

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
JUNE 21, 2021

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at the Town Hall and on the Town's web site. Town Chair Kris Hampton and Supervisors Mike Fonger, Kristi Williams and Mike DuPlayee were present, along with Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Dan Dresen, Town Engineer Nick Bubolz, and Deputy Jennifer Grafton. Virtual attendance was available using gotomeeting.com
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by Williams/DuPlayee to approve the minutes from the June 7, 2021 public hearings and Town Board meeting with several corrections. **MOTION CARRIED 4-0.**
- D. Finance Report and Approval of Bills:
 1. **MOTION** by DuPlayee/Fonger to approve payment of bills corresponding to checks #34726-34751 as presented. **MOTION CARRIED 4-0.**
 2. **MOTION** by Williams/DuPlayee to approve payment of \$3,709.96 to General Engineering Corp. for May building permits. **MOTION CARRIED 4-0.**
- E. Public Concerns:
 1. DuPlayee asked other board members what topics they would suggest he includes in his upcoming presentation to the Chamber of Commerce. Suggestions included updates on Kennedy Hills, bridge reconstructions, the yard waste drop-off site, and the comprehensive plan update.
 2. Damascus Trail residents Gary Skiles, Joseph Byrne, Jeff and Sue Trentadue and Frank Salvi inquired whether the barricades will be returned to Damascus Trail. The barricades had been put up with local traffic only signs in response to the requests from area residents at the June 7th meeting, but Dresen had needed them late last week for a culvert project. Residents commented that traffic is less when they are up, and they continue to feel worried about safety with the large volume of traffic due to the County BB closure when they are down. Fonger and the Clerk reported numerous contacts from other Town residents who are not happy about the closure of Damascus. Deputy Grafton said deputies cannot enforce the signs for local traffic only, and there have been some close calls at the intersections of Damascus with BB and Vilas. She understood the residents' concerns about the excess traffic, but said Damascus is still a public road and motorists choosing that route are making a better choice than going through the work zone. She said construction is ahead of schedule because they have been able to keep traffic out of the work zone. Dresen said the barricades have been repeatedly knocked down or turned around, and that residents on Sandpiper are also experiencing excessive traffic. Residents present felt that the barricades were effective, even if not enforceable. Discussion was that a posted local detour route would be the best solution. Hampton and Dresen met with the Village President, Village Engineer and a representative from the County last Friday about posting a local detour route, but were told no because it would be too confusing. Fonger and Williams had both spoken to Village Board members about this. While they were sympathetic, they said they had not been getting calls like Town Board members have. Residents present were advised to contact Village Board members directly, as well as County Supervisor Ratcliff. Deputy Grafton said a WDOT representative contacted her asking for her input and asking about additional signage, which she made suggestions for. Sue Trentadue asked

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about other types of signs, such as slow, children at play, etc. Speed boards were also discussed. The Town does not own one. Deputy Grafton said she could request one from the County, but it may not be very effective on Damascus due to all of the curves. Speed bumps were also discussed, residents thought the three on Damascus are working, and would like one more. The Clerk reported that a resident near one of them has made repeated requests to have it removed due to the noise. Stop signs were also mentioned but nobody thought they would be effective in slowing traffic on Damascus. There was a question about moving the barricade at Vilas and Damascus inward so it is not right at the intersection, to give cars coming in a place to go. Dresen said the barricades must be kept out to keep cars from turning in the first place. Fonger reported that he asked the contractor about moving the sign just west of Damascus further to the east, but was told its location was determined by the County due to school busses.

- F. Road Right of Way Permits: **MOTION** by Williams/Fonger to approve a permit for Alliant/Intercon to replace overhead lines in the Sky High subdivision with underground service. **MOTION CARRIED 4-0.**

II. BUSINESS:

- A. Review May Police activities: The monthly report showed 233 calls for service and 97 citations issued in May, mostly for traffic and speeding related incidents. Deputy Grafton said there was one vehicle theft, and she reminded everyone to keep their vehicles locked. This month they have been doing more work zone enforcement than anything else. Hampton said he had contacted Lieutenant Triggs to request weight limit enforcement training for our deputies.
- B. Discuss/Conder awarding of bid for the Janelle Road cul-de-sac project: Bubolz said while 10 bid packets were pulled, only one bid was submitted, from R.G. Huston Company, Inc. He recommended acceptance of the bid, which estimated \$74,580.55 for the base bid and another \$10,896.00 for potential extras. He further recommended a 10% contingency. **MOTION** by Fonger/Williams to accept the bid, including the base bid and potential extras at \$85,476.55 plus a 10% contingency. **MOTION CARRIED 4-0.** Dresen stated that this should fit within the 2021 budgeted amount for Highway Maintenance Contracts.
- C. Discuss/Consider approval of 2021-22 Alcohol Beverage Operator's License applications received after June 7, 2021: Only one additional application was received, and all paperwork and the background check are in order. **MOTION** by Fonger/Williams to approve a July 2021-June 2022 Operator's license for Lisa Broderick. **MOTION CARRIED 4-0.**
- D. Discuss/Consider approval of two Certified Survey Maps for Galarowicz Rev. Trust on Gala Way (associated with rezone petition #11668): **MOTION** by Fonger/DuPlayee to approve the 4-lot CSM corresponding to County application #10526 and the 3-lot CSM corresponding to County application #10527, both identified by the surveyor as drawing #5661-20 dated 06-07-2021. **MOTION CARRIED 4-0.**
- E. Update and discuss/consider requirements for Kennedy Hills Phase 1 completion: Dave Riesop and Dave Dinkel were present. Bubolz said he visited the site last Thursday, and progress is being made toward substantial completion of the improvements. He feels they are on track to be finished by the end of the month. He will make another visit early next week. Riesop said the contractor expects to be blacktopping the south side of County BB this Thursday, and then moving to the north side of the road.
- F. Discuss future use of speed bumps: Hampton asked what the policy should be moving forward when speed bumps are requested. Permanent vs. the current speed bumps were

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discussed, along with stop signs as an alternative. Bubolz also mentioned other methods of slowing traffic, including small roundabouts and narrowing of traffic lanes. Consensus was to continue using the temporary speed bumps, but require written confirmation from residents residing within 200 feet in either direction from the requested location of the speed bump before the Town Board will consider the request.

- G. Discuss changing minimum width and usage for new Town roads: Hampton asked if future roads should be wider and include walking and/or bike paths. Dresen said most current roads have 24 feet of paved surface. A legal bike lane is 4 feet. Adding one to each side would require 32 feet of pavement, which may require a wider right-of-way. Discussion was to potentially begin with the next phase of Kennedy Hills. Bubolz said this would have an effect on stormwater management, and the ponds in the first phase are designed to handle portion of subsequent development. Consensus was to have Bubolz look at the Land Division ordinance to see what all would need to be changed if the minimum width for local roads was increased, and the Town Attorney would need to be consulted for drafting any ordinance revisions.
- H. Discuss/Consider amending s. TCG 17.02 regarding notification requirements for non-metallic mining renewal applications: The Clerk said she had requested the suggested changes that would eliminate the requirement to notify owners of within .5 mile about applications for renewal of permits that do not have any changes to operations. (The notification requirements would stay in place for new sites or for new operation plans). **MOTION** by Fonger/DuPlayee to hold a public hearing before the July 7, 2021 meeting, and put the ordinance revisions on the meeting agenda for possible adoption. **MOTION CARRIED 4-0.**
- I. Discuss/Consider quote to re-surface basketball courts: Dresen had obtained one quote from 7 Hills to re-surface courts at Nondahl, Ravenwood, Bass and Capital View parks **MOTION** by Williams/Fonger to approve the quote from 7 Hills, not to exceed \$3,600.00, to come out of unassigned funds. **MOTION CARRIED 4-0.** (It was subsequently discovered that the board was only provided the first page of the quote, the actual quote amount was \$5,409.00, so the Board will need to re-consider at their next meeting.)
- J. Discuss use of American Rescue Plan Act funds: Hampton reported that the Town has applied. Estimates are the Town will receive over \$350,000, with the first payment coming soon. Funds must be used up by December 31, 2024. Hampton said that of the list of eligible uses for the funds, the only ones that seem applicable to the Town are broadband internet and stormwater infrastructure.
- Dave Muehl was present to represent the Friends of the Koshkonong Creek with a proposal that he hoped would fall under the Stormwater Infrastructure use. He and others have been working for three years to clean up the downed trees in the creek. From the Drainage Board meetings he has attended, it sounded like the process to make changes to the creek would be overwhelming. He outlined five things that need to happen:
 1. Remove the downed trees.
 2. Dredge: He proposed that the Towns of Cottage Grove and Deerfield partner for a quick dredge of 3-4 feet wide by 2 feet deep, shooting the dredged material out into the fields to maintain an angled shore.
 3. Study the creek to determine a long term (50-year) plan.
 4. Make the changes as determined by the study, and make sure they are easy to maintain.

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To hire a consultant to perform a study would cost \$100,000 to \$200,000. As an alternative, he is putting together an RFP for the UniverCity Alliance Year 2021-2024 partnership. He said the cost would be \$20,000, which he proposed to split between the Town of Cottage Grove, Town of Deerfield, City of Sun Prairie, and the Friends of the Koshonong Creek (\$5,000 each). The RFP is due July 24th, and he will need a letter of support from the Town. Funds would need to be obligated by 12/31/2024 and the study would be complete by 12/31/2026.

- Joe Rausch suggested that something similar needs to be done with Door Creek to alleviate the high water table in the Nondahl subdivision area. He said silted in ditches and plugged culverts in Marx's field are also contributing to the problem.
- Bubolz said he has attended several workshops on use of the ARPA funds, and he is not sure the creek projects would fit under Stormwater Infrastructure, more fleshing out of the program is needed. Comments were that few of the eligible uses seem relevant to Towns.
- Other eligible uses mentioned were private well testing (possibly under the water and sewer item), and park improvements (possibly under hospitality and tourism).

III. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE: Dresen reported that trees were recently planted in town parks in partnership with the boy scouts. Culvers generously donated lunch to the workers. The crew is almost finished mowing ditches, and 4 of 6 planned culvert replacements are complete. Tree trimming will be on the list of projects in the next couple of weeks.

IV. CLERK'S OFFICE UPDATE: Nothing to report.

V. BOARD REPORTS AND COMMUNICATIONS: Hampton received a thank you note for his letter to the Secretary of the US Department of Transportation in support of the County AB project. The Lions plan to plant the trees between the Town Hall and Emergency Services Building tomorrow night. On June 28th, Hampton will host the first meeting of the homeowner's association for Viney's Addition to Sky High, so they can elect their officers.

VI. COMMITTEE REPORTS:

- A. Emergency Government Committee: Fonger reported that they plan to order a new printer and also need to replace the defective computer. He is wondering if the Village plans to use them too, and if so, they should pay half. They also plan to order jackets.
- B. Deer-Grove EMS Committee: Williams reported that the Commission interviewed three firms for the study, and unanimously selected Public Administration Associates out of Whitewater. The Fire Chief was in on the interviews and also agreed with the choice. The total cost of the study for both Fire and EMS will be \$30,400. The Village will cover the Fire study, the EMS study will be shared between the DGEMS municipalities.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 4-0.** The meeting ended at 9:09 P.M.

Kim Banigan, Clerk
Approved 07-06-2021