

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
SEPTEMBER 08, 2026

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at the Town Hall and on the Town's website. Town Chair Steve Anders and Supervisors Mike Fonger, Troy Eickhoff, Kristi Williams, and Patrick Buchholz were present, along with Clerk-Treasurer Kim Banigan, Deputy Clerk-Treasurer Jennifer Millage, and Highway Superintendent Dan Dresen. DGEMS Chief Eric Lang attended virtually. Anders called the meeting to order at 6:30 P.M.
- B. Flag Pledge.
- C. Discuss/Consider approval of minutes of previous meetings: **MOTION** by Williams/Buchholz to approve the minutes of the August 17, 2026 Town Board as printed. **MOTION CARRIED 5-0.**
- D. Finance Report and Approval of Bills: **MOTION** by Eickhoff/Williams to approve checks #38827-38876 totaling \$114,929.15, EFTs for \$41,544.28, and scheduled ACH and purchase card payments of \$3,822.82. **MOTION CARRIED 5-0.** **MOTION** by Eickhoff/Williams to approve August per diem payments as presented. **MOTION CARRIED 5-0.** **MOTION** by Williams/Buchholz to approve payment of \$7,431.65 to General Engineering for August Building Permits. **MOTION CARRIED 5-0.**
- E. Public Concerns: None.

II. BUSINESS

- A. Plan Commission Recommendations:
 - 1. David Riesop, petitioner, Blake & Trisha Ring, property owners, parcels 0711-243-8740-9 and 0711-43-8730-1 at 3774 W Jargo: Certified Survey Map to combine two SFR-08 zoned parcels to comply with setback requirements for addition to home: **MOTION** by Williams/Buchholz to accept the Plan Commission's recommendation to approve the Certified Survey Map identified as Dwg. No. 6510-26 dated 07/17/2026 to combine two SFR-08 zoned parcels for an addition to the home, subject to the six conditions in a 07/31/2026 letter from Dane County Assistant Zoning Administrator Daniel Everson. **MOTION CARRIED 5-0.**
 - 2. Amy Miles, pb2 Architecture and Engineering, Petitioner, Premiere Real Estate Holdings III LLC, property owner, parcel 0711-273-0033-0 on North Star Road - CUP for outdoor storage for equipment rental operation: Jennifer Elverum represented Equipment Share. It was noted that Equipment Share still needs to complete design review with the Plan Commission for this project. **MOTION** by Williams/Buchholz to accept the Plan Commission's recommendation to approve the CUP request, provided the conditions in the 8/18 memos from the Town Planner & Town Engineer are met. **MOTION CARRIED 5-0.**
- B. Discuss/Consider adoption of Resolution 2026-09-08a Conditionally Accepting the Public Improvements at Swalheim Business Park and Authorizing the Reduction of the Surety Required by the Development Agreement for Swalheim Business Park: Duane Swalheim was present. **MOTION** by Buchholz/Fonger to adopt Resolution 2026-09-08a but directed the Town Chair to hold off on signing it until the County confirms the as-built plans have been provided and are acceptable. **MOTION CARRIED 5-0.**
- C. Discuss/Consider approval of a second driveway for 4592 Vilas Road: Young and Rebecka Park were present and said they have been working to clean up the property after being cited for property maintenance violations by the Building Inspector. Anders stated that he has seen

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much improvement. The Parks proposed adding two gravel areas in front of and along the west side of the house (Exhibit A) for parking of vehicles, which they stated are all licensed and operable. A second driveway would be needed to access the area to the side of the house. Dresen thought the second driveway is doable. The Clerk-Treasurer said the County has indicated this plan would not disturb enough area to require any County permits. **MOTION** by Williams/Anders to approve a second driveway and proposed gravel areas, conditioned on obtaining a driveway permit from the Highway Superintendent. **MOTION CARRIED 4-1** (Fonger opposed).

- D. Discuss/Consider approval of Deer-Grove EMS Resolution 2026-02-0820: Stryker Medical Equipment Capital Purchase: (Note that this item was taken out of order as the first item under Business.) Chief Lang explained that the full remount of one of the ambulances scheduled for 2028 will require a replacement cot, power load system, and stair chair. The vendor provided notice of an 8% increase effective October 1st. Committing to a 2027 purchase now, with payment due upon delivery late in 2027, will provide substantial savings. The order can be cancelled at any time, so any risks are low. Chief Lang stated that no public funds will be used for the purchase, it will be paid for out of DGEMS' fund balance. **MOTION** by Buchholz/Williams to approve Deer-Grove EMS Resolution 2026-02-0820 and authorize the Chief to commit to the purchase of the Cot, power load system and stair chair at a total cost of \$68,8221.80 in 2027. **MOTION CARRIED 5-0.**
- E. Discuss/Consider approval of Memorandum of Understanding By and Between the Village of Cottage Grove, the Town of Cottage Grove, and the Cottage Grove Volunteer Fire Department Regarding the Use and Ownership of Certain Training Equipment: **MOTION** by Fonger/Eickhoff to approve the MOU as drafted. **MOTION CARRIED 4-0-1** (Buchholz abstained).
- F. Discuss/Consider adoption of Resolution 2026-09-08b Opposing the Proposed Bell Center-Columbia-Sugar Creek-Illinois/Wisconsin State Line (Beci) 765-Kv Competitive Transmission Project Through the Town of Cottage Grove: Anders said that while there don't appear to be any power lines currently planned in the Town of Cottage Grove, the swath identified by the proposal does graze the northeast corner of the Town. **MOTION** by Williams/Buchholz to adopt Resolution 2026-09-08b as drafted. **MOTION CARRIED 5-0.**
- G. Discuss/Consider proposals for short term loan to finance 2026 Road Maintenance Projects: Three proposals were received:
1. Bank of Sun Prairie: 5.75% interest with \$500 in fees.
 2. Lake Ridge Bank: 4.78% interest with all fees waived
 3. One Community Bank: 4.57% interest with fees estimated at \$250.
- The Clerk-Treasurer had calculated the total difference in interest and fees between Lake Ridge Bank and One Community Bank at \$100.38, and said that while most of the Town's funds are at Lake Ridge Bank, which provides excellent service and some premium services at no charge, she does not doubt that One Community Bank would provide great service as well, and she did not have any strong recommendation for which proposal the Board should accept. **MOTION** by Fonger/Williams to accept Lake Ridge Bank's proposal. **MOTION CARRIED 5-0.**
- H. Discuss/Consider Office Staffing needs: Following up to discussion at the last meeting, thoughts were that hiring someone with background and/or training in planning and development to serve as the main contact for the Plan Commission and Building Inspector,

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and assist with other office tasks as needed, is what would be most useful. The position would be part-time, 5 days per week up to 24 hours. **MOTION** by Fonger/Eickhoff to direct the Clerk's office to draft a job description and advertisement for consideration at the next meeting. **MOTION CARRIED 5-0.**

- I. Discuss/Consider RFP for Town Planning Consultant: The Clerk-Treasurer provided a redlined update to the RFP used the last time a Planning Consultant was needed. **MOTION** by Fonger/Williams to approve the RFP as presented, and direct the Clerk's office to post it as soon as is practical, and provide it to any relevant planner organizations. **MOTION CARRIED 5-0.**
- J. Discuss/Consider attendees for WTA Fall Workshops: No one is interested in attending.
- K. Discuss/Consider attendees for DCTA Membership meeting on September 16th: **MOTION** by Anders/Buchholz to allow up to three attendees. **MOTION CARRIED 5-0.**
- L. Set dates for 2027 Budget Workshops: October 22nd was selected as the first meeting date, with October 26th reserved if a second meeting is necessary.

III. PUBLIC WORKS ACTIVITY UPDATE:

- A. Report of Road Right-of-Way permits issued: A permit was issued for Alliant Energy for gas installation at 3346 Vilas Road.
- B. Re-paving projects have been delayed until the end of this week, weather permitting. It was suggested that the RFP next year should include penalties if work is not completed by August 15th.

IV. CLERK-TREASURER'S OFFICE UPDATE: Ballots for the November 3rd General Election are already here, absentee ballots will be sent to voters with valid requests on file by next week.

V. BOARD REPORTS AND COMMUNICATIONS:

- A. Williams reported that the Lions Club will hold a blood drive on September 14th, Taste of Cottage Grove is on September 17th at Drumlin Reserve, and Touch a Truck is on September 19th at Granite Ridge School.
- B. Anders reported that the County failed to notify the Village of Deerfield that Hwy 73 is the detour route when the CTH N bridge is out next year.

VI. COMMITTEE REPORTS:

- A. Deer-Grove EMS Commission: Williams said a CARES report showed that DGEMS has a cardiac arrest survival rate that is nearly double the Wisconsin average. DGEMS received the Gold award from the American Heart Association, which is a tribute to the training and dedication of the staff. Call numbers are on a path to be 10% higher than 2025. The Commission is working to complete the 2027 budget.
- B. Cottage Grove Fire Commission: The Chief indicated there is one entity with false alarms in the double digits over the past month. Quotes are being sought to remedy an issue with the floor and minimal truck issues have been fixed. The 2027 budget is in progress. Buchholz, who serves as a volunteer fire fighter, described how volunteers are taking their personal vehicles without reimbursement to pick up and drop off others who drive vehicles to repair facilities that are often quite a distance away. Anders suggested maybe a new budget item should be created for this.
- C. Emergency Government Committee: Nothing to report.

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

Kim Banigan, Clerk-Treasurer

Approved 09/21/2026



Proposed gravel area (approximately). Drawing is not to scale.

12' x 20' next to driveway existing driveway.

84' x 16' side of house to Vilas rd.

Approximately 1600 total square feet of gravel.

33' from North side of house to Property Line.