

# TOWN OF COTTAGE GROVE ANNUAL REPORT AND NEWSLETTER

FOR THE YEAR ENDING DECEMBER 31, 2019

Kris Hampton  
Town Chair

Steven Anders  
Supervisor 2

Mike DuPlayee  
Supervisor 4

Kim Banigan  
Town Clerk

Beverly Homburg  
Deputy Clerk

Cyndi Peck  
Court Clerk

Eric Lang  
EMS Chief

Mike Fonger  
Supervisor 1

Kristi Williams  
Supervisor 3

Beth Gilpin/April Hammond-  
Archibald

Municipal Judge

Debra Abel  
Town Treasurer

Daniel Dresen  
Highway Superintendent

Nick Archibald  
Fire Chief

## Important Upcoming Events:

**April 7, 2020: Spring Election (p. 14)**

**April 1, 2020: Census Day (p. 17)**

**April 21, 2020: Annual Town Meeting (p.2)**

**April 29-30: Annual Curbside E-waste Collection (p. 44)**

## Contact Us:

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**Facebook: [www.facebook.com/towncg](http://www.facebook.com/towncg)**

**Mail: 4058 County Road N  
Cottage Grove, WI 53527**

**2019 Population Estimate: 3928**

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# **Tentative Agenda\***

## **Annual Town Meeting – April 21, 2020**

Notice is hereby given that the Annual Town Meeting for the Electors of the Town of Cottage Grove will be held on Tuesday, April 21 2020 at 7:00 P.M. at the Town Hall located at 4058 County Road N in the Town of Cottage Grove, Dane County, Wisconsin. All residents and interested parties are invited to attend.

### ***Agenda for the Town Meeting***

- I. Call to Order
- II. Flag Pledge
- III. Approval of minutes of last year's Annual Town Meeting
- IV. Additions to agenda by Electors
- V. Presentation of the 2019 Annual Town Financial Statements
- VI. Dane County Sheriff's Office update
- VII. Discuss composting options for Town residents
- VIII. Update on bridge replacement and repair plans
- IX. Discuss per diem payments for Town Board members
- X. Discuss whether the Town should purchase land for development
- XI. Set date for next year's Annual Town Meeting
- XII. Other Business
- XIII. Adjournment

**\* Please note that all dates in this report are subject to change due to the Covid-19 disaster declaration.** The final agenda for the Annual Meeting, or notice of postponement, will be posted on Friday, April 17<sup>th</sup> at the Town Hall and on the Town's web site. This is the one meeting that allows for agenda items to be added during the meeting, so if there is something you would like to discuss with your fellow Town electors, come prepared to bring it up under item IV above.

## **DRAFT Minutes of Annual Town Meeting – April 17, 2019**

- I. The meeting was called to order by Town Chair Kris Hampton at 7:00 P.M. Town Clerk Kim Banigan recorded the minutes, and Attorney Susan Allen provided legal counsel. Treasurer Debra Abel was also present. A list of other attendees is available in the Town Clerk's Office. There were 15 Town Electors who signed in.
- II. Flag Pledge.
- III. The minutes of last year's Annual Town Meeting were available in printed form. There was no reading of the minutes. **MOTION** by Kristi Williams/Mike DuPlayee to approve the minutes of the April 17, 2018 Annual Town Meeting as printed. **MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.**
- IV. Additions to agenda by Electors: None.
- V. Presentation of the 2018 Annual Town Financial Report: The 2018 Statement of Revenues and Expenditures was printed on the back side of the agenda. Jeff Osvog of Johnson Block and Company stated that the Town's financial statements have once again earned his firm's unmodified opinion that they fairly represent the Town's position in all material respects. He presented an overview of the Town's 2018 Financial Statements including the following highlights.
  - A. A summarized balance sheet showed total assets of \$3,313,552, largely comprised of cash and investments and taxes receivable, and total liabilities at \$422,583, including \$282,362 in short-term notes payable, which the Town has been using to fund road maintenance projects. The Town's total fund balance of \$1,101,633 is divided into five classes: Non-spendable (prepaid expenses and non-current receivables), Restricted (by a third party), Committed (sick leave liability), Assigned (by the Town board), and Unassigned. The Unassigned balance is 28% of budgeted expenses for 2019, which exceeds the Town's policy of 20-25%.
  - B. A summarized income statement showed total revenues of \$2,481,534, which was about \$39,000 over budget. Other funding sources contributed \$3,000. Total expenditures were \$2,520,228, which was about \$241,000 under budget. Net

change in fund balance was  
\$-38,694. General obligation debt totaled \$44,440 which is just  
.20% of the Town's debt capacity.

- C. Osvog used charts and graphs to illustrate revenue and expenditure categories and trends over the period of 2014-2018.

- VI. Revenues are fairly consistent over the years, with a spike in Licenses and Permits in 2015 that corresponds to building permits issued for the County facility built at County AB and US Highway 12 & 18. 2018 Revenues consisted of 62.9% taxes, 13.0% Intergovernmental, 9.7% Public Charges for Services, 6.8% Intergovernmental Charges for Services, 3.3% Licenses and Permits, 1.7% Miscellaneous, 1.5% Investment Income, 1.1% Fines, Forfeitures and Penalties.
- VII. Expenditures showed a spike for public works in 2018 due to payout of funds committed for accumulated sick leave to retirees, and improvements to North Star Road. Public safety expenditures were up in 2018 due to repaving of the parking lot at the Emergency Services Building, which was financed with assigned funds. A 2018 spike in Capital outlay can be attributed to purchases of fire equipment and a wheel loader, and construction of a storage building for public works equipment. 2018 Expenditures consisted of 47.5% Public Works, 30.5% Public Safety, 10.9% Capital Outlay, 9.5% General Government, 1.0% Debt Service, .2% each for Conservation and Development, Health and Human Services, and Culture, Recreation and Education.
- VIII. Introduction of new Fire and EMS Chiefs:
  - A. Hampton introduced Fire Chief Nick Archibald, who said he has 12 years of experience with the Cottage Grove Fire Department, and previously served as Assistant Chief. His focus is on building on the level of education of the volunteers. Nine members are currently taking classes. Two new volunteers are coming on board this month, and more are needed.
  - B. Hampton introduced EMS Chief Eric Lang, who came to Deer-Grove EMS on January 2, 2019 after 15 years of service with the Sun Prairie EMS. He has 23 years of experience in Emergency Medical Services. He said his focus is on

maintaining stability and building on the great service and staff already in place.

- IX. Dane County Sheriff's Office (DCSO) Lt. Gordon Bahler was present, and Hampton asked him to say a few words. Handouts were available showing that there were 2568 calls for service and 1347 citations issued in the Town in 2018. Another handout showed these numbers to be fairly stable over the 4 years that the DCSO has been providing police services to the Town. Lt. Bahler said thank you for the opportunity to partner with the Town and the Fire and EMS service. He said that while in 2017 vehicle break-ins were a major crime wave in the County, more recently there has been an uptick in vehicle thefts, and warned residents not to leave their cars running unattended. He also reminded residents to lock their cars and homes, as walk-ins have occurred, including one in the Town of Dunn when residents were home. Lt. Bahler also cautioned against telephone scams, and said that the DCSO will never ask for money over the phone. Roger Williams asked if any regular appeals for law enforcement funding are legitimate, to which Lt. Bahler replied yes, for example the Wisconsin Professional Police Association and Cops for Kids, but he recommended asking questions before agreeing to any donation, and if suspicions arise, contact the DCSO for assistance in determining legitimacy. Hampton said the Town appreciates the presence of the extra officers in our building at 2560 Nora Road, and asked if the Southeast Precinct is moving from Pleasant Springs to Stoughton. Lt. Bahler said as of now the move is planned but recent questions to the availability of the new space have arisen.
- X. Discuss Town Roads as ATV Routes: Atty. Allen said a 2017 change in laws allows municipalities to choose to allow ATVs or UTVs on the paved area of roads with speed limits of 35 mph or under. The WDOT would need to be involved for higher speeds. Steve Anders said he asked for this agenda topic because he enjoys operating his UTV on roads in other townships. He noted that the law specifies equipment required on the ATVs/UTVs (lights, etc.), and requires the operator to be at least 16 years old and have a driver's license. He offered to review the ordinances of towns that have ATV routes.

Hampton said except for short stretches, most of the roads with 35 mph speed limits within the Town would be in subdivisions.

Fonger asked how many Towns that have ATV routes are urban. Romayn Rote was strongly in favor, and thought ATVs would be safer than bicycles, skateboards and in-line skaters already seen on Town Roads.

Mike DuPlayee said he would not want to see ATV routes in the Town, he is leery of allowing more vehicles on Town roads.

XI. Set date for next year’s Annual Town Meeting: **MOTION** by Steve Anders/Kristi Williams to set next year's Annual Town Meeting for Tuesday, April 21, 2020 beginning at 7:00 P.M. **MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.**

XII. Adjournment: **MOTION** by Mike DuPlayee/Dan Dresen to adjourn. **MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.** The meeting was adjourned at 7:32 P.M.

Kim Banigan, Clerk

**Statement of Assessment – January 1, 2019**

REAL ESTATE	LAND	IMPROVEMENTS	TOTAL
Residential	106,903,400	244,577,200	351,480,600
Commercial	3,977,600	13,215,000	17,192,600
Manufacturing	793,800	271,100	1,064,900
Agriculture	2,676,600		2,676,600
Undeveloped	1,387,100		1,387,100
Ag. Forest	2,260,000		2,260,000
Forest Lands	1,045,300		1,045,300
Other	7,442,300	14,288,600	21,730,900
PERSONAL PROPERTY	LOCALLY ASSESSED	MANUFACTURING	MERGED
	751,900	8,000	759,900
<b>TOTAL ASSESSED VALUE</b>			<b>399,597,900</b>

# Statement of Taxes Levied – 2019 Tax Year

State Taxes	0.00
County Taxes	1,529,184.86
Local Assessment	1,630,428.00
Deerfield School District	658,212.23
Marshall School District	51,196.08
McFarland School District	100,339.00
Monona Grove School District	4,572,319.55
Stoughton School District	417,174.67
Sun Prairie School District	4,280.00
Vocational School	406,583.17
Underrun/Overrun	0.13
Refuse and Recycling Collection	244,695.60
Street Lighting	802.86
Private Septic Maintenance	12,996.33
Lottery Credit Penalty	0.00
Omitted Property Taxes (from previous years)	0.00
S. 7043 Corrections	-3,776.45
Managed Forest Lands	345.40
<b>TOTAL LEVY</b>	<b>9,624,781.43</b>

## Tax rates by school district:

School district Property lies within	School Mill Rate	Local Mill Rate*	State School Credit	Total Mill Rate	Max. Lottery Credit	Max. First Dollar Credit
Deerfield #1309	12.67	8.93	-2.62	18.98	216.68	78.09
Marshall #3332	12.21	8.93	-2.62	18.52	208.80	75.25
McFarland #3381	12.87	8.93	-2.62	19.18	220.11	79.33
Monona Grove #3675	15.14	8.93	-2.62	21.45	258.99	93.34
Stoughton #5621	12.47	8.93	-2.62	18.78	213.24	76.85
Sun Prairie #5656	15.05	8.93	-2.62	21.36	257.36	92.76

\* Local Taxes include: State \$0, Dane County: \$3.83, Town \$4.08, Vocational School \$1.02. The garbage/recycling charge is \$166.80/residence. The Private Septic Maintenance Fee is \$8.67/septic system.



## Explanation of 2019 Tax Bills

The following is a breakdown of mill rates along with an explanation of how tax bills are calculated and where your tax dollars go. The example is for property in the Monona Grove School District.

	<b>Mill</b>	<b>Assessed</b>	<b>Net</b>
	<b>Rates</b>	<b>Value</b>	<b>Tax</b>
Town of Cottage Grove	4.08	200,000.00	816.00
Dane County	3.83	200,000.00	766.00
State of Wisconsin	0.00	200,000.00	0.00
Monona Grove School District	15.14	200,000.00	3,028.00
MATC	1.02	200,000.00	204.00
School Tax Credit	<span style="color: red;">(2.62)</span>	200,000.00	<span style="color: red;">(524.00)</span>
Mill Rate Total	<u>21.45</u>		<u>4,290.00</u>
First Dollar Credit			<span style="color: red;">(93.34)</span>
Lottery & Gaming Credit			<span style="color: red;">(258.99)</span>
Private Septic Maintenance Fee			8.67
Garbage/Recycling Collection Fee			166.80
Net Property Tax			<u>4,113.14</u>

### Refund of tax overpayments of property tax

Escrowing of property taxes often results in overpayment of property taxes. TCG ord. sec. 22.09, adopted on March 18, 2020, provides that overpayments under \$2.00 will not be refunded unless requested in writing by the taxpayer. All other overpayments will be mailed to the parties shown on the tax bill shortly after the Town Treasurer's first installment tax settlement with the Dane County Treasurer.

### 2019 Late Lottery Credit

If you did not receive a lottery credit on your property tax bill and think you are eligible, you can still claim the credit. You may claim the lottery and gaming credit for 2019 taxes, payable in 2020, if, on January 1, 2019, you were the owner of the property and used the property as your primary residence. To claim the credit, complete and submit the 2019 Late Lottery and Gaming Credit Application (Form

LC-300) along with a copy of your 2019 property tax bill to Wisconsin Dept of Revenue prior to October 1, 2020.

Please keep in mind that if this property continues to qualify for the lottery credit, you must also complete a Lottery and Gaming Credit Application (Form LC-100) and file with Dane County Treasurer's Office, so the credit may be applied to your future property tax bills.

For additional information and to obtain Lottery and Gaming Credit applications, contact the Wisconsin Department of Revenue or their web site. <http://www.revenue.wi.gov/forms/lottery/index.html>.

## **Notification of Comprehensive Plan Amendments**

The Town's Comprehensive Plan is adopted under Section 66.1001 of Wisconsin Statutes, and may updated or amended from time to time. Under state law, the Town must maintain a list of persons who submit a written or electronic request to receive notice of any proposed change to the Comprehensive Plan that affects the allowable use of property owned by the person. Persons who wish to add their name to this list should provide their name and preferred method of notice to the Clerk. One easy way to do this is to subscribe to email updates related to Comprehensive Plan changes at <https://www.tn.cottagegrove.wi.gov/subscribe-to-updates/>. This will provide you with emailed notice of all proposed changes to the Comprehensive Plan, not just those that affect the use of your property. If you would only like notification of changes affecting the allowable use of your own property, email or mail your request directly to the Clerk using the contact information on the front of this report.

## **2019 Finance Report**

The financial reports are designed to provide a general overview of the Town's finances and to show the Town's accountability for the money it receives. Details of all reports shown in summary form are available on the Town's web site at <https://www.tn.cottagegrove.wi.gov/budget-taxes/>. If you have questions about these reports or need additional financial information, contact the Town's Treasurer at [treasurer@towncg.net](mailto:treasurer@towncg.net) or 608-839-5021 ext. 131.

## Statement of 2019 Revenues and Expenditures and Changes in Fund Balances

Revenue	
Taxes	\$1,555,438.00
Intergovernmental Revenue	346,035.00
Licenses and Permits	102,806.00
Fines, Forfeiture and Penalties	28,497.00
Public Charges For Services	255,655.00
Intergovernmental Charges	164,620.00
Investment Income	57,670.00
Miscellaneous Income	33,394.00
<b>Total Revenue</b>	<b>\$2,544,115.00</b>
Expenditures	
General Government	\$270,487.00
Public Safety	780,943.00
Public Works	1,110,850.00
Culture, Education, Recreation	9,202.00
Health and Human Services	6,206.00
Conservation and Development	5,329.00
Capital Outlay	731,037.00
Debt Service	
Principal	22,023.00
Interest	4,398.00
<b>Total Expenditures</b>	<b>\$2,940,475.00</b>
Excess of Revenue Over Expenditures	<b>(\$396,360.00)</b>
Other Financing Sources	
Property Sales - Highway Equipment	\$2,756.00
Proceeds From Long-Term Debt	\$612,000.00
Liberty Cemetery Funds Revenue	800.00
<b>Total Other Financing Sources</b>	<b>\$615,556.00</b>
Net Change In Fund Balance	\$219,196.00
Fund Balance - Beginning	\$1,101,633.00
Fund Balance - Ending	<b>\$1,320,829.00</b>
Indebtedness Beginning of Year	\$326,801.00
Indebtedness End of Year	\$917,049.00

Budget vs. Actual figures can be found on the Town's web site

## 2020 Budget Summary

### General Fund

#### Revenue

General Town Property Tax	1,642,328
Intergovernmental Revenue	368,681
Licenses and Permits	90,900
Fines, Forfeiture and Penalties	30,000
Public Charges for Services	247,324
Intergovernmental Charges	121,781
Pleasant Springs Fire Revenue	63,756
Investment Income	30,300
Miscellaneous Income	23,901

Total Revenue 2,618,971

#### Expenditures

General Government	341,807
Public Safety	822,142
Pleasant Springs Fire Expense	63,756
Public Works	1,232,867
Culture, Education, Recreation	45,000
Health and Human Services	6,206
Conservation and Development	5,320
Capital Outlay	393,120
Debt Service	
Principal Repayment	360,889
Interest and Fiscal Charges	18,372

Total Expenditures 3,289,480

Excess (Deficiency) of Revenues Over Expenditures (670,509)

#### Other Financing Sources

Property Sales	49,775
Proceeds from Debt	506,000
Liberty Cemetery Revenue	800

Total Other Financing Sources 556,575

Net Change in General Fund Balances (113,934)

Fund Balances - Beginning 1,379,927

Fund Balances - Ending 1,265,993

## 2020 Budget Summary (Continued)

Surplus Funds Applied	
Pleasant Springs Fire Fund	103,100
Future Park Expense Fund Applied	10,834
Total Surplus Funds Applied	113,934
Liberty Cemetery Fund	
Liberty Cemetery Fund Revenue	100
Liberty Cemetery Fund Expense	800
Excess (Deficiency) of Revenues Over Expenditures	(700)
Fund Balances - Beginning	2,453
Fund Balances - Ending	1,753
Highway Expenditures per mile	17,462
Projected December 31, 2020 Fund Balances	
General Fund	1,265,993
Liberty Cemetery Fund	1,753
Indebtedness	1,062,159
Town Levy	1,630,428
Assessed Value	399,597,900
Town Mill Rate (per \$1,000)	4.08

## **Town Board Chair's Annual Report**

The beginning of 2019 started with the Town Board's creation of a Bridge Committee to evaluate Wisconsin engineering firms to design two bridges in the Township. The Town was awarded a grant from the State of Wisconsin to replace the bridges on Uphoff Road and on Femrite Drive. The State's grant will pay 80% of the \$619,605 bid that was the accepted proposed bid for the two bridges, with the Town picking up the remaining 20% (\$123,921).

The Bridge Committee reached out to twelve local firms with experience in constructing bridges and then it rated the proposals that were submitted. Ayres Associates was ultimately chosen, and thereafter Ayres was approved by the State for the bridge projects. Ayres started work on their design of the bridges in January 2020.

In late 2021 the contracts for construction will be sent out to determine the actual cost to build the bridges with construction taking place in 2022, after school is out. Since we had to factor in routes for school buses, the projects are to be finished before schools start again. We're hopeful that the bridges can be timely finished. Alternate routes for vehicle traffic will be established for local residents.

In 2019, the Town also widened and rebuilt a one-mile portion of North Star Road that had never been improved and was still gravel. The Town currently has two businesses located just off the improved Road. The Board is hopeful that improvement to the North Star Road will result in more commercial development in that area.

The Town had over 300+ of its acreage annexed in 2019. Part of that acreage went the Village of Cottage Grove and the remainder to the Village of McFarland. The Board is researching ways to limit these kinds of annexations to prevent surrounding communities from chopping up the Township.

The Town Board once again would like to stress how grateful it is for the continued dedication and commitment that our local EMS and Fire Department volunteers make to our community. If you, or someone you know, might be interested in serving the community as an EMS or Fire Department volunteer, please use the Town's Website to find the contacts to start you on that important path.

## Municipal Court Changes

Municipal Judge Beth Gilpin filed for non-candidacy for the 2019 Spring election after serving as judge for the past 16 years. April Hammond-Archibald was elected as the new Municipal Judge in April of 2019.

Late in 2019, Municipal Court Clerk Cyndi Peck gave notice that she would be resigning her position effective at the end of the year after serving as Court Clerk for 30 years. Vicki Anderson was hired to replace Cyndi as of January 1, 2020. Cyndi had been doing double duty, also serving as Municipal Court Clerk for the Village of Cottage Grove, which she will continue to do. Her office for both positions was at the Village Hall, but with the splitting of the two positions, the Town has made room for Vicki's office in the Town Hall.

We wish Beth and Cyndi all the best in their future endeavors, and extend a big welcome to Vicki as she begins her new adventure as Court Clerk.

L-R: Beth Gilpin, Cyndi Peck,  
April Hammond-Archibald.

Photo taken at Cyndi Peck's  
appreciation luncheon,  
12/12/2019



# 2020 Elections

**February 18: Spring Primary**

**April 7: Spring Election and Presidential Preference Vote**

**August 14: Partisan Primary**

**November 2: General Election**

The polling place for all town residents is the Town Hall at 4058 County Road N. Polling hours are from 7:00 a.m. to 8:00 p.m. All voters are required to show a photo ID. For more information about photo IDs, please see: <https://bringit.wi.gov/>

## **Voting by Absentee Ballot**

To request that an absentee ballot be sent to you by mail, email or fax, please use the MyVote Wisconsin site: <https://myvote.wi.gov>. All absentee ballots must be returned by 8:00 p.m. on election day.

Hours for early voting by absentee ballot in the Clerk's office will be posted before each election. Generally, the hours will be 8 a.m. to 12:30 p.m. Monday-Friday for about three weeks preceding the election, with extra hours on the Thursday and Friday before the election. No early voting is allowed on the Monday preceding an election.

## **Voter Registration Drives – BEWARE**

Voter registration drives will increase in 2020. These organization are not affiliated with the Town of Cottage Grove and while most organizations are legitimate, this is also an area of opportunity for scammers. Be aware that voter registration requires personal information such as your date of birth and driver's license number. Never give personal information to anyone you don't know and trust.

Also, since Town of Cottage Grove residents can have mailing addresses in Madison, Deerfield and McFarland, and residents with Cottage Grove mailing addresses can reside in either the Town or the Village of Cottage Grove, it can be difficult for third parties to choose the correct voting location based on address. This can lead to confusion and delay of processing of voter registration applications.



The Town of Cottage Grove does not send out voter registration application forms unless specifically requested.

The safest means to register to vote include the following:

- Online at the MyVote Wisconsin site: <https://myvote.wi.gov>
- By mail (complete the voter registration form):  
<https://elections.wi.gov/forms/el-131-fillable>

Mail with Proof of Residency to: Municipal Clerk, Town of Cottage Grove, 4058 County Road N, Cottage Grove, WI 53527

- In-person the Clerk's Office: Open M-F, 8:00 am-12:30 pm, Monday – Friday
- In-person on Election Day 7am-8pm

Note: All options require acceptable proof of residency. For additional information on acceptable Proof of Residency, see:

<https://elections.wi.gov/publications/voter-guides/proof-of-residence>.

For more information about voting in the Town of Cottage Grove, see <https://www.tn.cottagegrove.wi.gov/election-information/>

## **ExpressVote® Universal Voting System**

In 2019, the Town debuted its first ExpressVote® Universal Voting System. In 2020, a second ExpressVote® will be put into service. This ballot marking device offers the following advantages:

- Makes every vote count by eliminating the possibility of over votes or cross over votes. This can be especially important for early voters who do not get the feedback from inserting the ballot into the tabulator.
- Produces a verifiable paper record that is human and machine readable.
- Enables ADA voters to mark their ballot independently.
- Saves on costs by using blank card stock rather than more expensive, pre-printed ballots.
- Eliminates the worry of running out of pre-printed ballots.

Ballots marked by the ExpressVote® must still be deposited in the tabulator. The ExpressVote® only marks the ballot, it does not tabulate the votes. Of course, voters will still have the option of marking a paper ballot as always.

# 2020 Census

**What is the 2020 Census?** Article 1, Section 2, of the Constitution mandates that the country conduct a count of its population once every 10 years. The 2020 Census is conducted by the U.S. Census Bureau, a nonpartisan government agency.

**Why is the census so important?** The results are used to determine how much funding local communities receive for key public services and how many seats each state gets in Congress. State and local officials also use census counts to draw boundaries for congressional, state legislative, and school districts.

**Who is required to respond?** Everyone living in the 50 states, District of Columbia, and five U.S. territories (Puerto Rico, American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands) is required by law to be counted in the 2020 Census.

**Is it safe?** The Census Bureau is required by law to protect your answers. Your responses are used only to produce statistics. The Census Bureau does not disclose any personal information.

**What will it ask?** You will answer a simple questionnaire about yourself and everyone who is living with you on April 1, 2020. The actual questions can be found at:

<https://2020census.gov/en/about-questions.html>

**How do I respond?** Once your invitation arrives, you should respond for your home in one of three ways: online, by phone, or by mail. When you respond to the census, you'll tell the Census Bureau where you live as of April 1, 2020.

**When will it occur:**

April 1: Census Day is observed nationwide. By this date, every home will receive an invitation in the mail to participate in the 2020 Census.

May - July: Census takers will begin visiting homes that haven't responded to the 2020 Census to help make sure everyone is counted.

For more information about the 2020 Census, please see:

<https://2020census.gov>

## **Town web site and social media**

Early in 2019, the Town's web site underwent a conversion to a fresh new format. Response has been very positive, and lots of people have signed up for email or text notices of meeting and other types of notices. Check it out yourself at [www.tn.cottagegrove.wi.gov](http://www.tn.cottagegrove.wi.gov).

2019 also saw the beginning of the Town's Facebook page. Please like or follow and share it at [www.facebook.com/towncg](http://www.facebook.com/towncg) to keep up with the latest news and events that affect Town residents.

### **Tax, Assessment and Zoning Answers Online**

Dane County's property listing web site, Access Dane, contains property tax, assessment and zoning information, past and present, for all properties in Dane County. The integrated DCIMaps feature along with links to Google and Bing maps provide mapping features. Check it out at <https://accessdane.countyofdane.com/>. Additional assessment information is available on the Associated Appraisal Consultants, Inc. web site at <http://www.apraz.com>.

## **New and updated Town Ordinances**

In 2019, the process of re-codifying the Town's ordinances that began in 2017 was completed. The final set of re-codified ordinances were adopted on May 20, 2019 to include Chapters 12-25.

All Town of Cottage Grove ordinances can be found at <https://www.tn.cottagegrove.wi.gov/ordinances-resolutions/>.

On January 20, 2020, an amendment to section 11.02 Open and Outdoor Burning was adopted. The main change is that annual burning permit holders no longer need to provide 48 hours' advance notice to the fire department before the burn. They are, however, still required to call the fire department burn line (608-839-5021 ext. 112) or visit the fire department's web site at <http://www.cottagegrovefire.org/burn-permits.html> to check for any burning restrictions prior to burning on the day of the burn.

Application for an annual burning permit can be made online at: <https://www.tn.cottagegrove.wi.gov/burning-permits/> or in person at the Town Hall.

## **Dog Licenses**

Wisconsin statute requires every owner of a dog over the age of five (5) months to obtain a dog license each calendar year. Application for a dog license can be made at the Town Hall or online at:

<https://www.tn.cottagegrove.wi.gov/dog-license-information/> (fees apply if payment is made by credit or debit card.) Proof of current rabies vaccination is required for licensing. Renewal applications are mailed in December, along with property tax bills.

## **Building Permits**

In general building permits are required for construction of a new home, garage or shed, additions, decks, porches, pools, remodeling, finishing basements, re-siding or re-roofing, changing or adding electrical, plumbing, furnace, air conditioning and water softeners, any alterations to an existing structure, demolishing any building, and any construction to a commercial property. For more information, please see: <https://www.tn.cottagegrove.wi.gov/building-permit-information/> When in doubt about whether a permit is needed, always contact Building Inspector Jim Trebian at 608-697-7779 or [jtrebian@generalengineering.net](mailto:jtrebian@generalengineering.net). Be sure to include your email address on any building permit application.

## **Posting Locations for Town Notices**

Town notices are posted on the Town's web site at: <http://www.tn.cottagegrove.wi.gov>, and on the indoor and outdoor bulletin boards at the Town Hall, 4058 County Road N. Meeting notices are typically posted by noon on the Friday preceding the meeting. In addition to the above locations, election related notices are also posted at Doubledays at 4586 Baxter Road, and Noras Tavern at 1843 US Highway 12 & 18, and Country Corners at 3737 County Road AB. Notices required to be published will be published in the legal section of the Wisconsin State Journal.

## **Committee Member Interest**

If you are interested in serving on any of the Town's committees, please email the Town Clerk at [clerk@towncg.net](mailto:clerk@towncg.net) with the committee(s) you are interested in, and your qualifications. New committee appointments are made after the Spring election each year.

# **Highway Department Reminders**

## **Private Snow Removal Reminder**

Please keep the following in mind when you or a hired contractor are removing snow on your property: TCG Ordinance 08.06 Regulation of Private Snow Removal states that *“No person shall allow snow, or ice, or both, which is removed from private property, to be deposited in any highway or right-of-way within the town limits, in an amount that creates a traffic or safety hazard, without immediately removing the accumulation from the highway or right-of-way...Violations of this ordinance shall be punishable as a class B forfeiture under TCG 25.04.* This includes making sure snow is not piled so as to obstruct culverts or ditches. As the property owner, it is your responsibility to keep your culvert clear and in good repair.

## **Work or obstructions in Town Road Right-of-Way**

No trees, posts, fences, large rocks, retaining walls, basketball hoops, etc. may be placed in the road right-of-way, which extends 33 feet from the center of the road or 60 feet from the center of a cul-de-sac. Please be warned that by placing anything in the road right-of-way, you are accepting the liability should anyone hit it. If you have any questions on where the roadway ends, call the Highway Department at 839-4767.

Regarding work in the right-of-way, TCG Ord. sec. 08.03 states: “No person shall make any excavation or fill or install any culvert or make any other alteration in any town roadway or in any manner disturb any town roadway or bridge without applying for and receiving a permit from the highway superintendent. ...Any damage caused to Town property and/or right of way due to any work done under this permit is the responsibility of the permit holder. Violations of this ordinance shall be punishable under TCG Ordinance 25.04.”

## **Mailbox Installation**

TCG Ord. sec. 12.045 was adopted in accordance with Wisconsin Transportation Bulletin No. 14 – Mailbox Safety in order to improve roadside safety for vehicles that might inadvertently leave the roadway. It states:

“The support should be a wood post, steel pipe, or steel channel installed no more than 24” in the ground and extending to a vertical height such that the bottom of the mailbox is a minimum of 42” but not to exceed a maximum of 48” above the ground surface. The support should be the following dimensions:

- Square wood post: no larger than 4” x 4”
- Round wood post: no larger than 4” in diameter
- Steel pipe: no larger than 1 1/2” inside diameter
- Steel channel: no more than 2 lbs./ft.

The box-to-post attachment should be sufficient to prevent the separation of the box from the support post when struck.

No more than two mailboxes should be mounted on one support post.

For multiple installations, support posts must be spaced a minimum longitudinal distance apart which is equal to three-quarters of the height of the posts in the installation. Thus, for example, in an installation where posts are four feet above ground, they should be spaced three feet apart.

The front of the mailbox should be aligned with the outside edge of the shoulder, and must not extend over the edge of the traveled way or over the edge of a paved shoulder. Installations should avoid blind spots or poor sight distance locations.”

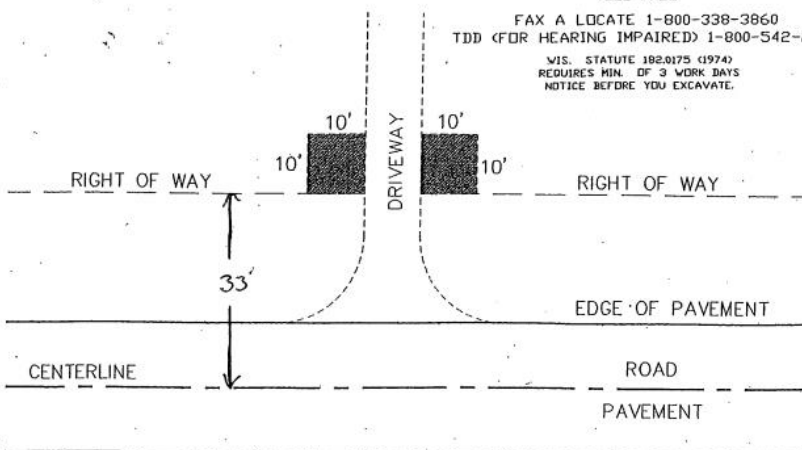


TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE  
1-800-242-8511  
TOLL FREE

FAX A LOCATE 1-800-338-3860  
TDD (FOR HEARING IMPAIRED) 1-800-542-2289

WIS. STATUTE 192.0175 (1974)  
REQUIRES MIN. OF 3 WORK DAYS  
NOTICE BEFORE YOU EXCAVATE.



## **Location of Fire Numbers**

Please check to be sure your fire (address) number is located appropriately and unobstructed so that emergency responders can find you. Every second counts in an emergency, don't let precious time be lost because your location is not clearly marked.

Section 76.07 (1) Dane County Code of Ordinances provides that address numbers for buildings shall be installed on a post which shall not be located more than 10 feet from the driveway serving the building and not more than 10 feet from the road right-of-way. The post may be located on either side of the driveway. Height of the number shall not be less than 3 feet or more than 4 feet above the ground. The number shall be installed parallel or perpendicular to the road and shall not be concealed from view from the road in either direction by trees, shrubs, bushes, etc., (see diagram).

The post must be located in the shaded area on either side of the driveway.

## **Parking on Town Roads**

TCG Section 09.05 PARKING RESTRICTIONS includes the following:

*“No person shall park a vehicle, including, but not limited to: motor vehicles, agricultural equipment, buses, recreational vehicles, mobile and modular homes, trucks and trailers, on the pavement of any highway within the Town limits, for any period of time that would create a hazard to other persons using the highway; without obtaining prior written authority to do so, from the police department.”*

*“No person shall park any vehicle within the right-of-way of any highway within the Town limits, for more than 24 consecutive hours; without written authorization from the police department.”*

*“No person shall park any vehicle in any private driveway, or on any private lands within the Town limits; without first obtaining the permission of the landowner or tenant of the parcel on which the vehicle is parked.”*

*“No person shall park a commercial motor vehicle (CMV) with a weight in excess of 20,000 pounds in a private driveway or on any private lands, outside of an enclosed garage, in a platted subdivision*

*within the town limits; except for such time as is reasonably necessary to load or unload the CMV, without written authorization from the police department. NOTE: The seasonal weight limit restrictions, described in s. TCG § 09.07, shall also apply; regardless of whether or not authorization is obtained, or where the CMV is parked.”*

*“No person shall park and leave unattended, any vehicle transporting hazardous materials, in a quantity required to be placarded under the regulations of the US Department of Transportation, within the Town limits; without first obtaining written authorization from Dane County Sheriff.”*

*“Any motor vehicle left unattended within the town limits for more than 48 hours; in the right-of-way of any highway, or on any private lands without the permission of the owner or tenant, shall be considered an abandoned vehicle.”*

*“Any vehicle that is found to be abandoned, may be impounded and disposed of in accordance with § 342.40, Wis. Stats.”*

## **Implements of Husbandry/Ag Commercial Vehicles**

In order to protect the Town's roads from excessive wear, and assure that vehicles are safe to operate on Town roads, the Town has adopted TCG ord. section 08.09 Regulation Applicable to Agricultural Commercial Vehicles and Implements of Husbandry under the authority of § 348.27(19)(b)5a and Wis. Stats. And Wis. Admin Code TRANS 230, which states:

*“It shall be unlawful and a violation of this ordinance for any person, without a permit therefor, to operate an implement of husbandry, including a Category B implement of husbandry, or an agricultural commercial vehicle on any Town road under the jurisdiction of the Town which exceeds the length and/or weight limits imposed by § 348.15(3)(g), Wis. Stats.”*

If you have questions about farm vehicles please contact the Town to determine whether a permit is required. See TCG Ord. Section 08.09 for more information. The Ordinance imposes a forfeiture for overweight operation. Permit application materials may be found at <http://www.dot.state.wi.us/business/ag/permits.htm>.



# Stormwater Management



Pet waste left in our parks, yards or other open areas can be washed away and carried by rainwater into roadside ditches to nearby rivers, lakes and streams which causes many problems, among them:

- 1) Pet waste decays, using up dissolved oxygen and releasing compounds that are harmful to fish and other animals that rely on water to live.
- 2) Pet waste contains nutrients that can cause excessive algae growth in downstream lakes upsetting the natural balance.
- 3) Pet waste contributes to bacterial contamination of our rivers, lakes and streams. Pet waste contains harmful bacteria such as E. Coli and fecal coliform. Waters that contain a high number of bacteria such as E. Coli are unfit for human contact. A single gram of pet waste contains an average of 23 million fecal coliform bacteria, some of which can cause disease in humans.

Whether in your yard or walking your dog, you can easily do the right thing. Purchase a device made especially for the task or simply use a plastic bag. Then, just place the waste in a garbage can, flush down the toilet or bury it in your yard. Everyone will be happier when you pick up after your pet! Also, who wants to step in it let alone swim in it!

The Town of Cottage Grove has an ordinance requiring pet waste cleanup (section 20.01(2)(h) and (j)) Please do the right and considerate thing and pick up after your pet.

## **Sheriff's Office Report**

Sheriff Mahoney and the Dane County Sheriff's Office appreciates the opportunity to serve your community! Your contract deputies, Deputy Steven French, Deputy Brian Biwer and Deputy Jennifer Grafton would like to thank you for your support and partnership in making the Town of Cottage Grove one of the premier places to reside in Dane County.

The Town of Cottage Grove Deputies are dedicated to establishing and developing strong community partnerships, as well as, providing professional service to all in our community. We are an organization that seeks to enhance the quality of life for the citizens we serve.

We actively seek out opportunities to work directly, in partnership with our community, reducing crime and solving identified problems. Our working relationships throughout the neighborhoods of the township creates a proactive Community Oriented Police approach.

Since the start of the contract in 2015, the Township Police Department has seen increased activity in use for meeting, training, and major case briefings. This relates to increased law enforcement presence in the Township. In addition to the contract deputies, we have two detectives who have their offices at the Township PD, splitting their time between first and second shift.

We also have the Sheriff's Office Emergency Preparedness Coordinator and a Probation and Parole officer who have their offices in the building during business hours throughout the week.

The past year the Township Deputies responded to 1675 calls for service ranging from traffic crashes, EMS Assists, Damage to Property, Citizens Assist, Welfare Checks, Suspicious Activity, Alarms, and Preserve the Peace calls. We have been successful in addressing several high traffic complaint areas throughout the Township utilizing traffic enforcement, additional speed signs, speed bumps, and American Family Insurance "slow down" campaign signs.

If you would like to meet our deputies, a Township Deputy is available at the monthly Town Board meeting and also at our Township Court every second Wednesday of the month.

As we move into the year 2020, we encourage everyone to call in suspicious behavior, when you see it. We also invite you to explore the web for information on crime activity in our community.

Community Crime Map, connects law enforcement with the community to reduce crime and improve public safety. Crime mapping helps the public get a better idea of the crime activity in their area so they can make more informed decisions about how to stay safe.

To see what's happening in the community, go to [www.communitycrimemap.com](http://www.communitycrimemap.com)

Further, in February 2020, the Dane County Sheriff's Office has released the organization's new smartphone application. This app will serve as a new way for the sheriff's office to connect with Dane County residents and visitors, providing information quickly and efficiently to anyone with a smartphone.

The Dane County Sheriff's Office app was developed by TheSheriffApp.com, a division of OCV, LLC. The app offers quick access to items of public interest and is easy to use. In just a few clicks, users can:

- Submit a Tip (See Something.....Say Something)
- Receive push notifications
- Search and view local inmates
- View jail information
- Active warrant list
- Connect to the organization's social media platforms
- Read the latest news and find out about upcoming events
- Leave feedback

The Dane County Sheriff's Office app is available for download for free in the App Store and Google Play, just search "Dane Sheriff" to download the app.

We continue to enjoy our partnership with the Town of Cottage Grove and are proud to serve our community! Thank you for your continued support.

Lieutenant Gordy Bahler, Deputy Steve French, Deputy Brian Biber and K-9 Boone, Deputy Jen Grafton, Dane County Sheriff's Office

# Cottage Grove Volunteer Fire Department Report

The Cottage Grove Volunteer Fire Department is currently staffed by 34 active Volunteer's and 4 honorary personnel from, the Town and Village of Cottage Grove along with residents from the Town of Pleasant Springs. These men and women volunteer their time and expertise for Fire Prevention programs in the community and all Emergencies. I would like to take this opportunity to thank the entire staff, for all their hard work and dedication to this department and the communities they serve this past year. I would ask you the next time you see these people say hello and thank them for their service.

There are six divisions within the Department, Investigation, Maintenance, Prevention, Personnel/Records, Training/Safety and Fire Inspections. The Training division provided the staff over 2,423 hours of training in 2019. The Prevention division conducts tours of the Emergency Services Building and fire prevention demonstrations to the schools and day care facilities throughout the year. The Inspection division conducted inspections of all businesses in the Town of Cottage Grove, Village of Cottage Grove, and the Town of Pleasant Springs.

The officers of the Cottage Grove Fire Department are:

Nick Archibald, Chief	April Hammond, 1 <sup>st</sup> Asst. Chief
Jess Robinson, 2nd Asst. Chief	Mark Kudrna, Captain
Lance Severson, Captain	Jason Helgeland, Lieutenant
Erik Severson, Lieutenant	Jason Kudrna, Lieutenant

The Fire Personnel/Honorary members are:

H George Ball	FF Cole Brown	FF Charles Cluney
PF Mike Crapser	FF Morgan Engels	H Roger Floreke
FF Brandon Fritsch	PF Jamie Gogola	DO Mike Grob

FF Thomas Grob	H Joel Hammond	FF Josh Hammond
PF Jason Johnson	FF Abigail King	H Duane Kopp
FF Dennis Larson	FF Tom Laude	FF Kevin Laufenberg
PF Justin Leistikow	PF Grant Lorang	FF Arlin Maag
FF Matt Mabie	FF Katie Miller	FF Tim Miller
PF Caleb Murray	PF Greg Nowak	PF Wes Pulver
FF Mitch Strehlow	DO Julie Strohbusch	F.F Tom Strohbusch
FF Josh Truss	FF Paul Wendricks	

FF Fire Fighter

DO Driver Operator

PF Probationary Fire Fighter

H Honorary

The Department responded to 267 calls in 2019 which was a 14% decrease from 2018. The break-down of the calls were as follows: 92 in the Town of Cottage Grove, 87 in the Village of Cottage Grove, 55 in the Town of Pleasant Springs, and 33 requests for Mutual Aid assistance to other communities.

The Department recruited 13 new personnel in 2019, unfortunately 8 members left the department. The Department, like 80% of the communities across the nation, relies on volunteers to answer the call. If you have an interest in learning more or are interested in joining the department, please visit our website at [cottagegrovefire.org](http://cottagegrovefire.org). Training evolutions are completed on the first, third, and fourth Tuesday evenings of each month. Other trainings and make-ups are scheduled sometimes on the fifth Tuesday evenings. Members also complete training on scheduled Sunday mornings. This year we added a new position, Driver Operator, to our department. Driver operators are responsible for driving the trucks to the incident and operating the pump or aerial device. The training for Drivers is curtailed specifically to the tasks associated with driving and operating Fire Apparatus.

The Firefighter's Association, of which all the personnel are a member of, will once again be hosting its Annual Fireman's Festival, June 18th to June 21st. This event is held each year on Father's Day weekend and will be our 89th annual event. The Association utilizes some of the proceeds to provide scholarships to Monona Grove students for continuing education and answering donation requests from youth organizations in Cottage Grove and Monona. The Association also uses proceeds towards tools, equipment, and training expenses.

The Department was able to purchase a U.T.V. this year. This will be used to help fight wildland fires, search and rescue, and is capable of transporting a patient from remote terrain. The purchase of the U.T.V. was made possible through several large donations, a DNR grant, and the remainder was paid for by proceeds from our Annual Festival. The municipalities approved the purchase of a new Brush Truck. The new truck is currently in production with an estimated delivery of July or August of 2020. The new truck will be used as a rapid response vehicle capable of responding to vehicle incidents, brush fires, carbon monoxide alarms, and EMS assists.

Please remember, open burning in the Town of Cottage Grove, is by permit only. The Town of Cottage, in an effort to make this easier on the residents, has a yearly permit system for ALL open burning. The resident can pick up their permit at the Town office once a year. The Town Burning Ordinance has changed this year. Residents are no longer required to call 48 hours prior to burning. Residents are instead required to call the burn line the day of their burn to listen to the recorded message to see if conditions are acceptable for burning. The updated ordinances can be viewed at the Town website.

In case of an Emergency dial 911.

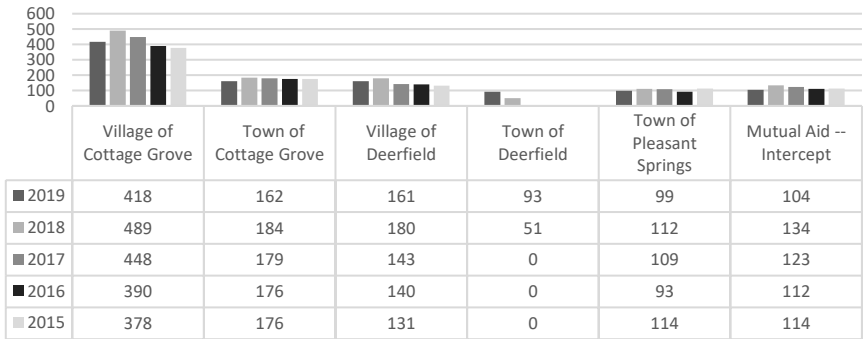
Stay safe and have a great year.

Respectfully,

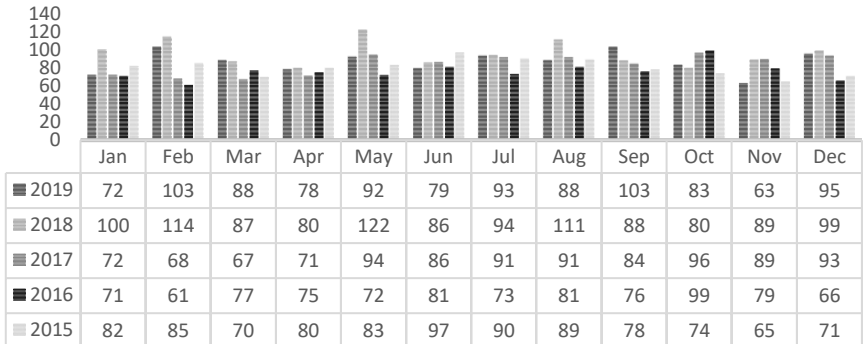
Nick Archibald, Chief.

# Deer-Grove EMS 2019 Review

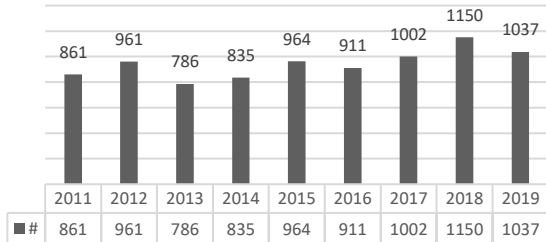
## Calls By Municipality

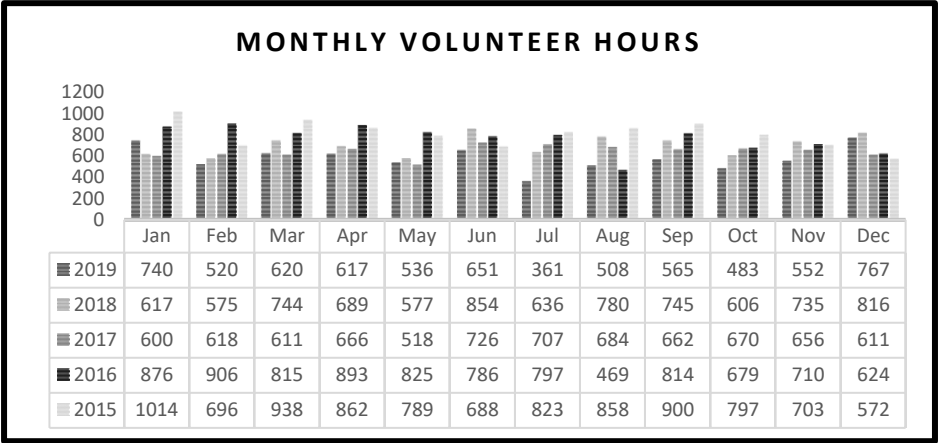
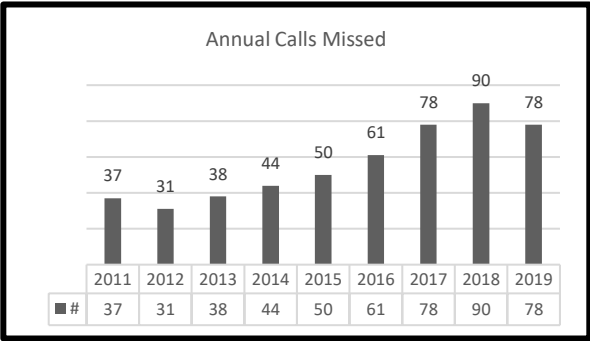


## MONTHLY CALL VOLUMES

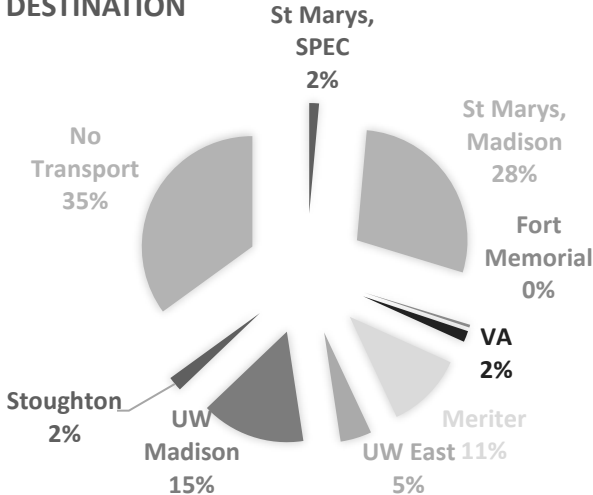


## Annual Call Volume



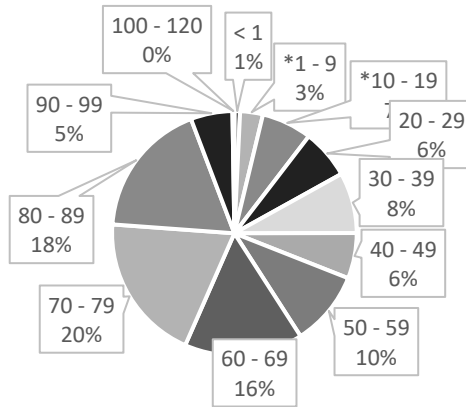


### 2019 HOSPITAL DESTINATION





## Runs by Patient Age



2019 Average Run Times	
<b>Chute:</b>	1.96 min
<b>To Scene:</b>	8.05 min
<b>At Scene:</b>	19.38 min
<b>To Destination:</b>	23.45 min
<b>Back In Service:</b>	20.87 min
<b>Total</b>	<b>1 hr 38.71 min</b>
Total call time = Dispatch to Back in District	
Average Transport Mileage:	14.63
Maximum Transport Mileage:	27

Deer-Grove EMS would like to thank the EMS Commission and residents of our response area for their continued support. We would not be able to provide exemplary pre-hospital medical care to our residents without the continued financial commitment provided to use.

The biggest personnel event was the hiring of Eric Lang to be the Chief of the department. Chief Lang was selected from a pool of well qualified candidates and the first day in the position was January 2nd. Throughout the year, membership remained stable with year ending numbers as follows: 8 Full-Time Paramedics, 1 Part Time Office

Manager, 10 Limited Term Paramedics, and 12 Volunteer members (5 EMTs, 3 Advanced EMTs, and 4 Paramedics).

DGEMS was able to augment our budget through the awarding of several grants. The Alliant Energy Foundation Hometown Safety Grant provided \$1000.00 for an upgrade to our bike team AED. Deerfield Community Development Trust Fun Grant allowed us to purchase new pediatric CPR manikin at a cost of \$750.00. Finally, and the largest of the group, is the FEMA Assistance to Firefighters Grant for \$91,619.04 which will specifically provide for an exhaust ventilation system at the Cottage Grove Emergency Services building.

DGEMS was asked to provide special event Coverage for these events: Parkinson's 5K Run/Half Marathon, Deerfield Fireman's Festival, Tame the Flame Run, Cottage Grove Fireman's Festival, Hot2Trot 5k, ARCA Menards Series 200 at Madison International Speedway, Madison Rugby United- WI High School Tournament, Bike MS- Toyota Best Dam Bike Tour, Ragnar Relay, The Ride- A cycling Fundraiser for Cancer Research, Madison Rugby United- Midwest Regional Cup Tournament, and the Luke Bryan Country Tour at Statz Farm.

Significant events affecting operations: Staff attended the monthly Memory Café gatherings at Hope Lutheran Church; DGEMS became the first EMS agency in WI to provide CPR feedback capability to pediatric patients; With the help of LifeQuest, began accepting credit/debit card payments; Held a CPR, AED and PulsePoint event at the Deerfield Coffeehouse; Initiated an EMS Visitor Program, with the help and guidance of the WI Alzheimer's Institute; Had a booth at the Aster Senior Health Expo; Established a collaborative EMS Director/Chief response with Marshall EMS; Provided CPR, Stop-the-Bleed, and Narcan use education to the entire staff of the Deerfield School District; Hired four new LTE staff members and brought on five new volunteer members; Became an American Heart Association Training Site affiliated with the UW- Emergency Education Center and began to offer all training to staff in-house; Assisted in the development

of a new prehospital protocol set; and Researched and applied for interfacility transfer state with the WI EMS Office.

We are excited to maintain our community involvement. We are also eager to remain on the leading edge of public safety and prehospital medicine in Dane County. We have plans to offer interfacility transfers, use a new and comprehensive patient care protocol set, implement high performance manual CPR, add a mechanical CPR device to our complement of equipment.

## **Emergency Government Committee Report**

As the Village of Cottage Grove has decided to form their own separate Emergency Government Committee, the Town Board is in the process of reorganizing the Town's own committee.

The Town is still prepared to respond to any emergency at the call of the Town Chairperson. As we reorganize, we will still support the Village as needed.

If any Town resident would like to serve on the Emergency Government Committee, please contact the Town Clerk at 608-839-5021 or [clerk@towncg.net](mailto:clerk@towncg.net)

The Town would like to encourage all residents to do their part to be prepared for emergencies. The Department of Homeland Security maintains a very useful web site to assist you with preparing emergency plans and kits for your family. Please see <http://www.ready.gov>.

**In the event of an emergency please tune to local radio and television stations for emergency response updates. The Emergency Government Committee will provide real time updates to all stations and request that information be disseminated as rapidly as possible.**

# **Dementia Friendly Cottage Grove**

The Dementia Friendly Cottage Grove effort is sponsored by the Cottage Grove Triad. The Team consists of a variety of volunteer, business and professionals. Currently, we have 7 community members on our Team.

## **Highlighted Actions:**

- Continued dedication of a small number of volunteers to keep the initiative alive and known to the community with the support of ADRC and the Alzheimer's Alliance
- Planned and initiated the delivery of Purple Balloons thanking trained businesses for sustaining understanding and positive interaction with people with dementia
- Participated in community events to further the understanding of the Dementia Friendly Community effort as well as to encourage Memory Café participation
- Received donations for the Dementia Friendly Community and our Memory Café from memorials, gifts and donations from organizations.
- Participating in Aster's Shop for a Cause with an information table.
- Local EMS Service is actively involved with a Community Medic program and dementia awareness.
- 5 Caregiver Kits for our Memory Café were put together for use by attendees.

## **Accomplishments:**

- To date, 50 businesses, churches and organizations will have been trained since our beginning in February, 2016.
- Contacted new and untrained businesses in the Community to gain interest in training employees on Dementia Friendly Community initiative.
- Memory Café celebrated its another anniversary in April; it has continued to grow from 2 participants to more than 25-30 and continues to meet at Hope Lutheran Church
- Participated in Shop for the Cause, to raise money for the Alzheimer's Association
- Participated in the Walk to End Alzheimer's

- Participated in the RSVP Safety Conference
- Participate in the ADRC DFC Leader's monthly meetings
- Providing File for Life kits to people in the community to provide information for EMS personnel.

Benefits: Businesses that have been trained display the purple angel logo, are making changes in their places of business to help people with dementia feel more welcome with trained staff to better serve caregivers and persons with dementia, and better signage.

Our Memory Café benefits caregivers and their persons with dementia by providing a trusted place to meet socially without judgement. New friendships are formed in a caring, cheerful and relaxing atmosphere while doing activities and enjoying snacks.

People know that Cottage Grove is a Dementia Friendly Community through the outreach of our members and businesses. We continue to become better prepared to work with caregivers and their loved ones to understand the barriers that those afflicted with memory loss endure.

2020 Plans:

- Continue to train businesses, churches, organizations and independent realtors
- Work with local EMS and Law Enforcement to provide information on Purple Sheets to go in the File For Life
- Encourage more of our Memory Café participants to use the Memory Care Kits
- Meet monthly
- Add new volunteer trainers to our team
- Celebrate Care Givers at Memory Café's
- Participate in more community events
- Continue to develop a plan on how we want Dementia Friendly Community to look like in Cottage Grove

10 Year Plan: To have 95% non-franchised businesses trained and keep all businesses up to date with training

# Cottage Grove Memory Café

The Cottage Grove Neighborhood Memory Café has been meeting since April, 2017, at Hope Lutheran Church, on the fourth Wednesday of each month, 9:30 a.m.-11:00 a.m. We are a meeting place for anyone experiencing beginning changes in their memory or persons with a dementia and their caregiver. It is a fun, social experience for caregivers and their loved one to connect with others who are dealing with similar issues of memory loss. Participants come together with family or friends in a relaxed environment.

We begin each Memory Cafe with wonderful treats, renewing friendships, and conversations that include a personal anecdote or memory relating to the topic of the day as well as sharing information for upcoming events or activities.

Some of the 2019 programs we have enjoyed include:

- Travel tips and experiences with Joyce Butler
- Circus discussions by SPARK
- A nature photographer brought beautiful photos used to make greeting cards to take home
- Celebrated our Memory Café's 2" anniversary
- Girl Scouts and 4-H members brought their projects to share
- Celebrated June Dairy Month with a discussion of the history and "Life on the Farm" experiences with Kristi and Roger Williams
- A picnic in the park with 'White Elephant Bingo'
- Deer-Grove EMT's came to share their new Seniors Program aimed at becoming better acquainted with seniors and those living with dementia.
- Music Therapist, Tammy Nordman, brought music instruments for us to play and sing
- We decorated ornaments for the Governor's mansion and the Cottage Grove community Christmas tree

Four volunteers host the Memory Cafe each month----Camilla Farwell, Carol Kelley, Pat Donovan and Georgia Punswick. They have also completed five Memory Care Kits for Cafe attendees to take home to enjoy on a check-out basis.

Our goal is for more Cottage Grove Town and Village residents to enjoy the opportunity to use the Memory Cafe as a resource in providing loved ones with a dementia and their caregivers a way to get out and enjoy themselves in a caring, cheerful environment. It is an honor to serve those who attend the Memory Cafe and it is our hope that each person in attendance enjoys their time with us and goes home knowing they are supported, accepted and appreciated and that they will form many new friendships at our Cottage Grove Neighborhood Memory Café.

For more information about the Cottage Grove Neighborhood Memory Cafe, contact the Alzheimer's Association at 608-203-8500 or Georgia Punswick, 608-839-4426, [gpunswick@yahoo.com](mailto:gpunswick@yahoo.com).

### **Cottage Grove TRIAD 2020 Events**

<b>DATE</b>	<b>TIME</b>	<b>PROGRAM</b>	<b>LOCATION</b>
1/21/20	10AM	DeCluttering	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
2/18/20	10AM	Dane County Library	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
3/17/20	10AM	Estate Planning	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
4/21/20	10AM	Census-Why it's important	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
5/19/20	10AM	Deer Grove EMS- Emergency Preparedness	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI

## Cottage Grove Triad 2020 Events (Continued)

6/16/20	10AM	Senior Bullying- SSM Health	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
7/21/20	10AM	K-9 Lars Cottage Grove PD	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
8/18/20	10AM	ADRC - What services for seniors are available	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
9/15/20	10AM	Mental/Emotional Health	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
10/9/20	8AM	Dane County and State Triad Conference	American Family Insurance 6000 American Parkway Madison, WI
10/20/20	10AM	Medicare Updates	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI
10/17/20??	8AM- 12PM	Car Winterization	Meineke Car Care 222 W Cottage Grove Rd Cottage Grove
11/17/20	10AM	Scams & Frauds	Drumlin Residences 107 E. Reynolds St. Cottage Grove, WI



# **Dane County Elderly (60+) and Disabled Transportation**

For Grocery Shopping and East Towne Area

Transit Solutions Inc. has been providing transportation for grocery shopping to persons over 60 and those with disabilities for several years. These trips are funded by Dane County and will continue indefinitely. The grocery bus operates every Wednesday, provided there are people who want to ride it! Cost to use this service (if you can afford it) is \$1.00 for a one-way trip; \$2.00 for a round trip to go grocery shopping! Contact Transit Solutions, 294-8747, at least 24 hours in advance.

Starting times on Wednesdays for grocery shopping begin at 9:30 a.m. in the Town and Village of Deerfield and continue on to Cottage Grove Town and Village. Times are dependent on the number and location of participants. You will shop at Piggly Wiggly in Cottage Grove and leave for home at about 11:00.

On the first and third Friday of every month persons 60 and over (or persons with disabilities) may participate in a scheduled trip to Madison (East Towne area) for shopping or lunch. The charge is \$3.00 round trip. Those who participate will be able to help make decisions on trip locations. Pick up times will start at 10:00 a.m. in Deerfield with Cottage Grove following. Return will be at 1:30 p.m. Reservations are required at least 24 hours in advance.

Important: at least a 24-hour notice must be given for all trips, using the phone number above. If you need special help, Transit Solutions, Inc. can provide accessible vehicles if they know in advance.

Contact Transit Solutions Inc. (608-294-8747) if you have questions about this service.

## Colonial Club Senior Activity Center

From all of us at the Colonial Club, we extend our deepest thanks to the Town of Cottage Grove for their continued support. In 2019, we continued to serve the Town of Cottage Grove with 780 hours of adult day care, 28 hours of case management, 595 home-delivered meals, 61 hours of supportive home care and 1,067 miles of transportation services.

2019 was the beginning of our celebration of 50 years of service to Northeast Dane County. It was in May of 1969 that the Articles of Incorporation were filed. The City of Sun Prairie offered space in the basement of the Sun Prairie Museum for seniors to gather. But by the spring of 1970 they had already outgrown that space, so the Wisconsin Cheeseman family offered to build a center that would be cutting-edge for senior services. And it was. People from the around the state and the country used the Colonial Club as a model for senior centers. In the fall of 1970, ground was broken and by Halloween of 1971, the doors opened.

A lot has transpired since those early days, but our commitment to serving older adults and their families has not waived. Our programs and services have increased to meet the emerging needs of older adults. What has also stayed consistent is the need for a broad range of financial support to continue our mission. Dane County Human Services, the Area Agency on Aging, municipal funding from 7 different towns & villages, the City of Sun Prairie, corporations and individual donors all contribute to make our programs and services a reality.

Unfortunately, at the end of 2019, the United Way of Dane County decided to suspend all funding to the Colonial Club. We received approximately \$50,000 to help provide supportive home care to clients who need assistance in their homes and the personal case management that so many residents have come to rely on. With the loss of United Way funds, both of those services will struggle.

As you might guess, we'll be doing a major fundraising campaign along with our 50<sup>th</sup> anniversary celebration. We are currently working on creating a pop-up museum that will feature photos, articles and items from the past 50 years. It will culminate in an official

celebration day on Thursday, Sept. 24, 2020. This date is the actual 50<sup>th</sup> anniversary from the day ground was broken for our building.

We will continue with our special events like StrawberryFest and AleFest in addition to all the 50<sup>th</sup> anniversary celebrations. Your support of these events goes a long way in helping the Colonial Club. Keep watching in the monthly Courier newsletter, (which is available at sites in Cottage Grove) for additional details. Again, we greatly appreciate the support of the surrounding communities like the Town of Cottage Grove as we continue to fulfill our mission of *enhancing the well-being and independence of older adults*.

Bob Power, Executive Director

## **Cottage Grove Area Historical Society**

The Cottage Grove Area Historical Society (CGAHS) had its beginnings in 1976 when local residents were asked to contribute local history for Americas Bicentennial celebration. These individuals continued to meet and discuss the area's history.

In January 1989, the group became a nonprofit organization and obtained tax exempt status. With these qualifications, the CGAHS became eligible as an affiliate of Wisconsin's State Historical Society.

The CGAHS archives are presently located in the basement of Flynn Hall. People may make appointments to see what are in the archives.

The CGAHS typically meets quarterly (March, June, September, December) on the third Tuesday of the month at a place, date and time to be determined. Our April 21st meeting will be at Taylor Ridge Apartments and at 2 p.m. Dennis McCann will talk about his book *The Wisconsin Story*. The Sept. meeting will start at 6 p.m. at Drumlin Residences when Rochelle Pennington will speak about the Edmund Fitzgerald sinking.

To see more of the Society's activities, visit us online at <https://www.facebook.com/CGWIAHWI> and <http://www.cgahswi.org> or stop at one of the group's brat feeds scheduled for June 26<sup>th</sup> and July 31<sup>st</sup> from 10:30 a.m. to 2:00 p.m. between Piggly Wiggly and the Bank of Sun Prairie.

For more information contact Dennis Bork at [acres2@frontier.com](mailto:acres2@frontier.com) or call 608-839-5578.

## Refuse and Recycling Information

Advanced Disposal is under contract to pick up refuse and recyclables in the Town using vendor-supplied carts to work with their automated pickup system. Trash is picked up weekly, and recyclables are collected every other week. If you live on County Road N or anywhere to the east of N, your pickup day is Wednesday. If you live west of County Road N, your pickup day is Thursday. A calendar highlighting recycling weeks was mailed with property tax bills in December, and is available at <https://www.tn.cottagegrove.wi.gov/garbage-recycling/>. Most appliances are also picked up at no additional charge, however you must call 608-251-7878 to make arrangements.

**HOLIDAY SCHEDULE:** There will be NO pick-up on New Year's Day, Martin Luther King Jr. Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day and Christmas Day. Collection will be one day later when the holiday falls during the week. If your pick-up day falls before the holiday, your pickup will not be affected.

### Items to be Recycled

Have your trash and recycling out to the curb by 6:00 a.m.

**NEWSPAPERS, MAGAZINES, OFFICE PAPER:** Glossy inserts, catalogs, mail circulars, phone books, paper-back books, cereal boxes, envelopes, wrapping paper etc.

**CARDBOARD (Flattened):** Clean cardboard only. Must be broken down, flattened and placed inside cart.

**GLASS (CLEAR-BROWN-GREEN):**

All bottles and jars must be rinsed out. No window glass, light bulbs, TV tubes, drinking glass, etc.

**ALUMINUM:** Aluminum beverage cans only. No aluminum foil, TV dinner trays, etc.

**TIN & BI-METAL CANS:** Soup, vegetable, juice cans, etc. All cans must be rinsed out completely.

**PLASTIC CONTAINERS:** Plastic bottles with threaded caps, TYPE 1 through TYPE 5 and TYPE 7. Look for the coding on the bottom of the bottle. All plastic bottles must be rinsed out completely.

**WASTE OIL:** Common engine oil only. Must be in a leak-proof, non-breakable **one-gallon jug with a threaded lid, labeled OIL**. Limit 2 gallons per week.

**LEAD ACID VEHICLE BATTERIES:**

Car and truck batteries only. Battery casings must be unbroken.

**TIRES:** Car tires off the rim, two (2) per week per unit, up to eight (8) per year.

Place oil, batteries and tires beside your recycle container.

Place your recyclables in the containers provided. These containers are to be left with the residence if you move. Keep carts at least 3 feet apart and away from other objects (mail boxes, light poles, etc.)

**Empty or Dry Paint Cans:** These items may be placed in the standard trash containers.

**NO MEDICAL WASTE** – i.e. needles, rubber gloves, oxygen tubes, IV bags, etc., **NO YARD WASTE, NO WET PAINT or HAZARDOUS MATERIALS**. It is illegal to landfill these items.

### **Recycling Electronics**

The seventh annual curbside collection of electronic waste items (E-waste) will be during the week of April 26 – May 2. On your normal pickup day during that week, place your discarded electronics out with your trash and recyclables.

Wisconsin's electronics recycling law establishes the E-Cycle Wisconsin program to collect and recycle certain electronic devices. It is based on a product stewardship approach, which assigns primary responsibility for collection and recycling to the manufacturer. The law also bans certain electronics from Wisconsin landfills and incinerators. For more information, including a list of facilities that accept discarded electronics, go to

<http://dnr.wi.gov/topic/Ecycle/wisconsin.html>.

### **Hazardous Waste Disposal**

**Dane Clean Sweep** is a place to take hazardous household materials such as oil-based paints and paint-related products, pesticides & poisons, household products containing organic solvents, ignitables, and aerosols, rechargeable batteries, and electronics (there is a fee for

TVs and monitors). Hazardous agricultural and business wastes are also accepted; however, no electronics will be accepted from businesses. The site also includes a product exchange program which allows you to bring in chemicals that are still usable, including paint, thinners, solvents, and pesticides. These products are available free to the public at the on-site product exchange store.

Clean Sweep, located at 7102 US Hwy 12, Madison WI 53718, (Beltline/12/18 East toward Cambridge) across from the Yahara Hills Golf Course at the Dane County Landfill is open from 7:00 a.m. to 2:45 p.m. on Monday – Friday and Saturdays from 8:00 A.M. to 10:45 A.M. Closed Sundays, Mondays and Holidays.

FEES APPLY TO SOME ITEMS.

Payment accepted by cash, Visa or Mastercard. Businesses must pay with Mastercard or Visa when dropping off materials. For complete rules and information, call 608-838-3212, or see <http://www.danecountycleansweep.com>.

## **Town of Cottage Grove Contact Information**

IN ANY EMERGENCY, DIAL 911

	<u>Phone</u>
<b>Town Office</b> – 4058 County Road N 8:00 a.m. to 12:30 p.m., M-F <a href="http://www.tn.cottagegrove.wi.gov">http://www.tn.cottagegrove.wi.gov</a>	608-839-5021 608-839-4432 Fax
<b>Public Works</b> – 4062 County Road N 7:00 a.m. to 3:30 p.m., M-F	608-839-4767
<b>Building Inspector</b> General Engineering Company 916 Silver Lake Drive, PO Box 340 Portage, WI 53901 <a href="http://www.generalengineering.net">http://www.generalengineering.net</a>	608-745-4070 Office 608-697-7779 cell
<b>Dane County Sheriff's Office</b> (non-emergency) <a href="https://www.danesheriff.com/">https://www.danesheriff.com/</a>	608-255-2345
<b>Fire Dept</b> - 4030 County Road N (non-emergency) <a href="http://www.cottagegrovefire.org">http://www.cottagegrovefire.org</a>	608-839-4343 608-839-4427 Fax

# Town Contact Information (continued)

IN ANY EMERGENCY, DIAL 911

	<u>Phone</u>
<b>EMS</b> - 4030 County Road N (non-emergency) <a href="http://www.deergroveems.com">http://www.deergroveems.com</a>	608-839-5658 608-839-4427 Fax
<b>Town Assessor</b> Associated Appraisal Consultants, Inc. P.O. Box 291, Greenville, WI 54942 <a href="http://www.apraz.com">http://www.apraz.com</a>	800-721-4157

## Utility and Service Providers:

<b>Advanced Disposal</b> (Trash and Recyclables) <a href="http://www.advanceddisposal.com">http://www.advanceddisposal.com</a>	608-251-7878
<b>Alliant Energy</b> (Gas and Electric) Customer Service/Billing Electric Emergency/Outage Gas Emergency <a href="http://www.alliantenergy.com">http://www.alliantenergy.com</a>	800-862-6222 800-862-6261 800-862-6263
<b>AT &amp; T</b> (Telephone and Internet) Repair Service <a href="http://www.att.com">http://www.att.com</a>	800-288-2020 800-246-8464
<b>Charter Communications</b> (TV/Telephone/Internet) <a href="http://www.charter.com">http://www.charter.com</a>	888-438-2427
<b>Frontier</b> (Telephone and Internet) <a href="http://www.frontier.com">http://www.frontier.com</a>	877-462-8188
<b>Madison Gas &amp; Electric</b> (Gas and Electric) <a href="http://www.mge.com">http://www.mge.com</a>	608-252-1111
<b>TDS Telecom</b> (TV/Telephone/Internet) <a href="https://tdstelecom.com/">https://tdstelecom.com/</a>	855-220-2592
<b>We Energies</b> (Electric) <a href="http://www.we-energies.co">http://www.we-energies.co</a>	800-662-4797

