Engineering Company for October building permits. **MOTION CARRIED 5-0.**

E. Public Concerns: Joe Byrne, 2835 Riva Ridge Circle, provided information about the efforts of some Town residents to oppose the proposed Shady Grove subdivision in the Village of Cottage Grove.

F. Road Right of Way Permits: **MOTION** by Anders/Fonger to approve the following permits:

1. Charter Spectrum/Michels Corporation to directional bore for installation of a fiber optic duct on Coffeytown Road.
2. Frontier Communications/Miller Cable to jack & bore and Plow to install service drop on Nora Road.

MOTION CARRIED 5-0.

II. BUSINESS:

A. Review October Police activities: The report showed 221 calls for service with 87 citations issued. Deputy Biwer reported that trail cam photos were used to identify the license plate of a truck dumping trash on Siggelkow road. The license was tracked down to an Oregon resident, and a citation was issued.

B. Plan Commission Recommendations: Design review of commercial building and related parking, fencing, lighting, and other related exterior changes on parcel 0711-284-9720-2, 10 acres on North Star Road owned by Steve Banovetz: Mr. Banovetz provided plans showing building elevations and floor plans, along with grading, erosion and landscaping plans, all for an approximately 1 acre portion of the 10 acre parcel, identified as lot 1 in the future development plan he also provided. Williams remarked that the building face looks rather plain. Mr. Banovetz said the building will be utilitarian for now, with a more attractive office possibly added to the street-facing side in the future. **MOTION** by Anders/DuPlayee to accept the Plan Commission's recommendation to approve the storage building and site design as presented, with the following conditions:

1. Facade of building facing North Star Road will comply with TCG Ord. Section 12.08(3)(c)2. within 3 years, whether by the addition of an office (which will also require design review) or by improving the facade of the existing storage building.

2. Entrance and gravel pad to be blacktopped within 3 three years (assuming North Star Road is blacktopped by that time.)
3. Landscaping should follow the plan presented.
4. Lighting should comply with TCG Ord. Section 12.08(3)(c) 7.
5. Surface drainage to follow natural drainage patterns.
6. Trash to be screened.
7. Driveway to be as wide as practical to accommodate emergency vehicles, but not less than 15'.

MOTION CARRIED 5-0.

C. Discuss/Consider adoption of a Resolution Authorizing Purchase of North Star Road Right-of-way: **MOTION** by Fonger/Williams to adopt the resolution as drafted, with a purchase price for the 1.544 acres not to exceed $7,000 plus related expenses of acquisition. **MOTION CARRIED 5-0.** This will be numbered as Resolution 2018-06.

D. Discuss/Consider enforcement of TCG Ord. Section 11.09 Property Maintenance for 4541 Bonnie Ave: **MOTION** by DuPlayee/Williams that the property in question looks no worse or better than any other property in the neighborhood, and no enforcement of section 11.09 is needed. **MOTION CARRIED 5-0.** Property owner Bruce Burrill expressed his dislike of the way the ordinance is set up, stating that it allows the Town to be used for harassment between neighbors that don't get along, and would have liked an informal phone call before the preliminary notice of violation was sent.

E. Discuss/Consider adoption of a Resolution Adopting Certain Fees as permitted by the Town's code of ordinances and comprehensive plan: **MOTION** by Fonger/Williams to adopt the resolution as presented. **MOTION CARRIED 5-0.** This will be numbered as Resolution 2018-07 and increases the Change of Land Use and Short Term Blasting fees.

F. Discuss/Consider adoption of the 2019 Town Budget: **MOTION** by DuPlayee/Williams to adopt the 2019 Town Budget with total expenditures at $3,359,800.16. **MOTION CARRIED 5-0.**

G. Discuss/Consider adoption of a Resolution Amending the 2018 Town Budget: **MOTION** by Anders/DuPlayee to adopt the resolution as presented, increasing expenditures by $9,345.97, with balancing adjustments from fund balance, insurance recoveries, and public charges for services. **MOTION CARRIED 5-0.** This will be numbered as Budget Resolution 2018-01.

H. Discuss/Consider options for commercial electrical inspections beginning January 1, 2020: Correspondence from General Engineering Company offered two options to comply with upcoming changes in state law regarding electrical work. Option #1 is for GEC to continue performing commercial electrical inspections, Option #2 is for the State, through a bidding process, to determine the fees and assign an inspection agency. **MOTION** by Anders/Williams to select Option #1. **MOTION CARRIED 5-0.** The Clerk was directed to confer with General Engineering Company as to whether any ordinance changes are necessary, and to report the Town's choice to the state by the March 1, 2019 deadline.

I. Discuss/Consider approval of revisions to the Drug and Alcohol Abuse and Testing Policy: **MOTION** by Fonger/DuPlayee to adopt the revised policy as drafted by the Town Attorney. **MOTION CARRIED 5-0.**

III. CLERK'S OFFICE UPDATE: Candidates for local offices have begun filing their election paperwork and are circulating nomination papers.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: The new storage shed is almost complete.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton plans to attend a meeting tomorrow to show elected officials the latest plans for the Beltline / I-90 Interchange. There is also a public hearing scheduled for 4:30 P.M. at Ho Chunk.

VI. COMMITTEE REPORTS:

A. Emergency Government Committee: There will not be a meeting in December.

B. Deer-Grove EMS District: Four candidates for the Chief position participated in the November 10th assessment center. It is expected that a job offer will be made on December 13th. In the meantime, Deputy Chief Antoniewicz is doing a great job.

C. Joint Town/Village Landfill Monitoring Committee: Expenses are over budget due to remediation in response to the DNR inspection, and damage to two wells by a local farmer. The farmer has already made restitution, and the Town and Village will split the remaining overage. Monitoring well tests have all had zero readings.

D. Joint Town/Village Fire Department Committee: A training burn was recently conducted in the Town of Pleasant Springs. They are waiting for approval for a burn shed on property owned by the Hustons using shipping containers to simulate a house fire.

VII. Adjournment: **MOTION** by Anders/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:14 P.M.

Kim Banigan, Clerk
Approved 12-17-2018

TOWN OF COTTAGE GROVE
TOWN BOARD RESOLUTION NO. 2018-06
AUTHORIZING PURCHASE OF NORTH STAR ROAD RIGHT-OF-WAY

A. The Town of Cottage Grove ("Town") intends to undertake certain road improvement activities on portions of North Star Road, for the benefit of the Town.

B. In order to complete the road improvement activities on North Star Road, the Town must obtain rights to certain additional property right-of-way on some of the real estate parcels adjacent to the currently-existing roadway.

C. Jodi L. Coon and Sara L. Swalheim are the owners of one of the parcels adjacent to the anticipated road improvement activities on North Star Road, and have agreed to make available for sale the following property rights, specifically certain right-of-way within the Town, which is described as follows:

Part of the Northeast ¼ of the Northeast ¼ and part of the Southeast ¼ of the Northeast ¼, Section 33, T7N, R11E, Town of Cottage Grove, Dane County, Wisconsin, described as follows:

Beginning at the Northeast Corner of said Section 33; thence S00°33'43"E (recorded as S00°00'17"W), 1402.41 feet along the East line of said Northeast ¼ to the Northern dedication line of North Star Road as shown on Wisconsin DOT Project Number 3080-00-21; thence S88°15'39"W (recorded as S88°01'40"W), 30.06 feet along said dedication line; thence S07°35'53"W (recorded as S07°09'56"W), 115.50 feet along the Westerly right of way line of North Star Road per said Wisconsin DOT Project; thence N00°33'43"W, 954.48 feet; thence N48°18'41"W, 26.96 feet; thence N29°44'58"W, 12.12 feet; thence N01°10'41"E, 17.81 feet; thence N47°35'55"E, 33.99 feet; thence N00°33'43"W, 493.59 feet; thence N89°18'17"E, 46.44 feet to the point of beginning; Containing 67,254 square feet, or 1.544 acres.

(hereinafter the "Right-of-Way").

D. A Town Board Meeting was held on December 3, 2018, and the members of the Town Board found that it was in the public interest for the Town to acquire the Right-of-Way for the benefit of the Town and for future generations and on the terms set forth herein and granted the Town the authority to proceed with the purchase.

E. The Board wishes to adopt this Resolution so that prudent and necessary actions are taken for the acquisition of the Right-of-Way for the benefit of the Town.

NOW THEREFORE, the Town Board of the Town of Cottage Grove resolves as follows:

1. The Town Board authorizes and requests that the Town Chair contact Jodi L. Coon and Sara L. Swalheim to advise them of the Town Board's determination supporting acquisition of the Right-of-Way.

2. The Town Chair and Town Clerk, with assistance from the Town Attorney, as needed, are authorized to take such action as may be necessary to purchase the Right-of-Way for an amount not to exceed $7,000 plus related expenses of acquisition.

The above Resolution was duly adopted by the Town Board of the Town of Cottage Grove, Dane County, Wisconsin at a meeting of the Town Board on December 3, 2018, by a vote of 5 in favor, 0 opposed, and 0 not voting.

APPROVED:

By _____
Kris Hampton, Town Chair

ATTEST:

_____
Kim Banigan, Town Clerk

TOWN OF COTTAGE GROVE
TOWN BOARD RESOLUTION NO. 2018-07

A RESOLUTION ADOPTING CERTAIN FEES AS PERMITTED BY THE TOWN OF COTTAGE GROVE CODE OF ORDINANCES AND THE TOWN OF COTTAGE GROVE SMARTGROWTH COMPREHENSIVE PLAN

WHEREAS, the Town of Cottage Grove Code of Ordinances and the Town of Cottage Grove Smart Growth Comprehensive Plan authorize the Town Board to establish certain fees by resolution; and

WHEREAS, TCG Ord. sec. 07.01(2)(b) indicates that the Town Board may amend such fees at any time;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Cottage Grove, Dane County, Wisconsin, does hereby adopt the following fees to be effective upon posting: (Relevant ordinance or comprehensive plan sections are indicated in brackets following each fee)

Alcohol Beverage Fees [TCG 05.03 (2)]
- Reserve "Class B" Intoxicating License [s. 125.51(4), Stats]....$10,000.00
- Class "A" Fermented Malt Beverage License [s. 125.25, Stats.]....$500.00
- Class "B" Fermented Malt Beverage License [s. 125.51(2), Stats]....$100.00
- "Class A" Intoxicating Liquor License [s. 125.51(2), Stats.]....$500.00
- "Class B" Intoxicating Liquor License [s. 125.51(3)(b), Stats.]....$500.00
- "Class B" Winery License [s. 125.51(3am), Stats]....$100.00
- "Class C" Retail Wine License [s. 125.51(3m), Stats]....$100.00
- Temporary Class "B" Fermented Malt Beverage License [s. 125.26(6), Stats]....$10.00
- Temporary "Class B" Wine License [s. 125.51(10), Stats.]....$10.00/day
- Operator's License [s. 125.17(1-3,6), Stats.]....$25.00
- Manager's License [ss. 125.18, 125.32(10 and 125.68(1), Stats]....$25.00

Blasting Permit Fee [TCG 18.01]
- Short Term....~~$200.00~~250.00
- Long Term....$500.00

Change of Land Use Fee [TCG 15.19.1]....~~$250.00~~275.00

Cigarette and Tobacco Products Retailer License Fee [TCG 07.02(1)]....$50.00

Dangerous Animal License [TCG 20.20(8)]....$150.00

Dog License Fee (in addition to County Fees)[TCG 20.01(4)]
- Per dog....$4.50
- Multi-Dog (up to 12)....$7.00

Driveway Permit Fee [TCG 08.02]....$150.00

Driveway Permit Deposit [TCG 08.02]....$1000

Emergency Response Reimbursement Fees [TCG 07.02(3)]
- CGFD Ladder 1....$400.00/hour
- CGFD Engine 3....$250.00/hour
- CGFD Engine 4....$250.00/hour
- CGFD Squad 1....$200.00/hour
- CGFD Tender 1....$150.00/hour
- CGFD Tender 2....$150.00/hour
- CGFD Brush 1....$100.00/hour

Personnel (minimum of 1 hour, rounded to next full hour for any minute over the hour)
First hour.....$15.00/hour
Each additional person.....$10.00/hour
Water.....$10.00/1000 gal
Foam "A".....$20.00/gal
Foam "B".....$30.00/gal
Oil Dry.....$10.00/40 lb. bag

Fire Works Use Permit Fee [TCG 18.02(5)].....$50.00

Hall Rental Fees (Town Hall or Flynn Hall) [TCG 07.02(5)]
User Fee – Town or Village of Cottage Grove Resident.....$132.00
User Fee - Non Resident.....$422.00
Security Deposit.....$50.00

Handling Fee [TCG 07.02(4)]
per hour.....$20.00
minimum.....$20.00

Land Division Fees [TCG 15.18.2]
Preliminary Plat, ...$350.00 + $20/lot
Final Plat and Comprehensive Development Plan.....$350.00 + $20/lot
Certified Survey Map.....$125.00

Landowner Initiated Change to the Future Land Use Map [TCG Smart Growth
Comprehensive Plan Chapter L – General Provisions sec. 3-6(a)].....$500.00

Mailing List Fees [TCG 07.02(6)]
First 1,000 names.....$25.00
Per 1,000 in excess of 1,000.....$20.00
(Fees are tripled if gummed labels are requested)

Non-metallic Mining Permit Fee [TCG 17.02].....$300.00

Overweight Permit Fees [TCG 07.02(8)].....$20.00 per power unit

Park Organized Event Administrative Fee [TCG 10.01(c).....$25.00

Peddlers and Transient Merchants Permit Fee [TCG 11.07(4)(c)].....$50.00

Photocopying Fee [TCG 07.02(9)]
Black & White copies.....$.25/page
Color Copies:.....$.50/page

Road Right-of-Way Permit Fee [TCG 08.03(1)(c)]
Base Fee.....55.00
Boring , trenching or plowing(small projects).....$45.00perboring/trenching/plowing
Open cut pavement.....$220.00/open cut
Trenching/Plowing in excess of 1,320 ft. (large projects).....$110.00/# of lineal feet/1,000
Construction of vault or other structure.....$110.00 per vault or structure

Special Town Board Meeting $300

Statement of Real Property Status (Title Search) Fee [TCG 07.02(10)]
Paid with request.....$25.00
Invoiced.....$50.00

Waste Treatment, Disposal or Storage Site Application Fee [TCG 16.04(6)(c)].....$250.00

This resolution was duly considered and adopted by the Cottage Grove Town Board pursuant to a vote of 5 for and 0 against and 0 abstentions on this 3rd day of Dec, 2018.

TOWN OF COTTAGE GROVE

Kristopher Hampton, Town Chair

ATTEST:

Kim Banigan, Town Clerk

TOWN OF COTTAGE GROVE
4058 County Road N
Cottage Grove, WI 53527

BUDGET RESOLUTION 2018-01

A resolution amending the 2018 budget of the Town of Cottage Grove, Wisconsin, adopted by a two-thirds majority vote of the entire membership of the TOWN BOARD.

BE IT RESOLVED by the TOWN BOARD of the Town of Cottage Grove that the following adjustments be made to the 2018 Town budget:

Revenue			Expense			Explanation
42320	Promissory Note Proceeds	(268,000.00)	52700	Debt Service - Principal	(268,000.00)	Short Term Note Recorded On Balance Sheet
41690	Village Emergency Bldg Maint	8,010.40	50770	Emergency Bldg. Maint.	8,010.40	Village / Huston Share of Additional Paving For Driveway
43060	Unassigned General Fund	4,005.20	50770	Emergency Bldg. Maint.	4,005.20	Town Share of Additional Paving For Driveway
43070	ESB Property Repair Funds	63,613.45	50770	Emergency Bldg. Maint.	63,613.45	Apply ESB Property Repair Fund For Paving Parking Lot
43000	Hydrite Chemicals Fund	1,004.93	50140	Emergency Gov't Expense	1,004.93	Apply Hydrite Fund For Purchase of TV
41940	Insurance Recoveries	3,997.97	50790	4091 CTH N Maintenance	3,997.97	Insurance Reimb. For Water Damage Repairs
43040	Pleasant Springs Fire Funds	190,157.72	52530	Fire Protection Equip. Outlay	190,157.72	Apply PS Funds For Purchase Of Air-Pak and Masks
41940	Insurance Recoveries	1,862.50	52000	Highway Maintenance Contracts	1,862.50	Insurance Reimb. For Uphoff Road Guardrail
41100	Highway Maintenance Chrgs	4,693.80	52000	Highway Maintenance Contracts	4,693.80	Reimb. Hubred Lane Cul de Sac Paving
Total Change In Revenue		9,345.97	Total Change In Expense		9,345.97	
			Net Change		0.00	

This resolution was duly considered and adopted by the Cottage Grove Town Board pursuant to a vote of 5 for and 0 against and 0 abstentions on this 3rd day of Dec, 2018.

TOWN OF COTTAGE GROVE

Kris Hampton, Town Chair

ATTEST:

Kim Banigan, Town Clerk

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
DECEMBER 17, 2018

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 in attendance, as well as Clerk Kim Banigan, Treasurer Deb Abel, Highway Superintendent Dan Dresen, and Deputy Jennifer Grafton. Supervisor Mike Fonger arrived as the traffic study was being discussed in II. D. below. The exact time of his arrival was not noted.

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 Public Hearing, Special Meeting of the Electors, and Town Board meeting held on December 3, 2018 as presented. **MOTION CARRIED 4-0**.

D. Finance Report and Approval of Bills:

1. **MOTION** by DuPlayee/Williams to approve payment of bills corresponding to checks #32696-32729 from Monona Bank as presented, with check #32715 voided. **MOTION CARRIED 4-0**.
2. **MOTION** by Anders/DuPlayee to approve payment of $665.50 to General Engineering Company for November building permits. **MOTION CARRIED 4-0.**
3. The Treasurer stated that first installment tax collection has begun, and asked that December per diem reports be submitted by January 4th.

E. Public Concerns: None.

F. Road Right of Way Permits: None.

II. BUSINESS:

A. Review November Police activities: The monthly report shows 180 calls for service and 93 citations issued. Deputy Grafton said there have been no significant incidents. She wondered if the Town Board would consider changing all 55 mph speed limits on Town Roads to 45 mph, stating that a lack of consistency in speed limits is the main complaint she hears from motorists. Dresen estimated doing so would require 34-35 signs at a cost of at least $100 each.

B. Discuss/Consider approval of certified survey maps for:

1. Larry G. Skaar – creating a 12.004 acre parcel on North Star Road: **MOTION** by Anders/Williams to approve the CSM identified by Birrenkott Surveying, Inc. as Office Map no. 180416 dated 11-06-2018. **MOTION CARRIED 4-0.** It was noted that the City of Madison has not completed their ETJ review of this CSM yet.
2. Steve Banovetz – creating a 9.65 acre parcel on North Star Road: **MOTION** by DuPlayee/Williams to approve the CSM stamped by Dane County Planning and Development as #10218 on 11-27-2018, conditioned on the northern segment of the right-of-way dedication being labeled as 45.74', and removal of the building from the property and CSM. **MOTION CARRIED 4-0.** Mr. Banovetz said he had heard that the City of Madison will waive their ETJ review on this CSM.
3. Joseph G. Bessetti & Kimberly A. Huston – creating 5.009 acre parcel on Coffeytown Road: **MOTION** by Anders/DuPlayee to approve the CSM identified by Wisconsin Mapping, LLC as Dwg. No 5230-18 dated 11-27-2018. **MOTION CARRIED 4-0.**

C. Discuss/Consider approval of quotes for web site design and hosting services: the following quotes were considered:

- Town Web Design: $1,099.00 for design and setup, $59.00/month for hosting, with a $500.00 discount for a three year contract. (Total for three years is $2,723.00.)
- JB Systems Bronze package: $1,499.00 for design, $49.99/month hosting, with a $400.00 discount and three months of free hosting for signing up by 12/31/2018. (Total for three years is $2748.67, with possible additional charges to transfer existing content).

The Clerk reported that she has had online demos of the content management systems of both vendors, and both seem adequate. However, JB Systems does not yet have any live municipal sites, while Town Web design has 80+ continuous customers for 10+ years. Her survey of clerks received 19 responses. All but four were overwhelmingly positive. Negative responses were related to hosting on foreign servers and support staff with foreign accents. Town Web Design owner Dustin Overbeck assured her that our site would be hosted on a state-side server. **MOTION** by Williams/DuPlayee to accept the quote from Town Web Design for a three year contract. **MOTION CARRIED 4-0.**

(Fonger arrived)

D. Discuss/Consider results of Vilas Hope Road traffic studies: Traffic data was collected at a point on Vilas Hope Road 3800' south of CTH BB from 10/30/2018 – 11/01/2018. Mean speed ranged from 40 to 41 mph over the three days, with the 85th percentile speed at 49 mph for all three days. Over the three days, 4330 vehicles traveled southbound and 4124 traveled northbound. Peak southbound traffic occurred 7 am and peak northbound traffic occurred at 4 pm. There was no board action to change the speed limit in the vicinity of the survey location. More attention was given to the 45 mph stretch of Vilas Hope Road between CTH BB and the 35 mph speed zone between the point at 2200 feet south of CTH BB to the point at 4135 feet south of CTH BB. Deputy Grafton said the frequent changes in speed limit cause confusion in motorists, and the 35 mph speed zone remains difficult to enforce. **MOTION** by Anders/Williams directing the Clerk to investigate options with Dane County and the State of Wisconsin for extending the 35 mph speed zone all the way north to CTH BB. **MOTION CARRIED 5-0.**

E. Discuss/Consider revisions to TCG Ordinance Chapters 12-25: Board members reviewed drafts provided by Atty. Susan Allen to revise Chapters 12, 14, 15 and 16, with the Clerk making notes of questions and suggestions. Their review of the ordinances will continue at the January 7th meeting.

F. Discuss/Consider quotes for new tractor and flail mowers: The following quotes were considered:

<u>Waupun Equipment Co, Inc.:</u>

- New Holland T6.145 95 PTO HP Tractor for $51,000.00 including trade of New Holland T5040 Tractor
- Tiger Extreme Duty 75 inch side flail mower and 90 inch Extreme Duty rear flail mower for $43,900.00

<u>Mid-State Equipment Columbus:</u>

- John Deere 6130R Tractor for $113,735.99 including trade of New Holland T5040 Tractor

- Diamond Mowers, Inc: 102" offset 3-point hitch flail mower and 75" side mount flail mower for $28,125.30

Dresen recommended the New Holland tractor and the Tiger mowers, noting that the Diamond mowers would not be heavy duty enough for the Town's needs. **MOTION** by Williams/DuPlayee to approve the purchase of a New Holland T6.145 Tractor with cost not to exceed $51,000.00 after trade, and Tiger flail mowers with cost not to exceed $43,900.00, all purchased from Waupun Equipment Co., Inc. **MOTION CARRIED 5-0.**

G. Discuss/Consider approval of Contract for Provision of Emergency Medical Services By and Between Deer-Grove EMS District and the Town of Pleasant Springs: **MOTION** by Williams/Anders to approve the contract as presented. **MOTION CARRIED 5-0**. The 2019 contract price will be $32,267.45 with 2% increases per year through 2023.

III. CLERK'S OFFICE UPDATE: A projection screen and wireless access point have been added to the meeting room.

IV. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: The new storage shed is complete. The crew has been trimming trees in the road right-of-way since there has not been any snow to keep them busy.

V. BOARD REPORTS AND COMMUNICATIONS: Fonger missed the early portion of tonight's meeting because he was attending the Village of Cottage Grove Board meeting to hear the discussion about the proposed Shady Grove development. He reported that the Village Board voted unanimously to hold a public meeting and find a consensus that all affected parties can live with before a decision is made. 55 people signed up in opposition to the development, 25 of which were from the Village.

VI. COMMITTEE REPORTS:

A. Deer-Grove EMS District: Williams reported that Eric Lang has accepted the offer to be the new Chief, and will begin on January 2nd. Anders extended an invitation to an open house at the Emergency Services Building on December 28th to celebrate his retirement from serving as an EMT for 40 years. Hampton reported that there was a minor accident involving one of the ambulances and a post at the hospital.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:43 P.M.

Kim Banigan, Clerk
Approved 01-07-2019