

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
December 8, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Greg Thoenke. Members Present: Greg Thoenke, Keith Peterson, Dave Wytttenbach, Lexie Harris, Kris Baumgartner, Mark Janowiak and Anthony Edge. Also present: Green County Development Executive Director Mike Johnson and Village Administrator Nicholas Owen.

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

Agenda: Motion by Mark Janowiak to approve the agenda, second by Dave Wytttenbach. Motion carried.

Approval of Minutes from 10/27/14: Motion by Mark Janowiak to approve the 10/27/14 minutes, second by Dave Wytttenbach. Motion carried.

Update: WEDC Community Investment Grant Application: The Village received notice that our WEDC grant was not awarded funding. Staff is working with Cow and Quince to determine other grant opportunities. Administrator Owen will follow up with WEDC for feedback on the grant application.

Update: Floodplain and Wetland Analysis: The wetland analysis has been completed for both properties. Staff has not had time to thoroughly review the final documents but will be working on that for the next meeting. Dave Wytttenbach asked if the committee could receive copies of the maps. Administrator Owen indicated they could. The committee discussed potential next steps for the two properties.

Update/Discussion: Permanent Festival Pavilion: The Chamber of Commerce has decided not to pursue the purchase of the lumber yard property at this time. The committee discussed potential redevelopment opportunities for the lumberyard site.

New Glarus Economic Development Update: No update.

Adjourn: Motion by Keith Peterson to adjourn, second by Lexie Harris. Motion carried at 7:11 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
October 27, 2014**

Minutes

The meeting was called to order at 6:35 p.m. by Chair Greg Thoenke. Members Present: Greg Thoenke, Keith Peterson, Dave Wytenbach and Anthony Edge. Absent: Lexie Harris, Mark Janowiak and Kris Baumgartner. Also present: Green County Development Executive Director Mike Johnson and Village Administrator Nicholas Owen.

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

Agenda: Motion by Dave Wytenbach to approve the agenda, second by Keith Peterson. Motion carried.

Approval of Minutes from 9/22/14: Motion by Dave Wytenbach to approve the 9/22/14 minutes, second by Keith Peterson. Motion carried.

Introduction of new CDA Member Anthony Edge: Anthony Edge introduced himself to the committee.

Update: WEDC Community Investment Grant Application: Administrator Owen reported that WEDC informed him the announcement on the grant awards will be made soon, but there is no firm timeline.

Update: Floodplain and Wetland Analysis: AES has completed the analysis of the smaller parcel but need the corn harvested on the larger parcel before they can complete the work on that parcel. I will keep the committee updated as work progresses.

Discussion: Village Comprehensive Plan Update: Heading into the November 18th budget public hearing the comprehensive plan is in the 2015 budget. To fit this in our budget we will start the update in mid year 2015 and finish in 2016 to split the project over two budget cycles.

Update/Discussion: Permanent Festival Pavilion: The Chamber Board discussed this project at their last meeting and decided they needed additional information before proceeding. Primary concerns with the location include: moving the festivals from downtown, location is close to residential district and noise concerns, cost for purchase and renovations, the mess potentially left in the park and if the lumberyard is big enough. The committee discussed if it would help for the Village to be involved in the project potentially owning the site and leasing it to the Chamber to manage it. The committee discussed the impact of the future second entrance with the Francois project.

New Glarus Economic Development Update: Cow and quince had their opening at the end of September and Mike Johnson announced they received a marketing grant from the USDA. Midwest Dental has opened their new office on the highway in the weaver building. Mike Nevil and Roland Fürst have purchased the New Glarus Hotel Restaurant from Hans Lenslinger.

Adjourn: Motion by Dave Wytenbach to adjourn, second by Anthony Edge. Motion carried at 7:12 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
September 22, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lexie Harris, Keith Peterson, Dave Wytttenbach, Kris Baumgartner and Mark Janowiak(6:45) . Also present: Village Administrator Nicholas Owen.

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

Agenda: Motion by Keith Peterson to approve the agenda, second by Dave Wytttenbach. Motion carried.

Approval of Minutes from 7/28/14 and 8/11/14 Special Meeting: Motion by Kris Baumgartner to approve the 7/28/14 and 8/11/14 minutes, second by Lexie Harris. Motion carried.

Update: WEDC Community Investment Grant Application: Administrator Owen reported that the application has been submitted for a \$100,000 grant and he will keep the committee informed on progress.

Discussion/Recommendation: WEDC Planning Grant: Prior to submission of the planning grant it was discovered that the planning grant also needed a match from the Village. Due to the deadline quickly approaching we decided not to proceed with the planning grant at this time. The Village could choose to submit again in January. Since this the Village has met with the Chamber to discuss the permanent pavilion and the Chamber will be approaching its Board to gauge interest on this project. If the Board chooses to go forward they will be looking for broader community support. Keith Peterson informed the group that the New Glarus Youth Vision Committee asked him to attend their last meeting. The group is behind this project but feel the Village should be responsible for the project and not the Chamber. The committee discussed a joint meeting with the Chamber to discuss the project. Administrator Owen will contact Chamber Administrator Susie Weiss to schedule the meeting. Motion by Dave Wytttenbach to table recommendation of the planning grant until no later than the November meeting, second by Keith Peterson. Motion carried.

Update: Floodplain and Wetland Analysis: The Village Board approved funding of the first three phases of the study on both parcels. AES will begin work on the project the week of September 29th.

Discussion: Village Comprehensive Plan Update: The Village is working on finding funding to proceed with an update to their comprehensive plan. The CDA will be invited to participate in the process to discuss growth corridors and areas for redevelopment in the Village.

New Glarus Economic Development Update: Work on the car wash is underway. The Cow and Quince plans on opening this month. Lexie Harris reported the sale of the former Disch Hardware building on 2nd Street but was not aware of plans for the building.

Adjourn: Motion by Dave Wytttenbach to adjourn, second by Mark Janowiak. Motion carried at 7:12 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
August 11, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lexie Harris, Keith Peterson, Dave Wytttenbach and Kris Baumgartner. Absent: Mark Janowiak. Also present: Green County Development Corporation Executive Director Mike Johnson and Village Administrator Nicholas Owen.

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

Agenda: Motion by Dave Wytttenbach to approve the agenda, second by Kris Baumgartner. Motion carried.

Recommendation: Approval of Contract with Economic Development Partners: The proposal is for a contract with EDP for submission of a WEDC for the Cow and Quince project. The initial cost of the application will be \$2,500 which could be reimbursed to the Village if the grant is successful. In addition the contract includes a success fee of 3% for the consultant if successful with the application. There is also a cost of \$1,000 for application for a \$25,000 planning grant for economic development planning. The committee discussed how the grants would be paid for. Administrator Owen stated the costs would be covered initially by reserves and refunded if the grant awards are successful. Motion by Dave Wytttenbach to recommend approval of the contract with EDP for the WEDC grant for Cow and Quince for \$2,500 and the planning grant for \$1,000, second by Kris Baumgartner. Motion carried.

Recommendation: Submission of WEDC Community Development Investment Grant Application: Currently there are approximately \$250,000 in project costs for the first phase of the renovation which would result in a \$62,500 application to WEDC. At this time between the loan from Greenwood State Bank and the Green County Revolving Loan fund there does not appear to be a gap in the financing that the Village would need to assist in financing. Cindy Jaggi will be meeting with Lorri Stern and the person interested in doing the creamery on Friday to discuss the project and should be identifying costs associated with that portion of the project shortly. The committee could approve the grant application for up to \$250,000 so the creamery could be included in the application. Motion by Dave Wytttenbach to recommend submitting a WEDC grant for not to exceed \$250,000 for the Cow and Quince Project, second by Keith Peterson. Motion carried.

Adjourn: Motion by Dave Wytttenbach to adjourn, second by Lexie Harris. Motion carried at 6:47 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
July 28, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lexie Harris, Mark Janowiak, Keith Peterson, Dave Wytttenbach and Kris Baumgartner. Also present: Lori Stern (Cow and Quince) Cindy Jaggi (Economic Development Partners) and Village Administrator Nicholas Owen.

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

Agenda: Motion by Mark Janowiak to approve the agenda, second by Dave Wyttenbach. Motion carried.

Approval of Minutes from 6/23/14: Motion by Kris Baumgartner to approve the 6/23/14 minutes, second by Keith Peterson. Motion carried.

Presentation: Project Plan for Cows and Quince: Lori Stern of Cow and Quince was present to inform the community on her project. Stern will be renovation the former Post Messenger building to be a Community Supported Restaurant, mercantile and creamery. A goal of the business is to connect the residents with the many farms in the New Glarus area. Future goals include installing a commercial kitchen so farmers can bring in the products to make them ready for sale. Ms. Stern also hopes to use the business to start a distribution channel between local farmers and other area restaurants.

Update: Floodplain and Wetland Analysis: Administrator Owen reported he had met with one of the property owners and they are interested in allowing us to do the study and will get back to the Village with an answer. Owen is still trying to make contact with the second owner.

Update: Community Development Investment Grant: Administrator Owen and GCDC Executive Director Mike Johnson are still working on finding partners and funding for the WEDC grant. After a discussion the consensus of the committee was to pursue the smaller tier 2 grant for Lori Stern's project. The committee will have a special meeting on Monday August 11th for action on the grant application and contract for writing the grant.

New Glarus Economic Development Update: Site work has started at the car wash/laundry mat site.

Adjourn: Motion by Kris Baumgartner to adjourn, second by Lexie Harris. Motion carried at 7:32 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
June 23, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Greg Thoemke. Members Present: Greg Thoemke, Lexie Harris, Mark Janowiak, Keith Peterson and Kris Baumgartner. Absent: Kris Gmur and Dave Wyttenbach. Also present: Mike Johnson Executive Director of Green County Development Corporation and Village Administrator Nicholas Owen.

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

Agenda: Motion by Kris Baumgartner to approve the agenda, second by Mark Janowiak. Motion carried.

Approval of Minutes from 4/28/14: Motion by Kris Baumgartner to approve the 4/28/14 minutes, second by Mark Janowiak. Motion carried.

Update: Floodplain and Wetland Delineation: Administrator Owen reported that staff has been working on identifying a funding source for the floodplain and wetland studies. One of the properties is in TIF 3, the other is outside Village and TID limits. A potential funding source has been identified so staff will seek board approval for the CDA's approved plan of sending out letters of inquiry to the property owners to have the study conducted.

Discussion/Recommendation: Community Development Investment Grant: The committee discussed the potential projects and funding sources for a grant application. The committee is interested in applying for the larger grant. Mike Johnson added the Village should look at updating its redevelopment plan for the Backtown area as supporting documentation to the grant. The committee discussed the possibility of adding permanent festival grounds to the Backtown. Motion by Mark Janowiak to pursue the grant application and update the Backtown redevelopment plan, second by Kris Baumgartner. Motion carried.

New Glarus Economic Development Update: The car wash project is moving forward and the Cows and Quince project is moving forward and preparing for renovations to the building.

Adjourn: Motion by Kris Baumgartner to adjourn, second by Lexie Harris. Motion carried at 7:14 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
April 28, 2014
Minutes**

The meeting was called to order at 6:30 p.m. by Chair Dave Wytttenbach. Members Present: Greg Thoemke, Dave Wytttenbach, Kris Gmur, Mark Janowiak, Keith Peterson and Kris Baumgartner (6:53). Absent: Lexie Harris. Also present: Mike Johnson Executive Director of Green County Development Corporation and Village Administrator Nicholas Owen.

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

Agenda: Motion by Mark Janowiak to approve the agenda, second by Kris Gmur. Motion carried.

Approval of Minutes from 2/24/14: Motion by Keith Peterson to approve the 2/24/14 minutes, second by Greg Thoemke. Motion carried.

Discussion/Recommendation Floodplain and Wetland Delineation: The committee reviewed the proposal from Applied Ecological services for a study of the floodplain and wetland for a potential business park on the south end of the Village. The committee discussed which services would be the most beneficial for moving forward. Consensus of the committee was that the first three items were the most important at this time and the committee could decide to proceed with

the remaining tasks after the first three steps are complete. Administrator Owen stated he would put a letter together to request landowner's permission to perform these studies and the Village is not interested in purchasing their properties at this time but the studies may be helpful to them the landowner if they do wish to sell in the future. Motion by Kris Gmur to recommend sending a letter to the landowners requesting permission, and if granted proceeding with the data gathering and GIS base map preparation, wetland site assessment and the wetland delineation, second by Greg Thoemke. Motion carried.

New Glarus Economic Development Update: The car wash/laundry mat project received site plan approval from the Village Board on April 1st. They plan on beginning with site work and construction of 2 mini warehouse storage buildings this summer and if all goes well construction will begin on the main carwash/laundry mat building in fall.

Adjourn: Motion by Keith Peterson to adjourn, second by Kris Gmur. Motion carried at 7:01 p.m.

Nicholas Owen, Administrator

**Village of New Glarus
Community Development Authority (CDA)
New Glarus Village Hall
319 2nd Street
February 24, 2014
Minutes**

The meeting was called to order at 6:38 p.m. by Chair Dave Wyttenbach. Members Present: Greg Thoemke, Dave Wyttenbach, Kris Gmur and Kris Baumgartner. Absent: Lexie Harris, Mark Janowiak and Sue Leverich. Also present: John Larson of Applied Ecological Services, Mike Johnson Executive Director of Green County Development Corporation and Village Administrator Nicholas Owen.

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

Agenda: Motion by Greg Thoemke to approve the agenda, second by Kris Baumgartner. Motion carried.

Approval of Minutes from 11/25/13: Motion by Kris Baumgartner to approve the 11/25/13 minutes, second by Greg Thoemke. Motion carried.

Discussion: John Larson, Applied Ecological Services: Developments in Floodplains: John Larson from Applied Ecological Services of Brodhead discussed challenges and opportunities with developing in flood plains. The main two issues with floodplain developments are requirements for floodplain and wetland mitigation. Building in floodplains requires construction of stormwater storage structures. There are several options for wetland mitigation; constructing a new wetland onsite or purchasing wetland credits to restore wetlands off site. The first step in developing in a wetland/floodplain area is to have a wetland delineation done to determine the wetland areas on the site. The committee briefly discussed the options for development of a business park and expressed interest in having a wetland delineation done along STH 69 on the south end of the Village.

New Glarus Economic Development Update: Planet Wise has received Village Board approval for a 3,800 sq ft expansion on the back of their existing building in the industrial park. The New Glarus Wäsche Center continues to work on getting their development to move forward this spring. The Bramble Patch will be moving from their current location to the former Robert's Drug store by April 1st, and the Artful Gourmet from Evansville will be moving into their current building. The old Post Messenger building is being purchased to operate as a farm to table business selling locally raised organic food. New Glarus Brewing has submitted a site for review by the Plan Commission for expansion of their warehouse at the hilltop facility.

Adjourn: Motion by Kris Gmur to adjourn, second by Kris Baumgartner. Motion carried at 7:18 p.m.

Nicholas Owen, Administrator

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