

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
December 11, 2013  
Minutes**

Call to Order: Public Informational Meeting: 2014 Street Projects: Chair Peg Kruse called the public informational meeting to order at 7:00 p.m. Present: Peg Kruse and Eric Gobeli. Absent: Kevin Budsberg. Others Present: Dave Johnson, Jessica Geib, Alan Isely, Justin DiMaggio, Jane Elmer, Greg Thoenke, Chris and Juliet Pagel, Chief Burt Boldebeck and Administrator Nicholas Owen.

Pat Rank of Strand Associates provided a brief summary of the projects proposed for 2014 including the reconstruction of street surface and utility infrastructure and curb/gutter and sidewalk for 2<sup>nd</sup> Street from 4<sup>th</sup> Avenue to 5<sup>th</sup> Avenue, 1<sup>st</sup> Street from 6<sup>th</sup> Avenue to 11<sup>th</sup> Avenue and Railroad Street from 12<sup>th</sup> Avenue to 13<sup>th</sup> Avenue.

A question was asked regarding the time frame for the project. Engineers indicated the project will be bid out in January with anticipated start of construction in April. Weather permitting all work should be complete in 3 ½ months. A question was asked on the assessments for the projects. Engineers indicated that the preliminary assessments for curb, gutter and sidewalk will be put together soon, notices will be sent to the property owners and the Village will be having a public hearing and adopting an ordinance on the assessments. A question was asked if the 2<sup>nd</sup> Street project would include the addition of any handicapped parking spots. Engineers indicated not at this time, but they would discuss that with the Village.

Following the question and answer segment Village engineers stayed so residents could review the plans and ask additional questions.

Call to Order: Chair Peg Kruse called the regular meeting to order at 7:21 p.m. Present: Peg Kruse and Eric Gobeli. Absent: Kevin Budsberg. Others Present: Chief Burt Boldebeck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Eric Gobeli to approve the agenda as amended second by Peg Kruse. Motion carried.

Approval of 11/13/13 Minutes: Motion by Eric Gobeli to approve the minutes of 11/13/13, second by Peg Kruse. Motion carried.

**Public Safety**

Recommendation: Operator Licenses to Expire 6/30/15: April Prusia: Motion by Eric Gobeli to recommend approval of the operator license for Prusia, second by Peg Kruse. Motion carried.

Recommendation: Application for Special Event Permit-Grace Church for New Glarus Family Festival on September 4-7, 2013: Chief Boldebeck stated he has reviewed the previous event and feels that 1 officer on devoted to the event during the events busiest time would be sufficient. Chief Boldebeck indicated he will work with Grace Church to determine the peak hours for the event. Motion by Peg Kruse to recommend approval of the special events permit for Grace Church New Glarus Family Festival 9/4/14-9/7/14 contingent on verification of an officer present for the festival during the peak times time, second by Eric Gobeli. Motion carried.

Recommendation: Temporary Alcohol License-New Glarus Fire Dept for Winterfest Weekend: This is the annual application for serving beer at the fire station for the Winterfest dance. Motion by Eric Gobeli to recommend approval of the temporary alcohol license for New Glarus Fire Dept for Winterfest, second by Peg Kruse. Motion carried.

Recommendation: Special Events Permit-WI Vietnam Vets for Winterfest Weekend (January 17-19, 2013): This is an annual application for the Winterfest Parade. The parade will follow the traditional route starting on Railroad Street to 6<sup>th</sup> Avenue, 6<sup>th</sup> Avenue to 1<sup>st</sup> Street, 1<sup>st</sup> Street to 5<sup>th</sup> Avenue, 5<sup>th</sup> Avenue to 2<sup>nd</sup> Street, 2<sup>nd</sup> Street to 4<sup>th</sup> Avenue to the Fire Department. Motion by Peg Kruse to recommend approval of the special events permit for the Winterfest parade, second by Eric Gobli. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

**Public Works**

Utilities Financials: The committee reviewed the monthly utility financials.

Adjournment: Motion by Eric Gobeli to adjourn, second by Peg Kruse. Motion carried. Time: 7:33 p.m. The next committee meeting was set for Wednesday January 15, 2014, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS**  
**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING**  
**November 13, 2013**  
**Minutes**

Call to Order: Chair Peg Kruse called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Eric Gobeli. Others Present: Sue Moen, Trustee Greg Thoemke, Officer Szvon Conway, Sgt Jeff Sturdevant, Chief Burt Boldebuck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as amended second by Peg Kruse. Motion carried.

Approval of 10/9/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 10/9/13, second by Eric Gobeli. Motion carried.

**Public Safety**

Recommendation: Operator Licenses to Expire 6/30/15: Theodore Williams, Shelly Snelson: Motion by Kevin Budsberg to recommend approval, second by Eric Gobeli. Motion carried.

Discussion/Recommendation: Police Staffing: The committee reviewed the police staffing report prepared by Chief Boldebuck. Administrator Owen stated he feels the committee needs to take their time and review all options available prior to making a decision. Eric Gobeli asked out of all the budget requests included what were the most critical parts? Chief Boldebuck responded wages and overtime. Kevin Budsberg stated that these are serious issues and asked if the committee is interested in looking into the budget to see if there is money available to cover the costs. Eric Gobeli agreed that the issues are important and that he is willing to look for additional funding. Administrator Owen reminded the committee that the budget hearing is next week and it would be extremely difficult to find the requested money in that time. Consensus of the committee was that this issue could be further researched for the 2015 budget. Administrator Owen stated he feels that part of the issue is that when we hired the 4<sup>th</sup> full-time officer to help with shift coverage and reducing overtime she was immediately called to active duty with the military and this combined with some time missed due to injury and illness and the unusual large cases were what caused the overages. Owen added we need time with the current staffing levels to evaluate the issue. Consensus of the committee was to leave the 2014 budget as presented and continue to research the issue as presented. Peg Kruse noted 3 items to research going forward: looking for savings in the current Village budget, comparisons of reasons and hours for overtime over the last 2.5 years and researching comparable municipalities, with a goal of resolving the issue for the 2015 budget.

Discussion/Recommendation: Capital Project Expenditure Plan: The committee reviewed the Capital Project Expenditure Plan prepared by Chief Boldebuck, the main goal of which is to secure the department to comply with state requirements. Administrator Owen stated some of the immediate needs like new locks and doors were easy fixes but the committee should consider the expansion plan along with other Village space and building needs. Owen noted there are other capital needs for buildings including the roof at Village Hall and the public works garage and that the library is looking at moving to a new facility which will open up additional space at Village Hall. Consensus of the committee was that the immediate fixes needed are to secure the building and a more detailed cost breakdown is needed on the department expansion and renovations. Motion by Kevin Budsberg to recommend proceeding with changing locks and the front door to secure the department and having the department provide more detailed information on the office expansion and remodel plan, second by Eric Gobeli. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

**Utilities Financials:** The committee reviewed the monthly utility financials.

**Update/Discussion: Street Projects for 2014:** Administrator Owen informed the committee that staff met with Village Engineers on Tuesday to discuss the project. The Village will be holding an informational meeting with the 2<sup>nd</sup> Street business owners on Tuesday December 3<sup>rd</sup> at 9:00 a.m. and a second informational meeting with the remaining affected property owners at the December 11<sup>th</sup> Public Works/Public Safety Committee meeting. Village staff and engineers will be present to explain the project details and answer questions from the citizens.

**Adjournment:** Motion by Eric Gobeli to adjourn, second by Kevin Budsberg. Motion carried. Time: 8:42 p.m. The next committee meeting was set for Wednesday December 11, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
October 9, 2013  
Minutes**

**Call to Order:** Acting Chair Budsberg called the meeting to order at 7:00 p.m. Present: Kevin Budsberg and Eric Gobeli. Absent: Peg Kruse. Others Present: Deb Carey and Jason Shultz (New Glarus Brewing), Chamber of Commerce Administrator Susie Weiss, Town Chair Keith Seward, EMS Chief Kristine Mueller, Chief Burt Boldebuck and Administrator Nicholas Owen.

**Announcement:** All cell phones shall remain off during the meeting.

**Approval of Agenda:** Kevin Budsberg stated we will be forwarding items 5(b) and (d) straight to the Village Board for action. Motion by Eric Gobeli to approve the agenda as amended second by Kevin Budsberg. Motion carried.

**Approval of 9/11/13 Minutes:** Motion by Eric Gobeli to approve the minutes of 9/11/13, second by Kevin Budsberg. Motion carried.

## **Public Safety**

**Discussion/Recommendation: Brewery Private Drive Names and Addresses:** Deb Carey and Jason Shultz of New Glarus Brewing presented their proposal for renaming the main driveway to the brewery and re-assigning addresses for the residence and pre-treatment building. Carey stated that they have over 150,000 visitors a year and at times there is confusion between which drive trucks and visitors should use and they feel renaming the drive will help clarify this. The Police Department, EMS and Fire Department are all in favor of the change. Motion by Eric Gobeli to recommend that the Brewery proceed with their plans to name the driveway and re-assign the address in accordance with Village and County regulations, second by Kevin Budsberg. Motion carried.

**Recommendation: Operator Licenses to Expire 6/30/15: Eric Gobeli:** This item will be forwarded to Village Board for consideration.

**Recommendation: Special Events Permit: New Glarus Family Festival (9/4/14-9/7/14):** This is the annual application for the New Glarus Family Festival in Village Park for 2014. The application includes the closing of 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue between 2<sup>nd</sup> Street and Railroad Street and 2<sup>nd</sup> Street between 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue on Sunday, exclusive use of Village Park for the duration of the event, a tent in Village Park and the use of amplification devices for live bands in the tent. Chief Boldebuck explained his desire to have an officer at all large gatherings. The application is complete with all proper signatures; an updated certificate of insurance will be needed prior to the event. The committee is supportive of having officers at large events and would like to see this requirement added to the permit application

process. Motion by Kevin Budsberg to table the special events permit to verify the number of officers needed for the event, second by Eric Gobeli. Motion carried.

Recommendation: Class B Beer/Class A Intoxicating Beverage License to Swiss Aire Motel to expire 6/30/14: This item will be forwarded to the Village Board for consideration.

Consideration: Temporary Alcohol License to Monroe Clinic Foundation for 11/7/13: This application for the Monroe Clinic for serving wine at their annual Women's Event at their clinic location in New Glarus. The application is complete and there have been no issues with the event in the past. Motion by Eric Gobeli to recommend approval of the temporary alcohol license for Monroe Clinic Foundation, second by Kevin Budsberg. Motion carried.

Recommendation: Special Events Permit: PTO Knights Run (10/20/13): This is an annual application for the PTO Knight's Run for Education. The run will begin on 2<sup>nd</sup> Street in front of the Elementary School, go to the bike trail that wraps around the Monroe Clinic, and follow the bike trail to where it crosses STH 69 then on the bike trail to the Town and returning back on the same path. The application also requests exclusive use of the shelter at Veteran's Park. The crossing of STH 69 will be coordinated with the Police Department and coverage will be provided if possible. The application is complete with all proper signatures and there have been no issues with the event in the past and a certificate of insurance is on file. The committee discussed the potential of temporary signage on STH 69 to notify motorists that there is a run in progress, Chief Boldebeck will research options. Motion by Kevin Budsberg to recommend approval of the special events permit for the PTO Knights Run, second by Eric Gobeli. Motion carried.

Discussion/Recommendation: Overnight Parking Downtown: At the last meeting the committee discussed the issue of bar tenders parking downtown after overnight parking hours are enforced but no decision was reached. Staff is looking for further discussion on the issue. Chief Boldebeck informed the committee that Fred Ryser has come to an agreement to allow his employees to park at the jewelry store on 5<sup>th</sup> Avenue on evenings.

Monthly Police Report: The committee reviewed the monthly police report. Chief Boldebeck noted that the Green Cab that the Chamber of Commerce provided to give rides home at Oktoberfest was a success and they are looking into having it again next year.

### **Public Works**

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Purchase of Gator: The committee reviewed the attached proposal for trading in the current gator and purchasing a new one at the cost of \$4,140. The cost of the purchase would be split between the utilities, public works and parks. Administrator Owen stated that the Village likes to trade in equipment while it still has some value to minimize the cost of the purchase of new equipment and that we have begun to experience some maintenance costs to keep the current gator running. Motion by Eric Gobeli to recommend purchase of the gator, second by Kevin Budsberg. Motion carried.

Update/Discussion: Street Projects for 2014: Staff informed the committee that Strand Engineers will begin survey work for First Street, Railroad Street and 2<sup>nd</sup> Street shortly. The estimated timeline for the project is as follows: bidding of the project after January 1<sup>st</sup>, award of the bid in February with construction beginning in April, weather permitting. After the project plans are prepared affected property owners will be invited to a meeting to review the proposed project and to ask questions of Village Engineers and staff. Staff will be working with the county on the repaving of First Street and the seal coating of 3<sup>rd</sup> Avenue and 7<sup>th</sup> Street.

Adjournment: Motion by Eric Gobeli to adjourn, second by Kevin Budsberg. Motion carried. Time: 7:57 p.m. The next committee meeting was set for Wednesday November 13, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING**  
**September 11, 2013**  
**Minutes**

Call to Order: Chair Kruse called the meeting to order at 7:00 p.m. Present: Kevin Budsberg and Peg Kruse. Absent: Eric Gobeli. Others Present: Fred Ryser, Linda Hewitt, Russ Rylander, Public Works/Utility Director Scott Jelle, Chief Burt Boldebeck, Sergeant Jeff Sturdevant and Village Trustee Greg Thoenke.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Peg Kruse. Motion carried.

Approval of 8/14/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 8/14/13, second by Peg Kruse. Motion carried.

**Public Safety**

Discussion/Recommendation: After Hour Parking for Downtown Business Owners/Employees: Fred Ryser, owner of Sportsman's Bar expressed concerns over his employees receiving parking tickets while at work before their shift has ended. He is concerned for their safety working the late hours. Chief Boldebeck discussed the policy and recommends continuing the ordinance as it exists. Chief Boldebeck suggested that Mr. Ryser contact the owners of the new jewelry shop located on 5<sup>th</sup> Avenue for the possibility of using their parking lot for his employees. Greg Thoenke brought up the option of making an exception for Mr Ryser's employees. Greg Thoenke volunteered to speak with the owners of the jewelry shop on behalf of Mr. Ryser.

Recommendation: Operator Licenses to Expire 6/30/15: Eric M. Emberson, Debra S. Fairbanks, Janet L. Fuchs, Alycia Grenzow: Motion by Kevin Budsberg to recommend approval of operator licenses to expire 6/30/15 for Emberson, Fairbanks, Fuchs and Grenzow, second Peg Kruse. Motion carried.

Recommendation: Special Events Permit: The Glenda K Scott Run (9/28/13): This is an annual run that starts at Valle Tell Soccer Park on Elmer Road and goes into the Town on Valley View. There have been no issues with the event in the past and the run should be over prior to the soccer games at the field that day. Motion by Kevin Budsberg to recommend approval of the special events permit for the Glenda K Scott Run, second by Peg Kruse. Motion carried.

Recommendation: Street Use Permit: New Glarus High School Homecoming Parades (Car/Bike Parade 10/2/13 & Homecoming Parade 10/4/13): This is an annual application for parades to be held the week of homecoming. Motion by Kevin Budsberg to recommend approval of the street use permit for the New Glarus High School Car and Bike Parade (10/2/13) and Homecoming Parade (10/4/13). Motion carried.

Recommendation: Ordinance 13-02/Amending Speed Limit on STH 69: It was recently discovered that the posted speed limits on STH 69 did not match the speed limits listed in Village Code; this ordinance amends code to be consistent with the posted limits. A public hearing would need to be held prior to Board approval of the amendment. Motion by Kevin Budsberg to recommend approval of Ordinance 13-02/Amending Speed Limits on STH 69 following a public hearing, second by Peg Kruse. Motion carried.

Recommendation: Creating No Parking Area on Industrial Drive for Semi Access to Planet Wise: Planet Wise recently requested the Village consider adding a no parking area across the street from their loading dock to allow easier access for delivery trucks to back in. An ordinance would need to be prepared and a public hearing held prior to Board approval of the request. Motion by Peg Kruse to recommend creating a 25 ft no parking area along Industrial Drive across from Planet Wise, second by Kevin Budsberg. Motion carried.

Recommendation: Request by Rylander/Hewitt for Extension of Keeping an Additional Dog under existing Multiple Pet Permit: The Village Board previously approved an exception to the applicants multiple pet permit to allow them to temporarily keep a dog for their son while he was out of the country. The attached letter states that the son will be out of the country for longer than expected and they are now requesting being able to keep the dog an additional two years. Russ Rylander stated that they have six dogs not including the one they are asking for the extension. Chief Boldebuck stated that he would like to get the number of dogs down to three as allowed by Village Ordinance. Kevin Budsberg asked for clarification on a kennel permit. Motion by Kevin Budsberg to table the meeting for 15 minutes to look up kennel license code, second by Peg Kruse. Motion carried. Chief Boldebuck and Sergeant Sturdevant reviewed the code and recalled past discussion on the grandfather clause. Chief Boldebuck recommends not allowing the extension for the 7<sup>th</sup> dog. Linda Hewitt explained to the committee how important the dogs are to her and that she needs them for exercise and for her health. Kevin Budsberg explained the reasons why the ordinance needs to be followed and the option to appeal to the Village Board. Motion by Kevin Budsberg to deny request, second by Peg Kruse. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

### **Public Works**

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Street Projects for 2014: The committee reviewed the list of potential street projects for 2014. The major capital projects were discussed including the three maintenance areas. Kevin Budsberg pointed out that the timeliness of the borrowing for street projects may interfere with the borrowing for the library.

Discussion/Recommendation: Smart Meter Opt Out Policy: Utility Director Scott Jelle discussed the steps for creating an opt out policy for the AMI meter project. It would begin with assistance from WPPI to create a draft of the policy, which eventually be sent to the PSC for approval. There is currently on going legislation on this issue that he is following. Utility Director Scott Jelle believes that a policy should be created and there is ample time to complete this.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 8:10 p.m. Trustee Peg Kruse departed from the meeting. The next committee meeting was set for Wednesday October 9, 2013, at 7:00 p.m.

Tour of Police Department: Chief Boldebuck provided a tour of the police department to Trustee Budsberg and Public Works/Utility Director Scott Jelle. He explained the daily activities and his concerns for safety, privacy and security of the department.

Minutes taken by Scott Jelle, Public Works/Utility Director

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
August 14, 2013  
Minutes**

Call to Order: Chair Kruse called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Eric Gobeli. Others: Trustee Greg Thoenke, Public Works/Utility Director Scott Jelle , Sergeant Jeff Sturdevant and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Eric Gobeli. Motion carried.

Approval of 7/10/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 7/10/13, second by Eric Gobeli. Motion carried.

## **Public Safety**

Operator Licenses to Expire 6/30/15: Gina Byrne; Terri K. Albright: Both applicants are recommended for approval. Motion by Kevin Budsberg to recommend approval of operator licenses to expire 6/30/15 for Byrne and Albright, second by Eric Gobeli. Motion carried.

Recommendation: Original Class B Beer/Liquor License to Kristi's Restaurant LLC: This is the original application for Kristi's Restaurant, they will be taking over the license formerly held by Deiningers. Motion by Kevin Budsberg to recommend approval of the Original Class B Beer/Liquor License to Kristi's Restaurant LLC, second by Eric Gobeli. Motion carried.

Recommendation: Temporary Alcohol License for Chamber of Commerce for Oktoberfest (9/26/13 - 9/29/13): This is the annual application for the Chamber of Commerce to serve beer and wine at Oktoberfest. Motion by Eric Gobeli to recommend approval of the Temporary Alcohol License for Oktoberfest, second by Kevin Budsberg. Motion carried.

Recommendation: Street Use Permit: Chamber of Commerce for Car Show (8/24/13): This is the annual application for a car show on 2<sup>nd</sup> Street between 4<sup>th</sup> and 5<sup>th</sup> Avenues, 5<sup>th</sup> Avenue between 3<sup>rd</sup> Street and Railroad Street and 1<sup>st</sup> Street between 5<sup>th</sup> Avenue and 6<sup>th</sup> Avenue. The application also requests open intoxicants in the area of the car show. Signs should be posted to designate this area. The application is complete with proper signatures and a certificate of insurance is on file. Motion by Kevin Budsberg to recommend approval of the Street Use Permit for the Chamber of Commerce Car Show, second by Eric Gobeli. Motion carried.

Recommendation: Special Events Permit: Wilhelm Tell Weekend (8/30/13 - 9/1/13): This is an annual application for Wilhelm Tell Festival. The application includes the closing of 1<sup>st</sup> Street between 5<sup>th</sup> Avenue and 6<sup>th</sup> Avenue including a tent, open intoxicants in the downtown and the use of a small PA system. The application is complete with all proper signatures; an updated certificate of insurance is needed prior to the event. Motion by Kevin Budsberg to recommend approval of the Special Events Permit for Wilhelm Tell Weekend contingent on new tent stakes being placed in the street and receipt of an updated certificate of insurance, second by Eric Gobeli. Motion carried.

Recommendation: Special Events Permit: Chamber of Commerce for Oktoberfest (9/26/13 - 9/30/13): This is the annual application for Oktoberfest. The application includes the closing of 1<sup>st</sup> Street between 5<sup>th</sup> Avenue and 6<sup>th</sup> Avenue for a tent and in addition this year they are also requesting closing 5<sup>th</sup> Avenue from Railroad Street to 2<sup>nd</sup> Street. The application includes open intoxicants in the downtown area as designated by signs, the use of amplification devices. The Chamber will be contracting with the Village for additional police officers during the festival, as approved by Chief Boldebeck. As in past years the application includes the closing of 3<sup>rd</sup> Avenue between Railroad Street and 2<sup>nd</sup> Street on Sunday afternoon for an antique tractor pull and they are also requesting closing this same area for a garden tractor pull Saturday afternoon. New this year the Chamber is also requesting allowing open intoxicants in Village Park for the Tractor Pull during the hours of the tractor pull events. The application is complete with proper signatures and a certificate of insurance is on file. Motion by Kevin Budsberg to recommend approval of the Special Events Permit for Oktoberfest noting no tent stakes be placed in the street, second by Eric Gobeli. Motion carried.

Recommendation: Special Events Permit: Grace Church: Amendment to Street Closures for Good Neighbor Free Festival (9/5/13 – 9/8/13): Grace Church is requesting amendment to their previously approved Special Events permit to include the closure of 2<sup>nd</sup> Street between 3<sup>rd</sup> and 4<sup>th</sup> Avenue on Sunday September 8<sup>th</sup>.

Motion by Kevin Budsberg to recommend approval of the amended Special Events Permit for Good Neighbor Free Festival, second by Eric Gobeli. Motion carried.

Recommendation: Request for Removal of School Crossing Sign at 300-8<sup>th</sup> Street: A neighbor of the New Glarus Baptist Church is requesting removal of a school crossing sign in their terrace. Village staff contacted the Baptist church and they have no issues with removal of the sign as they no longer operate the school. The police department is ok with removal of the sign as long as the school no longer operates. There is also a sign on the opposite side of the street near the intersection with 5<sup>th</sup> Street that could be removed if approved by the committee. Motion by Eric Gobeli to recommend removal of the two school crossing signs on 3<sup>rd</sup> Avenue, second by Kevin Budsberg. Motion carried.

Recommendation: Ordinance 13-01 No Parking on 3<sup>rd</sup> Avenue between Railroad Street & 2<sup>nd</sup> Street: This ordinance amends Village code to prohibit parking at the intersection of 3<sup>rd</sup> Avenue and 2<sup>nd</sup> Street as discussed at last month's meeting. The board will need to hold a public hearing on the change prior to adoption of the ordinance. Motion by Kevin Budsberg to recommend approval of Ordinance 13-01 prohibiting parking as designated on 3<sup>rd</sup> Avenue, second by Eric Gobeli. Motion carried.

Review: Draft 2014 Public Safety Budget: The committee reviewed the draft public safety budget is. The draft budget is substantially the same as the 2013 budget. When preparing the budget Administration requested a zero increase from each of the departments as we are estimating less than a \$4,500 increase in our levy this year. The police department submitted the attached a request additional funding. Due to levy limits any increases in departmental budgets would likely result in cuts in other areas. The committee discussed the additional requests from the police department and requested that Chief Boldebeck prioritize the capital improvements and to provide the staffing plans as requested at a prior meeting.

Recommendation: Appointment of Part-time Officers: After review of applications and two rounds of interviews we are recommending the appointment of Scott Ellefson and John Schuetz as part-time police offices. The two individuals ranked the highest in the interviews and currently work for the Green County Sheriff's department. Motion by Kevin Budsberg to recommend appointment of Scott Ellefson and John Schuetz as part-time police officers, second by Eric Gobeli. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Smart Meter Opt Out Policy: Utility Director Scott Jelle reported staff is working on drafting smart meter opt out policy. One piece of the policy is a fee for opting out of having a smart meter to cover the cost of manually reading the meters. Jelle said the range in fees he has seen is from \$17-87. Jelle is working with WPPI on developing the policy and fee recommendations. Motion by Eric Gobeli to proceed with development of a smart meter opt out policy, second by Peg Kruse. Motion carried.

Review: Draft 2014 Public Works and Utility Budget: The committee reviewed the draft public works budget for 2014 which is substantially the same as 2013. Administrator Owen distributed the capital project list and 5-year financial plan for capital items as well, noting the Village would need to commit \$25,000 towards street maintenance projects to complete all projects in the proposed timeline. The committee discussed the street projects listed and requested staff develop a maintenance plan that would catch us back up. Jelle indicated he will provide a copy of the annual street ratings to the committee when completed.



Adjournment: Motion by Kevin Budsberg to adjourn, second by Eric Gobeli. Motion carried. Time: 8:00 p.m. The next committee meeting was set for Wednesday September 11, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS**  
**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING**  
**July 10, 2013**  
**Minutes**

Call to Order: Chair Kruse called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Eric Gobeli. Others: Trustee Greg Thoenke, Chief Burt Boldebuck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Eric Gobeli. Motion carried.

Approval of 6/12/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 6/12/13, second by Eric Gobeli. Motion carried.

**Public Safety**

Operator Licenses to Expire 6/30/15: Craig Shea, Kalie French: Both applicants are recommended for approval. Motion by Kevin Budsberg to recommend approval of operator licenses to expire 6/30/15 for Shea and French, second by Eric Gobeli. Motion carried.

Recommendation: Temporary Alcohol License for New Glarus Fire Department for Firefest: This is the annual application for serving beer for Firefest. The application is complete and there have been no issues with the event in the past. Motion by Kevin Budsberg to recommend approval of the temporary alcohol license for the New Glarus Fire Department, second by Eric Gobeli. Motion carried.

Recommendation: Special Events Permit for New Glarus Fire Department for Firefest 8-1-13: This is the annual special events permit application for Firefest. The application includes the closing of 4<sup>th</sup> Avenue from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street from 10:00 a.m. to midnight on 8/3; serving of beer and open intoxicants on 4<sup>th</sup> Avenue between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street and in the parking lot between Village Hall and the Fire Station; a tent in the parking lot anchored with the ties in the curb and cement barricades; amplified music in the tent from 4:00 – 7:30 p.m. and in the Fire Station from 9:00 p.m. to midnight. The application is complete and a certificate of insurance is on file. There have been no issues with this event in the past. Motion by Kevin Budsberg to recommend approval of the special events permit for the New Glarus Fire Department, second by Eric Gobeli. Motion carried.

Recommendation: Special Events Permit for Alphornman Triathlon 8/4/13: This the annual application for the Alphornman Triathlon including the use of Village Park and Pool; the closing of 2<sup>nd</sup> Street between 3<sup>rd</sup> and 4<sup>th</sup> Avenues, 3<sup>rd</sup> Avenue between 2<sup>nd</sup> and Railroad Streets; no parking on 3<sup>rd</sup> Avenue from 2<sup>nd</sup> Street to Durst Road for the duration of the event, the serving of beer in the tent behind Village Hall, a tent in the parking lot behind Village hall anchored with the curb ties and cement barricades and amplified music for the event. The application is complete and there have been no issues with this event in the past. Motion by Kevin Budsberg to recommend approval of the special events permit of the Alphornman Triathlon, second by Eric Gobeli. Motion carried.

Recommendation: Temporary Alcohol License for Alphornman Triathlon: This is the annual application for serving beer at the post race event for the Alphornman Triathlon. There have been no issues with this event in the past. Motion by Kevin Budsberg to recommend approval of the temporary alcohol license for the Alphornman Triathlon, second by Eric Gobeli. Motion carried.

Discussion/Recommendation: Speed Limit Signs on STH 69: The committee reviewed the photos and notes regarding the speed limit postings as you enter the Village from the south on STH 69. Administrator Owen presented the review of the postings from the Green County Highway Department which states that the speed limit is properly posted in accordance with Manual on Uniform Traffic Control Devices. The committee was satisfied with the current speed limit postings and determined no action was necessary.

Discussion/Recommendation: No Parking on North Side of 3<sup>rd</sup> Avenue at 2<sup>nd</sup> Street: Chief Boldebeck reviewed his recommendation to make the first 30 feet on the north side of 3<sup>rd</sup> Avenue from 2<sup>nd</sup> Street a no parking zone. Kevin Budsberg asked if there were any other areas in the Village that would benefit from a similar change. Chief Boldebeck replied that he is not aware of any; this site just came to the police department's attention because of the abandoned vehicle. Motion by Kevin Budsberg to recommend posting of no parking on the north side of 3<sup>rd</sup> Avenue at 2<sup>nd</sup> Street as recommended, second by Eric Gobeli. Motion carried.

Discussion/Recommendation: Replacement of In Squad Video Systems: The committee reviewed a request from Chief Boldebeck for replacement of the in squad video systems. The current systems are 5 years old and outdated and 2 of the 3 cameras no longer function properly. The department is proposing the use of \$4,000 DOT grant to cover a portion of one of the cameras, the remaining cost to the Village for the 1<sup>st</sup> camera is \$2,195, and the two additional cameras would cost \$9,170 for a total cost to the Village of \$11,365. If the Board would like to proceed with purchase of the cameras staff is proposing using the existing Squad Car sinking fund, which has sufficient balance to cover the costs but would likely delay replacement of a squad car by one year. Chief Boldebeck added that another round of DOT grants will be awarded this summer so he would like to replace one or two of the cameras now and wait to see if we are awarded a grant to replace the last camera. Motion by Kevin Budsberg to recommend replacement of the in squad video systems using grants and squad sinking funds, second by Eric Gobeli. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

Utility Financials: The Committee discussed the utility financials.

Update/Discussion: 2013 Bulk Trash Collection Costs: The committee reviewed the breakdown of the cost for the 2013 bulk trash clean up. The landfill cost for the cleanup was in line with the costs for previous years. In 2012 on the recommendation of Veolia the cleanup day was split into a two day event to cut down on their labor cost. As you can see the cost in 2012 was significantly lower than 2011, however the cost for the 2013 cleanup increased to previous years cost.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 7:38 p.m. The next committee meeting was set for Wednesday August 14, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

## **VILLAGE OF NEW GLARUS PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING**

## June 12, 2013

### Minutes

Call to Order: Chair Kruse called the meeting to order at 7:05 p.m. Present: Kevin Budsberg, Peg Kruse and Eric Gobeli. Others: Sergeant Jeff Sturdevant, Public Works/Utility Director Scott Jelle and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Eric Gobeli. Motion carried.

Approval of 5/15/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 5/15/13, second by Eric Gobeli. Motion carried.

### Public Safety

Recommendation: Licenses Renewals:

**Operator Licenses to Expire 6/30/15:** Jeremy Bigler; Lessia Bigler; Peter Salchow; Rhonda Seligman; Sherry Dreger; Greg Kleeman; Karan Chohan; Kris Baumgartner; Ginger Blum; Susie Weiss; McAllister Reynolds; Roseann Ott; Beverly Hoesly; Peter Ott; Jon Durst; James Loeffelholz; Michael Nevil; Robert Steven Wisdom; Barbara Kummerfeldt; Leslie Kanter; Amanda Hinzman; Elizabeth Gutzmer; Emily Holz; Cherri Kempfer; Jennifer Lewke; Liana Asmus

**Miscellaneous Licenses to Expire 6/30/14: Pool Tables:** Ott Haus Pub & Grill, Inc.; Kleeman's Bar & Grill LLC; Tofflers Entertainment LLC **RV Park:** Town Edge RV

**Cigarette Licenses to Expire 6/30/14:** Ott Haus Pub, Inc.; Kleeman's Bar & Grill LLC

### **Renewal Alcohol Beverage Licenses to expire 6/30/14:**

**Class B Beer/Liquor to:** Salchow-Seligman LLC (Peter Salchow, Agent); Ott Haus Pub, Inc. (Roseann Ott, Agent); Kleeman's Bar & Grill LLC (Greg Kleeman, Agent); Puempels Olde Tavern, Inc. (Charles Bigler, Agent); Tofflers Entertainment LLC (Agent: Loyd Smith); Flannery, Inc. (Agent: Ruth Flannery); New Glarus Hotel, Inc. (Hotel, Agent: Hans Lenzlinger); New Glarus Hotel, Inc. (Chalet, Agent: Hans Lenzlinger)

**Class A Liquor to:** Hoch Enterprises, Inc. (Agent: Barbara Kummerfeldt)

**Class B Liquor (Winery):** Robert Borucki

Motion by Kevin Budsberg to recommend approval of all licenses, second by Eric Gobeli. Motion carried.

Recommendation: R13/17 CDBG Assurances: The Village was informed that the deadline for submission of the grant application has past and no action was taken on this item.

Monthly Police Report: The committee reviewed the monthly police report.

### Public Works

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: 2013 Street Maintenance Projects: Utility/Public Works Supervisor Scott Jelle reviewed the street maintenance projects for 2013. In addition to the projects listed the Village discovered it needs to install a

culvert at the lower entrance to the Village quarry on CTH W to better direct stormwater that is eroding the base material for the guardrails. The anticipated cost of replacement is \$2,150 bringing the sinking fund balance to \$7,611. The committee discussed the prioritization of the projects and how it's determined which projects will be undertaken. Jelle stated many of the projects proposed this year were eliminated last year due to budget constraints and that if roads become too worn they are removed from the maintenance list and added to the capital project list for full replacement. Jelle added that the section of Railroad Street was in this category and besides the resurfacing of the road there are improvements needed to the utility infrastructure as well. Motion by Kevin Budsberg to recommend approval of the projects as presented totaling \$39,127, second by Peg Kruse. Motion carried.

Adjournment: Motion by Kevin Budsberg to adjourn, second by Eric Gobeli. Motion carried. Time: 7:19 p.m. The next committee meeting was set for Wednesday July 10, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
May 15, 2013  
Minutes**

Call to Order: Chair Kruse called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Eric Gobeli. Others: Randy Dreger, Village President Roger Truttmann, Chief Burt Boldebuck, Public Works/Utility Director Scott Jelle and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Eric Gobeli. Motion carried.

Approval of 4/10/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 4/10/13, second by Eric Gobeli. Motion carried.

**Public Safety**

Recommendation: Original Class B Beer and Class C Wine License to expire 6/30/13 to Sugar River Pizza Company, LLC: This is the original application for a Class B Beer and Class C wine license for Sugar River Pizza. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the Class B Beer and Class C Wine license for Sugar River Pizza to expire 6/30/13. Motion carried.

Recommendation: Licenses Renewals:

**Operator Licenses to Expire 6/30/14:** Daryl L. Watterson, Debrah R. Dippen-Watterson; Kellene Kutz; Paul Vornholt

**Operator Licenses to Expire 6/30/15:** Kimberly K. Burton, Melissa Jindra, Margaret Ryser, Debra Anderegg, Gary Westby, Fred Ryser, Helen Beck, Richard Engen, Melissa Thompson, Peggy Blumer, Donna Lynn Rodebaugh, Mary Lou Meier, Shanon Hanson, Patricia Best; Sarah McKibben; Sundeep Singh; Gurprit Brar; Samantha Hoesly

**Miscellaneous Licenses to Expire 6/30/14:** Pool Tables: Sportsman's Bar & Grill, Swiss Lanes Inc. Bowling Lanes: Swiss Lanes Inc. Mobile Home Park: Firefly Park, LLC.

**Cigarette Licenses to Expire 6/30/14:** Blanchardville Co-op Oil Assoc.; New Glarus Mobil Mart, LLC

**Renewal Alcohol Beverage Licenses to expire 6/30/14:**

**Class B Beer/Liquor to:** Swiss Lanes Inc. (Richard Engen, Agent); Sportsman's of New Glarus, Inc. (Fred Ryser, Agent); Glarner Enterprises, Inc. (Gary Westby, Agent)

**Class A Liquor to:** Brandi's Bridal Galleria, Etc.

**Class A Beer/Liquor to:** New Glarus Home Town Foods, Inc. (Jon Ziltner, Agent); New Glarus Mobil Mart, LLC (Suchinder Singh, Agent); Blanchardville Co-op Oil Assoc. (Ladd Pettit, Agent)

**Class B Beer/Class C Wine to:** Sugar River Pizza Company, LLC (Debrah Dippen-Watterson, Agent)

Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of all license renewals as presented.

Motion carried.

Recommendation: Street Use Permit for Stuessy-Kuenzi American Legion for Memorial Parade for 5/27/13: This is an annual application for the Memorial Day Parade. There have been no issues with the parade in the past and the Village waives the fee for the parade. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the street use permit for the Memorial Parade for 5/27/13. Motion carried.

Recommendation: Special Events Permit for New Glarus Chamber of Commerce for Polka Fest/Beer, Bacon & Cheese on 6/14/13 to 6/16/13: This is the annual application for Polka fest and Beer Bacon and Cheese. The request includes a tent on 1<sup>st</sup> Street including amplified music and open intoxicants for the downtown area. The limits of the open intoxicants will be marked with signage provided by the Chamber. The Beer, Bacon and Cheese event is a second time event for Saturday 6/15 which includes local breweries, cheese and sausage makers an opportunity to provide samples of their products. Any sales of beer will take place under the tent and be covered by the Chamber's temporary alcohol license. An updated certificate of insurance is needed for all Chamber events on the agenda. There have been no issues with this event in the past. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the Special Events Permit for Polka Fest/Beer Bacon & Cheese for 6/14/13 – 6/16/13. Motion carried.

Recommendation: Special Events Permit for New Glarus Chamber of Commerce for Taste of New Glarus/Heidi Weekend on 6/28/13 to 6/30/13: This is the annual application for the Taste of New Glarus. The application includes the closure of 1<sup>st</sup> Street on 6/29 until 8:00 p.m., including live music from 12:00 noon to 6:00 p.m., open intoxicants for the downtown area in the area marked by signs, serving of beer on 1<sup>st</sup> Street. The application also includes the use of Village Park on Friday 6/28 for the Lion's Chicken Barbeque and on 6/29 and 6/30 for the Heidi Craft Fair. There have been no issues with the event in the past. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the special events permit for Taste of New Glarus/Heidi Weekend for 6/28/13 – 6/30/13. Motion carried.

Recommendation: Temporary Alcohol License to New Glarus Chamber of Commerce for Polka Fest/Beer, Bacon & Cheese: This is the annual application for serving beer for Polka Fest and the Beer, Bacon and Cheese event. All sales of beer will be done by the Chamber under the tent on 1<sup>st</sup> Street. There have been no issues with this event in the past. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the temporary alcohol license for Polka Fest/Beer, Bacon & Cheese. Motion carried.

Recommendation: Temporary Alcohol License to New Glarus Chamber of Commerce for Taste of New Glarus: This is the annual application for serving beer for the Taste of New Glarus. Beer sales will be done by the Chamber on a tent on 1<sup>st</sup> Street. There have been no issues with this event in the past. Motion by Kevin Budsberg, second by Eric Gobeli to recommend approval of the temporary alcohol license for Taste of New Glarus. Motion carried.

Discussion: Summer Schedule for Police Department: Chief Boldebeck stated that due to time loss due to injuries and several large cases the department's overtime is projected to be over budget for the year end and that he is looking for direction on how to precede. Consensus was for Chief Boldebeck to put together several proposals on coverage for consideration by the committee.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

Utility Financials: The Committee discussed the utility financials.

Recommendation: Award of 2013 Streambank Improvement Contract: The Village received 3 bids for the streambank improvement project with the low bid coming from Disch Excavating, Monticello for \$29,450. Motion by Kevin Budsberg, second by Eric Gobeli to recommend award of low bid to Disch Excavating for \$29,450. Motion carried.

Recommendation: Award of Bid for WWTP Pickup: The village received no bids by the advertised deadline. Public Works/Utility supervisor Scott Jelle was able to obtain 3 bids from area dealerships prior to the meeting with the low bid from Francois Ford for a 2014 Ford 4x4 pickup for \$22,187. The committee discussed the other proposals and questioned the delivery date for a 2014. Director Jelle will follow up to confirm delivery date for the 2014 pickup. Motion by Kevin Budsberg to recommend award of bid to Francois Ford for \$22,287, second by Eric Gobeli. Motion carried.

Discussion/Update: Street Maintenance Projects: Staff reviewed a summary of major street projects broken down by the fund that will cover the costs. The Village's 5-year Capital Improvement Plan (CIP) currently includes \$900,000 in debt for street reconstruction projects in 2015 and 2017. Staff is working on prioritizing the list to determine which projects should be done first. One item the Board will need to consider is the timing of these projects with the new library project. In the last version of the 5-year CIP the library was projected in 2013 and as mentioned street projects in 2015 and 2017. It is important to try to spread these projects out over several years to try to even out the effect of the new debt payments on the levy. If the library project is anticipated to go forward in 2014 the schedule can stay as is, but if it will not be built until 2015 the Board will want to give consideration to moving the first street project to 2014. Staff has discussed the timing of the projects with Village Engineers and as long as they have an answer by early summer there would still be time to design a street project this year for construction next year.

Recommendation: Direction for Purchase of Street Sweeper: Director Jelle reported that the current street sweeper is reaching the end of its useful life and staff is unable to get some parts to properly maintain it. Jelle added the hydrolytic pump is failing and to replace this part it would cost \$10,000. Jelle provided information on a reconditioned used sweeper for \$57,750 that could be purchased with fund balance. After a \$10,000 trade in on the current sweeper the final cost to the Village would be \$47,750. Staff also researched the option to purchase a new sweeper at an estimated cost of \$180,000 using either a lease program or a loan. Based on preliminary research staff feels purchase of the reconditioned sweeper is the most cost effective approach. Committee members asked if the warrantee on the used sweeper could be extended from 60 to 120 days. Director Jelle will make the request. Motion by Kevin Budsberg, second by Peg Kruse to recommend purchase of the used sweeper. Motion carried.

Recommendation: Adoption of Sewer Maintenance and Inspection Policy: The committee reviewed the draft sewer maintenance policy setting a procedure for the investigation of sewer backups including documentation and follow up on calls and re-states the current procedure of jetting and inspection of sewer mains. Administrator Owen noted that the backflow preventer funding policy adopted by the board earlier this year was left out to get additional direction from the Committee. In researching sewer backup issues it was discovered that the Village could purchase additional no fault insurance for \$1,300 annually that would allow residents that experience backup issues to submit a claim and receive reimbursement for cleanup costs and damage. Staff feels that this option provides residents with an opportunity for more immediate assistance rather than making residents wait until a second incident. Motion by Kevin Budsberg to recommend approval of the sewer maintenance and inspection policy including the purchase of sewer backup insurance and retaining the previously approved policy for purchasing backflow preventers. Eric Gobeli asked about the current timeline and procedure for the jetting and inspection of sewer mains, in particular mains in problem areas. Director Jelle reported that the Village jets about 15% of the Village mains annually. Areas that do not have problems are jetted less frequently, a flat area on 1<sup>st</sup> street is jetted every 2-3 months and the area on 3<sup>rd</sup> Avenue has been jetted 3 times since the issues earlier this year. After discussion Eric Gobeli seconded Budsberg's motion. Motion carried.

Discussion/Consideration: Sale of property north of Whistle Stop: Randy Dreger closed on the purchase of the Whistle Stop property on May 3<sup>rd</sup> and is interested in purchasing approximately 530 square feet additional property owned by the Village to the north of this existing property to be used as a driveway for the 2<sup>nd</sup> floor tenant. Staff has verified that there are utility easements in place to access and repair any utilities in the area. Motion by Kevin Budsberg to recommend negotiation for sale of the property providing the Village retains the utility easements, second by Peg Kruse. Motion carried.

Adjournment: Motion by Eric Gobeli to adjourn, second by Kevin Budsberg. Motion carried. Time: 8:35 p.m. The next committee meeting was set for Wednesday June 12, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
April 10, 2013  
Minutes**

Call to Order: Chair Truttmann called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttmann. Others: Dawn Lalley, New Glarus Youth Committee Members Margie Irland, Jane Pierce, Ron Pierce and Sherri Kanter, Sergeant Jeff Sturdevant, Public Works/Utility Director Scott Jelle and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Kevin Budsberg to approve the agenda as presented second by Peg Kruse. Motion carried.

Approval of 3/13/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 3/13/13 with the following amendment: Removal of the line “Village crews regularly jet the mains in problem areas to try to prevent such incidents”, and insertion of the following, “Village crews jet the mains when there is a plug or complaint. Administrator Owen stated there is no formal plan in place right now that requires Village crews to jet the mains on a regular basis, but he would like to implement such a formal plan.”, second by Peg Kruse. Motion carried.

**Public Safety**

Recommendation: Temporary Alcohol License to New Glarus Vision for 5/23-28/13: This is the annual application for serving beer and wine at the New Glarus Music Fest Memorial Weekend. The application is requesting serving beer and wine under the tent and within the fenced in area on 4<sup>th</sup> Avenue. The application is complete with all proper signatures. Motion by Kevin Budsberg to recommend approval of the temporary alcohol license for New Glarus Vision for 5/23-5/28/13, second by Peg Kruse. Motion carried.

Recommendation: Special Events Permit for New Glarus Music Fest for 5/23-5/28/13: This is the annual application for the New Glarus Music Fest. The application is requesting the use of 4<sup>th</sup> Avenue for a tent including the serving of alcohol and the use of amplified devices, the exclusive use of Village and Glarner Park and the use of picnic tables from Veterans Park. The application indicates stakes and cement barricades will be used for installation of the tent, staff has provided the comment that no stakes may be placed in the street. The application also requests open intoxicants be allowed in Village Park until 7:00 p.m. when the cover charge begins in the tent. Staff has reviewed this request and is recommending denial of allowing open intoxicants in the park. The application also requests the use of 3<sup>rd</sup> Avenue and Duerst road for the Running of the Swiss Run/Walk on Saturday the 25<sup>th</sup>. The only issues in past have been neighbor complaints regarding the spray painting of a starting line on the street, staff would recommend approval indicating that no permanent markings be placed on the street.

The permit contains all proper signatures and an updated certificate of insurance is needed prior to the event. Administrator Owen noted that the Parks Committee discussed the request for open intoxicants in Village Park and recommend approval on a trial basis. Motion by Kevin Budsberg to recommend approval of the special events permit for New Glarus Music Fest noting that no stakes be allowed in the pavement and police restrictions A, B and D from their review letter, second by Peg Kruse. Motion carried.

Recommendation: Special Events Permit for Green Haven 5k Run/Walk for 10/12/13: This is the second annual application for the Green Haven 5k run/walk. The request is to use 3<sup>rd</sup> Avenue and Durst Road for the run route and the use of Glarner Park. There were no issues with this event in the past; staff will coordinate the event with the Parks Schedule and recommends approval indicating that no permanent markings be placed on the street. Motion by Roger Truttmann to recommend approval of the special events permit for Green Haven 5k Run/Walk for 10/12/13, second by Peg Kruse. Motion carried.

Recommendation: Street Use Permit for New Glarus EMS Mock Car Crash on 5/1/13: The EMS is requesting use of 2<sup>nd</sup> Street between City H and the Grade School on 5/1/13 between 9:30 a.m. and noon to hold a mock car crash for the school. They will maintain access to the Clinic on 2<sup>nd</sup> Street. The EMS is requesting the street use fee of \$25.00 be waived. Current Village Resolution only waives the fee for the annual Memorial Day Parade. The committee briefly discussed the request for waiving of the street use permit fee. Motion by Peg Kruse to recommend approval of the street use permit for New Glarus EMS Mock Car Crash on 5/1/13 including waiving of the fee, second by Roger Truttmann. Motion carried with Budsberg opposing.

Recommendation: Authorize advertising for part time police officer: Chief Boldebeck is requesting hiring a couple of part time officers as a result of losing Officer Pringle who picked up many of the part time hours. Motion by Peg Kruse to recommend advertising for part-time police officers, second by Kevin Budsberg. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

Utility Financials: The Committee discussed the utility financials.

Recommendation: Award of 2013 Streambank Improvement Contract: The Village received two bids for the streambank improvement project, both bids were substantially above the budget for the project. Public Works/Utility Supervisor Jelle spoke with Chris Newberry of the Green County NRCS and Newberry is recommending the Village rebid the project. Motion by Kevin Budsberg to recommend rebidding the streambank project, second by Peg Kruse. Motion carried.

Recommendation: Bid for WWTP Pickup: Public Works/Utility Supervisor Jelle stated the benefits to have a pickup truck for use for day to day business including trips for supplies, research trips to fields for sludge hauling and trips to Village businesses for sampling. The cost of the pickup was budgeted for this year. Staff is requesting permission to request bids for a pickup. Kevin Budsberg asked if the truck could be a used truck. Jelle reported it could but that he had researched that for a previous pick up purchase and with the state bid price there is marginal difference between a new truck and a decent used truck. Motion by Peg Kruse to recommend requesting bids for the purchase of a pickup truck for the WWTP, second by Kevin Budsberg. Budsberg asked if the truck could be a 2 wheel drive. Jelle stated that he also researched the cost difference and it would only save about \$1,200. If the difference was larger that would be a more feasible options. After discussion motion carried.

Discussion/Update: Automated Metering System: Director Jelle will provided a progress report on the automated metering system research. The utility researched the two main vendors and has chosen to begin purchasing electric meters from Alster that can be used as manual read meters now and AMI Meters later. The Alster meters are less expensive and have additional benefits such as being able to work with Badger Water Meters, the current preferred vendor for water meters and once AMI is implemented they will not require installation of a radio tower for



transmission of data. There is a \$40,000 set up and programming fee required for the Alster AMI system but that cost can be deferred until a later date. Staff anticipates switching all meters to AMI meters within 5 years. Staff will continue to work with WPPI on programs and incentives to make the switch over possible and has a goal of completing the project without a rate increase. Staff also met today with a resident concerned about the switchover. All felt the meeting went well and they will follow up with the resident on some additional questions.

Adjournment: Motion by Kevin Budsberg to adjourn, second by Peg Kruse. Motion carried. Time: 7:39 p.m. The next committee meeting was set for Wednesday May 15, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
March 13, 2013  
Minutes**

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg and Roger Truttman. Absent: Peg Kruse. Others: Dawn Lalley, Chad Sweet and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Roger Truttman to approve the agenda as presented second by Kevin Budsberg. Motion carried.

Approval of 2/13/13 Minutes: Motion by Roger Truttman to approve the minutes of 2/13/13, second by Kevin Budsberg. Motion carried.

**Public Safety**

Recommendation: Operator's License to Expire 6/30/14: Michelle Ames and Melanie Judd: Motion by Kevin Budsberg to recommend approval of the operator's licenses for Ames and Judd second by Roger Truttman. Motion carried.

Recommendation: Street Use Permit Application New Glarus Chamber of Commerce – Farmers Market (Thursday afternoons 4/25/13 – 10/31/13): The applicant withdrew their application.

Monthly Police Report: The committee reviewed the monthly police report.

**Public Works**

Utility Financials: The Committee discussed the utility financials.

Recommendation: Obtaining Bids for Streambank Improvement Project: The Village has received a 70% matching grant from the Green County Department of Land Conservation for a streambank improvement project. The Village's 30% match would come from Stormwater Sewer Utility funds. The grant is for the streambank adjacent to the Valle Tell Soccer field located on Elmer Road. Bids would be published on March 22<sup>nd</sup>, and award of the bid would be up for consideration at the next committee meeting. Kevin Budsberg requested that a public informational meeting be held due to some of the public opposition to this these projects. Motion by Kevin Budsberg to recommend requesting bids for streambank improvement projects, second by Roger Truttman. Motion carried.

Discussion/Recommendation: Response to 3<sup>rd</sup> Avenue Sewer Backups: Thursday February 28<sup>th</sup> two houses on 3<sup>rd</sup> Avenue experienced sewer backups in their basement. It was determined that the cause of the backup was rags plugging the sewer main. One of the residents requested that the Village consider some type of financial assistance for covering the cost of cleanup and/or installing backflow preventers in the affected homes. The Village considered and denied a similar request in July of 2012. The policy of the Village is that they are not responsible for this type of event and do not claim liability for the event. *Village crews jet the mains when there is a plug or a complaint. Administrator Owen stated there is no formal plan in place right now that requires Village crews to jet the mains on a regular basis, but he would like to implement such a formal plan.* The Village also received a letter from their insurance provider stating that the Village was not liable for the obstruction of the sewer main and would only be liable if they did not act to clear the obstruction. Kevin Budsberg introduced Dawn Lalley, both Lalley and Budsberg have had 2 sewer backups within the last two years. Lalley stated that she has spoken to other households that have experienced backups but were unable to attend: 1 experienced two backups within 6 months and the other has had 3 backups in two years and she is still looking for more households with similar experiences. Lalley stated she did not hire someone to clean up the backup the first time and did not file a claim, but due to health issues had to hire someone for this clean up. She added that her son has health issues and due to this backup she and her son were unable to stay in the home. Lalley feels that this is a health issue and she does not feel that the Village is protecting her and added that she feels something needs to be done. Kevin Budsberg added that to experience this 1 time is an accident but two times in such a short period is a problem. Administrator Owen stated he feels the Village should adopt a Sewer Backup policy establishing a standard procedure for responding to backups as well as a maintenance plan for sewers to try to prevent this in the future. Owen further stated that staff is working to identify where the rags that produced the plug that caused this backup and will work with them to make sure they stay out of the system. Budsberg stated that he understands that legally the Village is not responsible for the backups but he feels morally something has to be done. Motion by Budsberg to recommend the Village provide an allowance for installation of a backflow preventer for homeowners that request one and have experienced two sewer backups in two years and that the Village would produce sewer inspection records, second by Roger Truttman. Motion carried.

Adjournment: Motion by Kevin Budsberg to adjourn, second by Roger Truttman. Motion carried. Time: 7:33 p.m. The next committee meeting was set for Wednesday, April 10, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS**  
**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING**  
**February 13, 2013**  
**Minutes**

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Public Works/Utility Supervisor Scott Jelle, Sergeant Jeff Sturdevant and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Roger Truttman to approve the agenda as presented second by Kevin Budsberg. Motion carried.

Approval of 1/9/13 Minutes: Motion by Kevin Budsberg to approve the minutes of 1/9/13, second by Roger Truttman. Motion carried.

## **Public Safety**

Recommendation: Operator's License to Expire 6/30/14: Jennifer Ace: Motion by Kevin Budsberg to recommend approval of the operator's license for Ace, second by Roger Truttman. Motion carried.

Recommendation: Temporary Beer/Wine License for New Glarus Fire Department [3/23/13]: This is an annual application to serve beer and wine at the Firemen's Supper, there have been no issues with this event in the past. Motion by Roger Truttman to recommend approval of the Temporary Beer/Wine License for New Glarus Fire Department (3/23/13), second by Kevin Budsberg. Motion carried.

Recommendation: Special Events Permit: AROC Wisconsin [May 4, 2013]: This is an annual application for the hill climb event on Elmer Road and there have been no issues with this event in the past. Motion by Kevin Budsberg to recommend approval of the Special Events Permit for AROC Wisconsin (May 4, 2013), second by Peg Kruse. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

## **Public Works**

Utility Financials: The Committee discussed the utility financials.

Discussion: Snowmobile Travel on Sidewalks: Supervisor Jelle updated the committee on an issue with snowmobiles using Village sidewalk, in particular in the STH 69 corridor. The snowmobiles are packing the snow down and making it difficult for property owners to keep their sidewalks clean. Jelle will meet with a representative from the DNR to discuss options for signage to keep the snowmobiles off the sidewalk and address the issue with property owners.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 7:17 p.m. The next committee meeting was set for Wednesday, March 13, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**VILLAGE OF NEW GLARUS  
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING  
January 9, 2013  
Minutes**

Call to Order: Chair Truttman called the meeting to order at 7:00 p.m. Present: Kevin Budsberg, Peg Kruse and Roger Truttman. Others: Russ Rylander, Chief Burt Boldebeck and Administrator Nicholas Owen.

Announcement: All cell phones shall remain off during the meeting.

Approval of Agenda: Motion by Peg Kruse to approve the agenda as presented second by Kevin Budsberg. Motion carried.

Approval of 12/12/12 Minutes: Motion by Kevin Budsberg to approve the minutes of 12/12/12, second by Peg Kruse. Motion carried.

## **Public Safety**

Consideration: Multiple Pet Permit for McGrew/Bearden: The applicant is requesting the addition of one dog to their multiple pet permit. The applicants say that they always had 5 dogs rather than the 4 that were originally applied for. The Police Department is recommending leaving the permit at the current 4 dog limit due to the number of complaints regarding barking dogs at this residence. Motion by Peg Kruse to recommend approval of the renewal of the multiple pet permit for McGrew/Bearden at the 4 dog limit, second by Roger Truttman. Motion carried with Kevin Budsberg abstaining.

Consideration: Multiple Pet Permit Renewal for Rylander/Hewitt: The applicant is looking for renewal of their current multiple pet permit. Since the last renewal the applicants have two fewer dogs bringing their total down to 6, but are also requesting being allowed to temporarily foster a dog for one of their children while out of the country. The status of the trip will be determined in January and the fostering period would last until Labor Day. Due to conditions of other animals in the home the Police Department is recommending leaving the permit at the current 6 dog limit. Chief Boldebuck noted that the police have not received any complaints from neighbors on the current dogs at the home. Motion by Kevin Budsberg to recommend approval of the renewal of the multiple pet permit for Rylander/Hewitt for 6 dogs as well as the foster dog until September 2, 2013, second by Peg Kruse. Motion carried. Russ Rylander indicated he will contact the Village to inform them whether or not they will be fostering the dog and if they are he will also follow up in September to inform them that the dog has been removed from the home. The Committee will review this issue at their September meeting.

Recommendation: Continued Employment of Police Officer Anderson: Officer Anderson's 11 month appointment will end in February, staff is recommending retaining officer Anderson for the remainder of Officer Werginz' Military Leave. If retained Anderson will become eligible for insurance and retirement benefits but the cost of the additional benefits will be less than covering vacant shifts with overtime. Staff anticipates Werginz return in April. Motion by Kevin Budsberg to recommend extending the employment of Officer Anderson through September 15, 2013 pending the return of Officer Werginz, second by Peg Kruse. Motion carried.

Recommendation: Special Events Permit: Grace Church – Amendment to dates of the Good Neighbor Free Festival (9/5-8/13): Grace Church is requesting amending the date for Good neighbor festival to be a week earlier; there are no conflicts with schedules for that week. Motion by Peg Kruse to recommend amendment of the dates for the Good Neighbor Free Festival (9/5-8/13), second by Kevin Budsberg. Motion carried.

Monthly Police Report: The committee reviewed the monthly police report.

### **Public Works**

Utility Financials: The Committee discussed the utility financials.

Discussion/Recommendation: Green County Transfer Station Contract Renewal: With the uncertainty of the City of Monroe's ongoing membership with the Green County Transfer Station, the Green County Solid Waste Board is seeking one year contract extensions from its member municipalities. Motion by Kevin Budsberg to recommend renewal of the Green County Transfer Station Contract, second by Peg Kruse. Motion carried with Roger Truttman abstaining.

Adjournment: Motion by Peg Kruse to adjourn, second by Kevin Budsberg. Motion carried. Time: 7:59 p.m. The next committee meeting was set for Wednesday, February 13, 2013, at 7:00 p.m.

Nicholas Owen, Administrator

**MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING**