

TOWN OF COTTAGE GROVE
TOWN BOARD MINUTES
SEPTEMBER 3, 2024

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at the Town Hall and on the Town's website. Chair Kris Hampton and Supervisors Mike Fonger, Kristi Williams, Steve Anders and Mike DuPlayee were present, along with Clerk-Treasurer Kim Banigan, Deputy Clerk Amber Steele, and Highway Superintendent Dan Dresen.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Flag Pledge.
- D. Discuss/Consider approval of minutes of previous meeting: **MOTION** by Williams/DuPlayee to approve the minutes of the August 19th meeting as presented. **MOTION CARRIED 5-0.**
- E. Finance Report and Approval of Bills:
 - 1. **MOTION** by DuPlayee/Fonger to approve checks #37315-37351 and EFTs in the amount of \$23,888.12. **MOTION CARRIED 5-0.**
 - 2. **MOTION** by Anders/DuPlayee to approve payment of August per diems as presented. **MOTION CARRIED 5-0.**
- F. Public Concerns: None.

II. BUSINESS

- A. Plan Commission Recommendations: Silvin Kurt, Petitioner, Silvin F & Rosemary C Kurt Rev Tr, property owner: Petition to renew CUP 2478 for a secondary farm residence at 4558 Ridge Road (DCPCUP-2024-02638): Tyler and Silvin Kurt were present but did not speak. The 8 standards for CUP review were considered satisfied. **MOTION** by Williams/Fonger to accept the Plan Commission's recommendation to approve the renewal of the CUP for a secondary farm residence at 4558 Ridge Road for as long as it is occupied by a farm employee **MOTION CARRIED 5-0.**
- B. Discuss/Consider approval of Certified Survey Map for James Schmidt, Mary Wick and M&W Olson associated with rezone #12053 at 1784 Leon Lane: **MOTION** by Anders/DuPlayee to approve the CSM identified as Dwg. No. 6169-23 dated 08/05/2024. **MOTION CARRIED 5-0.**
- C. Discuss/Consider approval of Pre-Development Agreement for Plat Review of Kennedy Hills First Addition, and of the agreement document as to form for future use without Board approval: The Clerk-Treasurer explained that this agreement was drafted by former Town Attorney Connie Anderson and was utilized for the first phase of Kennedy Hills. Current Town Attorney William Cole has given his approval of it and recommended that the Board approve it as to form for future applications. Revisions suggested by the attorney for Kennedy Hills, LLC were red-lined and agreed upon by Atty. Cole as well. **MOTION** by Fonger/Williams to approve the Pre-Development agreement for Plat Review of Kennedy Hills First Addition as red-lined, and approve the document as to form for execution by staff for future plat reviews without Board approval. **MOTION CARRIED 5-0.**
- D. Discuss/Consider proposals for Municipal Solid Waste Collection, Disposal and Recycling Services: Todd Bollenbach from Pellitteri, Tim Miller from Waste Management, and Justin Montani from LRS each gave presentations and answered questions about their respective companies. Hampton asked each company how many CNG trucks were in their fleets; Pellitteri has 5 and are working on getting more, Waste Management's entire fleet is CNG, and Montani from LRS did not know. This was a concern due to fuel surcharges when gas

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prices get high. Anders had many questions regarding the types of materials that were and were not recycled by each company. **MOTION** by Anders/Williams to table the decision until the next Board meeting on September 16th. **MOTION CARRIED 5-0.**

- E. Discuss/Consider proposals for short-term loan to finance 2024 road maintenance projects: Loan proposals from Bank of Sun Prairie, One Community Bank, and Lake Ridge Bank were considered (Attached as Exhibit A). Lake Ridge Bank's proposal came in a little higher than One Community, however One Community has fees that Lake Ridge does not, making the difference between the two less than \$800. The Clerk/Treasurer spoke about the good relationship the Town has with Lake Ridge Bank, and the many benefits they provide the Town including excellent interest rates on our deposit accounts, and fraud protection and lockbox services at no charge. **MOTION** by DuPlayee/Williams to accept the proposal from Lake Ridge Bank to supply \$312,411.58 in principal on September 17, 2024 at 6.12% interest, payable in full on March 15, 2025 **MOTION CARRIED 5-0.**
- F. Discuss/Consider installing pedestrian walkways where the dead ends of Pheasant Run and Mourning Dove meet at the Town/Village boundary. Hampton received a call from John Williams from the Village asking us to help students that walk to school: Discussion included the number of kids that use the path, the liability issues that may arise if someone is injured, who would be responsible for maintenance of the path, and surveying the land to find out who owns trees that would need to be cleared. **MOTION** by Hampton/Williams follow up with Dan on suggestions for how to carry out project, and to ask the Village who would pay for what. **MOTION FAILED 2-3 (Fonger, Anders, DuPlayee opposed).**
- G. Discuss/Consider Certificate of Insurance/Bond amount for Weight Variance Permit for Alliant Energy to bring in new substation equipment on Gaston Road: Dresen said the substation is over the weight limit by 45,000 pounds. They would come off of County Road N onto Gaston Road, utilizing 1,400 ft of Town roads. Dresen said \$1.5 million would be plenty to rebuild the road if needed. Proof of insurance has already been provided. **MOTION** by Fonger/Williams to approve the Weight Variance Permit with a \$1.5 million bond. **MOTION CARRIED 5-0.**
- H. Discuss/Consider providing notice of termination of agreements with the Kennedy Hills and Viney's Addition to Sky High Homeowner's Associations for Stormwater Facility Mowing effective December 31, 2024; Fonger was concerned that the HOAs would be surprised by this sudden decision. Banigan reminded him that Town Board agendas are posted publicly. The agreement states either party can cancel for any reason with a 30-day notice. The HOAs would be given 90-day notice, and would have an additional few months until spring mowing would begin. **MOTION** by Anders/DuPlayee to terminate both agreements effective 12/31/2024. **MOTION CARRIED 4-1 (Fonger opposed).**

III. PUBLIC WORKS DEPARTMENT ACTIVITY UPDATE:

- A. Report of Road Right-of-Way permits: Charter-Spectrum has one pending for Natvig Road, just waiting on a notification of the security deposit.
- B. Highway Department is busy mowing grass. Dresen will be out for 2 weeks due to surgery, but will be working from home during that time.

- IV. CLERK-TREASURER'S OFFICE UPDATE: Banigan will be gone for a week. There was a request to post a link on the Town's website regarding the Monona Grove School District financial crisis. The Board felt this would be ok.

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- V. BOARD REPORTS AND COMMUNICATIONS: Hampton, Fonger and DuPlayee plan to attend a virtual operational planning meeting for replacement of Door Creek Bridge B-13-0042 in 2027 on Thursday, September 5th. Williams attended an Eagle Scout Court of Honor on August 26th honoring Tate Hepler, David Schuchart, and Levi Wurgler. They had done previous projects for the Town including building Leopold benches and recovering picnic tables.
- VI. COMMITTEE REPORTS:
- A. Cottage Grove Fire District Commission: The 2025 budget will be considered at the September 23rd meeting. New squad being delivered at the end of the month. Ladder testing was last week. The CO device is gone, General Engineering has indicated that a replacement is not needed.
 - B. Flynn Hall Committee: The 2025 budget will stay the same as the 2024 budget. The building was cleaned outside including gutters, downspouts, windows and siding, and looks very nice.
 - C. Emergency Government Committee: Meeting next Tuesday, September 10th to discuss the emergency call list. They plan to talk to other communities to coordinate their committees.
- VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0**. The meeting ended at 8:46 P.M.

Amber Steele, Deputy Clerk

Approved 09-16-2024

EXHIBIT A



ONE
COMMUNITY
BANK

COMMERCIAL LENDING PROPOSAL



Town of
Cottage Grove

To: Town of Cottage Grove

4058 COUNTY ROAD N, COTTAGE GROVE, WI 53527



Feel Good Banking Difference

Access to Decision Makers

Every bank says that it values your business. One Community Bank demonstrates the importance of your relationship by giving you access to all its resources and all its people. Our leadership team will get to know you and your mission in a way that other banks cannot or will not. At One Community Bank, you can count on working with a team who makes meeting your needs our number one priority.

Flexibility

At One Community Bank, we strive to be flexible when working with you. We realize that your organization is unique, which is why we will never recommend a “one-size-fits-all” approach. We promise to work tirelessly with you to develop creative solutions to your business challenges.

Personalized Attention and Knowledgeable Professionals

At One Community Bank, we pride ourselves on learning your organization inside and out. We use your goals and objectives to guide the creation and individualized solutions enhancing your mission. Our relationship managers come from strong business backgrounds and have contributed to the successes of hundreds of companies. This expertise enables us to develop strategies to help your business grow and prosper.



Feel Good Banking

733 N Main Street
Oregon, WI 53575
www.onecommunity.bank



August 26, 2024

Town of Cottage Grove
4058 County Road N
Cottage Grove, WI 53527

Re: 2024 Public Works Road Maintenance Projects.

Dear Kim,

One Community Bank (“the Bank”) is pleased to define our interest in the loan transaction(s) described in this letter. This letter is not intended to be a commitment to lend on the Bank’s part but is intended to summarize for discussion purposes the loan transaction which the Bank is interested in considering currently.

Borrower	Town of Cottage Grove
Purpose	2024 Public Works Road Projects
Collateral	General Obligation of the Township
Loan Amount (est.)	\$312,411.58
Equity	N/A
Amortization	N/A, Single Pay Note
Payment Frequency	Single Payment due on March 15 th , 2025
Interest Rate / Term	Fixed at 5.50% / 6-Month Term
Origination Fee	N/A
Pre-payment Premium (%)	N/A
Guarantor(s), unlimited	N/A
Documentation:	Borrower/Guarantors to execute all loan documentation, will execute all municipal documents provided by the bank.
Documentation Fee	\$250
Conditions	Bank must have board minutes indicating the approval of a loan from OCB, Indicating who can sign for the Town of Cottage Grove.



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Closing Costs

Borrower will pay all costs of the transaction, which may include, but are not limited to title insurance & inspection charges, appraisal charges, recording fees, environmental fees, legal fees, transfer fees and Bank fees whether the loan is closed.

Deposit Relationship

Borrower to maintain current deposit relationship with OCB.

This letter does not constitute a commitment to lend by the Bank. If the borrower desires to pursue the above terms presented in this letter, the Bank will engage in further discussions and obtain the information needed to seek Bank approval. While this letter may form the basis for discussion with you of various loan terms, you understand that the Bank will not be committed to make a loan available to you unless the loan commitment is evidenced in writing by the Bank, expressly stating that it is intended to be a loan commitment. **This letter of interest expires on September 6th, 2024**, but can be extended with mutual consent of both borrower and bank. The Bank looks forward to moving forward with the transaction. If you have any questions, please call me at 608-480-9984.

Sincerely,

A handwritten signature in black ink, appearing to read 'DM', with a large, sweeping flourish at the end.

Dan Mattes
AVP – Commercial Banking Officer
One Community Bank
608-480-9984 (cell)
dmattes@onecommunity.bank

By signing below, I am acting as an authorized signer for the borrower and agree to move forward with the terms presented herein, with One Community Bank. Furthermore, I agree to pay commitment fee and any third-party charges that may be incurred by the Bank, related to this loan request.

Kim Banigan

Date



Feel Good Banking

733 N Main Street
Oregon, WI 53575
www.onecommunity.bank

**PROPOSAL FOR
TOWN OF COTAGE GROVE**

**FROM
LAKE RIDGE BANK
AUGUST 28, 2024**

Lake Ridge Bank (“LRB”, “Bank”) is pleased to provide the following financing proposal for your consideration. This is not a commitment to lend; a commitment may be provided once the approval process is complete.

Borrower: Town of Cottage Grove

Purpose: Town of Cottage Grove 2024 public works road maintenance projects

Term: September 17, 2024-March 15, 2025

Interest Rate: 6.12% fixed after tax yield assuming the loan qualifies

Principal Amount: \$312,411.58

Collateral: Unsecured. Reliance is placed upon the full faith and credit of the Town of Cottage Grove

Fees: Should the loan be fully funded as closing, all fees are waived. Should the loan have a draw component, Borrower will be responsible for Bank’s legal counsel fees.

Prepayment: You may prepay the loan at any time without penalty.

We greatly appreciate your partnership with Lake Ridge Bank and thank you for the opportunity to provide this proposal. I look forward to hearing from you in the near future.

Sincerely,



Laura Peterson
Sr. Vice President - Business Relationship Manager
608-443-1980
lpeterson@lakeridge.bank

RFP - Town of Cottage Grove / Bank of Sun Prairie

1 message

Butts, Jeffrey <Jeffrey.Butts@bankofsunprairie.com>
To: Kim Banigan <clerk@tn.cottagegrove.wi.gov>

Wed, Aug 21, 2024 at 3:18 PM

Kim –

Thanks for your time to discuss the request from the Town.

We would propose a rate fixed at 6.32% matching the terms requested in the RFP and can meet the deadlines proposed. We would have a loan origination/document preparation fee of \$199.

Please let me know if you need any additional information.

Sincerely,



Jeffrey Butts

VP Business Banking

Direct: (608) 467-1769

228 East Main Street

Sun Prairie, WI 53590

To send me a secure email click here: <https://bankofsunprairie.secureemailportal.com/>

Please click [Personal Financial Statement - JB](#) to complete the online option for Personal Financial Statement

Voted Best Financial Institution in 2023 Best of Cottage Grove and Best of Sun Prairie Awards!

