

TOWN OF COTTAGE GROVE ANNUAL REPORT AND NEWSLETTER

FOR THE YEAR ENDING DECEMBER 31, 2020

Kris Hampton
Town Chair

Mike Fonger
Supervisor 1

Steven Anders
Supervisor 2

Kristi Williams

Mike DuPlayee
Supervisor 4

Kim Banigan
Town Clerk

Debra Abel
Town Treasurer

Daniel Dresen
Highway Superintendent

April Hammond-Archibald
Municipal Judge

Vicki Anderson
Court Clerk

Eric Lang
EMS Chief

Nick Archibald
Fire Chief

2020 Population Estimate: 3889

Important Upcoming Events:

April 6, 2021: Spring Election (p. 14)

April 20, 2021: Annual Town Meeting (p.3)

May 10-14: Annual Curbside E-waste Collection (p.34)

2021 Revaluation of all properties – see page 12.

**Comprehensive Plan Update: We want YOU to help shape the future of the Town of Cottage Grove!
See page 14.**

Contact Us:

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Cottage Grove, WI 53527

web site: www.tn.cottagegrove.wi.gov

Email: clerktowncg.net

Facebook: www.facebook.com/towncg

Electronic delivery of future reports

This year, for the first time, the Town offered web site subscribers and Facebook followers the option of electronic delivery of this Annual Report and Newsletter. This will get the report into your hands a bit earlier, give you an electronic resource you can refer to throughout the year, and save the cost of printing and mailing it. If you would be interested in this option for future reports, please complete the form found at <http://go-electronic.towncg.net> or by pointing your smart phone or tablet camera at this QR code:



To keep up with the latest news from the Town, subscribe to notices from the website at <https://www.tn.cottagegrove.wi.gov/subscribe-to-updates/>, and/or be sure to follow the Town's Facebook page at <https://www.facebook.com/Towncg/>.

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Tentative Agenda*

Annual Town Meeting – April 20, 2021

Notice is hereby given that the Annual Town Meeting for the Electors of the Town of Cottage Grove will be held on Tuesday, April 20, 2021 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. You may join the meeting from your computer, tablet or smartphone, at <https://www.gotomeet.me/Towncg/annual-town-meeting>. You can also dial in using your phone at (872) 240-3212 Access Code: 393-870-661. Please keep in mind that due to the difficulty of identifying electors, no voting will be allowed by virtual attendants.

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- 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 2020 Annual Town Financial Statements
- VI. Dane County Sheriff's Office update
- VII. Update on composting options for Town residents
- VIII. Update on bridge replacement and repair plans
- IX. Update on Comprehensive Plan update process
- X. Stormwater Presentation: The Problem with Rain...
- XI. Set date for next year's Annual Town Meeting
- XII. Other Business
- XIII. Adjournment

The final agenda will be posted on Friday, April 16th 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 November 5, 2020

Due to the COVID-19 pandemic, the meeting was held at the Town Garage to allow for social distancing, and was available virtually through gotomeeting.com, although online participants were not allowed to vote.

- I. Town Chair Kris Hampton called the meeting to order at 7:00 P.M. Town Clerk Kim Banigan recorded the minutes, and Treasurer Debra Abel was also present. A list of other attendees is available in the Town Clerk's Office. There were a total of 12 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 Fonger to approve the minutes of the April 16, 2019 Annual Town Meeting as printed. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.
- IV. Additions to agenda by Electors: None.
- V. Presentation of the 2019 Annual Town Financial Report: The 2019 Statement of Revenues and Expenditures was printed on the back side of the agenda and shared by the Clerk virtually. There were no questions or comments regarding the financial report.
- VI. Dane County Sheriff's Office Update: 2019 Policing Statistics were available in handout form and shared by the Clerk virtually. There were 3070 calls for service and 1497 citations issued in 2019. Contract deputies responded to 1675 of the calls and issued 506 of the citations. The others were handled by other Sheriff Deputies in the area.
- VII. Discuss options for composting of yard waste for Town residents: Dane County Director of Waste and Renewables John Welch was present virtually. He explained that prior to 2013, each community paid a per capita fee to help cover the cost of a county-wide compost program. In 2013, the County notified communities that it would be raising fees to cover the full cost of the program, and many communities dropped out. This resulted in an 80-90% reduction in the amount of compost material, so the county decided to end its compost program. A temporary compost drop-off area was provided up until the end of 2019, but the area it occupied was needed for new landfill cells to be built. Welch said the County supports and recognizes the benefits of a regional compost program, but currently does not have a suitable site for it. They are in the initial stages of siting a new landfill site that will include recycling, renewable energy and composting as priorities. In the best-case scenario, he thought it would be at least three years before the County could again offer a composting program. In the meantime, he suggested that the Town could host its own compost site and contract with a private company to take the compost material. He offered technical assistance from the County at no cost. Comments were that the Town has not been successful in finding a private company that will take the compost material, Welch said he will do some calling around. Several residents expressed their desires for a place to take compost material, and most felt that the County landfill seems like the best solution, but were looking to the Town for a solution in the meantime.
- VIII. Update on bridge replacement and repair plans. Hampton said that the Town is in the planning stages of reconstructing the Uphoff Road bridge over the Koshkonong Creek and the Femrite Road Bridge over Door Creek in 2022. A public information meeting is scheduled for 7:00 P.M. on Tuesday, November 10th.
- IX. Discuss increasing compensation for Town Board Members: Hampton said the last time Town Board compensation levels were increased was in 2002. Currently the Town Chair receives a salary

of \$2,000 per year, and all board members receive a \$50 per diem for meetings. There was no further discussion.

- X. Discuss whether the Town should purchase land for development: Hampton asked if the Town should consider purchasing land in the North Star Road area to promote development to increase the tax base since the investment in improving the road has already been made. Mike Fonger and Mike DuPlayee both voiced their opinions that the Town should not go into dept for this purpose.
- XI. Set date for next year's Annual Town Meeting: MOTION by Mike DuPlayee/Kristi
- XII. Williams to set next year's Annual Town Meeting for Tuesday, April 20, 2021 beginning at 7:00 P.M. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE.
- XIII. Hampton once again asked if there were any additions to the agenda by electors. Matt Mabie, 2108 Uphoff Road, asked about allowing UTVs/ATVs on Town Roads. Steve Anders said towns in every county surrounding Dane County allow this, and that the DNR provides signage. He added that some snowmobile clubs are becoming ATV clubs too. Hampton thought Town Roads are too narrow and have too much traffic due to location. Dan Dresen thought there were some areas that would be suitable, particularly on the east side of the town ship. A suggestion was made to get input from the Town's deputies.
- XIV. Adjournment: MOTION by Ron Christianson/Mike DuPlayee to adjourn. MOTION CARRIED UNANIMOUSLY BY VOICE VOTE. The meeting was adjourned at 7:40 P.M.

Kim Banigan
Clerk

2020 Finance Report

The financial reports that follow 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 or 608-839-5021 ext. 131.

Statement of Assessment – January 1, 2020

| REAL ESTATE | LAND | IMPROVEMENTS | TOTAL |
|-----------------------------|---------------------|---------------|--------------------|
| Residential | 106,999,200 | 247,608,300 | 354,607,500 |
| Commercial | 4,299,200 | 15,215,300 | 19,514,500 |
| Manufacturing | 701,100 | | 701,100 |
| Agriculture | 2,522,900 | | 2,522,900 |
| Undeveloped | 1,378,900 | | 1,378,900 |
| Ag. Forest | 2,206,700 | | 2,206,700 |
| Forest Lands | 1,045,300 | | 1,045,300 |
| Other | 7,288,500 | 14,180,800 | 21,469,300 |
| PERSONAL PROPERTY | LOCALLY ASSESSED | MANUFACTURING | MERGED |
| | 732,800 | 7,400 | 740,200 |
| TOTAL ASSESSED VALUE | | | 404,186,400 |

Statement of Taxes Levied – 2020 Tax Year

| | |
|--|----------------------|
| State Taxes | 0.00 |
| County Taxes | 1,644,976.92 |
| Local Assessment | 1,673,157.00 |
| Deerfield School District | 680,651.67 |
| Marshall School District | 54,839.57 |
| McFarland School District | 93,030.00 |
| Monona Grove School District | 4,707,685.00 |
| Stoughton School District | 450,203.30 |
| Sun Prairie School District | 4,478.00 |
| Vocational School | 431,534.62 |
| Underrun/Overrun | -0.30 |
| Refuse and Recycling Collection | 248,554.80 |
| Street Lighting | 791.25 |
| Private Septic Maintenance | 14,329.08 |
| Lottery Credit Penalty | 0.00 |
| Omitted Property Taxes (from previous years) | 0.00 |
| S. 7043 Corrections | 0.00 |
| Managed Forest Lands | 345.40 |
| TOTAL LEVY | 10,004,576.31 |

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 | 13.00843 | 9.27708 | -2.56604 | 19.719460 | 183.19 | 74.750 |
| Marshall #3332 | 12.93356 | 9.27708 | -2.56604 | 19.644590 | 182.14 | 74.320 |
| McFarland #3381 | 13.58082 | 9.27708 | -2.56604 | 20.291860 | 191.25 | 78.040 |
| Monona Grove #3675 | 15.41269 | 9.27708 | -2.56604 | 22.123720 | 217.05 | 88.570 |
| Stoughton #5621 | 12.84610 | 9.27708 | -2.56604 | 19.557140 | 180.90 | 73.820 |
| Sun Prairie #5656 | 15.75097 | 9.27708 | -2.56604 | 22.462000 | 221.82 | 90.510 |

* Local Taxes include: State \$0, Dane County: \$4.07, Town \$4.14, Vocational School \$1.07. The garbage/recycling charge is \$169.20/residence. The Private Septic Maintenance Fee is \$8.67/septic system.

Explanation of 2020 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.

| | Mill | Assessed | Net |
|----------------------------------|--------------|-----------------|-----------------|
| | Rates | Value | Tax |
| Town of Cottage Grove | 4.14 | 200,000.00 | 828.00 |
| Dane County | 4.07 | 200,000.00 | 814.00 |
| State of Wisconsin | 0.00 | 200,000.00 | 0.00 |
| Monona Grove School District | 15.41 | 200,000.00 | 3,082.00 |
| MATC | 1.07 | 200,000.00 | 214.00 |
| School Tax Credit | (2.57) | 200,000.00 | (514.00) |
| Mill Rate Total | 22.12 | | 4,424.00 |
| First Dollar Credit | | | (88.57) |
| Lottery & Gaming Credit | | | (217.05) |
| Private Septic Maintenance Fee | | | 8.67 |
| Garbage/Recycling Collection Fee | | | 169.20 |
| Net Property Tax | | | 4,296.25 |

Refund of tax overpayments of property tax

Escrowing of property taxes often results in overpayment of property taxes. TCG ord. sec. 22.09 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.

2020 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 2020 taxes, payable in 2020, if, on January 1, 2020, you were the owner of the property and used the property as your primary residence. To claim the credit, complete and submit the 2020 Late Lottery and Gaming Credit Application (Form LC-300) along with a copy of your 2020 property tax bill to Wisconsin Dept of Revenue prior to October 1, 2021.

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>.

Statement of 2020 Revenues, Expenditures and Changes in Fund Balances

| Revenue | Actual | Budget |
|--|-----------------------|-----------------------|
| Taxes | \$1,649,740.91 | \$1,642,327.35 |
| Intergovernmental Revenue | 449,629.21 | 445,696.94 |
| Licenses and Permits | 107,795.64 | 90,900.00 |
| Fines, Forfeiture and Penalties | 18,872.60 | 30,000.00 |
| Public Charges For Services | 272,242.99 | 272,635.46 |
| Intergovernmental Charges | 215,089.21 | 198,519.15 |
| Investment Income | 25,362.65 | 30,300.00 |
| Miscellaneous Income | 24,368.00 | 24,801.00 |
| Total Revenue | \$2,763,101.21 | \$2,735,179.90 |
| Expenditures | | |
| General Government | \$378,054.27 | \$357,570.15 |
| Public Safety | 924,763.42 | 1,025,724.81 |
| Public Works | 1,194,966.28 | 1,285,771.49 |
| Culture, Education, Recreation | 11,836.48 | 8,837.00 |
| Health and Human Services | 6,208.00 | 6,206.00 |
| Conservation and Development | 5,320.00 | 5,320.00 |
| Capital Outlay | 460,371.27 | 463,611.11 |
| Debt Service | | |
| Principal | 78,312.57 | 63,596.11 |
| Interest | 20,069.50 | 18,372.27 |
| Total Expenditures | \$3,079,901.79 | \$3,235,008.94 |
| Excess of Revenue Over Expenditures | (\$316,800.58) | (\$499,829.04) |
| Other Financing Sources | | |
| Property Sales - Highway Equipment | \$101,000.00 | \$101,000.00 |
| Proceeds From Long-Term Debt | \$156,356.00 | \$157,482.00 |
| Proceeds From Capital Lease | \$5,501.00 | |
| Liberty Cemetery Funds Revenue | 800.00 | 800.00 |
| Total Other Financing Sources | \$263,657.00 | \$259,282.00 |
| Net Change In Fund Balance | (\$53,143.58) | (\$240,547.04) |
| Fund Balance - Beginning | \$1,320,829.74 | |
| Fund Balance - Ending | \$1,267,686.16 | |
| Indebtedness Beginning of Year | \$917,049.00 | |
| Indebtedness End of Year | \$1,009,753.00 | |

2021 Budget Summary

General Fund

| | |
|--|-----------|
| Revenue | |
| General Town Property Tax | 1,685,056 |
| Intergovernmental Revenue | 387,889 |
| Licenses and Permits | 98,100 |
| Fines, Forfeiture and Penalties | 30,000 |
| Public Charges for Services | 250,912 |
| Intergovernmental Charges | 108,927 |
| Pleasant Springs Fire Revenue | 64,394 |
| Investment Income | 20,100 |
| Miscellaneous Income | 20,683 |
| Total Revenue | 2,666,062 |
| Expenditures | |
| General Government | 391,906 |
| Public Safety | 950,955 |
| Pleasant Springs Fire Expense | 64,394 |
| Public Works | 1,199,663 |
| Culture, Education, Recreation | 9,800 |
| Health and Human Services | 7,208 |
| Conservation and Development | 3,135 |
| Capital Outlay | 66,500 |
| Debt Service | |
| Principal Repayment | 382,869 |
| Interest and Fiscal Charges | 22,532 |
| Total Expenditures | 3,098,962 |
| Deficiency of Revenues Over Expenditures | (432,900) |
| Other Financing Sources | |
| Property Sales | 9,000 |
| Proceeds from Long-Term Debt | 350,000 |
| Liberty Cemetery Revenue | 800 |
| Total Other Financing Sources | 359,800 |
| Net Change in General Fund Balances | (73,100) |
| General Fund Balance - Beginning | 1,253,758 |
| General Fund Balance - Ending | 1,180,658 |
| Surplus Funds Applied | |
| Pleasant Springs Fire Fund | 3,100 |
| Unassigned General Funds | 70,000 |
| Total Surplus Funds Applied | 73,100 |

2021 Budget Summary (Continued)

Liberty Cemetery Fund

| | |
|------------------------------------|--------------|
| Liberty Cemetery Fund Revenue | 100 |
| Liberty Cemetery Fund Expense | 800 |
| Net Change in Liberty Fund Balance | (700) |
| Liberty Fund Balance - Beginning | 1,754 |
| Liberty Fund Balance - Ending | <u>1,054</u> |

| | |
|------------------------------------|-------------|
| 2021 Highway Expenditures per mile | 14,317 |
| 2020 Town Levy | 1,673,157 |
| 2020 Assessed Value | 404,186,400 |
| 2020 Town Mill Rate (per \$1,000) | 4.1396 |

Notice of Municipal Revaluation in 2021 (Exterior Inspections Only)

For the 2021 tax assessment year, the Town of Cottage Grove will undergo a full revaluation of all taxable property under Wisconsin Statute 70.05. Due to COVID-19, the Town Board decided to have the assessor conduct exterior inspections only. To ensure that an accurate revaluation is performed, it will be necessary for the assessment staff to conduct an exterior review of all homes and commercial buildings within the town limits. Each assessor will carry a letter of identification from the Town Clerk, a Photo ID tag, and will be driving a red fleet vehicle clearly identified with the Associated Appraisal company logo.

Please also take notice that the Assessor has certain statutory authority to enter land as described in state law (secs. 943.13 and 943.15, Wis. Stats.). The ability to enter land is subject to several qualifications and limitations, as described within the foregoing statutes. Copies of the applicable statutes can be obtained at public depositories throughout the State of Wisconsin, and from the Wisconsin State Legislature website or a copy may be obtained from the municipal clerk upon payment of applicable copying charges.

Municipal revaluations are periodically required by the State of Wisconsin. The town's assessed values have been monitored annually by the Wisconsin Department of Revenue, Bureau of Property Tax, and are no longer in compliance with state regulation standards. The last total revaluation of Town properties was in 2009.

Associated Appraisal Consultants, Inc., a private assessment firm from Appleton, WI, has been retained by the Town of Cottage Grove to complete the revaluation for 2021. The revaluation will establish new assessed values in an equitable fashion for all properties in the Town at 100% of market value.

The revaluation will not have any effect on the total dollar amount of taxes collected by the Town of Cottage Grove. However, the revaluation will re-distribute the tax burden in an equitable fashion according the current market value of each property in the Town. The revaluation will also serve to update the Town's property records to accurately reflect current property characteristics.

When the property reviews are completed and new assessed values are determined, all property owners will receive a written notice of assessment change. You will then have an opportunity to discuss the assessed values with Associated Appraisal staff members at the Open Book session. After the Open Book session, the Board of Review will conduct hearings to evaluate evidence concerning any final challenges to the assessed values.

COMMON ASSESSMENT QUESTIONS

Some of my neighbors have told me the only reason for the reassessment is to raise taxes. Is this true?

No. a reassessment has no impact on the total amount of taxes collected. However, it may change your property's percentage share of total taxes collected to increase, decrease or, have a minimal effect.

How does the assessor value property?

Wisconsin law requires that property assessments be based on Fair Market Value. Estimating the market value of your property is a matter of determining the price a typical buyer would pay for it in its present condition. Some factors the assessor considers are: what similar properties are selling for; what it would cost to replace your property; the rent it may earn; and any other factors that affect value. It is important to remember that the assessor does not create assessed value, but rather interprets what is happening in the market place through real estate sales.

What can I do to ensure a fair and reasonable assessed value for my property?

Even with the best of care and intentions, mistakes are possible. Inform the assessor of any problems that might affect market value. There will be an opportunity to discuss your assessment with the assessor at the Open Book. Should you feel your assessment is in error, bring to the Open Book any documentation that supports your opinion of value. Property owners will be notified if there is a change to their assessment, when

the project is completed. If the discussion with the assessor does not resolve your concerns, a Board of Review will be held where you can again present sales or other market value evidence that shows the assessment to be in error.

Do all assessments change at the same rate?

No, not necessarily. There are differences between individual properties and between neighborhoods. In one area, the sales may indicate a substantial increase in value in a given year. Yet in another neighborhood for example, there may be no change in value, or even a decrease in property values. Different types of properties within the same neighborhood may also show different value changes. For example, one-story houses may be more in demand than two-story houses, or vice versa. Older homes in the same area may be rising in value more slowly than newer homes. Perhaps the older style homes that have been traditionally selling low are now selling much higher. There are numerous factors to be considered in each property, which will cause the values to differ. Some of the factors which can affect value are: location, condition, size, quality, number of baths, number of bedrooms, basement finish, garages, overall condition as well as many others.

What is the bottom line?

Assessments are required by state law and are mandatory. The real issue is whether your property is assessed at the statutory required market value. Look at your final assessment after the revaluation. If it appears to be an accurate value when compared to sales of similar property, then it probably is a fair assessment. If, in your opinion, it does not reflect the market value of your property when compared to sales of similar properties, you should talk to our assessment staff. We may be able to provide information or take further actions to resolve your concerns.

For revaluation questions, please call Associated Appraisal at 920-749-1995 Monday through Friday 8:00 am to 4:30 pm. Also see the Wisconsin Dept. of Revenue Guide for Property Owners at <https://www.revenue.wi.gov/DOR%20Publications/pb060.pdf>.

Thank you for your help in creating a successful 2021 Revaluation Program.

We want YOU to help shape the future of the Town of Cottage Grove!

The Town of Cottage Grove is beginning a process to update its 2015 Comprehensive Plan. The Comprehensive Plan outlines how the Town will grow and change over the following 20 years. This includes where new subdivisions and commercial uses may develop and where farmland and open space preservation will be prioritized. The Town Board and Plan Commission want to make sure that the updated Comprehensive Plan reflects the vision and values of Town residents and property owners, and that's where you can help.

As a first step, please take the Town's community survey by April 18th. You can access a digital version of the survey by typing <https://www.surveymonkey.com/r/87LNLDN> into your Web browser, Googling the Town of Cottage Grove web page, or pointing the camera on your smartphone or tablet to this QR Code and then clicking on the link that appears. You can also obtain a hard copy version of the survey by contacting the Town Clerk at <mailto:clerk@towncg.net> or 839-5021. The survey should take about 10 minutes for you to complete.



Subscribe to notices of Comprehensive Plan Changes

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.

2021 Elections

February 16: The Spring Primary was held for the State Superintendent of Schools. There were 157 election day voters and 142 absentee voters.

April 6: Spring 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/>

Hours for early voting for the Spring Election will be from 8:00 a.m. to 12:30 P.M. weekdays starting on Tuesday, March 23rd at the Town Hall. On Friday, April 2nd, early voting hours will be extended to 5:00 P.M. No early voting is allowed on the Monday preceding an election. All absentee ballots must be returned by 8:00 p.m. on election day.



<http://myvote.wi.gov>



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| | | | | | | |
|---------------|-----------------------|---------------------|---------------------------|------------------|---------------|-----------------|
| My Voter Info | Find My Polling Place | What's on My Ballot | Update My Name or Address | Register To Vote | Vote Absentee | Track My Ballot |
|---------------|-----------------------|---------------------|---------------------------|------------------|---------------|-----------------|

Town seeks to add solar panels for clean energy

The Town of Cottage Grove Board wants to address climate change. With your help, we propose installing solar panels on the roof of the Town Hall and next to the Town Garage. The installation would handle energy needs of the Town at these facilities. Solar panels provide clean energy while reducing carbon dioxide emissions.

Early estimates of the cost to install solar panels is about \$50,000. The Public Service Commission offers annual grant opportunities for up to 22% of the cost. Another small cost offset is available from Focus on Energy. We will seek these grants and the Town Board has agreed to cover up to 20% of the cost. We need to raise about \$30,000 and hope you will contribute to the Town of Cottage Grove to enable us to install a photovoltaic system on south facing locations to provide clean renewable solar energy.

Dane County is encouraging sustainability efforts countywide. Several communities have committees to make project recommendations. For example, residents in the Town of Vermont organized a Climate Action Workshop series that evolved into a Western Dane County Solar Group Buy.

Will you consider doing one or more of the following: 1) make a tax-deductible donation to the Town of Cottage Grove for Solar Panels; 2) Join a Town of Cottage Grove sustainability committee; 3) Take stock of your energy usage and consider how you can address climate change.

New and updated Town Ordinances

In 2020, the following ordinances were adopted:

- Jan. 20: [Revisions to §11.02 Outdoor and Open Burning.](#)
- May 19: [Revisions to Ch. 06 – Emergency Government Operations.](#)
- Aug 26: [Revisions to park fees in Chapter 15.](#)
- Aug 26: [Creating a Board of Absentee Canvassers and providing for the centralized count of absentee ballots.](#)
- Dec. 12: [Ratifying previously established speed limits and stop signs.](#)

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

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 board at the Town Hall, 4058 County Road N. Meeting notices are typically posted by noon on the Friday preceding the meeting. Notices required to be published will be published in the legal section of the Wisconsin State Journal.

Dog Licenses

Wisconsin statutes require 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/>. Proof of current rabies vaccination is required for licensing. This year for the first time we emailed renewal applications to those with email addresses on file in December, and mailed the rest.

Burning permits

A 2020 change to TCG §11.02 Outdoor and Open Burning means that while you still need to obtain an annual permit for any open burning, you no longer need to provide 48 hours of notice when you burn. You DO need to call 608-839-5021 ext. 112 or visit the fire department website at <http://www.cottagegrovefire.org/burn-permits> to check for any burning restrictions prior to burning on the day of the burn. As a courtesy, permit holders planning to burn an area exceeding 6 acres are asked to leave a message on the burn line informing the fire department of their plans.

Annual burning permits applications may be obtained online at <https://www.tn.cottagegrove.wi.gov/burning-permits/> or at the Town Hall during office hours.

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 <mailto:jtrebian@generalengineering.net>. Be sure to include your email address on any building permit application.

Fencing of Swimming Pools Required

TCG Ord. §12.06 requires an acceptable barrier or fence around all swimming pools within 30 days of the pool being installed. Automatic safety pool covers DO NOT meet the requirements of the ordinance. See Chapter 12 at <https://www.tn.cottagegrove.wi.gov/ordinances/> for specific requirements.

Town Board Chair's Annual Report

The year 2020 is finally in the history books and we won't be able to forget the Covid-19 pandemic it brought to all of us. Covid-19 affected so many aspects of our lives—from moving children from schools to home schooling, to masking and socially distancing, and by limiting direct contact with family and friends. It also challenged us to find ways to safeguard our Board members and Town residents at the Town's public meetings. We adopted rules for limiting attendance at all public meetings as well as limiting visitors to the Town's office; all participants were expected to wear masks, and sanitary wipes and hand gel were purchased and made easily accessible. The Board used Routes to Recovery Funds to improve social distancing in the meeting rooms and we purchased additional audio and visual components for public meetings. These precautions allowed residents and Board members to safely attend Board and Committee meetings.

The Annual meeting was postponed from April until November, to allow us to meet requirements for social distancing in Dane County. The November Annual meeting was held in the Town Garage, next door to the Town's office building, because it allowed more room for additional residents who were expected to attend the meeting.

In 2020, the Board approved replacement of two trucks; one plow truck and a pickup that we sold through Wisconsin Surplus. We also purchased new playground equipment for the Capitol View Park. Installation was done by local residents in that neighborhood. The playground equipment improvements to the park appear to be well received by Town residents. In addition, the Flynn Hall parking lot was finally paved this summer, after the Lions Club donated their time and effort in installing curb and gutter along the east side of the lot.

Work began on the Kennedy Hills subdivision in 2020, with Phase I establishing 16 lots. This subdivision is located at the corner of Highway BB and Kennedy Road on the Town's northeast side. When completed, this subdivision will actually finish off the development that is situated next to the American Heritage Subdivision.

The year 2020 was also the year of a big November election, one we had anticipated would include high voter turnout. Covid-19 brought its own challenges with many residents opting for absentee ballots to avoid Covid-19 concerns. We are very appreciative of our Town Clerk and the election workers who ensured that voters had a safe polling location in which to vote and that all absentee ballots were properly counted and secured. They did an excellent job securing our 2020 election.

The Town's Fire Department and Emergency Medical Services staff faced their own challenges with Covid-19 and we should all be thankful for the many volunteers who give so much of their lives to support fire protection and medical services to Town residents. If you have an interest in joining either of these fine departments, contact information is on the Town's Website.

Kris Hampton, Town Board Chairperson



New zip line and playground structure at Capitol View Park

Town Clerk's Update

While the COVID-19 pandemic in 2020 brought new challenges, it also brought new opportunities for lasting improvements. The state-of-the-art audio-visual system added to the meeting room allows live virtual participation in our meetings, as well as the ability to record meetings for posting on the web site, now and in the future. A cabinet to protect the equipment has just been built by Mark Kudrna, using boards donated by Don and Marilyn Viney from a tobacco shed on the former Torge B. Tweten farm on Nora Road, more recently known as the Otteson farm. Look for the full story and a photo of the shed on display with the cabinet, and posted on the Town's web site and Facebook page.

With three of four elections in 2020 occurring under pandemic conditions, many of the veteran poll workers understandably declined to work due to concerns over exposure for themselves or their families. The silver lining is that over 30 new volunteers offered their help, some of them even from neighboring communities, and we were able to fully staff elections without a hitch. Even better is that most of them have agreed to help with future elections, giving us a much stronger and broader poll worker base. If you would be interested in helping at the polls, please contact me at clerk@towncg.net or 608-839-5021.

The Routes to Recovery grant also funded a second ballot tabulator, which allowed us to implement a central count location for absentee ballots. This will continue to greatly reduce congestion and confusion in the polling place for all future elections.

Municipal Court Update

The Municipal Court experienced numerous changes in 2020 primarily due to the COVID-19 pandemic and many of these changes have carried over into 2021. The significant changes include limiting in person appearances and conducting the majority of Initial Appearances by video conferencing. The other major change was to the Municipal Court's website at <https://www.tn.cottagegrove.wi.gov/municipal-court/>. It has been expanded to include FAQ's and other pertinent information that should answer most questions.

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. The bulletin can be viewed at https://epd.wisc.edu/tic/wp-content/uploads/sites/3/2019/12/Bltn_014_Mailbox_Safety.pdf and 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 ½” 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.”

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. The post must be located in the shaded area on either side of the driveway. See <https://www.countyofdane.com/documents/pdf/ordinances/ord076.pdf> for details.

Parking on Town Roads

TCG ord. 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 at <https://www.tn.cottagegrove.wi.gov/ordinances/> 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>.

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 weekdays.

Calls for Service

The past year the Township Deputies responded to 1542 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.

COVID-19 has been a large consideration of how we conduct business taking numerous precautions to keep the community safe.

Additions to Precinct

We have added an embedded Mental Health Worker out of the Southeast Precinct. This has been a great resource for the community as well. We replaced the original patrol vehicle with the most up to date and modern equipment. The Sheriff's Office has also invested a great deal of money to update our connectivity with our computer systems and VOIP phones. This gives us the same capabilities as a stand-alone precinct.

Personnel Changes

Lieutenant Gordon Bahler retired in December of 2020. Deputy Steve French will be moving to another assignment within the Sheriff's Office in April of 2021. A new deputy will be replacing him to continue to serve the Town of Cottage Grove community. Lieutenant Jonathan Triggs has become the new Southeast Precinct Commander and will oversee the operations of the Town of Cottage Grove contract deputies.

As we move into the year 2021, 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 <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.

Lt. Jonathan Triggs, Deputy Steve French, Deputy Brian Biwer and K-9 Boone, and Deputy Jen Grafton.
Dane County Sheriff's Office.

To reach the Deputy on duty in the Town of Cottage Grove, call Dane County Dispatch at 608-266-4948 and ask to have the Cottage Grove Deputy return your call. Of course, in any emergency, dial 9-1-1.

The Town would like to thank Deputy Steven French for his exemplary service over the past 5 years, we wish him all the best in his future endeavors.

Likewise, the Town welcomes Deputy Kristina Grams, who comes to us highly recommended. Look for her to begin her patrol this spring.



Cottage Grove Volunteer Fire Department Report

The Cottage Grove Volunteer Fire Department is currently staffed by 35 active Volunteers and 4 honorary personnel from the Town and Village of Cottage Grove and the Town of Pleasant Springs. These men and women volunteer their time and expertise for Fire Prevention and Protection 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 served 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 2800 hours of training in 2020. The Prevention division conducts tours of the Emergency Services Building and provides 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 Department responded to 253 calls in 2020, which was a 5% decrease from 2019. The break-down of the calls were as follows: 74 in the Town of Cottage Grove, 95 in the Village of Cottage Grove, 44 in the Town of Pleasant Springs, and 40 requests for Mutual Aid assistance to other communities.

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 <http://www.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 officers of the Cottage Grove Fire Department are:

| | |
|--|--|
| Nick Archibald, Chief | April Hammond, 1 st Assistant Chief |
| Jess Robinson, 2 nd Assistant 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 | F.F. Josh Hammond | F.F. Katie Miller |
| F.F. Cole Brown | F.F. Jason Johnson | F.F. Tim Miller |
| F.F. Charles Cluney | F.F. Abigail King | P.F. Greg Nowak |
| P.F. Trevor Cooper | H. Duane Kopp | P.F. Lenell Smith |
| F.F. Morgan Engels | F.F. Dennis Larson | F.F. Mitch Strehlow |
| H. Roger Floreke | F.F. Tom Laude | D.O. Julie Strobusch |
| F.F. Brandon Fritsch | F.F. Kevin Laufenberg | F.F. Tom Strobusch |
| F.F. Jamie Gogola | F.F. Justin Leistikow | F.F. Josh Truss |
| D.O. Mike Grob | F.F. Grant Lorang | F.F. Paul Wendricks |
| F.F. Thomas Grob | F.F. Arlin Maag | |
| H. Joel Hammond | F.F. Matt Mabie | |

F.F. = Fire Fighter, D.O. = Driver Operator, P.F. = Probationary Fire Fighter, H. = Honorary

The Firefighter's Association, of which all the personnel are a member, will once again be hosting its Annual Fireman's Festival, June 17th to June 20th. 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.

This year the department retired our 1997 Brush truck and replaced it with a 2020 Ford F550 built by Midwest Fire. 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. The vehicle was purchased using funds from the Pleasant Springs contract and funds from each municipality.

The department was awarded two grants in 2020. The SAFER grant allowed us to purchase a new electronic messaging sign, and send fliers for recruitment to all households in the Village and the Town. The 2nd grant was from the Gary Sinise Foundation and allowed us to replace 6 full sets of turnout gear.

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. Annual Permit applications are available at the Town Hall or online at <https://www.tn.cottagegrove.wi.gov/burning-permits/>. The Town burning ordinance was revised last year such that residents are no longer required to call 48 hours prior to burning, but instead call the burn line the day of their burn to listen to the recorded message to see if conditions are acceptable for burning. The ordinance is section 11.02 and can be viewed at <https://www.tn.cottagegrove.wi.gov/ordinances/>

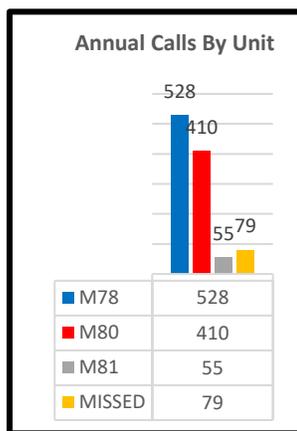
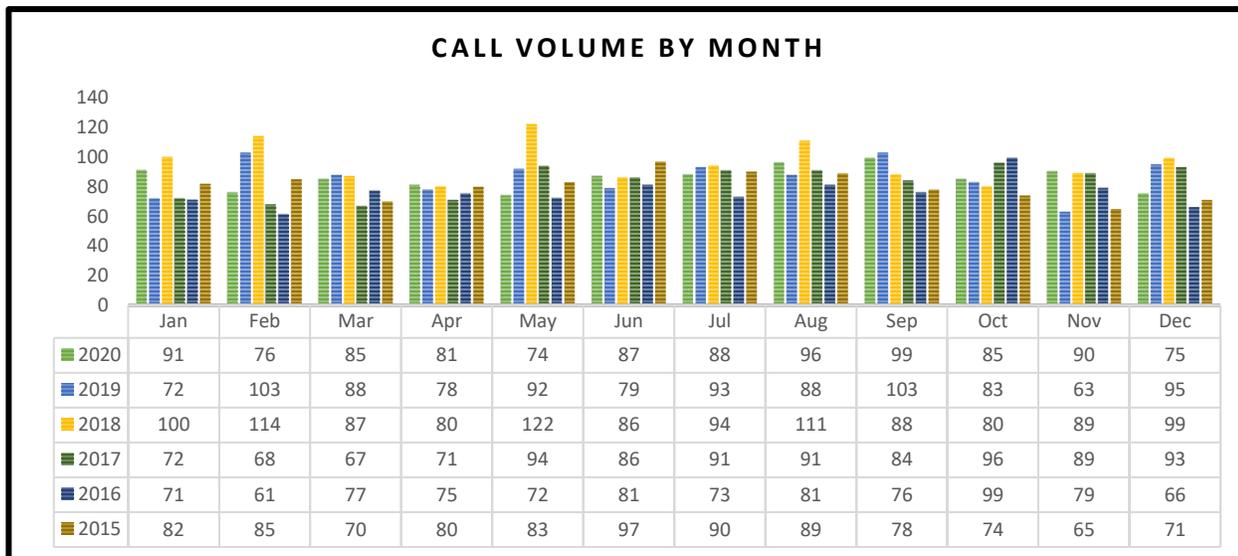
In case of an Emergency dial 911.

Stay safe and have a great year. Respectfully, Nick Archibald, Chief



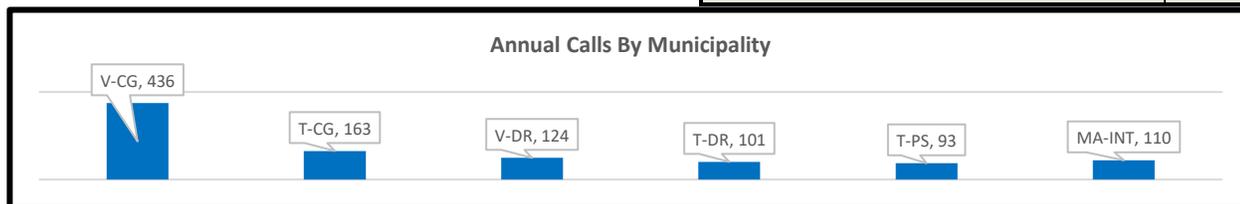
2020 F-550 Rapid Response Vehicle

Deer-Grove EMS 2020 Review



2019 Average Run Times

| | |
|--|----------------|
| Chute: | 2.09 min |
| To Scene: | 8.12 min |
| At Scene: | 19.27 min |
| To Destination: | 21.44 min |
| Back In Service: | 22.81 min |
| Total | 1 hr 38.73 min |
| Total call time = Dispatch to Back in District | |
| Average Transport Mileage: | 15.01 |
| Maximum Transport Mileage: | 36 |



For DeerGrove EMS, along with the emergency services community, 2020 started off like every other year. We were excited for what the new year could bring and how we would respond to the many adversities of emergency medicine. Calls for service came in and our highly skilled paramedics responded like they have done many times before. In late January there was a murmur of the virus in China, but not much was known about it and there was a thought it would never make to Wisconsin. Once the first case arrived at the UW everything began to change. Our everyday lives were impacted significantly during the pandemic shutdown. We'd really like to share all the excellent non-COVID-19 things DGEMS accomplished in 2020, but it's really going to be about how our operations adjusted to the coronavirus.

From early April until June there was a decrease in 911 calls for service, not only here in the DeerGrove EMS response district, but also Dane County-wide. This was fortunate for us, as it did not put a strain on our personal protective equipment. It did make us wonder about what the future would hold, especially when we looked at the effects of COVID-19 seen in New Year and California.

Adjustments to the way we protect ourselves became necessary to continue providing services. There was limited data available telling us how the virus was spread. We quickly discovered the most effective protective mask, an N-95, was limited in supply. These factors have forced the DGEMS Staff to work through several different iterations of PPE recommendations. The staff have done a fantastic job adapting to these changes. Donning PPE has added a minimal amount time to our response when requested for 911 services. Initial PPE included surgical masks, gowns, safety glasses, and the occasional addition of an N95. Using Centers for Disease Control (CDC) and local public health guidance, we developed an N95 re-use strategy. This coupled with state distributions of PPE allowed our staff to have security in knowing we had ample PPE. Through the adjustments to PPE guidance, we are currently utilizing N95 or higher respiratory protection on all calls for service. Our staff is also using cleansing techniques to ensure our vehicles have been cleaned between each patient encounter.

With enhancing the safety of our staff in mind, DeerGrove EMS added several pieces of vital equipment. This equipment includes a UV germicidal Toaster, powered air purifying respirators, Stryker LUCAS chest compression devices, and electrostatic sprayers for application of cleaning solutions.

- Developed by Electronic Theatre Control in Middleton, the UV Germicidal Toaster has been instrumental in extending the usable life our N95 stock. It has allowed us to treat and reuse an N95 respirator mask. Before we began using this device, we would have to discard a mask after only one use. The UV Toaster will treat a mask in four minutes, leaving us with very little time spent to extend the life of our N95 stock. We are grateful to have received this product as a donation, its impact on the department has been immense. The UV Toaster helped to stabilize our N95 respirator stockpile.
- Stryker LUCAS 3 CPR devices were purchased to limit the exposure of emergency responders to the aerosolized contaminants created while performing cardiopulmonary resuscitation. By using a machine to perform chest compressions when someone is in cardiac arrest, we need fewer responders at the patient's side to provide paramedic level care. This limiting of staff exposure was not only beneficial to DGEMS, but also to the local law enforcement agencies and Cottage Grove Volunteer Fire Department members. As an additional bonus, the LUCAS device does a superb job of providing chest compressions!
- As indicated earlier, N95 masks were difficult to source and if they were available, the cost had increased drastically. DGEMS leadership calculated the current rate of use, along with the reality there would be no way to restock supplies and found we would be completely out of N95 respirators by early July. The Bullard EVA Powered Air Purifying Respirator systems were purchased as a definitive solution to personal protective equipment. After a simple surface cleaning, all the supplies are reusable. The filter is the only item we would discard, and it can be reused until it does not allow for adequate flow. We have provided each of our staff with their own reusable hood. Many staff members use these today and have been very happy with their function.
- Potential exposure or sharing of coronavirus from one patient to the next caused DGEMS to enhance our cleaning capabilities. We began using simple gravity-fed automotive-type paint sprayers to 'fog' the patient care areas of the vehicles. This would kill any virus that made its way through the various other cleaning methods. In fall we added portable, cordless, electrostatic spraying units to our arsenal after Ryobi finally made them available for purchase. We've settled in to using Hydrogen Peroxide as our primary cleaning agent. The peroxide can be used in the Ryobi unit or even a simple spray bottle.

| | |
|---|--|
|  |  |
| <p>Germicidal UV Toaster</p> | <p>Stryker LUCAS 3 CPR Device</p> |
|  |  |
| <p>Bullard EVA PAPR</p> | <p>Ryobi Electrostatic Sprayer</p> |

The DeerGrove EMS staff, even amid the coronavirus pandemic, continued to provide exceptional prehospital medicine to our entire response district. Although operations were dominated by the pandemic, we did have non-COVID events in 2020. DGEMS switched medical direction to the Madison Emergency Physicians/SSM EMS Program. WI Administrative Code DHS 110.49 tells we must have our own Physician Medical Director. For many years this was Peter Stier, MD. Unfortunately, the demands of the medical director became too great and Dr. Stier had to step away. This presented an awesome opportunity to partner with the MEP EMS Physician group. We now have a primary Medical Director along with additional physicians to call upon whenever necessary. On a sad note, for our department, we lost a 30-year member Tom Miles to retirement. Tom faithfully served the community and has earned his respite from countless sleepless nights. We still get to see Tom often and wish him the best in any future adventures.

In closing, all the safety additions resulted in no lost time due to COVID-19 for any DeerGrove EMS staff members. The DGEMS staff members reported no confirmed or suspected cases of COVID-19. While we cared for and transported patient found to be COVID-Positive, there were no instances of staff or other patients becoming ill because of this. We also cannot forget to thank the residents, staff, and board members for the Town of Cottage Grove—Without your support we would not be able to provide the superior services we do today.

Eric Lang, Chief

Emergency Government Committee Report

The Town of Cottage Grove now has a three-member Emergency Government committee of its own, including Supervisor Mike Fonger and citizen members Otto Kraus and Randy Gaber. We are prepared to respond to any emergency at the call of the Town Chairperson.

COVID-19 has disrupted all of our lives. Please be safe and follow County and State guidelines.

The Town encourages 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.

Submitted by Mike Fonger

Stormwater Management Healthy Yards . . . Healthy Lakes and Streams

What we do in our yards can directly affect our lakes and streams. Before using fertilizer on your lawn or gardens, test your soil. A \$15 soil test will show if your soil is lacking anything so that you don't waste your money on something you don't even need. Instructions and forms from the UW Soil and Plant Analysis Lab are online at <http://uwlab.soils.wisc.edu/madison/>. Results will tell you exactly what you need for healthy lawn and gardens.

If your test shows you do indeed need fertilizer, be sure to clean up any that lands on your sidewalk, driveway or other hard surfaces. If left on paved areas, it can easily make its way to the nearest lake or stream with the next rainfall. Keeping leaves, grass clippings and other yard waste, which contain nitrogen and phosphorus, out of the street also help prevent lakes and streams from becoming green and scummy. When these nutrients wash into lakes and streams, they can promote nasty algae blooms and excessive weed growth (which can lower oxygen levels in the water) and may release ammonia (toxic to fish).

Healthy yards add to the beauty and value of your home. They can also help our lakes and streams by allowing rainwater to soak into the soil rather than running off to the nearest storm water ditch. So, do your part and keep your lakes and streams healthy by using fertilizers only if and where they are needed.

Cottage Grove TRIAD

Triad is a national program that promotes crime prevention and safety for older adults (55+) and the entire community. Triad was founded in 1998 by the National Sheriff's Association, International Association of Chiefs of Police and the American Association of Retired Persons (AARP).

The Cottage Grove Triad started in 2004 with a small group of volunteers, which include the Cottage Grove Police Chief, the Dane County Sheriff's Department's Community Deputy and the RSVP of Dane County.

Monthly senior safety presentations on topics such as traffic safety, bullying, dementia, scams and frauds, emergency preparedness and many others. Free car winterization checks have been offered free of charge for those over 50.

Since the COVID-19 pandemic, these presentations have not been done in person, but are available online using Zoom. For a schedule of upcoming presentations, you can refer to the RSVP website Events page. (<https://www.rsvpdane.org/events>)

Triad hopes to be able to start in-person programs later in 2021 based on the Dane County Department of Health guidelines.

Dementia Friendly Cottage Grove

The Dementia Friendly Cottage Grove initiative is sponsored by the Cottage Grove Triad. The effort is made up of volunteers, businesses and professionals. Seven community members make up the team that works to educate businesses and the community about Dementia. They work with businesses to train their employees on how to recognize a customer that has the disease and how they can help them when they come into their business.

Since the start of the COVID-19 pandemic, the initiative has been not been able to do any training for businesses or to do any community outreach. The goal is to be able to safely continue efforts once businesses begin to bring back employees.

Cottage Grove Memory Café

The Cottage Grove Neighborhood Memory Café is a meeting place for anyone experiencing beginning changes in their memory or persons with dementia and their caregiver. It is a fun, social experience for caregivers and their loved ones to connect with others who are dealing with similar issues of memory loss. Participants come together with family or friends in a relaxed setting to enjoy some treats and conversations as well as an interesting program or activity. There are no fees, and preregistration is not needed.

We begin each Memory Cafe with wonderful treats, renewing friendships, and conversations that include a personal anecdote or a memory relating to the topic of the day. Resources are shared, also, on topics of interest to those participating as well as announcements of upcoming events and activities. Deer-Grove EMTs attend often and come to special events as well. Our past programs have included:

- Travel Tips
- Girl Scouts, Cub Scouts and 4-H members sharing their projects
- Planted pots of flowers and herbs to take home
- Decorating holiday cookies, making wreaths and ornaments
- Celebrating June Dairy Month in a variety of ways
- Music
- Our birthday celebration in April and annual picnic in July with 'White Elephant Bingo'

Although we have not met as a group since February 2020, we have kept in contact with our Café friends by sending cards, emails and phone calls to let them know we are thinking about them. Five Memory Care Kits have been completed for Memory Cafe participants to check out to enjoy at home. As we begin again, when it

is safe, we will be at Hope Lutheran Church, the fourth Wednesday of each month, 9 - 11:30 a. m. The volunteer hosts of the Memory Café are Camilla Farwell, Pat Donovan, Carol Kelley and Georgia Punswick. For questions, more information or directions to Hope Church, you may contact Georgia Punswick at 608-839-4426.

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

Greetings from the Colonial Club in Sun Prairie! From all of us at the Colonial Club, we extend our deepest thanks to the Town of Cottage Grove for their continued support. As you are abundantly aware, the pandemic we've experienced over the past year has had a dramatic impact on the Colonial Club.

2020 was to be the continuation of our celebration of 50 years of service to Northeast Dane County. We had a special 50th anniversary fundraising plan set to kick off on April 1st, but the pandemic had other plans. Instead, we closed our doors to the general public on March 16th. While our "on-site" activities were significantly altered, our services remained in high demand.

Perhaps our most critical service and one deemed "essential", the nutrition program actually grew in 2020. We stopped serving our daily congregate meals, but moved most of those diners to the home delivered meal program. Due to concerns about the spread of COVID-19, we also altered how we delivered our meals. We put strict safety protocols in place and for several months only delivered meals twice a week. Home bound residents would receive three meals in Monday's delivery and two meals in Wednesday's delivery. This created a major food prepping and packing situation. Since we also restricted volunteer involvement in the kitchen, Colonial Club staff were dispatched to help wherever help was needed. In 2019, we served approximately 26,000 meals. In 2020, that number was over 30,000.

Another essential service is our adult day center. The ADC has remained open. Since it sits on the opposite end of the building from the kitchen and has separate entrances, we were able to restrict movement in an effort to keep participants and staff safe. Likewise, the Supportive Home Care program is also an essential service, so aides in that program continued providing services and support to older adults in their homes.

Case Management services for older adults also continued without interruption. In the beginning of the pandemic, we were able to set up home offices for our case management team. They were able to keep in

contact with clients via phone, email and eventually for some, by Zoom meetings. This program also saw significant growth in 2020.

One of the biggest challenges we faced was the loss of our special event fundraising. StrawberryFest, which is normally held in June and raises over \$35,000 for our agency, became a drive thru brat sale with revenue tumbling down to just \$6,500. AleFest, our other big event in November that raises over \$10,000, was not able to take place.

Despite this challenge, we were gratified to have our donors respond positively and enthusiastically as we sent out our pleas for help. There were also multiple grant opportunities available and we were able to secure several different funding streams from those sources.

In the end, we were able to keep providing much-needed essential services, no staff members lost their jobs and our bills are paid. Again, we thank the Town of Cottage Grove for their support that helped make this possible.

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 America's 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 is 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.

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 25th and July 30th 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 <mailto:acres2@frontier.com> or call 608-839-5578.

Refuse and Recycling Information

Late in 2020, Waste Management took over Advanced Disposal's contract to pick up refuse and recyclables in the Town. Vendor-supplied carts are used to work with their automated pickup system. These containers are to be left with the residence if you move. 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 and large items are also picked up at no additional charge, however you must call 608-807-3240 to make arrangements. Have your trash and recycling containers out to the curb by 6:00 a.m. Keep containers at least 3 feet apart and away from other objects (mail boxes, light poles, parked cars, etc.) **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.

HOLIDAY SCHEDULE: There will be NO pick-up on New Year's 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

Recyclables should be placed loose in the recycling container. Plastic bags are not recyclable, and bagged recyclables may be discarded in the trash during the sorting process.

ALUMINUM CANS - Includes used beverage cans only. No foil or food containers.

CONTAINER GLASS – Includes clear, brown, green and blue container glass only. Glass should be clean. Glass **DOES NOT INCLUDE** ceramic cups, dishes, ovenware, plate glass, safety and window glass, heat-resistant glass such as Pyrex, light bulbs, mirrors, lead-based glass such as crystal.

PLASTIC CONTAINERS – Includes only food and beverage bottles and containers marked with the #1 through #7 recycling emblem. Includes aseptic packaging such as juice boxes and soup broth containers. **DOES NOT INCLUDE** motor oil bottles, plastic bags, Styrofoam cups or containers and packaging peanuts.

TIN CANS – Includes metal cans, bi-metal cans and steel containers which must be clean. Cut out end can be secured inside can.

MIXED PAPER PRODUCTS – Includes all grades of papers including: white, colored, ledger, shiny, coated, carbonless, envelopes – including windowed, labeled and kraft; newspapers, magazines, phone books, computer printout paper, glued pads and tablets, file folders, post-it notes, spiral notebooks, cereal boxes, shoe boxes, paper grocery bags, beverage cartons. Can include paper clips and staples. **DOES NOT INCLUDE** waxed paper, hand towels, napkins or paper plates.

CORRUGATED CARDBOARD – Includes clean corrugated cardboard only. Cardboard must be flattened and bundled in bundles not more than twelve (12) inches high by twenty-four (24) inches wide and thirty-six (36) inches long. **DOES NOT INCLUDE** waxed cardboard or soiled cardboard. ALL paper products may be placed in a paper bag.

PLACE THE FOLLOWING ITEMS BESIDE YOUR RECYCLING CONTAINER ON RECYCLING WEEKS:

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.

Not Recyclable Items (place in trash): plastic bags, pesticide or herbicide containers, Styrofoam or microwave containers, aluminum foil, dry empty paint cans, aerosol cans. These items may be placed in the standard trash containers.

Recycling Electronics

The annual curbside collection of electronic waste items will be during the week of May 10-14, 2021. On your normal pickup day during that week, place your discarded electronics out with your trash and recyclables. The following items will be accepted: Desktop and laptop computers, tablets, printers, fax machines, scanners, copiers, video display devices of at least 7" in the longest diagonal dimension (TVs and computer monitors), keyboards, mice, hard drives, speakers, flash drives, external modems and other computer peripherals, DVD players, VCRs, DVRs and other video players, cell phones.

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 paint-related products, pesticides & poisons, household products containing organic solvents, ignitables, and aerosols, rechargeable batteries, and electronics. 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, 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, and Holidays.

FEES APPLY TO SOME ITEMS. Before visiting Clean Sweep or the Product Exchange Room, please review the guidelines at <http://www.danecountycleansweep.com> or call (608) 838-3212 for current conditions.

Town Calendar of Events

Meeting and other required notices are posted at the Town Hall and online at <http://www.tn.cottagegrove.wi.gov>. Notices requiring publication are published in the legal section of the Wisconsin State Journal. Please call the office at 839-5021 to be placed on an agenda.

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| Town Board Meetings | 7 P.M. First & Third Mon. of the month |
| Plan Commission Meetings | 7 P.M. Fourth Wednesday of the month |
| Local Candidate Nomination Papers Due to Clerk..... | First Tuesday in January |
| First Installment Taxes | Due January 31 st |
| Spring Primary (if needed) | Third Tuesday in February |
| Public requests for Comprehensive Plan Changes Accepted | February 15 th - March 15 th |
| Annual review of Comprehensive Plan | 4 th Wednesday in March |
| Spring Election | First Tuesday in April |
| Annual Report Published..... | Late March |
| Annual Town Meeting..... | 7:00 P.M. Third Tuesday in April |
| Board of Review | due to full revaluation this year, late summer |
| Annual Alcohol Licensing Public Hearing and Board Approval | First Monday in June |
| Annual Non-Metallic Mining Public Hearing and Board Approval | First Monday in June |
| Second Installment Taxes Due to the Dane County Treasurer..... | July 31 st |
| Partisan Primary (even years)..... | Second Tuesday in August |
| Budget Workshops..... | October and November |
| General Election (even years)..... | First Tuesday in November |
| Annual Budget Hearing and Town Budget Meeting | Nov. or early Dec. – watch for notice |
| Election Inspectors Appointed (even years) | First Monday in December |
| Tax Bills Mailed | Early December |
| First Day to Circulate Nomination Papers for Local Office..... | December 1 st |

Town of Cottage Grove Contact Information

IN ANY EMERGENCY, DIAL 911

Phone

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| Town Office – 4058 County Road N 8:00 a.m. to 12:30 p.m., M-F http://www.tn.cottagegrove.wi.gov | 608-839-5021 608-839-4432 Fax |
| Public Works – 4062 County Road N 7:00 a.m. to 3:30 p.m., M-F publicworks@towncg.net | 608-839-4767 |
| Building Inspector – Jim Trebian General Engineering Company 916 Silver Lake Drive, PO Box 340 Portage, WI 53901 email: jtrebian@generalengineering.net http://www.generalengineering.net | 608-745-4070 Office 608-697-7779 cell |
| Dane County Sheriff's Office (non-emergency) https://www.danesheriff.com/ | 608-255-2345 |
| Fire Dept - 4030 County Road N (non-emergency) http://www.cottagegrovefire.org | 608-839-4343 608-839-4427 Fax |
| EMS - 4030 County Road N (non-emergency) http://www.deergroveems.com | 608-839-5658 608-839-4427 Fax |
| Town Assessor Associated Appraisal Consultants, Inc. P.O. Box 291, Greenville, WI 54942 http://www.apraz.com | 800-721-4157 |

Utility and Service Providers

Phone numbers are accurate at the time of printing, but it is probably best to check the company web sites for current contact information. Not all providers are available in all areas of the Town.

| | Phone |
|---|--------------|
| Gas and Electric Providers: | |
| Alliant Energy Customer Service/Billing | 800-862-6222 |
| Electric Emergency/Outage | 800-862-6261 |
| Gas Emergency | 800-862-6263 |
| http://www.alliantenergy.com | |
| Madison Gas & Electric Customer Service/Billing | 608-252-7222 |
| Electric or Gas Emergency/Outage | 608-252-7111 |
| Toll-free Emergency | 800-245-1123 |
| http://www.mge.com | |
| WE Energies Customer Service/Billing | 800-242-9137 |
| Electric Emergency/Outage | 800-662-4797 |
| Gas Emergency | 800-261-2345 |
| http://www.we-energies.com | |
| Telephone/Internet/TV | |
| AT&T Customer Service/Billing | 800-288-2020 |
| Repair Service | 800-246-8464 |
| http://www.att.com | |
| Charter/Spectrum Customer Service/Support | 855-707-7328 |
| https://www.spectrum.com/ | |
| Frontier Communications Customer Service/Billing | 800-921-8101 |
| Technical Support | 800-239-4430 |
| http://www.frontier.com | |
| TDS Telecom | 855-220-2592 |
| http://tdstelecom.com | |
| UpNetWI | 608-234-5980 |
| https://www.upnetwi.com/ | |
| DirecTV | 800-531-5000 |
| http://www.directv.com | |
| Dish Network | 800-333-3474 |
| http://www.dish.com | |
| HughesNet | 844-737-2700 |
| http://www.hughesnet.com/ | |
| Viasat | 760-476-2200 |
| http://www.viasat.com/ | |
| Trash and recycling collection | |
| Waste Management | 608-807-3240 |
| http://www.wm.com | |