

VILLAGE BOARD PROCEEDINGS
JOINT MEETING OF THE PLAN COMMISSION AND VILLAGE BOARD
VILLAGE OF NEW GLARUS
12/20/16

JOINT VILLAGE BOARD AND PLAN COMMISSION PUBLIC HEARING-COMPREHENSIVE PLAN UPDATE: Village President and Plan Commission Chair Truttmann called the public hearing to order at 7:00 p.m. PRESENT: Village Board Members: Roger Truttmann, Barb Anderson, Petra Streiff, Peggy Kruse, and Mark Janowiak. Plan Commission Members: Roger Truttmann, Denise Anton Wright, and Kevin Budsberg. Suzi Janowiak arrived approximately 7:10 p.m. (during the presentation by Mark Roffers). ABSENT: Greg Thoemke. ALSO PRESENT: Gof & Mary Thomson, Lexie Harris, Faun Phillipson, Carol Hassemer, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

PRESENTATION: REVIEW OF COMPREHENSIVE PLAN UPDATE-VOLUME 1 (CONDITIONS AND ISSUES) AND VOLUME 2 (VISION AND DIRECTION): Mark Roffers with MDRoffers Consulting was in attendance to update the Board and Plan Commission on his work in updating the Village's Comprehensive Plan. Mr. Mark Roffers has worked with various Village policy committees (i.e. Plan Commission, CDA, ETZ) and outside stakeholders (i.e. Chamber of Commerce, School Administration) to receive input and develop the draft Comprehensive Plan documents. The Comprehensive Plan update is divided into two documents: Volume 1 (Conditions and Issues) which summarizes the background of the community and the demographic and other trends; and Volume 2 (Vision and Direction) which provides the forward looking policy guidance and future land use map. He reviewed with the Board and Plan Commission a power point presentation (a copy of which is on file as part of these minutes in the Clerk's Office).

Mr. Roffers informed the Village Board and Plan Commission that following the public hearing the Village Board and/or Plan Commission could direct additional changes be made to the Plan. The next steps would then be a recommendation by the Plan Commission through a Resolution for approval of the Plan; Village Board approval by Ordinance; implementation of priority initiatives and possible future plan amendments as warranted, noting this Plan is not a document cast in stone.

Administrator Gadow noted that Staff put a public notice out to receive comments on the Plan draft. As of December 12th, one (1) public comment letter (e-mail) was received. A copy of that letter and the Village's response was provided with the agenda.

President Truttmann opened the public hearing to public comment at 7:30 p.m. Being no public comment, Peggy Kruse moved to close the public hearing at 7:31 p.m., second by Barb Anderson. Motion carried (6-0).

JOINT MEETING OF THE VILLAGE BOARD/PLAN COMMISSION-CALL TO ORDER: Village President and Plan Commission Chair Truttmann called the meeting to order at 7:31 p.m. PRESENT: Village Board Members: Roger Truttmann, Barb Anderson, Petra Streiff, Peggy Kruse, and Mark Janowiak. Plan Commission Members: Roger Truttmann, Denise Anton Wright, Kevin Budsberg and Suzi Janowiak. ABSENT: Greg Thoemke. ALSO PRESENT: Gof & Mary Thomson, Lexie Harris, Faun Phillipson, Carol Hassemer, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Barb Anderson, second by Petra Streiff to approve the agenda. Motion carried. (6-0)

PRESENTATION: REVIEW OF COMPREHENSIVE PLAN UPDATE-VOLUME 1 (CONDITIONS AND ISSUES) AND VOLUME 2 (VISION AND DIRECTION): The presentation was provided during the public hearing.

DISCUSSION BY PLAN COMMISSION AND BOARD OF TRUSTEES ON ANY CHANGES NEEDED TO BE MADE TO COMPREHENSIVE PLAN DOCUMENTS: Denise Anton Wright provided the following minor corrections to the Plan:

- On page 49 of Volume 1 under Stormwater Management in line one of the fourth paragraph change the word “stormed” to “formed”. Commission/Board agreed to change.
- On page 52 of Volume 1 under Fire Protection and Emergency Medical Services in line one of the last paragraph, delete “Village of Monticello”. Consensus of Commission and Board members to make the change.
- On page 60 of Volume 2 under Encourage Swiss Themes in Residential Architecture and Architectural Styles need to confirm Jakob Zweifel and Jacob Rieder are listed correctly, including the spelling of Rieder. Mark Roffers noted he will confirm this before final print of the document.

Trustee Anderson offered the following correction:

- On page 25 of Volume 1 under Cultural and Historic Resources Overview in the last paragraph delete “Schuetzen Fest and the Church-sponsored Graduation Celebration”. Consensus of the Commission and Board members to make that change.

Trustee Anderson asked about including additional language to work on issues with handicap accessibility/senior citizen amenities within the community. Plan Commission member Kevin Budsberg agreed noting universal accessibility should be included. Mr. Roffers reviewed a couple of specifics related to accessibility within the current Plan and offered to include a broader policy within the “Community Facilities and Utilities” chapter of Volume 2, specifically, “Enhance accessibility throughout the community, including within public buildings, along sidewalks and paths and within parks.” The Board and Commission briefly discussed the impact the geography of the village plays in the ability to make changes. Consensus of the Board and Commission was to include the language proposed by Mr. Roffers.

Administrator Gadow noted Staff recommends approval of Plan Commission Resolution 16-01 and Village Ordinance 16-05, with the changes made at tonight’s meeting, provided both bodies are comfortable with Volumes 1 and 2 of the Plan including those changes.

CONSIDERATION: PLAN COMMISSION RESOLUTION 16-01 RECOMMENDING ADOPTION OF COMPREHENSIVE PLAN: PLAN COMMISSION ACTION: Noting a quorum of the Plan Commission in attendance, Kevin Budsberg moved to adopt Resolution 16-01 recommending adoption of the Comprehensive Plan reflecting changes discussed between the Plan Commission and Village Board at tonight’s meeting, second by Denise Anton Wright. Motion carried by Plan Commission (4-0).

CONSIDERATION: VILLAGE BOARD ORDINANCE 16-05 ADOPTION OF COMPREHENSIVE PLAN (TENATIVE): VILLAGE BOARD ACTION: Motion by Mark Janowiak, second by Petra Streiff to approve Ordinance 16-05 Adoption of the Comprehensive Plan including changes made at tonight’s meeting. Motion carried by Village Board (6-0).

Administrator Gadow thanked Mark Roffers and the policy committees for all the hard work in updating the Comprehensive Plan, noting it is an important document for the Village. Once the final document is completed it will be added to the Village’s website and a copy provided to all partners.

ADJOURNMENT OF JOINT PORTION OF MEETING: Motion by Roger Truttmann, second by Denise Anton Wright to adjourn the joint portion of the Village Board/Plan Commission meeting at 7:50 p.m. Motion carried. Suzi Janowiak and Kevin Budsberg left the meeting.

CALL TO ORDER-VILLAGE BOARD MEETING: President Truttman called the regular meeting to order at 7:50 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Mark Janowiak and Peggy Kruse. ABSENT: Greg Thoenke (arrived at 7:55 p.m.) ALSO PRESENT: Gof & Mary Thomson, Lexie Harris, Faun Phillipson, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Barb Anderson to approve consent agenda, second by Peggy Kruse. Motion carried. (6-0)

APPROVAL OF MINUTES OF 12/6/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement, life and health insurance, and credit card, and Journal Entry for utility bills totaling \$58,651.57; and Checks 34434 to 34485 totaling \$40,637.90; and payroll vouchers 11779 to 11805 totaling \$28,312.97.

APPROVAL: STREET USE PERMIT FOR WI VIETNAM VETS FOR WINTERFEST PARADE ON 1/13/17: The annual application for the Winterfest parade includes the standard route: starting on Railroad St to 6th Ave, 6th Ave to 2nd St, 2nd St to 5th Ave, 5th Ave to 3rd St, 3rd St to end at the Fire Station. Police, Fire, and EMS have all reviewed the permit request.

APPROVAL: APPLICATION FOR TEMPORARY CLASS B/CLASS B RETAILER'S LICENSE FOR NEW GLARUS FIRE DEPARTMENT WINTERFEST DANCE ON 1/13/17: This application for a Temporary Class B license to the New Glarus Fire Department allows for alcohol retail for the Winterfest Dance on January 13, 2017 at the Fire Department.

UPDATE: SUBMITTED MONTHLY POLICE REPORT: The monthly police report was included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The November Building Inspector's Report was attached to the agenda packet for review.

UPDATE: UTILITY FINANCIALS REPORT: The monthly Utility Financials Report was included with the agenda packet for review.

MONTHLY BUDGET TO ACTUAL REPORT: The monthly Budget to Actuals Report was included with the agenda packet for review.

COMMITTEE/COMMISSIONS:

PERSONNEL/FINANCE COMMITTEE:

DISCUSSION/CONSIDERATION: RESOLUTION 16-44/CARRY FORWARD UNSPENT FUNDS FROM CURRENT YEAR (2016) TO 2017 BUDGET: This resolution carries forward funds budgeted in 2016 that have not yet been expended, but are anticipated to be spent in 2017. Staff requested the addition of a \$300 donation received this week from the Town of New Glarus for the 2017 Arbor Day tree plantings. Motion by Mark Janowiak, second by Barb Anderson to approve Resolution 16-44 adding the \$300 donation for Arbor Day tree planting. Motion carried. (6-0)

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: PROPOSAL FROM SCHENK, SC FOR WATER RATE CASE STUDY: As part of the 2015 audit it was reported that the water revenues generated are not keeping up with expenses and that the increase allowed under a simplified rate case would not be sufficient to cover the shortage. Village Auditor, Dave Maccoux of Schenck SC, has proposed a cost of \$5,000-\$6,000 for conducting the water rate case, funded from the Utility Fund. Public Works/Public Safety is recommending proceeding with the water rate case. Motion by Petra Streiff to approve the contract with Schenk, SC for a water rate case study, second by Barb Anderson. Motion carried. (6-0)

ADMINISTRATOR'S REPORT:

CONSIDERATION: SCHEDULE PUBLIC HEARING FOR REZONING OF OUTLOTS 184, 185, 186 AND 187 FOR JANUARY 17, 2017: Gof and Mary Thomson (Hinterstaedtli LLC) have applications presently before the Plan Commission for a Conditional Use Permit (CUP), setback variances, and Site Plan review for redevelopment of the former Swiss Lace Factory building into eight (8) residential condo units. A part of that application is a request to rezone the former Milkhouse property (1118 2nd Street) and the former Swiss Lace building (1110 2nd Street) from its current C-1 zoning to R-1 zoning, to better reflect the proposed uses on the site. A rezoning request is an item that requires a public hearing before the Village Board. Staff is recommending scheduling the public hearing on the rezoning request for January 17, 2017. Motion by Barb Anderson, second by Peggy Kruse to schedule and Public Hearing on the rezoning for January 17, 2017. Motion carried (6-0).

CONSIDERATION: RESOLUTION 16-43 AUTHORIZING QUIT CLAIM DEEDS FOR LAND

UNDERLYING PUBLIC INTEREST EASEMENT: Administrator Gadow updated the Board indicating that as part of the title work review for Hinterstaedtli LLC purchase of the existing Swiss Lace building it was learned that two six inch (6") portions of the existing building encroached onto the adjacent sidewalk, and that the current property owner (DZ New Glarus Fitness), not the Village, owns the fee title to the land underlying that portion of 11th Ave and the associated sidewalk. Hinterstaedtli LLC is requesting Village Board consideration and approval of two quit claim deeds related to these items: 1) A quit claim deed from Hinterstaedtli LLC to the Village for the fee title to the land underlying the Village's public interest easement (i.e. the sidewalk and roadway); and 2) a quit claim deed from the Village to Hinterstaedtli LLC for 6" portion of land where the existing building encroachments are located. This would allow the Village to clean up an existing encroachment situation from a title perspective, and allow the Village to gain fee title to the land under its sidewalk and road right of way. Administrator Gadow reported that the Deeds that were included in the agenda packet were amended to include a P at the end of the parcel identification number and the addition of "Exempt from Fee Under Wis. Stat. 77.25(2r)". The Board discussed with Attorney Faun Phillipson the correct legal description to be used and confirmed that the legal description contained on the deeds presented by Attorney Phillipson was the correct description as updated by the surveyor. Trustee Thoenke arrived during this discussion.

Denise Anton Wright moved to approve Resolution 16-43 with the changes made to the Deeds as mentioned above and amending of the Resolution to include the updated legal description, second by Mark Janowiak. Motion carried (6-0-1) with Barb Anderson abstaining.

Administrator Gadow reminded the Board that the next Board meeting will be held January 3, 2017.

PRESIDENT'S REPORT: No report.

ADJOURN: Motion by Peggy Kruse, second by Petra Streiff to adjourn the meeting at 8:00 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

12/6/16

PUBLIC HEARING-ORDINANCE 16-04 CREATING SECTION 288-21(V) OF THE MUNICIPAL CODE PERTAINING TO PARKING PROHIBITED ZONES:

President Truttman called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Greg Thoenke, Peggy Kruse, and Mark Janowiak. ALSO PRESENT: Diana Clark, Laci Bainbridge, Randy Dreger, Public Works Director Scott Jelle, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Administrator Gadow briefly updated the Board that the purpose of Ordinance 16-04 is to establish a no parking zone on either side of the curb cut entrance to New Glarus Motors on 2nd Street due

to concerns of vehicle collisions with reduced visibility if cars are parked on either side of the curb cut.

Being no public comment, Barb Anderson moved to close the public hearing at 7:01 p.m., second by Petra Streiff. Motion carried. (6-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:02 p.m. PRESENT: All those present at the public hearing. Denise Anton Wright joined the meeting at 7:05 p.m.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Administrator Gadow reported that the Library Capital Campaign Committee was unable to attend tonight's meeting and requested item #8 of the agenda be moved to a meeting in January. Motion by Peggy Kruse, second by Barb Anderson to move agenda item #8 to a January meeting. Motion carried. (6-0)

Motion by Barb Anderson to approve the 12/6/16 agenda as amended by the previous motion, second by Mark Janowiak. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Diana Clark was interested in hearing the Library Capital Campaign update as well as an update on the progress in finding another location. The Board requested Administrator Gadow to provide an update on the progress in finding another location. Administrator Gadow reported that the private property located next to Veteran's Park as well as the property currently owned by the School District are unavailable for a ballfield. Staff is currently looking at options to reconfigure a field over the tennis courts at Veteran's Park.

CONSENT AGENDA: Motion by Greg Thoenke to approve consent agenda removing item C. Update: 2016 Annual Parks and Recreation Report at the request of Mark Janowiak, second by Peggy Kruse. Motion carried. (7-0)

APPROVAL OF MINUTES OF 11/15/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement and credit card, and Checks 34375 and 34386 totaling \$49,836.10; Checks 34387 to 34432 totaling \$72,046.03; and payroll vouchers 11744 to 11778 totaling \$28,360.20.

UPDATE: SWISS DESIGN REVIEW – DEBRA ANDEREGG AND GARY WESTBY (19 5TH AVENUE): The Swiss Design Review Committee reviewed the design of new single family residence at 19 5th Ave, and unanimously approved a waiver of strict adherence to the Swiss architectural design standards for the new single family residential construction, conditioned upon the applicants adding shutters and window boxes on the public facing facades of the residence. The applicant indicated they would be doing stucco and timber cross-hatching and will construct the residence to embrace the Swiss character of the community. No further action is needed on this item.

UPDATE: COMPREHENSIVE PLAN PUBLIC HEARING DATE – DECEMBER 20, 2016: Staff and the Village's Consultant, MDROffers Consulting, are finalizing the Comprehensive Plan draft for a formal public hearing and Village Board review on December 20th. An updated draft plan is located on the Village's website.

UPDATE: LUMBERYARD REDEVELOPMENT PROJECT – TIF ASSISTANCE REQUEST: The owner of the Lumberyard property, Parkside Development LLC, has requested Village consideration of Tax Increment Financing (TIF) assistance as part of the redevelopment of the property into an event center, as the property is located in TID#4. Over the past few months, Staff and the CDA has reviewed options for a TIF package with the developer. The CDA voted to recommend Village Board approval of a TIF assistance package of \$45,000 on a pay-as-you-go basis on November 28th. A formal development agreement describing the TIF package will be brought to the full Village Board for consideration in late December or early January.

Administrator Gadow noted that with a pay-as-you-go agreement, the TIF assistance is provided as the property value increases. A Developer's Agreement is currently being drafted and will come before the Village Board for consideration in January.

UPDATE: 2016 PARKS AND POOL ANNUAL REPORT: The 2016 Village Parks and Pool Report was included with the agenda packet. Trustee Janowiak requested an update on the grant for the dog park. Administrator Gadow reported that a grant in the amount of \$3,000 was requested and that \$1,000 was awarded to the Village. Staff is looking at Village property north of 200 Railroad Street. The funds from the grant award need to be used within one (1) year of the award.

CONSIDERATION: ORDINANCE 16-04: CREATING SECTION 288-21(V) OF MUNICIPAL CODE PERTAINING TO PARKING PROHIBITED ZONES (ADJACENT TO NEW GLARUS MOTORS): Administrator Gadow reported the Ordinance establishes a no parking zone on either side of the curb cut entrance to New Glarus Motors on 2nd Street due to concerns of vehicle collisions with reduced visibility if cars are parked on either side of the curb cut. Motion by Peggy Kruse, second by Petra Streiff to approve Ordinance 16-04. Motion carried. (7-0).

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION: HWY. W QUARRY USAGE: Public Works Director Scott Jelle reported that he has seen an increase in materials being deposited at the quarry and noted that it is a Village asset to control for Village construction projects, as it reduces cost for road construction projects. He is concerned with non-Village construction project dumping and the rate at which the quarry will be at capacity. At their September meeting, the Public Works/Public Safety Committee indicated they were comfortable with further restricting quarry usage, locking of the quarry facility, and phasing out permitted dumping at the quarry and asked for review with the full Village Board to determine any policy changes and allow for proper notice to residents.

Public Works Director Scott Jelle presented the Board with maps and photos of the site, illustrating the amount of fill currently in the quarry. He noted his concern over reserving space in the quarry for future street projects within the Village as there is a savings to the Village on construction projects if the project contractor is allowed to utilize the quarry. Currently the Village allows area contractors to dump fill at the quarry at a cost of \$2 per yard. The fill on the top of the quarry currently needs to be pushed back and Director Jelle anticipates the cost at \$3,800. After a brief discussion by the Board on the options for area contractors, the future plans for the site once filled and securing the site, consensus of the Board was to schedule a public hearing before the Village Board on the possible closing of the site. Administrator Gadow will schedule for early 2017.

ADMINISTRATOR'S REPORT: Administrator Gadow informed the Board that he will be out of the office December 14th-22nd on paternity leave. He will be attending Committee and Board meetings scheduled for December 14th, 15th, and 20th.

The election recount for Green County has been completed and there were no issues with the count for the Village of New Glarus, or the County as a whole.

The new snowplow was put into service with the last snowfall. The old plow recently sold for \$19,933 and those funds will be placed in the equipment sinking fund.

PRESIDENT'S REPORT: No report.

ADJOURN: Motion by Mark Janowiak, second by Barb Anderson to adjourn the meeting at 7:26 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
11/15/16

2017 BUDGET PUBLIC HEARING: President Truttman called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Greg Thoenke, Peggy Kruse, Denise Anton Wright and Mark Janowiak. ALSO PRESENT: Sue Moen (Post-Messenger-Recorder), Kevin Budsberg, Lexz Speth, Library Director Lauren White, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Administrator Gadow provided the following update on the 2017 Budget for the Board:

- 2017 Tax Levy: \$1,473,291 (w/o TIF)
- 2017 Total Tax Levy (with TIF): \$1,644,540 (TIF = \$171,249)
- 2017 Levy captured an additional \$13,423 (outside of debt service)
- Tax Levy is \$9,034 decrease from 2016 or -0.6%
- Mill Rate: \$8.91/1000 (2017) vs \$8.96/1000 (2016) – Decrease of \$0.05 (w/o TIF)
 - For \$150,000 house = (\$7.50) decrease over 2016
 - Total Share for \$150,000 house = \$1,336.50 (w/o TIF), \$1,491 (with TIF)

2017 Budget provides funding for:

- The maintenance of core public works, police, administration services
- The maintenance of library and EMS activities
- An increase in capital sinking funds to replace needed police and public works equipment and fund future repairs to Village Hall.

Administrator Gadow also noted a modification to Resolution 16-34, for the Capital Fund to reflect use of \$95,000 from undesignated GF balance for: 1) PD Remodel (\$50,000); 2) PD Server upgrades (\$15,000), and 3) Softball field (\$30,000) as authorized by the Board at their April 4, 2016 meeting.

Greg Thoenke moved to close the public hearing at 7:13 p.m., second by Mark Janowiak. Motion carried. (7-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:13 p.m. PRESENT: All those present at the public hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Administrator Gadow reported there was a request to amend the agenda to reorder Item 9.A. up to just prior to Item 6. Motion by Greg Thoemke to make that amendment, second by Barb Anderson. Motion carried. (7-0)

Motion by Greg Thoemke to approve the 11/15/16 agenda as amended, second by Petra Streiff. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Lexa Speth spoke in support and appreciation of the Proclamation for World Pancreatic Cancer Day, noting that she is a pancreatic cancer survivor.

CONSIDERATION: PROCLAMATION FOR WORLD PANCREATIC CANCER DAY: The Board reviewed the proclamation in recognition of "World Pancreatic Cancer Day" on November 17, 2016. Motion by Petra Streiff, second by Barb Anderson to approve the Proclamation for World Pancreatic Cancer Day on November 17, 2016. Motion carried. (7-0)

CONSENT AGENDA: Motion by Mark Janowiak to approve consent agenda, second by Greg Thoemke. Motion carried. (7-0)

APPROVAL OF MINUTES OF 10/18/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, health and life insurance, JE for utility bills totaling \$49,298.46; Checks 34337 through 34374 totaling \$63,777.28 and payroll vouchers 11717 to 11743 totaling \$26,890.21.

UPDATE: SUBMITTED MONTHLY POLICE REPORT: The monthly police report was included with agenda packet information.

UPDATE: SUBMITTED BUILDING INSPECTOR REPORT: The monthly building inspections report was included with the agenda packet information.

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were included with the agenda packet information.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: The monthly General Fund Budget to Actual Report for October was included with the agenda packet information.

APPROVAL OF 2017-2019 NEW GLARUS EMS CONTRACT: The proposed three (3) year contract with the New Glarus EMS has a fixed rate of \$18.78 per capita or \$40,640 annually. The Board authorizes Staff to sign and execute the 2017-2019 New Glarus EMS Contract.

APPROVAL OF SETTING PUBLIC HEARING FOR ORDINANCE 16-04: AMEND §288-21 (Parking Prohibited Zones)(Adjacent to New Glarus Motors): Based on recommendation of the PWPS Committee and Staff, a public hearing on Ordinance 16-04 is scheduled for 7 p.m. on December 6th.

APPROVAL: SPECIAL EVENTS PERMIT FOR NEW GLARUS EMS 2017 OPEN HOUSE ON 5/20/17: For use of Glarner Park on June 10, 2017 for an Open House hosted by the New Glarus Area EMS. The permit shall be modified to close 4th Street at 5th Avenue for the start of the race with the barricades moved back to the EMS driveway to reopen that portion of 4th Street following the start of the race.

CONSIDERATION: 2017 BUDGET AND CORRESPONDING RESOLUTIONS: Administrator Gadow noted that included with the budget memo are several Budget Resolutions for consideration. He reported an amendment to Resolution 16-34/Adoption of 2017 Budget and Tax Levy, changing the 2017 Budgeted Expenses for Capital Project Fund 60 to \$2,700,300 and the 2017 Budgeted Surplus Applied for Capital Project Fund 60 to \$1,595,000. The amendment is necessary to reflect action by the Board in April, 2016 wherein items that were included in the 2016 Budget, namely: PD remodel \$50,000, PD computer server \$15,000 and Ballfield \$30,000 were approved for funding through use of General Fund Surplus. Those items have not been completed in 2016 and will carryforward to 2017. Motion by Petra Streiff, second by Barb Anderson to approve Items 7 A-H, with the amendment to Resolution 16-34 as noted by Administrator Gadow, namely:

- A. Resolution 16-34/Adoption of the 2017 Budget and Tax Levy
- B. Resolution 16-35/Establish Triathlon Sinking Fund
- C. Resolution 16-36/Designating Public Depository and Authorizing Withdrawal of Village Monies
- D. Resolution 16-37/Treasurer's Bond
- E. Resolution 16-38/Establish Wages for Part time Employees for 2017
- F. Resolution 16-39/Establish Wages for Full time Employees for 2017
- G. Resolution 16-40/Wages and Fringe Benefits for Part time Employees
- H. Resolution 16-41/Wages and Fringe Benefits for Full time Employees

Trustee Thoemke asked to discuss Resolution 16-35/Establish Triathlon Sinking Fund requesting additional information on the funding. Staff reviewed with the Board the Village sponsorship of the annual Alphonso Triathlon and the work of the Triathlon Committee along with the revenues and expenses over the past few years. The Triathlon Committee is scheduled to attend the Parks & Recreation meeting in December to further review their event.

Motion carried. (7-0)

COMMITTEE/COMMISSIONS:
FINANCE/PERSONNEL COMMITTEE:

DISCUSSION/CONSIDERATION: 2017-2019 WPPA UNION CONTRACT: Administrator Gadow reported that Finance-Personnel Committee worked out contract terms with the WPPA (Police) Union that included an adjustment to longevity pay for all employees. The contract adjusted the position of Sgt. Sturdevant to Lieutenant with a pay increase based on current job duties. Motion by Barb Anderson to approve the WPPA Contract, second by Mark Janowiak. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

UPDATE: NEW GLARUS VOTER REFERENDUM RESULTS: The advisory referendum on the Village of New Glarus November 8th ballot regarding a potential amendment to the U.S. Constitution received 968 Yes votes and 134 No votes. Staff will forward the Referendum results to our State and Federal Legislators as directed by the Village Board at their June 21st meeting by Resolution R-16-20.

Administrator Gadow thanked the Staff and Election Officials for their work during the recent General Election. Clerk Erb added her appreciation for the Election Officials.

SWISS CHURCH NATIONAL REGISTER OF HISTORIC PLACES NOMINATION: Administrator Gadow reported that the Village's Historic Preservation Commission (HPC) is working with the Swiss Church on submitting a National Register Nomination for the Church, the Zwingli House, and Settlers Monument. Since the Settlers Monument is actually owned by the Village, Historic Preservation Commission is requesting authorization by the Village to include the Settlers Monument in the National Register Nomination. Trustee Anderson updated the Board with

information recently received from Carol Cartwright, that Village authorization will not be necessary for this application. She further noted that the statute is in need of maintenance.

PRESIDENT'S REPORT:

President Truttman shared with the Village Board the recently published Schweizer Illustrierte magazine that contains an article done in New Glarus.

ADJOURN: Motion by Mark Janowiak, second by Barb Anderson to adjourn the meeting at 7:40 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
10/18/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:10 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Greg Thoenke, Petra Streiff, Mark Janowiak and Peggy Kruse. ALSO PRESENT: Fire District Representatives-Brad Beal, Ron Erickson and John Ott, Friends of the Chalet Sandy Blum, Sue Moen (Post-Messenger-Recorder), Public Works/Utility Director Scott Jelle, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoenke to approve the 10/18/16 agenda, second by Barb Anderson. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Administrator Gadow noted a change to Resolution 16-33 changing the wage rate from \$25.10 to 24.92 per hour. Motion by Petra Streiff to approve consent agenda, with the amendment as provided for Resolution 16-33, second by Mark Janowiak. Motion carried (7-0).

APPROVAL OF MINUTES OF 10/4/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 34257 to 34301 totaling \$60,008.52; ACH for payroll expenses and health insurance, journal entry for utility bills and e-check for life insurance totaling \$49,441.43; and payroll vouchers 11665 to 11691 totaling \$27,309.44.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/18: to Timothy Gobeli, and Amber Tierman.

UPDATE: MONTHLY POLICE REPORT: The monthly Police Report was included with the agenda packet.

UPDATE: UTILITY FINANCIALS: The monthly Utility Financials were included with the agenda packet.

UPDATE: YEAR TO DATE BUDGET REPORT: The September Year to Date Budget Report was attached to the agenda packet.

UPDATE: BUDGETING INSPECTOR REPORT: The September Building Inspector's Report was attached to the agenda packet.

APPROVAL: RESOLUTION 16-33/ RESOLUTION FOR POSITION CHANGE FOR APPRENTICE UTILITY LINEMAN MIKE MATHEWS: Mike Mathews has completed the 1st year of utility lineman apprenticeship school, and has begun the 2nd Year. Per his participation agreement, Mr. Mathews is to receive a position reclassification to Lineman Apprentice 2nd Year.

DISCUSSION: 2017 BUDGET

DISCUSSION/CONSIDERATION: CHALET OF THE GOLDEN FLEECE 2017 BUDGET REQUEST:

Ms. Sandy Blum of the Friends of the Chalet attended the meeting to discuss Board trustee questions on the Chalet's 2017 budget request, reporting changes from the 2016 budget include the purchase of new brochures estimated at \$1,000 and pest control estimated at \$300. The Board discussed the various options for the new brochures confirming estimates of \$650 for printing of approximately 4,000 brochures with a \$350 set-up fee. The pest control issue was also discussed with Ms. Blum confirming that bugs are often found within the museum and getting into the display cases as well. Trustee Thoemke noted the many accomplishments made at that Chalet in recent years as well as his concern that admissions have seemed to plateau in spite of hiring an employee and the need to see admissions/donations increase in order to make the Chalet viable in the long-term.

Motion by Peggy Kruse to approve the budget request of the Chalet for 2017, second by Petra Streiff. Motion carried (7-0).

DISCUSSION/CONSIDERATION: PRESENTATION ON NEW GLARUS FIRE DISTRICT (NGFD) 2017 BUDGET AND BUILDING EXPANSION PROJECT:

At the October 4th budget meeting, the Village Board requested an update on the NGFD building expansion project, its fundraising progress, and requested municipal capital contribution. The Village Board indicated that the operational budget for the Fire District has been approved by the Village Board, however, the Village Board is looking for additional information and plans for the capital request by the Fire District for \$20,007.30 in 2017 and 2018. Fire District Board Members John Ott, Brad Beal and Ron Erickson were in attendance and updated the Board on the plans for an addition to the north side of the existing station. While there currently is no formal plan drawn, the expansion will be a steel structure including a training area, offices and one (1) additional bay. The Fire Department continues to raise funds toward the project and currently has approximately \$167,000 raised. The Fire District understands the need for the expansion and voted to provide \$100,000 from the District municipalities over the course of 2017 and 2018 toward the project. They estimate the total cost of the project to be \$300,000 to \$350,000, with a portion of the estimated cost being man hours provided by the Fire Department volunteers in building the project. The District representatives were hopeful that additional donations would be received toward the project and the funds being requested of the municipalities would not be required. If that were to occur, the excess funds would be returned in their proportionate share to the municipalities. The timeline for the project is currently estimated for groundbreaking in the Fall of 2017. John Ott indicated that while most, if not all, of the other District municipalities have approved their portion of the project funding, the project cannot proceed without agreement by all District municipalities and a delay to the project could be considered if necessary. Ron Erickson reported that the District is also considering purchase of a replacement truck (Engine 2) that was planned for 2017-2018, but has now been pushed back to 2019-2020 to accommodate the expansion project. Any delay in the expansion project would create a delay for the replacement of the truck which is currently 25 years old.

The Village Board discussed the options for funding this request noting a preference for budgeting over borrowing, but indicating there is no room in the 2017 budget to accommodate the \$20,007.30 without making cuts to capital projects that are already underfunded. Consensus of the Board was supportive of the project, but concern over the funding of the Village's portion.

Motion by Greg Thoemke that the Village commit an amount not to exceed \$40,014.60, or amount as adjusted by the new equalized value (at the time of the project), whichever is less to be delivered to the Fire District upon request no later than the last construction draw for the Fire District addition, second by Mark Janowiak. Trustee Thoemke amended his motion to include subject to ninety (90) day minimum notice. Trustee Janowiak agreed to second the amendment. Motion carried (7-0) as amended.

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: WAIVER OF TIME LIMIT UNDER SECTION 187-17(B) OF THE MUNICIPAL CODE FOR EXISTING LIQUOR LICENSE (FLANNERY'S): As part of the Flannery's redevelopment project, the owner, Craig Patchin of Consortium Properties, LLC is requesting Village Board approval of a time limit waiver on the existing liquor license that he holds on the property. Section 187-17(B) requires that the liquor license be utilized for at least one hundred fifty (150) days during the term of the license and Mr. Patchin indicates the restaurant portion will not be operational until a new restaurateur is selected which may not occur in time to meet the 150 day requirement. The Board previously provided a waiver in 2015. Motion by Barb Anderson, second by Petra Streiff to waive the requirement under Section 187-17(B) of the Municipal Code for Craig Patchin (Flannery's redevelopment). Motion carried. (7-0)

DISCUSSION/CONSIDERATION: RESOLUTION 16-32/RESOLUTION FOR ELECTION DAY

REGISTRATION AT ALTERNATE LOCATION: In order to help accommodate the anticipated large turnout for the November 8th election, Staff would like to designate the Village Board room as a location for same day voter registrations. Said designation requires a Resolution of the Village Board. Motion by Mark Janowiak, second by Barb Anderson to approve Resolution 16-32. Motion carried (7-0).

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Greg Thoenke to adjourn the meeting at 8:11 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
10/4/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 6:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Greg Thoenke, Petra Streiff and Peggy Kruse. ABSENT: Mark Janowiak. ALSO PRESENT: Joel Piper (New Glarus Youth Baseball Association), Library Director Lauren White, Library President Linda Hiland, Sue Moen (Post-Messenger-Recorder), Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoenke to approve the 10/4/16 agenda, second by Peggy Kruse. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Joel Piper with the New Glarus Youth Baseball Association appeared to update the Village Board on the fundraising efforts of the New Glarus Youth Baseball Association for assistance to the Village in ball field repairs. He indicated that the organization has raised \$6,000 and is committing those funds toward the purchase of a batting cage. The group continues to fundraise and write grants in hopes of providing additional funding. The group also recently was able to secure the donation of a new 36" refrigerator from Subzero for use at the park. The Board thanked Mr. Piper and his organization for their contributions.

CONSENT AGENDA: Motion by Barb Anderson to approve consent agenda, second by Petra Streiff. Motion carried (6-0).

APPROVAL OF MINUTES OF 9/20/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 34218 to 34256 totaling \$39,444.43; ACH for payroll expenses and retirement, and Checks 34216 and 34217 totaling \$171,709.71; and payroll vouchers 11636 to 11664 totaling \$29,666.37.

UPDATE: COMPREHENSIVE PLAN UPDATE: Mark Roffers met with the Plan Commission on September 22nd to review the Volume 2 of the Comprehensive Plan, which includes the policy goals and future land use map. Staff will review Volume 2 of the Plan with the CDA in October, and look to schedule a public community input meeting on the plan in November.

UPDATE: SWISS DESIGN REVIEW – BRENDA’S BLUMENLADEN (17 6TH AVENUE): The Swiss Design Review Committee reviewed the Swiss architectural design for the new 4,000 SF building at Brenda’s Blumenladen on September 20th. The Committee unanimously approved the Swiss Design for the structure.

UPDATE: SWISS DESIGN REVIEW – HINTERSTAEDTLI LLC (1118 2ND STREET): The Swiss Design Review Committee reviewed the architectural design for the proposed three (3) unit multiple family structure on September 29th. The project included a number of Swiss design elements, but is also trying to match the character of the existing surrounding single family neighborhood. The Committee granted a waiver to the Swiss Design elements, as the building is in a single family neighborhood and does attempt to incorporate certain Swiss design elements, such as pitched roof and recessed windows.

APPROVAL: LAWN MOWING CONTRACT FOR 2017: The Village currently has a contract with Wirth Lawn Care to mow and trim twenty (20) public areas within the community, on an as needed basis, with the current fixed cost per mowing all 20 locations at \$590.00. Wirth has offered two contract options for consideration: 1) 1 Year Contract (2017) at the current price [\$590.00 for all locations], or 2) 3 Year Contract (2017-2019) at the current price [\$590.00 for all locations]. Parks Committee reviewed the contract proposal on September 14th, and recommended approval of the three (3) year contract, assuming that there are no state bidding requirements for accepting a contract extension. Staff reviewed the matter with the League of WI Municipalities legal counsel, who indicated that there are no statutory limitations to accepting the three (3) year contract if it is advantageous for the Village. Staff recommends approval of the three (3) year mowing contract with Wirth Lawn Care.

COMMITTEE & COMMISSIONS:

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: RESOLUTION 16-31/HIRING WWTP OPERATOR:

In anticipation of the current WWTP Operator retiring at the end of the year, Staff has conducted a recruitment for the WWTP Operator position. Nineteen (19) applications were received with Staff conducting a first round of interviews the week of September 13th. The 2 semi-finalists returned for additional interviews, further screening and a tour of the WWTP facility. Staff recommends the Village Board approval of Resolution 16-31 for the hiring Michael Brace for the position. Mr. Brace is currently the Lead Operator for the City of Janesville, and has 11 years of WWTP experience, and all of the required DNR certifications needed for the Village’s type of WWTP. Administrator Gadow noted that the start date on the Resolution will need to be changed to no later than November 14th. Motion by Barb Anderson, second by Petra Streiff to approve Resolution 16-31 with date adjustment to November 14, 2016. Motion carried (6-0).

DISCUSSION: 2017 BUDGET

DISCUSSION/CONSIDERATION: 2017 BUDGET GOALS AND OBJECTIVES AND SCHEDULE

UPDATE: To assist Staff and the Village Board in the forthcoming 2017 budget discussions, Staff is requesting Board feedback and input on policy goals and objectives related to the 2017 budget. Administrator Gadow indicated that in addition to the line item budget he would like to include the goals and objectives in a narrative budget document for the public. Trustee Anderson asked to include work on additional parking within the Village. Administrator Gadow noted funds for ordinance modifications in addition to a parking study could be included. Trustee Streiff added that an additional objective for #4

(Increase community involvement and communications) could include the use of newspapers and local radio as alternatives to internet. Motion by Peggy Kruse, second by Barb Anderson to approve the 2017 Budget Goals and Objectives with the suggested changes for inclusion with the final budget documents. Motion carried (6-0).

DISCUSSION/CONSIDERATION OF DRAFT 2017 BUDGET DOCUMENTS:

Staff previously provided the Village Board with a draft 2017 Budget, which lays out the challenges and opportunities for 2017 based on current funding limitations. Staff is looking for Board direction as they finalize the budget document for a formal Public Hearing on November 15th. Administrator Gadow provided a summary of the budget memo prepared September 20, 2016 along with changes that were received after preparation of the draft budget, including final numbers for shared revenue, state highway aid, fire district request and updated request from the library. Administrator Gadow noted the following highlights:

- Allowable levy limit increase for 2017 is actually a decrease of approximately \$9,000 due to the decrease in debt service levy. In addition, the Village was able to capture some additional levy in 2016 due to the closing of TID #2. He is suggesting the Village budget for the full allowable levy
- New Glarus Area EMS has provided a 3-year contract at the same per person rate as the current contract. Administrator recommends approval.
- New Glarus Fire District has requested an additional \$20,007 in 2017 and 2018 for building expansion. The current draft does not include that amount.
- Wages are calculated in the draft budget at one (1) percent for all employees.
- Negotiations with the Police Union have not yet been completed.
- Capital levy budget includes a list of requests as presented by the various departments. The draft budget includes the recommendation of the Administrator that will fit within the existing levy limit.

Administrator Gadow outlined specific items needing Board direction in addition to the overall review of the budget documents:

- 1) Determination on wages
- 2) Total levy
- 3) Capital Project funding
- 4) Adjustments to General Fund. Administrator suggests that if it is possible the Board leaves some unallocated funds available to cover unexpected items.
- 5) Request by Library for additional funding
- 6) Request by Chalet for additional funding
- 7) New Glarus EMS Contract
- 8) New Glarus Fire operating budget request and request for expansion funds
- 9) Any other adjustments
- 10) Schedule Public Hearing date.

The Board began discussions by addressing items 2, 7 and 10 on the list. Motion by Petra Strieff to approve the use of the total available levy allowed under the levy limit, second by Peggy Kruse. Motion carried. (6-0)

Motion by Barb Anderson to approve the three (3) year contract with no per person rate increase with the New Glarus EMS, second by Greg Thoemke. Motion carried. (6-0)

Motion by Roger Truttmann, second by Peggy Kruse to schedule the 2017 Budget Public Hearing for November 15, 2016. Motion carried. (6-0)

Item #1. Discussion began on the wages with Trustee Kruse indicating she would like to see the one (1) percent across the board as presented in the draft budget. Trustee Thoemke reviewed with the Board the Employee Pay-out Fund noting a recalculation of the projection using the average number of sick days earned per year rather than assuming the maximum number of days would be earned shows the

funding could be decreased or eliminated for 2017. He proposed to the Board using the \$5,500 designated for that fund be used for wage increases. The Board discussed providing for across the board increases, employee retention, market comparables, and the funding of the employee pay-outs. Administrator Gadow noted his appreciation of the need to address increases for current employees while recommending the Board proceed with caution on use of sinking funds.

Motion was made by Trustee Thoemke to suspend the \$5,500 funding of Employee Pay-out Fund for 2017 and provide a one and one-half (1½) percent across the board increase with an additional two (2%) for the Clerk and Deputy Clerk, based on comparables and an additional four and one-half (4½) percent for the Police Chief (using the savings from not paying state retirement on his wages). Trustee Anderson second. Discussion continued with concern expressed by Trustee Kruse on providing for individual increases and favoring the more conservative approach. Trustee Thoemke rescinded his original motion with Trustee Anderson agreeing to the rescission.

Trustee Thoemke moved to reduce the Employee Pay-out funding by \$2,700 and increase the across the board wage increase from one (1) percent to one and one-half (1½) percent, second by Trustee Anderson. Motion carried (5-1) with Trustee Kruse opposing.

Trustee Thoemke moved to reduce the Employee Pay-out funding by \$1,300 to fund an additional two (2) percent increase for Clerk and Deputy Clerk. No second was received.

Trustee Thoemke moved to reduce the Employee Pay-out funding by \$1,300 to fund an additional four and one-half (4½) percent increase for the Police Chief. No second was received.

Item #3. Administrator Gadow reviewed with the Board the Capital Projects budget contained in the draft budget indicating available funding for those items recommended in the draft. Trustee Thoemke asked the Board to consider the possibility of completing the First Street project in 2017, along with the roof and painting at Village Hall utilizing a small borrowing. The Board discussed the need for maintenance as well options for the funding of First Street repairs. Administrator Gadow noted the concerns of the Public Works Director and himself regarding the planning and timing of the First Street project, suggesting the Board consider utilizing some funds in 2017 to plan the project for work to be done in 2018. Consensus of the Board was to use 2017 to plan the project. Motion by Trustee Streiff to recommend the Administrator's proposal for Capital Projects budget as presented, second by Trustee Thoemke. Motion carried (6-0).

Item #4. Consensus of the Board to recommend the General Fund budget as presented.

Item #6. The Board then discussed the proposed \$1,533 increase in the Chalet levy and requested input on the specifics for costs of the proposed additional items including pest control and brochure printing.

Item #5. Trustee Streiff noted the additional \$5,700 increase in the Library budget was due to the increasing costs of technology and Southcentral Library LINK costs as well as reduction in the County aid funding, all items outside the control of the Library. Trustee Thoemke suggested the need to look at additional options for funding sources noting if the Library's other revenue sources continue decrease, the Village won't be able to continue to make up the difference. The Board briefly discussed speaking with other municipalities that utilize the facility. Trustee Anton-Wright noted several libraries within the State receive additional funds from other municipalities.

Motion by Trustee Thoemke to cover the one and one-half (1½) percent increase due to wage and fringe benefit for the Library fund, second by Trustee Anderson. Motion carried (6-0).

Item #8. The Board discussed the request submitted by the New Glarus Fire District which included \$59,347.83 plus the two (2) percent dues of \$6,676.26 for a total for the operating budget of \$66,024.09. In addition, the New Glarus Fire District is requesting \$20,007.30 be paid in 2017 and 2018 for the building addition. The building addition portion is not included in the draft budget as it was received after the preparation of the draft. Trustee Thoemke asked where that funding would come

from in our budget and Administrator Gadow noted it would need to be cuts to the capital budget. The Village Board discussed the requests and their interest in receiving more information on the plan of the Fire District. Motion by Trustee Thoemke to approve the 2017 budget request for \$66,024.09 in operating funds, second by Trustee Anderson. Motion carried. (6-0) Consensus of the Board was to request a presentation from the Fire District on plans for the expansion including fundraising efforts and input from other municipalities. The Board also requested minutes from the Fire District meetings be forwarded to the Village Board.

SCHEDULE FUTURE BUDGET MEETINGS: No further special budget meetings were scheduled.

SCHEDULE 2017 BUDGET PUBLIC HEARING: The Village Board scheduled the 2017 Budget Public Hearing date as November 15, 2016 earlier in the meeting.

ADMINISTRATOR'S REPORT:

UPDATE: CONNECT COMMUNITIES KICKOFF EVENT: Administrator Gadow updated the Board on the Connect Communities event held Monday, October 3, 2016 at 5:00pm at Toffler's Pub and Grill to celebrate the Village's acceptance into the Wisconsin Economic Development Corporation's (WEDC) Connect Communities program noting the good turnout with forty-three (43) participants.

CAR SHOW: The car show will be held in conjunction with Harvest Fest this coming weekend and will include the closure of First Street and 5th Avenue.

GREEN COUNTY HEALTH FAIR: Green County will be conducting a health fair at Village Hall on October 25th from 9 a.m. to noon.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Greg Thoemke to adjourn the meeting at 8:01 p.m. Motion carried. (6-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
9/20/16

PUBLIC HEARING (7:00 P.M.): President Truttman called the public hearing to order for the amendment of Section 296 6(I) and 185-6(E) pertaining to Intoxicating Liquor and Fermented Malt Beverages License Fees and License Quotas by Ordinance 16-03. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Mark Janowiak, Petra Streiff, Greg Thoemke, and Peggy Kruse. ALSO PRESENT: Clerk-Treasurer Lynne Erb.

President Truttman updated the Board noting there is currently a State imposed quota on the number of Class B Intoxicating Beverage licenses in the Village, and the purpose of the amendment is to outline a clearer procedure for consideration of Class B Intoxicating Beverage license applications should one become available. Being no public comment, motion by Mark Janowiak, second by Petra Streiff to close the public hearing at 7:02 p.m. Motion carried. (7-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:02 p.m. PRESENT: All those present at the public hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse to approve the 9/20/16 agenda, second by Greg Thoemke. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Barb Anderson to approve consent agenda, second by Petra Streiff. Motion carried (7-0).

APPROVAL OF MINUTES OF 9/2/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 34147 to 34215 totaling \$55,309.67; ACH for payroll expenses, health and life insurance, Journal Entry for utility bills and Check 34146 totaling \$90,270.36; and payroll vouchers 11601 to 11636 totaling \$28,071.70.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/18: To Suzanne N. Leverich, Elizabeth Fox, and Nita R. Hessing.

APPROVAL: STREET USE PERMIT TO NEW GLARUS SCHOOL FOR HOMECOMING PARADE ON 9/30/16: This is the annual application from the New Glarus Schools for the Homecoming parade on Friday, September 30, 2016 from 2-3 p.m. The parade route uses 2nd Street from the High School to 16th Ave, to 1st St, to Village Park (and possibly continuing to the New Glarus Home, to be determined by staff there on the day of the event). An insurance certificate is on file.

APPROVAL: SPECIAL EVENTS FOR GLENDA SCOTT WALK/RUN ON 9/24/16: This is an annual application for the Glenda Scott Walk/Run to close a small portion of Elmer Road in front of the Valle Tell soccer Park, extending to Valley View Road between the hours of 7:30 a.m. and 11:00 a.m. on 9/24/16. The walk/run extends to Airport Road and the applicant is aware of the need to contact Green County Sheriff for that portion. The applicant has included responsibility for refuse containers and the use of the port-a-pottie at the Park. Amplification devices will be used at the Valle Tell Park between 9 a.m. and 10:30 a.m. Insurance is on file through the Chamber. Based on recommendation of the Police Department the road will be closed from Valle Tell, rather than Elmer Road.

APPROVAL: SPECIAL EVENT PERMIT FOR OKTOBERFEST 2016: This is an annual event sponsored by the New Glarus Chamber between September 23 and 25, 2016. It includes closing of 1st Street between 5th and 6th Avenues from after bar time on Wednesday 9/21/16 and 5th Ave between Railroad Street and 2nd Street after bar time Thursday 9/22/16. First Street will be cleaned up and reopened Monday 9/26/16 by noon and 5th Ave will be open Sunday night by 8pm. The permit includes a request for open intoxicants starting 9/23/16 through 9/25/16, 3pm-12am on Friday, 11am-12am on Saturday, and 11am-7pm on Sunday. The open intoxicants area includes from the Ott Haus on 2nd St up to Tofflers at 5th Ave, down 5th Ave to 1st Street to Sportsman's and the Oktoberfest tent, down to the corner of 1st St and 6th Ave, and down 6th Ave to Puempel's tavern.

The tent will be located on 1st Street near the Bank of New Glarus, and installed using stakes and cement barriers. The request includes amplification devices for live music on 9/23/16 from 7pm to 12am, 9/24/16 from 12pm-12am, and 9/25/16 from 11am-6pm. The applicant has included dumpster facilities in the alleyway behind the Bank of New Glarus, and secured 25 port-a-potties. The police have included an addendum outlining the additional police coverage for the event. An Emergency Action Plan and certificate of insurance is on file.

APPROVAL: APPLICATION FOR TEMPORARY CLASS B BEER/WINE LICENSE FOR CHAMBER (9/23/16-9/25/16): To the New Glarus Chamber for serving beer and wine under the festival tent for the Oktoberfest event on September 23-25, 2016.

UPDATE: SUBMITTED MONTHLY POLICE REPORT: The monthly police report was included with the agenda packet for review.

UTILITY FINANCIALS: The Utility Financials were included with the agenda packet for review.

UPDATE: AUGUST GENERAL FUND BUDGET REPORT: The August Budget to Actuals Report were included with the agenda packet for review.

UPDATE: ON-STREET ATV TRAIL: Staff contacted Dennis Lee of the Pech Valley ATV club to express some of the Committee's concerns with the location of the proposed ATV trail. Mr. Lee indicated that the Club would be supportive of a restriction that ATV could only utilize the on-street trail on the weekend, and not during the weekday. Staff also asked if there was another on-street option that avoided the school area, and Mr. Lee indicated that they were open to discussions. He stressed they were interested in having access to the Co-op Gas Station. The Public Works/Public Safety Committee will be discussing the issue further at their September 14th meeting.

UPDATE: WATER RATE CASE STUDY: During the Village's 2015 financial review with the Village Auditor, Dave Maccoux of Schenck SC, he suggested the Village consider a water rate case study. This suggestion is based on his analysis of the revenue generated is not keeping up with expenses. He estimates that a water rate study would not exceed \$5,500 and would take approximately six (6) months to complete. It would be funded out of the Water Utility Fund. It is likely that the Village would also need to conduct a sewer rate case study in future years as well. The Public Works/Public Safety Committee will be discussing the issue further at their September 14th meeting, and Staff will bring the matter to the Board formally at a later date.

UPDATE: WWTP OPERATOR POSITION RECRUITMENT: In anticipation of the current WWTP Operator retiring at the end of the year, Staff has begun recruitment for the WWTP Operator position. Job announcements went out in August, and applications were accepted until September 6th. Nineteen (19) applications were received. Staff conducted first round interviews the week of September 13th, and will select 2-3 candidates as semi-finalists for additional interviews and further screening.

UPDATE: BUILDING INSPECTOR'S REPORT: The Building Inspector's Report for August was included with the agenda packet for review.

DISCUSSION/CONSIDERATION: ORDINANCE 16-03 TO AMEND §185-6(E) OF THE MUNICIPAL CODE RELATED TO INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES-LICENSE FEES AND LICENSE QUOTAS: Ordinance 16-03 was prepared to establish a review procedure for the Village so if an existing license becomes available there will be direction on how new applications will be accepted. The Board discussed language modifications to the ordinance to further clarify language as follows:

Should one of the "Class B" Retail intoxicating liquor in the Village's existing quota become available, the Village will accept *and consider* completed applications at the Village Clerk's Office for said license on a first-come, first-serve basis. Only complete applications will be accepted and processed for consideration by the Village Board *in the order received*.

Motion by Peggy Kruse, second by Mark Janowiak to approve Ordinance 16-03. Motion carried. (7-0)

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: RESOLUTION 16-28/FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT (2016 STREET PROJECT) AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY: Staff has received the final assessments for the 2016 Street Project (3rd and 5th Avenues) and prepared Resolution 16-28 adopting the final special assessments for the 3rd and 5th Ave reconstruction project (2016 Street Project). The Village policy is to assess 100% of the cost for replacement of curb, gutter, and sidewalk. Motion by Petra Streiff, 2nd by Denise Anton Wright to approve Resolution 16-28. Motion carried. (7-0)

FINANCE/PERSONNEL COMMITTEE:

DISCUSSION/CONSIDERATION: RESOLUTION 16-29/APPOINTING DEPUTY CLERK FOR ELECTION DUTIES: This resolution appoints Ms. Jessica Geib as a Deputy Clerk for the purposes of assisting with the November 2016 Election and in-person absentee voting and registration for the period between October 17, 2016 and November 4, 2016. Compensation for the above period will be \$8.50 per hour and in accordance with Resolution 14-22. Staff believes she will work approximately four (4) hours a day for the two (2) week period to assist with in-person absentee voting and maintaining the WisVote system for Village absentee voters. Motion by Petra Streiff, second by Barb Anderson to approve Resolution 16-29. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: 2017 BUDGET GOALS AND OBJECTIVES AND SCHEDULE UPDATE: With the absence of Administrator Gadow, motion by Barb Anderson to table the 2017 Budget Goals and Objectives, second by Petra Streiff. Motion carried. (7-0) Clerk Erb provided the 2017 Budget Memo dated 9/20/16 to the Board for review. The Board discussed the rescheduling of the Budget Meeting from 9/27/16 to 10/4/16 at 6 p.m., with Finance and Personnel meeting at 5:30 p.m.

ADMINISTRATOR'S REPORT: No report.

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: RESOLUTION 16-30 IN APPRECIATION OF COMMUNITY VOLUNTEERS: President Truttman updated the Board on Resolution 16-30 and thanked the many volunteers whose commitment make New Glarus a better community. He also encouraged the Board to attend the Oktoberfest activities this weekend. Motion by Mark Janowiak, second by Petra Streiff to approve Resolution 16-30. Motion carried. (7-0)

ADJOURNMENT: Motion by Mark Janowiak, second by Petra Streiff to adjourn the meeting at 7:21 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
9/6/16

PUBLIC HEARING (7:02 P.M.): President Truttman called the public hearing to order for the creation of Section 288-21(V) pertaining to parking prohibited zones on portions of Industrial drive adjacent to Hoesly Drive by Ordinance 16-02. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke, and Peggy Kruse. ABSENT: Mark Janowiak ALSO PRESENT: Bill Frontzak, Wayne Klosterman, Kevin Budsberg, Library Director Lauren White, Gof Thomson, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Bill Frontzak with Sugar River Power Center spoke indicating he believes the issue for the semi drivers is the width of the approach of the Planet Wise drive rather than the parking along Industrial Drive. He indicated that semis are pulling into the drive across Industrial Drive from Planet Wise to be able to back into the Planet Wise drive and subsequently driving over the curb and grass. He further noted his concern over semis parking in the gravel lot on JRW's LLC property as a result of the no parking along Hoesly Drive and ask that the Village re-visit the parking for semi drivers.

After a brief discussion with the Board, Administrator Gadow summarized the following issues:

- 1) Ordinance 16-02 which is currently before the Board to restrict parking on Industrial Drive
- 2) A discussion with Planet Wise on their drive approach and routing of semi traffic
- 3) A review of the semi parking ordinances, including a possible time of day allowance

Motion by Peggy Kruse, second by Barb Anderson to close the public hearing at 7:14 p.m. Motion carried. (6-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:14 p.m. PRESENT: All those present at the public hearing with the exception of Bill Frontzak and Wayne Klosterman.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: President Truttman announced the Board will convene into Closed Session called under State Stat. 19.85(1)(e) deliberating or negotiating the purchases of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session during the course of this meeting. [Iverson Claim]

AGENDA: Motion by Greg Thoemke to approve the 9/6/16 agenda, second by Barb Anderson. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Petra Streiff. Motion carried (6-0).

APPROVAL OF MINUTES OF 8/16/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 34095 to 34145 totaling \$44,335.94; ACH for payroll expenses, wire for floral clock part, ACH for credit card payment, Journal Entry for check stock and Checks 34092 to 34094 totaling \$46,554.86; and payroll vouchers 11501 to 11557 totaling \$36,315.25 and 11558 to 11600 totaling \$31,511.23.

APPROVAL OF LAND DIVISION BY CSM – JOINT ETZ COMMITTEE – STEVE AND DIANE MARTY (W6387 LEGLER VALLEY RD): The Town's Plan Commission has approved and the ETZ Committee has reviewed and recommend approval an application submitted by Steve and Diane Marty (the "Applicant") for approval of a Certified Survey Map (CSM) for their 29 acre property at W6387 Legler Valley Road. The proposed CSM would divide the lot into two (2) lots. Lot 1 would be 8.01 acres and would contain the existing residence. Lot 2 would be 21.09 acres, and would not be a buildable lot, and no residential building would be allowed without prior approval from the Town of New Glarus.

APPROVAL OF LAND DIVISION BY CSM – JOINT ETZ COMMITTEE – MARGARET HOWDEN (PARCEL NUMBER: 2302401520000): The application for approval of a CSM to subdivide a portion of a 40 acre property owned by Margaret Howden (the “Applicant”) was approved by the Town’s Plan Commission and recommended for approval by the ETZ Committee. The proposed CSM would divide the property into three (3) lots of 7.7 acres (Lot 1), 7.7 acres (Lot 2), 19.0 acres (Lot 3), with a remaining open area of approximately 5.6 acres.

SCHEDULE PUBLIC HEARING DATE FOR ORDINANCE TO AMEND §185-6(E) OF THE MUNICIPAL CODE RELATED TO INTOXICATING LIQUOR AND FERMENTED MALT BEVERAGES-LICENSE FEES AND LICENSE QUOTAS: The draft Ordinance establishes a review procedure for the Village, if an existing license becomes available, how new applications will be accepted. Public Hearing for the Ordinance is scheduled for September 20, 2016.

DISCUSSION/CONSIDERATION: REQUEST FOR EFFECTIVE DATE FOR LAND LEASE FOR GLARNER PARK FOR LIBRARY BOARD: Administrator Gadow reported that Staff has prepared the draft 99 Year Land Lease Agreement for the Library use of Glarner Park in cooperation with the Village Attorney based on direction from the Village Board at the July 19, 2016 meeting. As directed by the Board, the Lease Agreement would not be implemented until proper notice of fundraising pledges and completion of a new ball field in an alternative location.

The Library Board is requesting the Village Board consider including an August 1, 2018 date as the latest date when the Land Lease Agreement would become effective. Since this request is different than the Board direction from July 19th, Staff is looking for Board direction on whether to include this effective date in the land lease agreement. The Agreement will then be brought back to the Board for consideration at a future meeting.

Trustee Streiff noted the Library Board is confident they will have the funds available by the August, 2018 deadline and they are concerned that every year the building is delayed the costs of the project will increase adding a date later in the year may increase cost of the project due to weather related costs of building during the cold.

Trustee Thoemke noted that to amend the lease to include August 1, 2018 as the latest date for the Village to vacate the Glarner Park property would negate the action taken (by unanimous vote) by the Village Board at their July 19, 2016 meeting. The language from the Resolution approved on July 19, 2016 read, “Direct Staff to add a condition to the land Lease Agreement to read that ‘Once documentation of a net of \$1,000,000.00 in private pledges to the library project and a forty-five (45) day notice are received by the Village of New Glarus, or construction of a new WIAA compliant ball field is completed, whichever comes later, Glarner Park shall be vacated and custody transferred to the New Glarus Public Library Board of Trustees at the end of this period, but not before the new ball field is completed.’”

The Board discussed the need for a timeline for both projects and Administrator Gadow reported the School is willing to partner on a new ball field with both the School and Village are exploring land options. He also noted concern over using a date deadline with the many variables for the project(s) that are outside of the Village’s control as well as the August 1st date potentially being during the recreational season and how the Village would accommodate recreational programs in place if no new ball field was ready. Further discussion over the possibility of amending a lease and speaking to the Village Attorney about possible language took place.

Motion by Roger Truttman to continue discussion of this question for six (6) months to allow the Village Board and Library Board to continue work toward completing their respective projects, direct Staff to discuss with the Village Attorney the possibility of adding target date language to the

Lease, and directing Staff to continue to complete and bring the Lease back in current form for consideration by the Board, second by Petra Streiff. Motion carried. (6-0)

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: ORDINANCE 16-02 PARKING ORDINANCE AMENDMENT FOR NO PARKING ON PORTIONS OF INDUSTRIAL DRIVE: Trustee Kruse reported Ordinance 16-02 was prepared in response to a request by Planetwise to allow their trucks to be able to turn into their driveway and subsequently modified to maintain the parking area on the northeast of the Planetwise curb cut, adjacent to the intersection of Industrial Drive and Hoesly Drive. Motion by Peggy Kruse, second by Barb Anderson to table Ordinance 16-02 to allow the parking options to be looked at with Police staff and to request the Public Works Director to work with Planet Wise on widening the drive approach and request all parties to attend a meeting for further discussion. Motion carried. (6-0)

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: RESOLUTION 16-27 EXEMPTING MUNICIPALITY FROM GREEN COUNTY LIBRARY TAX: This is an annual resolution exempting the Village of New Glarus from County Library tax. Motion by Petra Streiff, second by Barb Anderson to approve Resolution 16-27. Motion carried. (6-0)

DISCUSSION/CONSIDERATION: 2017 BUDGET GOALS AND OBJECTIVES AND SCHEDULE UPDATE: To assist Staff and the Village Board in the forthcoming 2017 budget discussions, Staff is requesting Board feedback and input on policy goals and objectives related to the 2017 budget. Administrator Gadow indicated he would like to provide a policy budget (in addition to the line item) to give the public and idea on what goals and objections the Board is looking for in the upcoming budget. The Board briefly reviewed the draft prepared by Administrator Gadow indicating they it would be a nice addition to the budget process and asked for additional time to give the goals and objectives some thought. Barb Anderson moved to table discussion/consideration of the 2017 Budget Goals and Objectives to the September 20, 2016 meeting, second by Petra Streiff. Motion carried. (6-0)

COMMUNITY DEVELOPMENT AUTHORITY:

DISCUSSION/CONSIDERATION DEVELOPMENT AGREEMENT ADDENDUM AND QUIT CLAIM DEED FOR FLANNERY'S REDEVELOPMENT PROJECT-114 2ND STREET: Trustee Thoenke updated the Board on the work of the CDA on the request of Consortium Properties LLC for assistance in securing an additional \$75,000 in financing from his bank. As part of the Flannery's redevelopment project, the Village Board agreed in February to provide a quit claim deed to Consortium Properties LLC (the Developer) for a portion of Village property adjacent to 114 2nd St to serve as off-street enclosed parking for the tenants of the building upon completion of the garage structures. The Developer is now requesting assistance in securing an additional \$75,000 in order for the Developer to finish construction of the project and the parking enclosure improvements, which were not included in the original bank loan. The Developer is requesting the Village Board quit claim deed the property now, so that it may be used to secure the additional financing. The Developer agrees to a condition that the parking facilities must be constructed within 12 months, or the deed of the property reverts back to the Village and Staff has drafted an addendum to the original development agreement reflecting this condition and a quit claim deed for the Village Board's consideration. Staff is recommending approval of the Addendum and Quit Claim Deed. Motion by Greg Thoenke, second by Barb Anderson to adopt the addendum to the Development Agreement and Quit Claim Deed as presented in the agenda packet. Motion carried. (6-0)

UPDATE: CONNECT COMMUNITIES KICKOFF EVENT-OCTOBER 3, 2016: Trustee Thoenke reported the CDA and Staff are planning a downtown community kickoff event to celebrate the Village's acceptance into the Wisconsin Economic Development Corporation's (WEDC) Connect Communities program. The event will be Monday, October 3, 2016 at 5:00pm at Tofflers. He encouraged the Board members to attend and encourage to the public to attend as well. All business owners and interested residents are invited to attend. A postcard invitation will be sent out in the coming weeks to spread the word of the event.

PLAN COMMISSION:

UPDATE: CONDITIONAL USE PERMIT AND SITE PLAN FOR NICOLE AND CHAD YAUN AT 906 RAILROAD STREET: Administrator Gadow updated the Board on the Conditional Use Permit and Site Plan submitted by Nicole and Chad Yaun for construction of a new four (4) unit multiple family apartment complex on the property at 906 Railroad Street. The Property is zoned C-1 Commercial and is 0.41 acres in size. The existing lot size (17,859.6 SF) meets the lot area per dwelling requirements of §305-18(E)(5) to contain four (4) multiple family units at 17,400 SF of lot area. The Plan Commission reviewed the CUP Application on August 18, 2016, and approved it 5-0, with the condition that the Applicant provided an updated site plan/survey with detail on parking and landscape requirements. The Plan Commission tabled review of the Site Plan application to a future meeting until the additional information could be provided by the Applicant. The project will require review by the Swiss Design Review Committee as well.

UPDATE: VARIANCE AND SITE PLAN FOR BRENDA'S BLUMENLADEN AT 17 6TH AVENUE:

An application for variance from §305-45(G) for required number of additional off-street parking spaces for an addition to the existing Blumenladen's building at 17 6th Avenue was approved by the Plan Commission on August 18, 2016. The site plan for the proposed 4,000 SF new building on the southern lot at 17 6th Avenue to reconfigure retail space was also approved. The Applicant will provide architectural renderings for review by the Swiss Design Review Committee.

DISCUSSION/CONSIDERATION: CSM FOR LAND CONSOLIDATION REQUEST FOR

BRENDA'S BLUMENLAUDEN AT 17 6TH AVE: As part of the Blumenladen's expansion project, the owner is requesting to combine her two existing parcels into one lot via CSM. The Plan Commission reviewed the CSM Application on August 18, 2016, and is recommending approval of the CSM. Village Staff also recommends approval. Motion by Petra Streiff, second by Greg Thoenke to approve the CSM for Land Consolidation Request for Brenda's Blumenladen at 17 6th Avenue. Motion carried. (6-0)

UPDATE: VARIANCES, CONDITIONAL USE PERMIT AND SITE PLAN FOR INTERSTAEDTLI

LLC AT 1118 2ND STREET: Administrator Gadow updated the Board on the action of Plan Commission at their August 18, 2016 meeting regarding the proposed project of Gof Thomson of Hinterstaedtli. Mr. Thomson submitted an application for a Conditional Use Permit per §305-15(C)(1) for construction of a new three (3) unit multiple family residential building of 5,386 SF on the former "Milkhouse" property at 1118 2nd Street (the "Property"). The Property is zoned C-1 Commercial and is 0.21 acres in size. The existing lot size (9,060 SF) requires consideration of a variance from the lot area per dwelling requirements of §305-15(D)(5) for a minimum of 9,900 SF of lot area to contain three (3) multiple family units.

As part of the Application, the Applicant included variances requests for certain performance standards in the municipal code, including the following:

Code Section	Code Requirement	Proposed	Variance Request
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§ 305-15(D)(6)(b)	25 ft Front Yard Setback (2 nd St side)	10 ft Front Yard	15 ft
§ 305-15(D)(6)(b)	25 ft Front Yard (12 th Ave side)	0 ft Front Yard	25 ft
§ 305-15(D)(6)(c)	25 ft Rear Yard Setback	10 ft Rear Yard	15 ft
§ 305-15(D)(6)(d)	10 ft Side Yard	8 ft Side Yard	2 ft
§ 305-15(D)(6)(f)	Minimum lot area per dwelling unit: 3,300 SF per unit 3,300 SF x 3 = 9,900 SF	9,060 SF	840 SF

The Plan Commission reviewed the Applications on August 18, 2016, and voted to approve the Conditional Use Permit, Variances and Site Plan Application. The project will require Swiss Design Review. The Board briefly discussed the possibility of an update to the Municipal Code.

ADMINISTRATOR’S REPORT: Administrator Gadow reminded the Board of the Special Budget meeting on Tuesday, September 27, 2016 at 6 p.m. He also indicated he would keep the Board apprised of his upcoming paternity leave.

PRESIDENT’S REPORT: No report.

CONVENE INTO CLOSED SESSION-[ROLL CALL VOTE]: Motion by Barb Anderson, second by Greg Thoemke to convene into closed session at 8:07 p.m. ROLL CALL VOTE: Barb Anderson-yes; Peggy Kruse-absent; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttman-yes; and Denise Anton Wright-yes. Motion carried (6-0)

ADJOURNMENT FROM CLOSED SESSION: Motion by Greg Thoemke, second by Barb Anderson to adjourn the meeting from closed session at 8:11 p.m. Motion carried. (6-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
8/16/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Greg Thoemke, Mark Janowiak, Peggy Kruse and Petra Streiff. ALSO PRESENT: Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Mark Janowiak to approve the 8/16/16 agenda, second by Petra Streiff. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Barb Anderson to approve consent agenda, second by Petra Streiff. Motion carried (7-0).

APPROVAL OF MINUTES OF 8/2/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 34025 to 34091 totaling \$76,247.23; ACH for payroll expenses and health insurance, e-check for life insurance and Journal Entry for utility bills totaling \$42,416.13; and payroll vouchers 11451 to 11500 totaling \$37,304.90.

Approval of Operator's License to expire 6/30/18: To Margaret E. Smith and Oliver Horwath.

Approval of Special Event Permit for Wilhelm Tell Festival (9/2, 9/3, and 9/4/16): To Wilhelm Tell Community Guild for their annual event that includes the closure of Railroad St and 4th Ave, 4th Ave to 2nd St, 2nd St to 5th Ave, 5th Ave to the Swiss UCC for the Kinderchor parade on September 2nd and the closure of 1st Street between 5th Avenue and 6th Avenue on September 4th for the Street Dance. They will also be utilizing amplification devices at various times Friday, September 2nd through Sunday, September 4th, 2016 as noted on the application. As in the past, they are requesting open intoxicants to include: 2nd St (Ott Haus to 5th Ave), 5th Ave (2nd St to Railroad St), 1st St (5th to 6th), 6th (1st to Railroad St), Railroad St (5th to Sugar River Pizza), and including Village Park. The Open Intoxicants period would run: Friday (7pm-12am); Saturday (12pm-12am); and Sunday (12pm-12am). We have an updated certificate of insurance on file.

Approval of Special Event Permit for New Glarus Car Show (8/20/16): To New Glarus Chamber for the annual car show on 8/20/16. The permit includes the closing of the intersection of 2nd St and 4th Ave and the intersection of 2nd St and 5th Ave beginning the evening of August 19th and running through the event on Saturday August 20th. The Applicant is also requesting open intoxicants be allowed on 2nd St up to Toffler's on 5th Ave, down 5th Ave to 1st St to Sportsman's and down to the corner of 1st St and 6th Ave, and down 6th Ave to Railroad St. An amplification device will be used on 5th Avenue near the Bank of New Glarus between 10 a.m. and 4 p.m. An updated certificate of insurance is on file.

Approval of Park Use Permit for Swiss United Church of Christ Picnic (8/21/16): To Swiss UCC for a church picnic in Village Park on Sunday, August 21st from 2-7pm. The permit requests use of the gazebo and would be for less than 100 people. A Certificate of Insurance is on file.

Update: Submitted Monthly Police Report: The monthly police report was included in the agenda packet.

Update: Submitted Monthly Utility Financials Report: The monthly utility financials were included in the agenda packet for review.

Update: July General Fund Budget Report: The July Budget to Actuals Report were included in the agenda packet.

Update: Village Park Cow Repainting: Mr. and Ms. Margenau have offered to donate the labor and materials to repaint the cow statue in Village Park, if the Village would transport it to their house and provide a letter for donation documentation. Staff supports working with the Margenau's on this project.

COMMITTEE & COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: SETTING PUBLIC HEARING DATE FOR PARKING ORDINANCE AMENDMENT FOR NO PARKING ON PORTIONS OF INDUSTRIAL DRIVE: Trustee Kruse reported that Village Staff was recently contacted by Planetwise regarding issues with their trucks being able to turn into their driveway when other vehicles are parked on the northwest side of Industrial Drive adjacent to Planetwise's driveway entrance and requesting assistance from the Village. Administrator Gadow has prepared an amendment to Village Ordinance, Section 288-21 designating "No Parking" in this area. Motion by Greg Thoemke to schedule a Public Hearing for September 6, 2016 at 7 p.m., second by Peggy Kruse. Motion carried (7-0).

ADMINISTRATOR'S REPORT: Administrator Gadow updated the Board on the Special Budget meeting tentatively scheduled for Tuesday, September 27, 2016 at 6:30 p.m. He also informed the Board of a Connect Communities kick-off event the Community Development Authority is planning in early October with the downtown businesses.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Peggy Kruse, second by Barb Anderson to adjourn the meeting at 7:06 p.m. Motion carried. (7-0).

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
8/2/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Greg Thoemke, Mark Janowiak and Peggy Kruse. ABSENT: Petra Streiff. ALSO PRESENT: Burt Boldebeck, Officer Cody Conover, Interim Police Chief Jeff Sturdevant, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 8/2/16 agenda, second by Mark Janowiak. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Barb Anderson to approve consent agenda, second by Peggy Kruse. Motion carried (6-0).

APPROVAL OF MINUTES OF 7/19/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 33986 to 34024 totaling \$26,320.81; Check 33985 and ACH for payroll expenses totaling \$27,789.74; and payroll vouchers 11401 to 11450 totaling \$36,671.83.

COMMITTEE & COMMISSIONS:

FINANCE/PERSONNEL:

DISCUSSION/CONSIDERATION: RESOLUTION 16-25 REHIRING BURT BOLDEBUCK AS NEW GLARUS POLICE CHIEF: Administrator Gadow reported that Burt Boldebeck had expressed interest

in returning as part time Chief after 75 days upon his retirement on 4/30/16. Administrator Gadow has reviewed the process for rehiring with Attorney Morgan and recommends the rehiring based on the procedure outlined in the Personnel Handbook. Motion by Greg Thoemke, second by Peggy Kruse to approve Resolution 16-25. Motion carried (6-0). Trustee Janowiak asked if it would be possible to increase the number of hours worked annually and was informed there is a limit set by Employee Trust Funds.

DISCUSSION/CONSIDERATION: RESOLUTION 16-26 EXPRESSING THANK YOU TO SGT JEFF STURDEVANT FOR SERVICE AS OFFICER-IN-CHARGE: Administrator Gadow read Resolution 16-26 into the record expressing appreciation to Sgt. Jeff Sturdevant for the extra service provided during the absence of a Chief. Motion by Greg Thoemke, second by Barb Anderson to approve Resolution 16-26. Motion carried (6-0). Sgt. Sturdevant was presented with a plaque in appreciation.

ADMINISTRATOR'S REPORT: No report. Trustee Janowiak asked about interest in looking at a potential new area for a dog park and Administrator Gadow agreed he would be available for that.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Greg Thoemke to adjourn the meeting at 7:07 p.m. Motion carried. (6-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
7/19/16

PUBLIC HEARING (7:00 P.M.): President Truttman called the public hearing to order for the abandonment of street right of way for Lot 1, Block 11 of Plat of New Glarus, Town 4 North, Range 7 East, Village of New Glarus, Green County, Wisconsin (adjacent to 106 3rd Avenue).

PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke, Mark Janowiak and Peggy Kruse. ALSO PRESENT: Terry Johnson, Kevin Budsberg, Lindsay Brockert, Linda Stoltz, Margie Irland, Diana Clark, Colleen Bell, Jessy Ruckman, Alysha Klassy, Randy Dreger, Emilie Glottfelty, Mary Usher, Joan Betz, Marc Barnaby, Linda Hiland, Ellen Caskey, Eric Spanton, Grace Moen, Zoe Moen, Jeff Judd, Mary Raul, Kari Barrett, Maci Carney, Hali Nelson, Jerry Judd, Tara Schmitz, Megan Sherven, Lori Rodefeld, Library Director Lauren White, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Being no public comment, motion by Peggy Kruse, second by Barb Anderson to close the public hearing at 7:02. Motion carried (7-0).

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:02 p.m. PRESENT: All those present at the public hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 7/19/16 agenda, second by Petra Streiff. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: President Truttman read guidelines for public comment into the record, a copy of which is attached and made a part of these minutes. There was no public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Barb Anderson. Motion carried (7-0).

APPROVAL OF MINUTES OF 7/5/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 33923 to 33984 totaling \$80,303.42; ACH for payroll expenses, credit card, and health insurance, e-check for life insurance and Journal Entry for utility bills totaling \$61,391.27; and payroll vouchers 11350 to 11400 totaling \$36,731.52.

APPROVAL OF PARK USE PERMIT FOR WILHELM TELL FESTIVAL ART IN THE PARK (9/4/16): This is the annual permit application for the Wilhelm Tell Festival Art in the Park, held on September 4th in Village Park. A certificate of insurance is on file.

APPROVAL OF SPECIAL EVENTS PERMIT FOR NEW GLARUS AREA EMS KICKAPALOOZA – 8/20/16: For use of Glarner Park on August 20th for a kickball tournament hosted by the New Glarus Area EMS. A certificate of insurance is on file.

APPROVAL OF OPERATOR'S LICENSE TO EXPIRE 6/30/18: To Brandi Long; Corisa Cook; Teresa Gorman; Connie Langfoss; Narayan Khartri Chetri; and Lisa Minor.

APPROVAL OF ORIGINAL CLASS A BEER/LIQUOR ALCOHOL LICENSE TO EXPIRE 6/30/17: To Burreson's Market, Inc.

APPROVAL OF STREET USE PERMIT FOR NEW GLARUS FIRE DEPARTMENT FOR FIRE FEST – 8/6/16: This is for the annual Fire Fest, which will be August 6th. Road closures include 4th Avenue between 2nd Street and 3rd Street, and use of the parking area between Village Hall and the Fire Dept. for a tent. Activities will include water fights, fire truck rides, and parking of the fire trucks on the street. A certificate of insurance is on file.

APPROVAL OF SPECIAL EVENTS PERMIT FOR ALPHORNMAN TRIATHLON – 8/6/16 & 8/7/16: This Application is for the annual Alphornman Triathlon event on August 6th and 7th.

APPROVAL OF TEMPORARY ALCOHOL LICENSE FOR NEW GLARUS FIRE DEPARTMENT FOR FIREFEST 8/6/16: This is an annual application associated with the New Glarus Fire Fest on August 6th.

APPROVAL OF TEMPORARY ALCOHOL LICENSE FOR ALPHORNMAN TRIATHLON – 8/7/16:

This is an annual license for the serving of beer at the post-race portion of the Alphornman Triathlon.

APPROVAL OF TAX COLLECTION AGREEMENT WITH GREEN COUNTY: This is an annual agreement with the Green County Treasurer's Office for collection of tax payments. It includes a flat fee increase of \$250 for updated software maintenance with all other fees remaining the same.

UPDATE: SUBMITTED MONTHLY POLICE REPORT: The monthly police report was included with the agenda packet.

UPDATE: SUBMITTED MONTHLY UTILITY FINANCIALS REPORT: The monthly utility financials were included with the agenda packet.

UPDATE: JUNE GENERAL FUND BUDGET REPORT: The June Budget to Actuals Report was included with the agenda packet for review.

UPDATE: MONTHLY BUILDING INSPECTOR'S REPORT: The monthly Building Inspector's Report was included with the agenda packet.

UPDATE: 2016 SPRING CLEAN-UP: This past May 6th and 20th, the Village held its annual Spring Clean-Up bulk item pick up with Advanced Disposal. The final cost of this year's pick up was \$15,608.40 compared to \$10,484.59 in 2015.

UPDATE: WPPI MEMBER DIVIDEND REPORT FOR 2015: WPPI's 2015 Member Dividend Report for New Glarus was included with the agenda packet.

DISCUSSION/CONSIDERATION: RESOLUTION R16-19 PERTAINING TO STREET VACATION BETWEEN 3RD AVE AND RAILROAD ST: Administrator Gadow reported that this Resolution has been prepared for abandonment (vacation) of a remnant portion of 1st Street, between 3rd Ave and Railroad St, adjacent to the Lumberyard property currently owned by Randy Dreger. Mr. Dreger is requesting vacation of this remnant to allow for parking for the proposed event center use at 106 3rd Ave. The street vacation request would be subject to a granting of utility easement rights to cover any public utilities that may run under that remnant. Motion by Greg Thoeme, second by Barb Anderson to approve Resolution 16-19. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: VILLAGE SPACE NEEDS STUDY: Administrator Gadow reported that he had received a request Trustees Thoemke and Kruse to add this agenda item and is looking for direction from the Board on proceeding. Trustee Thoemke indicated that at the June 30th Library Board informational meeting there was much discussion on the 2004 Plunkett Raysich Village Space Needs Study. He noted the study recommended a facility of 38,000 to 48,000 square feet for the current services located at Village Hall which is 3 to 3 ½ times the amount of existing area, which leads him to believe the study is flawed and a new study that can be used and understood needs to be completed. He indicated an update of that study which would provide planning for all departments of the Village should occur before the Village Board makes any 99-year decisions specific for one department.

Administrator Gadow was asked about the possible cost of a study of this kind and he indicated a very rough estimate could be in the neighborhood of \$20,000. Administrator Gadow noted from staff's perspective he is looking for the following input from the Board: 1) the purpose of the study, 2) a timeframe and; 3) a potential budget. Trustee Thoemke provided two (2) reasons for conducting the study as understanding the current needs of the four (4) departments currently housed in Village Hall and to determine the most optimal/cost-efficient way to use the building.

Trustee Streiff indicated she is not supportive of another study at this time as it is not the time to start over for the library but rather to move forward. She preferred to address the issues in order, being library, ball field and then determine best use for the vacated area of Village Hall once that occurs. Trustee Janowiak agreed that best use of the Village Hall needs to be addressed as he has had requests for a Senior Center and/or children's play area in winter. He would rather see the funds spent on infrastructure for the facility than a study. The Board continued discussions on the size of the proposed spaces for village services, including the previous and current square footage proposals on the library facility. They also discussed the need to plan for all departments and the timing and coordination of those plans.

Motion by Petra Streiff, second by Mark Janowiak to not pursue a study of Village Hall at this time. Trustee Thoemke requested a roll call vote. ROLL CALL: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-no; Roger Truttmann-yes; Denise Anton Wright-yes. Motion carried (6-1).

DISCUSSION/CONSIDERATION: RESOLUTION 16-18 RESPONSE TO LIBRARY BOARD

RESOLUTION 16-02: Administrator Gadow reported that on May 17th, the Village Board reviewed Resolution 16-02 from the Library Board requesting Village Board consideration of a land agreement with the Library Board for Glarner Park, with the condition that the Village retain control of Glarner Park until the Library fundraising reaches \$1 million in private pledges. Based upon Village Board direction from May 17th, Staff prepared draft Resolution R16-18. The Village Board began review of draft Resolution R16-18 on June 7th, at which time they voted 6-1 to continue review of the draft resolution to a future meeting to allow the Library Board to hold a public informational meeting on the library project, after which the draft resolution would be brought back to the Village Board for review and consideration. The Library Board held a public information meeting on June 30th. A copy of the Library Board's June 30th presentation, received public questions, and meeting minutes were included in the agenda packet for the Board members.

President Truttmann indicated that several people have requested to speak on this agenda item and Barb Anderson moved to open the meeting for public comment, second by Peggy Kruse. Motion carried (7-0).

Kevin Budsberg, trustee for the Library Board offered his services as a resource for the Village Board during discussions on this item.

Lindsay Brockert spoke in support of the library project and requested the Board honor the referendum even though it was not binding and move the project forward.

Margie Irland noted this issue has been on-going for sixteen plus (16+) years and she would like to see the project move forward. She understands the concern for Glarner Park but noted the Library was instructed to make plans for Glarner Park. She encouraged cooperation.

Diana Clark spoke in support of saving the ball field at Glarner Park indicating those efforts are being brought forth by young professionals and taxpayers that care about the community. She encourage the Board not to create another problem when solving the library placement. She indicated she is both pro-ball field and pro-library and asked the Board to conduct urban development planning.

Colleen Bell provided the Board and audience with a graph showing "Change in Library Use (2005-2014)" showing that visits have dropped and use of e-books have increased. She asked the Board not to give up the green space provided by Glarner Park and not to put the Village over their self-imposed debt capacity by borrowing the \$1 million, and not increase taxes.

Kari Barrett noted that her family spends every night playing ball at either Glarner Park or Vet's Park and the ball fields are heavily used. She further noted the change in use of libraries indicating her children mostly use the library for the free Wi-Fi. She agrees the Library is vital to the community but asked that the plans be reviewed to assure it meets the needs of the community.

Maci Carney (daughter of Kari Barrett) spoke asking the Board to consider the High School Girl's Softball team and community youth who currently use Glarner Park ball field when making their decision. She doesn't believe New Glarus needs a library the size of the Verona Library.

Jerry Judd agreed with the last two (2) speakers. He does not want to see Glarner Park taken away for a Library and asked if a portion of Village Park had been considered. He further

commented that he feels something 2-3 times the size of the current Library facility would be large enough and not straddle the Village with extra debt and tax burden.

Being no further public comment, Barb Anderson moved to close the public comment at 7:50 p.m., second by Petra Streiff. Motion carried (7-0).

President Truttman began the discussion on Resolution 16-18 indicating he would like to see a change in the language of the Resolution that refers to transfer of custody of the Park with forty-five (45) day notice or completion of the current season, whichever comes later to provide possession only after a new ball field is ready. He noted the importance of having a completed, operational ball field in place prior to turning over the ball field at Glarner Park so no groups would be displaced.

The Board discussed that plans had always included replacement of the ball field and discussed various options for location of a new field as well as a timeline for construction and definition of "operational".

Trustee Kruse indicated her belief that the Board has been responsible in their actions for the placement of a new library and have listened to the public and understand there are opposing needs. She further reiterated her position that the Library Board needs to prove they can operate a new facility without any additional funds from the Village. Trustee Thoemke asked Kevin Budsberg if the Library Board could commit to no additional funding by the Village for a new facility and Kevin Budsberg indicated they understand a new building will cost more and are currently working hard to close the gap and determine where that additional funding will come from. He noted the Library is a department of the Village so to say it will never need additional funding is not feasible.

Petra Streiff moved for approval of Resolution 16-18 allowing President Truttman to amend language as suggested earlier, second by Barb Anderson.

Discussion continued on the possible location of a new field and timeline as well as definition of "operational" with Administrator Gadow suggesting "a WIAA compliant field" and the possibility of a temporary/alternative field. The Board also discussed the length of the proposed library lease being ninety-nine (99) years.

Motion by Roger Truttman to amend the language ("Amendment #1") in Resolution 16-18 to read "forty five (45) day notice is received by the Village of New Glarus, *or construction of a new WIAA compliant ball field is completed, whichever comes later*, Glarner Park shall be vacated and custody transferred to the New Glarus Public Library Board of Trustees at the *end of this period, but not before the new ball field is completed.*", second by Petra Streiff.

Trustee Thoemke asked for clarification on the \$1,000,000 in pledges asking if that is gross or net. Trustee Streiff indicated she understood it was \$1,000,000 of usable funds, so net.

Motion by Greg Thoemke to amend the motion to indicate *net* \$1,000,000 where referred to in the Resolution ("Amendment #2"), second by Barb Anderson. Vote on this motion (7-0). Motion carried.

Vote on motion by Roger Truttman on Amendment #1: ROLL CALL: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-no; Roger Truttman-yes; Denise Anton Wright-yes. Motion carried (6-1).

Vote on original motion by Petra Streiff to approve Resolution 16-18 as amended: ROLL CALL: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-no; Roger Truttman-yes; Denise Anton Wright-yes. Motion carried (6-1).

PLAN COMMITTEE:

UPDATE: SITE PLAN REVIEW FOR NEW GLARUS BREWING COMPANY (2400 HWY 69):

Administrator Gadow updated the Board on the Site Plan Review for construction of a new storage barn adjacent to the entrance of the Hilltop facility by the New Glarus Brewing Company. The proposed barn is a single story, 26 ft tall, 50' x 25' (1,250 SF) structure, made of oak board and batten construction. The barn is being set back 50 ft from the closest right of way line and 110 ft from the centerline of Hwy 69 in accordance with Wisconsin DOT Code Trans 233. The Plan Commission reviewed the application on June 23rd and July 14th, and voted to approve the application pushing the building back fifty (50) feet to meet setbacks for STH 69.

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: LEAGUE OF WISCONSIN MUNICIPALITIES JUST FIX IT

CAMPAIGN: The League of Wisconsin Municipalities has asked Wisconsin municipalities to adopt a resolution in support of calling for state legislative action in transportation funding for local roads. Motion by Petra Streiff, second by Peggy Kruse to approve Resolution 16-24. Motion carried (7-0).

ADMINISTRATOR'S REPORT: Administrator Gadow updated the Board on an informational meeting to be held at the New Glarus Area EMS on Monday, August 8th at 7:30 p.m.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Mark Janowiak to adjourn the meeting at 8:38 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

7/5/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke, Mark Janowiak and Peggy Kruse. ALSO PRESENT: Ryan Swanson (ARC Design), Duane Yaun, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 7/5/16 agenda, second by Peggy Kruse. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Barb Anderson. Motion carried (7-0).

APPROVAL OF MINUTES OF 6/21/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 33864 to 33922 totaling \$40,668.17; ACH for payroll expenses, credit card, and Checks 33862 and 33863 totaling \$34,016.09; and payroll vouchers 11301 to 11349 totaling \$34,006.67.

APPROVAL OF LAND DIVISION BY CSM: On June 23rd, Joint ETZ Committee reviewed the application of Jim Hoesly of N8982 Old Madison Road (Town of New Glarus) for land division to subdivide off a 2.48 acre portion of his 45 acre parcel, to separate the existing house from the farm lot, and recommended approval four (4) in favor and zero (0) opposed.

APPROVAL OF PARK USE PERMIT FOR MÄNNERCHOR NEW GLARUS CONCERT ON 7/12/16: This application was received after the July Parks Committee meeting and is a request for use of Village Park on 7/12/16 for a concert. Insurance is on file.

DISCUSSION/CONSIDERATION: RESOLUTION 16-22 CMAR REPORT FOR 2015: This is the annual Compliance and Maintenance Annual Report being to the DNR for the Wastewater Treatment Facility. Resolution 16-22 provides for the submittal of the report and outlines a couple of action steps by the Village. Administrator Gadow noted the low grade on the phosphorus is likely the result of three (3) large rain events that occurred at night. Motion by Barb Anderson, second by Petra Streiff for approval of Resolution 16-22. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: RESOLUTION 16-23 AUTHORIZING THE REDEMPTION OF GENERAL OBLIGATION PROMISSORY NOTES DATED FEBRUARY 24, 2009: Resolution 16-23 authorizes the redemption of the 2009 notes. At the May 17th Board meeting, Staff was directed to include the refinance of the 2009 General Obligation (GO) Bond note to a lower interest rate (2.75% rather than 3.4%) and include the \$100,000 for the 2016 street project as part of the 2009 bond calling through a borrowing at UB&T. Staff is working with Ehlers to prepare the required documentation to call the 2009 bonds for payment which includes the approval of Resolution 16-23. The Board briefly discussed the savings of the lower interest rates over the costs of the new borrowing. Motion by Mark Janowiak, second by Peggy Kruse for approval of Resolution 16-23. ROLL CALL: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes; and Denise Anton Wright-yes. Motion carried (7-0)

DISCUSSION/CONSIDERATION: CONDEMNATION PROCEEDINGS FOR 200 1ST AVENUE (WRAY PROPERTY) FOR HABITAT FOR HUMANITY: Administrator Gadow updated the Board on the interest of Habitat for Humanity of Green County, Inc ("Habitat") in taking possession of the currently vacant 200 1st Street property (the former Wray property). After discussions with the Green County Clerk and the Village Attorney, Staff believes that a formal condemnation proceedings would be necessary to transfer ownership of the property to Habitat as there is no identifiable next of kin, and tax proceedings through Green County could not be initiated until next year. Habitat has provided some additional information on other projects they have completed in area communities. Habitat provided data on land values of a few of their projects within Green County showing starting values of \$2,000 to \$85,000 with ending assessed values of \$92,200 to \$175,000. Habitat also provided a fact sheet on their building and selection process. Staff is looking for Village Board direction on whether to commence condemnation proceedings via State Statute 32.06. The Board discussed the options for the property, noting the re-development in the area and whether a single-family home or commercial property would be beneficial. They also discussed the federal poverty level for Green County. Trustee Thoemke suggested a minimum value be placed on the completed project should Habitat build on the site. Trustee Streiff didn't feel a value should be required as it is not required of other homeowners. Administrator Gadow clarified that Habitat is looking to purchase the property, but since there is no current next of kin the Village would need to get involved to turn over the property. He also noted that at this point staff is just looking for direction on proceeding with the condemnation process.

Peggy Kruse moved to begin the condemnation proceedings for 200 1st Avenue, second by Denise Anton Wright. Motion carried (7-0).

PLAN COMMITTEE:

UPDATE: VARIANCE REQUEST FOR JOSEPH AND HEIDI MONDLOCH (919 2ND ST): Joseph and Heidi Mondloch submitted an application for a variance from Section 305-63 for a three (3) feet height variance for a new detached accessory building in the rear yard of the property from 15 feet to 18 feet. The proposed garage location would meet the three (3) feet setback requirement from the property lines. The Plan Commission reviewed the application on June 23rd, and voted to approve the Variance, on a vote of (7-0).

DISCUSSION/CONSIDERATION: SITE PLAN REVIEW FOR DUANE YAUN (211 HOESLY DRIVE – LOT 2): Duane Yaun submitted an application for Site Plan Review for construction of a new single story steel building of 10,080 SF for use as a feed store and warehouse (Top Notch Feed & Pet Supply) in the Industrial Park. The Plan Commission reviewed and recommended approval of the Site Plan Application on June 23rd, with the following conditions: 1) the Applicant work with Staff to include 2-3 additional proof of parking spaces on the property; and 2) the Applicant provide a lighting plan for review and approval by Staff. Mr. Yaun was in attendance and provided an updated drawing for the additional parking and lighting plan. Administrator Gadow indicated Staff will review the same and report back to Mr. Yaun. The Board briefly discussed the plan and location south of Wrecktify. Motion by Greg Thoemke, second by Mark Janowiak to approve the Site Plan for Duane Yaun (211 Hoesly Drive-Lot 2) subject to the Applicant working with Village Staff on the lighting and subject to conditions outlined by Plan Commission at their June 23rd meeting. Motion carried (7-0)

UPDATE: CONDITIONAL USE PERMIT FOR CASEY'S MARKETING COMPANY (1019 STATE HWY 69): Casey's Marketing Company (the "Applicant") submitted an application for a conditional use permit (CUP) per §305-19(C)(1) for a Gasoline Service Station in the C-2 Highway Commercial District (the "CUP Application"). The Applicant desires to remove the existing Swiss Lanes bowling alley and replace it with a new 4,356 SF Casey's Market gas station and convenience store. The CUP Application was reviewed by the Plan Commission on May 26 and June 23rd, during which public comment on the Application was received. On June 23rd, the Plan Commission voted (6-1) to approve the CUP Application.

UPDATE: VARIANCES FOR CASEY'S MARKETING COMPANY (1019 STATE HWY 69): As part of Casey's Marketing Company's CUP Application, the proposal also required approval of four (4) variances from section of the Village's Zoning Ordinance. The following are the variance requests included in the application (the "Variance Application"):

- Variance 1: §305-59(C)(4): Signage Size Requirements – Signage is limited to thirty two (32) SF.
 - Variance Request: To allow a fifty four (54) SF ground monument sign along Hwy 69.
- Variance 2: §305-135(C)(1): Landscaping Requirements - One (1) deciduous tree planted for each 50 ft of property line along a public street right-of-way
 - Variance Request: To allow trees to be planted along Hwy 69 right-of-way between the curb line and swale to ensure better visibility to the proposed pylon sign.
- Variance 3: §305-135(C)(2): Landscaping Requirements - One (1) deciduous tree and sixty (60) points of additional landscaping for each 1,600 SF of paving.
 - Variance Request: 19.5 trees required by code, a variance of 13.5 trees, resulting in 6 trees planted.
- Variance 4: §305-135(C)(4): Landscaping Requirements – Landscaped buffer yards

- *The use of an opaque fence constructed of materials compatible with the building on the site may be approved by the Plan Commission in addition to or in lieu of landscaping.*

The Variance Application was reviewed by the Plan Commission on May 26 and June 23rd, during which public comment on the Application was received. On June 23rd, the Plan Commission voted (7-0) to approve three (3) Variances and deny one (1) Variance as follows:

- Variance 1 (Signage): Denied, as other similar signage variance requests have been denied to maintain smaller signage within the community to limit visual impact of signage.
- Variance 2 (Landscaping): Approved.
- Variance 3: (Landscaping): Approved.
- Variance 4: (Landscape/Fencing): Approved.

Administrator Gadow reported that since the Plan Commission meeting, Staff has worked with Casey's and they will be providing a signage plan that meets current Code.

The Board discussed the landscaping plan and number of trees being planted, especially along Railroad Street as screening. Mr. Swanson with ARC Design provided there will be shade trees along the Railroad Street sidewalk spaced to provide for growth of the trees while providing screening. The Board also reviewed the placement of the two (2) entrances to the site with Administrator Gadow noting there will be an agreement with Casey's for limited use of the Railroad Street entrance for trucks. Mr. Swanson provided an illustration of the traffic flow for the larger trucks off 11th Avenue and around the pumps. He also noted that fuel trucks will make deliveries on average once or twice per week, generally during the evening.

DISCUSSION/CONSIDERATION: SITE PLAN REVIEW FOR CASEY'S MARKETING COMPANY (1019 HWY 69): As part of Casey's Marketing Company's CUP Application, the proposal also required site plan approval.

i. Design Review Requirements: As the property falls within the C-2 Highway Commercial District, the proposed building is subject to the Swiss Design requirements under §118-19 to §118-25 (the "Swiss Design Requirements"). The Applicant provided building architectural renderings which included Swiss design elements, including:

- Stained wood siding
- Stained wood shutters at the storefront windows
- Stained wood overhang brackets for the 48 inch overhang on the gable end of the middle of the roof
- Architectural balcony and faux window
- Roof ridge vent
- 6/12 pitched roof with gable extension over entry door with asphalt shingles
- Colors: Off-white/cream (Salt White) and brown tone for wood elements

The Design Review Committee reviewed the architectural plan on June 21st, and voted to approve them on a vote of five (5) in favor and zero (0) opposed, conditioned on the following modifications:

- Inclusion of flowerboxes or planter at the entrance of the building
- Addition of scalloping trim on the gable roofline
- Addition of Canton Shields on the front and public side exterior of the building
- Modify the exterior siding to be all EIFS (stucco-like material)

The Applicant has incorporated the Design Review Committee modifications into the final architectural design.

- ii. Staff/Engineering Review: The Village Engineer, Strand and Associates, provided two (2) site plan review letters with comments for the Applicant. The Applicant has agreed modify the plans or otherwise incorporate the review comments.
- iii. Plan Commission Recommendation and Conditions: After review of the Site Plan Application on May 23rd and June 21st, during which public comment on the Application was received, the Plan Commission voted (7-0) to recommend approval of the Site Plan Application with the following conditions:
- a. Incorporate Sidewalk Plan Option 1 (i.e. install sidewalk on 11th Ave and Railroad St) into the Site Plan.
 - b. Provide additional detail on grease trap for Staff approval.
 - c. Provide a store management commitment to route truck traffic to the 11th Ave entrance and install a small entrance sign noting truck traffic entrance.
 - d. Provide truck turning movement analysis to Staff for review.
 - e. Include screening for rear roof mechanism in same wood material as front balcony.
 - f. Provide either of the following to the Village: 1) An easement for public sidewalk purposes over the Railroad St sidewalk on the Applicant's property, until such time as the utility pole may be relocated; or 2) a Dedicate and deed of that portion of Railroad St facing property that incorporates the sidewalk.
 - g. Incorporate and address the remaining comment items from Strand and Associate's May 12, 2016 and June 17, 2016 letters.

Motion by Greg Thoemke, second by Barb Anderson to approve the site plan for Casey's General Store including the conditions listed by Plan Commission. Motion carried (7-0).

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: BIDS FOR NEW PUBLIC WORKS PICKUP TRUCK: Three bids were received for the purchase of a new ¾ ton Pickup Truck for the Public Works (Utility) Department. Three (3) bids were received: New Glarus Motor (Dodge: \$26,211; Ford: \$24,973); Monticello Ford (\$25,325); and Francois Sales and Service (\$24,748). The low bid is Francois Sales and Service at \$24,748, \$225 under the New Glarus Motors bid for a Ford. Administrator Gadow reported New Glarus Motors is willing to offer the same number of free oil changes as was offered by Francois Sales & Service. After a brief discussion by the Board of the benefits of purchasing locally for service and maintenance purposes in the future, Greg Thoemke moved to award New Glarus Motors the bid for the Ford at \$24,973 with the understanding that while it is \$225 higher than the low bid, it provides the convenience of service and meets the Board's desire to keep business in town, second Peggy Kruse. Motion carried (7-0).

DISCUSSION: PUBLIC COMMENT PROCESS: Administrator Gadow informed the Board that he has provided a few resources, including a fact sheet from the Local Government Center of UW-Extension, Section 82-16 of the Village code, a Council meeting FAQ from the City of Moorehead, MN, and a quick parliamentary procedure summary sheet for reference at the request of some members for a refresher on public comment procedure. He provided options for the Board to discuss to organize the public comment process, including utilizing different colored cards for citizens to fill out if they would like to speak during the open forum or on a particular agenda item, and/or the establishing of time limits for speakers during the public forum to allow all those interested in the opportunity to provide input.

The Board discussed several options agreeing that a time limit for each speaker was reasonable. They also wanted to encourage the public that wants to speak to a specific item on the agenda to do so at the time the Board comes to that item rather than during the public comment area. While the Board would encourage those whose position has already been stated to just indicate they

agree with the previous speaker, the Board agreed each person should be provided the opportunity to speak their time. Administrator Gadow informed the Board that public comment could be accepted at Committee meetings as well by the Chair requesting permission from the Committee to accept comment on an agenda item. He noted the importance of providing time for the Board to discuss the issue once the public comments have been made.

AGING AND DISABILITY RESOURCES MEETING: Administrator Gadow informed the Board that the Aging and Disability Resource Center will be holding a public informational meeting on the rural taxi-like service in the Village Hall Community Room on July 15, 2016.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Mark Janowiak to adjourn the meeting at 7:53 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer
VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
6/21/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke and Mark Janowiak. ABSENT: Peggy Kruse. ALSO PRESENT: Steph Hafez with Aging and Disability Resource Center, Green County United to Amend members: Harry Pullium, Bill Holland, Tim Sager, Jeanette Kelty and David Vogel, Bruce Beth with Forester Engineering, Public Works Director Scott Jelle, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: President Truttman announced the Village Board will be calling a closed session at the end of this meeting under State Stat. 19.85(1)(e) for the deliberation or negotiation of the purchasing of public properties, the investing of public funds, or conducting other specific public business whenever competitive or bargaining reasons require a closed session [Iverson Claim].

AGENDA: Motion by Mark Janowiak to approve the 6/21/16 agenda, second by Barb Anderson. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, removing approval of the 6/7/16 minutes, second by Mark Janowiak. Motion carried (6-0).

APPROVAL OF CLAIMS: Checks 33804 to 33861 totaling \$281,797.94; ACH for payroll expenses, health and life insurance totaling \$14,784.77; and payroll vouchers 11259 to 11300 totaling \$31,187.02.

APPROVAL OF LICENSES:

Operator's License to expire 6/30/18: Erin Kleeman; Melanie Judd; Rebecca Pytak; David Pytak; Sherri M. Yaeger; Brandi Nehmer; Vicki Spidah; Jon Ziltner, Kathy Yaun, Kristina Ziltner; Charles Bigler; Jodi Bubbenzer; Debrah D. Watterson; Daryl Watterson; Karon Wolber; Anne R. Miller, Rachel Miller, Richard Engen, James Smith; Alex Esser, Roland Furst; Samuel Braughler; Betty Everson; John Ruegsegger; Barbara Eckert; Carol Hustad; Tracy Gobeli; Kristi Lopez; Amy Zwicker; Rachel Gastel; Aleah Kaldem; Mike Olesewski, Lori Stern

Liquor License Renewals to expire 6/30/17:

Class B Beer/Liquor: Kleeman's Bar & Grill LLC; Ott Haus Pub & Grill LLC; Bright Holdings, LLC; Kristi's Restaurant LLC; Puempels Olde Tavern Inc., Swiss Lanes, Inc., Steinbock, LLC (New Glarus Hotel and Chalet Landhaus)

Class B Beer/Class A Liquor: Swiss Aire Motel, LLC

Class B Beer/Class C Wine: Sugar River Pizza Company LLC; Fat Cat Coffee Works LLC; Cow & Quince LLC

Class A Beer/Liquor: New Glarus Home Town Foods, Inc.; Edelweiss Cheese Authentic Wisconsin

Class A Liquor: Very Tres Chic LLC; Susan Nettum; Brandi's Bridal Galleria Etc, LLC, Shake & Shum, LLC

Original Class A Beer/Liquor Alcohol License: Glarner Bier Haus, LLC to expire 6/30/17*

Cigarette License Renewals to expire 6/30/17: Kleeman's Bar & Grill LLC; Ott Haus Pub & Grill LLC, Glarner Bier Haus, LLC

Miscellaneous License to Expire 6/30/17: Kleeman's Bar & Grill LLC (pool table); Firefly Park LLC (mobile home park); Swiss Lanes, Inc. (pool table); Swiss Lanes, Inc. (bowling lanes)

MONTHLY POLICE REPORT: The monthly Police Report is included in the agenda packet.

MONTHLY UTILITY FINANCIALS REPORT: The monthly Utility Financials Report is included in the agenda packet.

UPDATE: 2016 STREET PROJECT: The 3rd and 5th Street project is substantially complete, and the contractor is working with Staff on a punch list of items, after which the project will be complete.

BUILDING INSPECTOR REPORT: The monthly Building Inspector's Report is included in the agenda packet.

APPROVAL OF MINUTES OF 6/7/16 REGULAR MEETING: Trustee Thoenke moved to approve the minutes of the 6/7/16 with the following correction to DISCUSSION/CONSIDERATION: RESOLUTION 16-18 RESPONSE TO LB16-02: "*Further discussions followed with the audience with Trustee Thomke providing estimated costs for a new ball field at Vet's Park of \$192,000 compared to renovations at Glarner Park of \$404,000, \$124,000, and the audience indicating they would also like answers to questions relating to the number of people using the Library and the proposed size.*" Motion to approve minutes as amended was seconded by Barb Anderson. Motion carried. (6-0)

PRESENTATION: AGING AND DISABILITY RESOURCE CENTER OF SOUTHWEST WI-GREEN COUNTY REGARDING GREEN COUNTY TAXI SERVICE CONCEPT: Administrator Gadow introduced Ms. Stephanie Hafez, coordinator of the Aging and Disability Resource Center (ADRC). Ms. Hafez provided information to the Village Board on current services provided by the ADRC including shuttles to Monroe twice monthly from New Glarus at a cost of \$4.50, shuttle to the west side of Madison and a volunteer driver program that provides rides to other locations. She noted that while the services are geared for those 55 and older, any age is allowed to use the service.

The ADRC is considering the addition of a taxi-like service running between the communities of Belleville, New Glarus and Monticello and is gathering input from the communities to determine the potential for use. Ms. Hafez provided ADRC has scheduled informational meeting in the communities and is providing surveys for input. Village Hall will collect surveys for the Village of New Glarus with surveys due July 8, 2016. Members of the Village Board indicated their support for the program provided input on marketing to the public.

DISCUSSION/CONSIDERATION: RESOLUTION R16-20 AUTHORIZING "UNITED TO AMEND" REFERENDUM RESOLUTION: Administrator Gadow worked with Mr. Pulliam to draft the

attached Resolution R16-20 that authorizes including a referendum on the November, 2016 ballot. If the Board approves placement on the November ballot, the Board will then certify the results of the election and forward those results on after the election. Administrator Gadow noted correspondence to legislators will need to be prepared and approved by the Village Board, if the referendum is approved. Motion by Greg Thoemke to approve Resolution 16-20, second by Barb Anderson. Motion carried. (6-0)

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

PRESENTATION/DISCUSSION: PRESENTATION FROM FORSTER ENGINEERING REGARDING ALLIANT SUB-STATION: Mr. Bruce Beth of Forster Engineering, the Village's consultant, provided the Village Board with the Electrical System Work Plan for New Glarus Light & Water dated November 10, 2015 (a copy on file in the Clerk's Office). He reported that Alliant Energy is currently faced with upgrading infrastructure at substations serving New Glarus, Monticello and Belleville and as part of those upgrades will be increasing charges to the Village. Alliant has worked with the Village to provide options for the upgrading of the substation on Elmer and Airport Road and presented the Village with options for addressing the upgrades. Alliant Energy looking for direction from the Village as it develops its long term plans for electrical utility infrastructure upgrades that will need to begin by year-end. Mr. Beth reviewed the options with the Board indicating his recommendation of option #2 wherein the Village would own and operate the substation with Alliant providing backup to the Village along with the Village providing the backup for Alliant if necessary. This option includes a \$2,035,000 capital investment in the system, but would eliminate the additional estimated \$175,000 annual charge from Alliant. The Board discussed the initial investment, life expectancy of the new substation and annual operations for the substation as well as the additional expense to Alliant should the Village continue to be served by Alliant. Administrator Gadow noted that no decision is necessary at this meeting, but rather the Staff is looking for the preferred direction of the Board for proceeding. Consensus of the Board was to proceed working toward option #2 and to research a potential revenue borrowing and rate structure. Mr. Beth provided additional items that would need to occur included filing of an application to ATC for connection and obtaining a Certificate of Authority from PSC.

DISCUSSION/CONSIDERATION: 2016 STREET MAINTENANCE PROJECTS: Administrator Gadow provided a list of proposed street maintenance projects compiled by Public Works Director Jelle for this year, based on available funding and need. The list of projects totals \$44,633 and Staff has provided two options for addressing the projects with the current budget. Option #1 included use of the \$32,500 budgeted funds along with \$12,133 of street sinking funds to complete all the projects listed. Option #2 would utilize only the budgeted funds of \$32,500 and complete Work Orders 3201 through 3209. Public Works Director Scott Jelle noted Option #2 would eliminate the resurfacing of Legler Valley Road and 14th Avenue. He indicated that those roads have been on the maintenance list for a few years and continue to deteriorate. Greg Thoemke moved to approve Option #1, completing all the work orders and using \$12,133 of street sinking funds, second by Petra Streiff. Motion carried. (6-0)

ADMINISTRATOR'S REPORT:

RESOLUTION R16-21 APPROVING NEW GLARUS FIRE DEPARTMENT EASEMENT AND QUIT CLAIM DEED: Administrator Gadow reported that R16-21 authorizes the filing of a utility easement agreement and a quit claim deed which finalize the land transfer between the New Glarus Fire District and the Village. Motion by Mark Janowiak, second by Greg Thoemke to approve Resolution 16-21. Motion carried. (6-0)

PRESIDENT'S REPORT: No report.

CONVENE INTO CLOSED SESSION: Motion by Greg Thoemke, second by Barb Anderson to convene into closed session at 8:14 p.m. ROLL CALL VOTE: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-absent; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes; and Denise Anton Wright-yes. Motion carried (6-0)

ADJOURNMENT: Motion by Mark Janowiak, second by Barb Anderson to adjourn the meeting from closed session at 8:30 p.m. Motion carried. (6-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
6/7/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke, Mark Janowiak and Peggy Kruse. ALSO PRESENT: Colleen Bell, Alysha Klassy, Carmen Schloesser, Emilie Glotfelty, Kari Varrett, Steve Goecke, Debbie Fairbanks, Dana Roth, Jill Sonntag, Lori Rodefeld, Mirnaly Medina, Doug Williams, Jamie O'Connor, Yvonne Schutte, Diana Clark, Jackie Kundert, Ron and Roberta Moe, Harry Pulliam (United to Amend), Jeanette Kelty, Tara Schmitz, Megan Sherven, Elaine Renken, David Renken, Bill Holland, Linda Hiland, Linda Stolts, Auditor Dave Maccoux, Library Director Lauren White, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall remain off for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 6/7/16 agenda, second by Barb Anderson. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS:

Diana Clark spoke noting her concern over loss of Glarner Park as a ball field. She indicated while she supports both the Library and the park programs she is concerned that prior to placing a new Library facility in Glarner Park a replacement ball field be built.

Jackie Kundert indicated she is currently a resident of Monroe, but had played ball on that field and supports keeping the ball park.

Colleen Bell addressed the Board stating she started a petition based on comments made by Trustee Anderson at a recent meeting referring to the results of the 2014 advisory referendum that resulted in Glarner Park as the preferred location. She noted she herself obtained 60 signatures and several other citizens obtained signatures as well. Eric Spanton began a Facebook page to "Save Glarner Park" which currently has an estimated 500 followers. Colleen stated that while collecting signatures for the petition she heard from citizens that think the west side site is a poor location as well. She believes the 2014 referendum was faulty and should not be used as the basis for placement of the Library. She went on to ask about the building and operating budget and an explanation of how a 10,000 square foot building could be built for \$2 million and how operations would be supported. She noted people are in support of a new Library but it has to be reasonable. She asked why the Library couldn't be expanded at the current location. She thinks there is a misconception that a new Library building won't increase taxes and stated she believes the Library Board is not being responsible and therefore doing a disservice to the community.

Terry Johnson added that he has two boys and would hate to lose the ball field.

Kari Barrett stated she has four children who all play ball and the Village is already short on green space with practices running late as it is so she would want to be sure to have a replacement field in place prior to using Glarner Park for the Library. She further indicated that she doesn't believe a replacement ball field should be located at the tennis courts in Vet's Park.

Steve Goecke provided in support for the comments stated.

Lori Rodefeld noted she is a strong supporter for both the Library and the ball programs indicating the importance of an equivalent space for a new ball field if Glarner Park is used for the Library. She further indicated she is not in favor of the west side site and indicated other options need to be considered.

Alysha Klassy presented a petition to the Village Board to save Glarner Park and expand the Library within Village Hall. (original is on file in the Clerk's Office).

Doug Williams apologized that he has not taken a more active role in this issue prior to this. He doesn't believe Glarner Park is the best location, indicating the importance of the ball field and noting the history of the Park. He also questioned the ability to build the proposed building for \$2 million. He noted that while he doesn't want to take away from the Library, he believes more time is needed to think through the issue to do it right.

Jamie O'Connor indicated she is not for taking away Glarner Park. She would love to see a better Library but not at Glarner Park and believes that with technology available today the Library could be downsized from the proposed 10,000 square feet.

Public comment ended at 7:30 p.m.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Mark Janowiak. Motion carried (7-0).

APPROVAL OF MINUTES OF 5/17/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 33747 to 33803 totaling \$60,765.31; ACH for payroll expenses, and Checks 33739 to 33746 totaling \$28,833.08; and payroll vouchers 11230 to 11258 totaling \$28,300.11.

MAY BUDGET TO ACTUAL: A copy of the General Fund budget to actual through May, 2016 was provided to the Board.

UNITED TO AMEND PRESENTATION BY HARRY PULLIAM: Mr. Pulliam appeared before the Board to inform the Board of the Wisconsin United to Amend movement and request the support of the Village of New Glarus in providing a referendum question on the November, 2016 ballot for the citizens of New Glarus. He provided several handouts to the Board and audience outlining the mission of the group and various statistics on communities that have passed referendums and resolutions. The Board asked questions on the wording for a referendum, timeline of the project and whether United to Amend has any political affiliation. Mr. Pulliam indicated he provided suggested Referendum language and the group realizes this movement may be on-going for several years to come. He stated the group is non-partisan. Trustee Thoemke moved to direct staff to work with Mr. Pulliam and United to Amend to formulate a referendum question that does not include a Village Board Resolution, second by Barb Anderson. Motion carried. (7-0)

2015 AUDIT PRESENTATION BY DAVE MACCOUX WITH SCHENCK S.C.: Auditor Dave Maccoux, with Schenck S.C. presented the Village's 2015 Financial Statements and Management Communications, noting the audit went well and no problems were encountered during the audit process. He reported that the total net position of the Village increased from \$15,379,877 in 2014 to \$16,188,410 in 2015 with a total assets for the Village of \$36 million at the end of 2015. The general fund balance increased by approximately \$39,000 in 2015 which is consistent with previous audits. He also reported that the Storm water and Wastewater utility funds ending balances were good and consistent with previous audits. The electric utility had a strong rate of return at 7.8%, while the water utility rate of return was 1% which is below the authorized rate of return. He noted the need for the utility to consider a full water rate case rather than the simplified rate case which allows up to 3%.

Dave further reported on the findings of deficiencies as reported in the audit, noting that the three (3) findings are all normal deficiencies for organizations this size and are not material.

The Village Board briefly discussed with the auditor the timing for a water rate case and the trends he is seeing in other municipalities as far as budgeting and the potential of cuts to services in balancing budgets.

COMMITTEE/COMMISSIONS:

PLAN COMMISSION:

UPDATE: LUMBERYARD CONDITIONAL USE PERMIT FOR 106 3RD AVENUE: Administrator Gadow reported that the Plan Commission approved the CUP, subject to comments from Building Inspector Fenley, to allow Mr. Randy Dreger off-season vehicle storage in the existing Lumberyard property (106 3rd Ave). Mr. Dreger plans to use the facility as an event space in the spring and summer months, which is a permitted use in the Industrial District. The vehicle storage would be during winter months. A copy of the Applicant's plan sets are included in the agenda packet for reference. A Site Plan will be forthcoming for Plan Commission and Village Board review.

LIBRARY BOARD:

DISCUSSION/CONSIDERATION: RESOLUTION 16-18 RESPONSE TO LB16-02: Administrator Gadow reported that on May 17th, the Village Board reviewed Resolution 16-02 from the Library Board and directed Staff to prepare a Resolution in response to the Library Board Resolution 16-02. A copy of draft Resolution R16-18 is attached for Village Board review. Trustee Kruse asked if the Resolution should include reference to sustainability of the building by the Library Board and Administrator Gadow indicated those specifics would be included in the land lease which would be prepared based on the direction of this Resolution. Trustee Thoemke addressed the Board noting the length of time of the lease, number of people present at the meeting and number of signatures on the petition asking that Glarner Park not be used for a new Library facility, asking the Board to take a step back and listen to the constituents present. He suggested the evidence is overwhelming the Library doesn't have the funding in order and offered two (2) possible options: 1) Move Village Hall Staff out of Village Hall into a 3,500 square foot building in a corner of Village Park and utilize the funds raised for the Library to remodel the existing Village Hall; or 2) utilize his plan for a 11,000 square foot facility on the site of the former 5th Avenue Shoppes. The Board continued discussions with the audience in attendance over utilizing the existing Village Hall for the Library, construction costs for the various options including new Library, new Village Hall for administrative offices, new ball field, reconstruction of ball field. Library Board President Linda Hiland was asked to explain the reasoning for not using Village Hall for an expanded Library. She referred to the study that had been completed previously on the building and noted the end result would be approximately 7,000 square feet with no room for expansion and cost approximately twice as much as building new. Several members of the audience asked about obtaining additional information from the Library Board on several questions. President Truttman moved to table and suggested the citizens attend a future Library Board meeting to discuss those questions. After further discussions on how to resolve the questions and issues, Trustee Anderson seconded the motion. Administrator Gadow asked for clarification on the motion to table and direction for staff. Trustee Streiff provided that all the issues brought before the Board tonight have been considered over the years and going back to look at sites again likely will not change the outcome. She noted there are a number of constituents that would like to see the new Library at Glarner Park and that the Library Board has expended money and drawn up plans based upon previous direction. Trustee Kruse noted the importance of listening to the constituents no matter the timing of their requests. Further discussions followed with the audience with Trustee Thomke providing estimated costs for a new ball field at Vet's Park of \$192,000 compared to renovations at Glarner Park of \$124,000, and the audience indicating they would also like answers to questions relating to the number of people using the Library and the proposed size. Trustee Thoemke asked Village Staff and Library Board to pull together the previous studies on this project for the Board to review. The Board discussed with Administrator Gadow options for the motion to move things forward and President Truttman and Trustee Anderson

agreed to amend the motion to read: "move to table Resolution 16-18 to a future meeting to allow the Library Board to host a Public meeting on the topic in one (1) month's time and bring back to the Village Board for consideration. Motion carried (6-1, with Trustee Streiff opposing).

ADMINISTRATOR'S REPORT:

INTRODUCTION OF RESOLUTION 16-19 FOR STREET VACATION FOR 106 3RD AVENUE:

Administrator Gadow reported that Mr. Randy Dreger has submitted a request to the Village for abandonment (vacation) of a remnant portion of 1st Street, between 3rd Ave and Railroad St, adjacent to the Lumberyard property. Mr. Dreger is requesting vacation of this street remnant to allow for parking for the proposed event center use at 106 3rd Ave. The street vacation request would be subject to a granting of utility easement rights to cover any public utilities that may run under that remnant. State Statute requires the Street Vacation resolution be presented to the Board, followed by a 40-day notice period and public hearing. Staff will schedule the formal public hearing for the July 19, 2016 Village Board meeting.

PRESIDENT'S REPORT:

CONSIDERATION: APPOINTMENT TO COMMUNITY DEVELOPMENT AUTHORITY: President Truttmann reported that Mike Johnson has agreed to fill the vacant position on the Community Development Authority (CDA). Motion by Mark Janowiak, second by Barb Anderson to approve the appointment of Mike Johnson to the Community Development Authority. Motion carried. (7-0). A copy of the appointment list is maintained with the minutes of this meeting.

ADJOURNMENT: Motion by Peggy Kruse, second by Barb Anderson to adjourn the meeting at 9:03 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
5/17/16

REGULAR MEETING-CALL TO ORDER: President Truttmann called the regular meeting to order at 7:03 p.m. PRESENT: Roger Truttmann, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke, Mark Janowiak and Peggy Kruse. ALSO PRESENT: Colleen Bell, William Kuenzi Jr., Jane Phillipson, Charles Phillipson, Eric Spanton, Alysha Klassy, Dan Stolts, Carmen Schloesser, Linda Hiland, Linda Stolts, Laci Bainbridge, Library Director Lauren White, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall remain off for the duration of the meeting.

AGENDA: Motion by Mark Janowiak to approve the 5/17/16 agenda, second by Barb Anderson. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS:

Charles Phillipson addressed the Board noting the voters of the community through an advisory referendum voted to building a new library in Glarner Park and he would like to see the Board act to accomplish that. He referenced the many times in the past when the community pulled together to accomplish projects for the betterment of the community, i.e. swimming pool, fire station and ambulance service. He indicated he believed Glarner Park to be a good location for the library.

Eric Spanton informed the Board that he had purchased his home at 417 4th Avenue because of its proximity to the ball diamond at Glarner Park. He noted that the Park is heavily used, and there are other locations for a library. He further referenced the size of the proposed library facility noting the sizes of the Mt. Horeb and Brodhead libraries, indicating he believes the proposed facility is too large.

Colleen Bell expressed her concerns over the number of unanswered questions and information presented by the Library Board. She asked the Village Board to continue to ask the hard questions.

Alysha Klassy indicated she was in attendance to get answers, noting she is 100% for a library but had concerns over the proposed location, size and affordability. She noted that the Park is well used and doesn't believe it is the best location for a library.

CONSENT AGENDA: Motion by Greg Thoenke to approve consent agenda, second by Peggy Kruse. Motion carried (7-0). Trustee Kruse asked if those permits that were contingent on receipt of insurance certificates required a special motion and Administrator Gadow indicated that staff will be following up to assure those certificates are received prior to the issuance of the permit.

APPROVAL OF MINUTES OF 4/19/16 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 33645 to 33676 paid on May 4, 2016 totaling \$22,302.22; ACH for payroll expenses, and Journal entries for Utilities, life and health insurance, and Checks 33644, 33677 and 33678 totaling \$82,308.48; Checks 33679 to 33738 totaling \$64,016.67, and payroll vouchers for two (2) pay periods 11167 to 11229 totaling \$64,196.90.

APPROVAL: APPLICATION FOR USE OF VILLAGE PARK: by Green County Humane Society (Pedal for Paws) on July 9, 2016.

APPROVAL: PARK USE PERMIT: for Music in the Park (7/10/16, 7/24/16, & 8/14/16).

APPROVAL: APPLICATION FOR USE OF VILLAGE PARK: by Grace Church on July 17, 2016.

APPROVAL: APPLICATION FOR USE OF VILLAGE PARK: by New Glarus Chamber for Farmer's Market.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/17: to Jessica Jasinski, Gurprit Brar; Jamie Grenzow.

DENIAL: OPERATOR LICENSE TO EXPIRE 6/30/17: to Ethan Kramer based on recommendation of Police and Public Works/Public Safety Committee.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/18: to Wayne Prisk; Sandra Rahberger; Stephen Gmur; Heidi Stauffer; Joanne Schwartzlow; Holly Ciccione; Dennis Blumer; Sherry Sweeney; Mary Bigler Little.

APPROVAL: LIQUOR LICENSE RENEWALS TO EXPIRE 6/30/17:

Class B Beer/Liquor: Sportsman's of New Glarus, Inc.; Glarner Enterprises, Inc.; Hungo, LLC;
Class A Beer/Liquor: Blanchardville Co-op Oil Assn.; New Glarus Mobil Mart LLC
Class B Liquor: Robert Borucki (Primrose Winery)

APPROVAL: CIGARETTE LICENSE RENEWALS TO EXPIRE 6/30/17: To Blanchardville Co-op Oil Assn.; New Glarus Mobil Mart LLC.

APPROVAL: MISCELLANEOUS LICENSE TO EXPIRE 6/30/17: To Hungo, LLC (pool table); Sportsman's Bar & Grill (pool table).

APPROVAL: TEMPORARY BEER/WINE LICENSE: To Green County Humane Society for the Pedals for Paws event on July 9, 2016 to be held in Village Park.

APPROVAL: TEMPORARY ALCOHOL LICENSE: To New Glarus Vision for New Glarus Music Fest on June 23-26 in connection with the Special Events Permit.

APPROVAL: TEMPORARY ALCOHOL LICENSE: To New Glarus Chamber for Polkafest & Beer, Bacon, & Cheese on June 9-13 in connection with the Special Events Permit.

APPROVAL: SPECIAL EVENTS PERMIT: To New Glarus Vision for the New Glarus Music Fest on June 23-26, including all special provisions as outlined by Staff and Committee.

APPROVAL: SPECIAL EVENTS PERMIT: To New Glarus Chamber for Polkafest & Beer, Bacon, & Cheese on June 9-13, including all special provisions as outlined by Staff and Committee.

APPROVAL: STREET USE PERMIT: To Fueled, Inc. for the Fueled Motor Gear 250 Rally on June 3-4 including the temporary closure of 3rd Avenue between 2nd Street and Railroad Street from approximately 7 a.m. to 10 a.m. and 4th Avenue between 2nd Street and Railroad Street from approximately 2 p.m. to 6:30 p.m.

APPROVAL: STREET USE PERMIT: To New Glarus EMS for their 5K Run/Walk on June 25 for the use of 4th Avenue at 3rd Street to 5th Street to 3rd Avenue to Durst Road.

APPROVAL: STREET USE PERMIT: To American Legion Post 141 for the Memorial Day Parade on May 30th from 9:30 a.m. to 10:30 a.m. beginning on 2nd Street in front of Village Hall to 5th Avenue to 1st Street to 13th Avenue back to 2nd Street and ending at the New Glarus Elementary School.

UPDATE: MONTHLY POLICE REPORT: The monthly Police Report is included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS REPORT: The Monthly Utility Financials Report is included with the agenda packet.

UPDATE: 2016 STREET PROJECT: Construction activity on the 2016 Street Project started on April 25th. The contractor, A-1 Excavating, has completed all of the utility infrastructure work on 3rd and 5th St, and is now beginning road reconstruction efforts

UPDATE: 2016 RECREATION REGISTRATIONS: The Active.com report from March to May 5th is included with the agenda packet and shows net revenues to date of \$30,070.97, four (4) percent over 2015 for the same period.

UPDATE: APRIL GENERAL FUND BUDGET TO ACTUAL REPORT: A summary of the April 2016 General Fund Budget to Actual comparison report is attached.

APPROVAL: RESOLUTION 16-16/APPOINT SUBSTITUTE LIFEGUARDS: Appoints four (4) substitute lifeguards for the 2016 season.

COMMITTEE/COMMISSIONS:

FINANCE AND PERSONNEL:

CONSIDERATION: 2017 BUDGET TIMELINE: Staff provided the Board with a proposed timeline for the 2017 Budget process. Motion by Mark Janowiak, second by Barb Anderson to approve the timeline as provided. Motion carried. (7-0)

PUBLIC SAFETY/PUBLIC WORKS COMMITTEE:

GENERAL DISCUSSION/RECOMMENDATION: NEW PICKUP TRUCK FOR UTILITY DEPARTMENT:

Trustee Kruse updated the Board on the possible replacement of the 2002 Dodge 2500 Pickup owned by the New Glarus Utilities Department, noting the vehicle has started to incur more maintenance costs. The projected cost of a new vehicle is \$25,000 and there are available funds in the Utility sinking fund to cover the cost of the vehicle replacement, and the 2002 vehicle would also be sold at auction to recover some funds. Staff estimates the Village could receive \$4,000 to \$5,000 for the existing truck and those funds would go back into the Utility sinking fund. The Public Works/Public Safety Committee is recommending authorization to go out for bid for a new vehicle. Motion by Barb Anderson to authorize the bid process for a utility truck, 2nd by Petra Streiff. Motion carried. (7-0)

PARKS AND RECREATION COMMITTEE:

GENERAL DISCUSSION/CONSIDERATION: COST COMPARISONS ON SOFTBALL FIELD

OPTIONS: Trustee Thoemke requested discussion on locating the library on Glarner Park noting the need to re-locate a ball field or go without should that occur. He went on to note that he believes the current proposal to use the tennis courts at Vet's Park is problematic in that it would mean loss of the tennis courts for those currently using that facility, it would prevent the Vet's from expanding their memorial, it would mean a loss of green space at that Park. He further noted that while the proposed field would be a WIAA regulation field, it couldn't not be any smaller and still fill that requirement. He reported the estimates received to date included \$191,000 as bare minimum cost for a field at Veteran's Park or \$118,000 for the same field at Glarner Park, with adding lights to the field at Veteran's being an estimated additional \$200,000. He encouraged the Board to not rush into something but to make sure it's done right.

Trustee Anderson discussed the fact that Glarner Park was the location presented to the voters on the advisory referendum and the voters have indicated through that vote that they would like to see the library at Glarner Park. She asked if not Glarner Park, did the Board want to consider the west side site again, noting the desire to keep the library downtown and the many downtown sites that have been considered in the past. She noted her frustration that the location is still questionable when so many people have been pledging and paying donations for some time.

Trustee Streiff noted that Trustee Thoemke's position is not necessarily reflective of all Parks & Recreation Committee members and tonight's discussion wasn't meant to include determining a location for a replacement ball field. Additional information and research will be necessary prior to any determination on location for a replacement ball field.

The Board had a lengthy discussion that included the use of Glarner and Veteran's Park including the program sponsors, the Village Board's responsibility for replacing a ball field, the current condition of the tennis courts, cost comparison of the two options and possible reasons for differences. They further discussed the possibility of contacting the school again in hopes of finding a solution. Motion by Peggy Kruse to direct staff to revisit with the School regarding plans for the tennis courts, possible options for financing and long-term plan for their open fields, second by Barb Anderson. After continued discussions on use of the Parks, Trustee Streiff called the question. Motion carried. (7-0)

LIBRARY BOARD:

GENERAL DISCUSSION/CONSIDERATION: LIBRARY BOARD RESOLUTION 16-02: Trustee Streiff presented Library Board Resolution 16-02 approved by the Library Board on April 26, 2016 requesting Village Board consideration of a land agreement with the Library Board for Glarner Park, with the condition that the Village retain control of Glarner Park until the Library fundraising reaches \$1 million in private pledges. Trustee Streiff moved to direct staff to draft a Resolution in response to the Library Board Resolution 16-02 to affirm Glarner Park as site of new library and authorize the Library Board to list the west side site for sale using the proceeds from the sale for the new building project, and to direct staff to draft a 99-year land lease for Glarner Park for the Village Board with the clause that the Library Board will notify the Village Board when \$1 million in funds have been raised to start the 45-day notice to the Village for transfer of custody, second by Mark Janowiak.

Trustee Thoemke referred to a letter dated December 8, 2015 from Dimension IV Architects listing several changes to the building plans that he indicated were a result of budget shortfall. He further noted the Library had changed the \$1.25 million goal to \$1 million and indicated he believes that is an indication that they are not ready to build. Trustees Anderson and Streiff pointed out that the fundraising is continuing and determining a definite site would further assist with fundraising. In addition the Resolution offered by the Library Board includes guarantee of \$1 million in funds prior to the transfer of custody of Glarner Park to the Library.

Trustee Kruse commented on the long, arduous process noting she would like to see the Library Board have the opportunity to have a guaranteed site to continue with their fundraising. She continued by noting the importance of a fiscally responsible project in both building budget and continued operational budgets asking for assurance that a new facility will be able to sustain itself without requesting additional funding from the taxpayers.

The Board continued discussions on the Library Board Resolution and timing of the events to assure the funding is in place and the Village wouldn't run the risk of losing a ball field mid-season. Consensus of the members was to include language in the Village's response that adds "or at the end of the current season" to the 45-day notice. Administrator Gadow indicated he could add that as part of the draft Resolution he will prepare for response to the Library Board. That Resolution will come back before the Village Board for final approval. Administrator Gadow also reminded the Village Board that this Resolution addresses the use of Glarner Park and does not include any financing of the project by the Village.

Trustee Thoemke asked if the motion by Trustee Streiff could be broken out into smaller, specific motions and Administrator Gadow offered the following:

- 1) Direct staff to draft Resolution in response to Library Board Resolution
- 2) Affirm Glarner Park as site for new library
- 3) List west side site for sale with proceeds to go to building project
- 4) Direct staff to draft 99-year land lease for Village Board with clause that Library Board will raise \$1 million before the lease goes into effect
- 5) Include language for 45-day notice for custody of property to include option for Village to complete current ball season

Trustee Streiff was asked about amending the motion to break it into separate issues as outlined and she indicated she preferred the original motion.

ROLL CALL VOTE on original motion by Petra Streiff with second by Mark Janowiak: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-no; Roger Truttman-yes and Denise Anton Wright-yes. Motion carried (6-1)

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: RESOLUTION 16-17: DENIAL OF IVERSON CLAIM: Administrator Gadow reported that on April 26, 2016, the Village was again served with a Claim from the attorney of Iverson and Sons, LLC regarding final payment of the 2015 Street Project Contract. The Village Attorney has reviewed the new Claim and recommends that the Village Board adopt Resolution 16-17, disallowing the Claim. The Village Attorney is continuing his work with Iverson's attorney to resolve the matter. Motion by Petra Streiff, second by Barb Anderson to approve Resolution 16-17 denying the Iverson Claim. ROLL CALL VOTE: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttman-yes and Denise Anton Wright-yes. Motion carried (7-0)

DISCUSSION/CONSIDERATION: FINANCING OF 2016 STREET PROJECT: Administrator Gadow updated the Board on the recommendation of Ehler's for the financing of the 2016 street project, requesting Board direction on proceeding. He noted that at the April 4th meeting, Staff presented the Board with two financing options for \$100,000 for the street portion of the 2016 Street project, including

utilizing undesignated General Fund or a refinancing of a 2009 General Obligation (GO) Bond note at current lower interest rates with inclusion of the \$100,000 borrow request. The Board indicated a preference to further explore the 2009 GO Bond refinance option with Ehlers and Associates, the Village's financial consultant, rather than using undesignated general funds for the street project. After researching the current interest rate options with local financial institutions, Ehlers provided an analysis of a borrow option of \$430,000 that includes: \$320,000 to pay off the remaining principal for the 2009 GO Bond issue (at a lower interest rate); \$100,000 of new funds for the 2016 Street Project; and an estimate of \$10,000 to cover the costs to call the 2009 debt. The analysis includes a 2.75% interest rate and a ten (10) year amortization as an example, with the borrowing taking place through Union Bank & Trust.

Motion by Petra Streiff, second by Mark Janowiak to approve the financing as outlines by Administrator Gadow: [\$430,000 through Union Bank & Trust at 2.75% interest and 10-year amortization]. Motion carried with Greg Thoemke abstaining. (6-0-1)

UPDATE/DISCUSSION: LETTER FROM HABITAT FOR HUMANITY REGARDING 200 1ST STREET PROPERTY: Habitat for Humanity of Green County, Inc. submitted a letter, indicating their interest in taking possession of the currently vacant 200 1st Street property (the "Wray property"). Staff has been in discussions with Green County regarding options for ownership transfer, and has been unable to locate a next of kin for the property. It is likely that Village condemnation proceedings would be necessary to transfer ownership of this property to another party. The Board discussed the process and benefits to getting the property cleaned up and back on the tax roll. They further discussed whether a project through Habitat will put full value back onto the tax roll and are interested in obtaining additional information on the proposal of Habitat.

PRESIDENT'S REPORT:

CONSIDERATION: COMMITTEE/COMMISSION APPOINTMENT: President Truttman presented his Committee/Commission appointments for 2016-2017 to the Board, noting there are two (2) positions remaining to fill. One (1) in Community Development Authority and the other one (1) in Historic Preservation. A copy of the appointment list is maintained with the minutes of this meeting. Motion by Peggy Kruse, second by Barb Anderson approve the appointments as listed. Motion carried. (7-0).

ADJOURNMENT: Motion by Barb Anderson, second by Greg Thomke to adjourn the meeting at 8:57 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

NO MEETING HELD 5/3/16

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
4/19/16

PUBLIC HEARING-ORDINANCE 16-01: President Truttman called the public hearing on Ordinance 16-01 to order at 7:00 p.m. PRESENT: Roger Truttman, Denise Anton Wright, Barb Anderson, Petra Streiff, Greg Thoemke and Mark Janowiak. ABSENT: Peggy Kruse. ALSO PRESENT: Roger and JoAnne Buesser and Cory and Kimberly Stamn, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

President Truttman reported that Ordinance 16-01 rezones Lots 1 and 2 created by a Certified Survey Map dated February 18, 2016 by Talarczyk Land Surveys for Kimberly and Cory Stamn on land located in the 500 Block of 2nd Avenue from Agricultural (A-1) under §305-17 of the Municipal Code to Residential (R-1) under §305-15 of the Municipal Code. There was no public comment.

Motion by Greg Thoemke, second by Barb Anderson to close the Public Hearing at 7:02 p.m. Motion carried. (6-0)

PUBLIC HEARING - RESOLUTION 16-07: President Truttmann called the public hearing on Resolution 16-07 to order at 7:02 p.m. PRESENT: All those present at the previous public hearing.

President Truttmann reported that Resolution 16-07 allows for the abandonment of street right of way of Buesser Lane as provided in the Certified Survey Map dated February 18, 2016 by Talarczyk Land Surveys for Kimberly and Cory Stamm on land located in the 500 Block of 2nd Avenue. There was no public comment.

Motion by Barb Anderson, second by Greg Thoemke to close the Public Hearing. Motion carried. (6-0)

REGULAR MEETING-CALL TO ORDER: President Truttmann called the regular meeting to order at 7:03 p.m. PRESENT: All those present at the public hearings.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall remain off for the duration of the meeting.

AGENDA: Motion by Mark Janowiak to approve the 4/19/16 agenda, second by Greg Thoemke. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff to approve consent agenda, second by Greg Thoemke. Motion carried (6-0).

APPROVAL OF MINUTES OF 4/5/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, and Journal entries for credit card, life and health insurance, and utility bills totaling \$53,058.17; Checks 33589 through 33643 totaling \$53,798.57, and payroll vouchers 11134 to 11166 totaling \$27,470.08

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/17: Amanpreet Singh; Melissa Haak; Cherri Kempfer; Riley Miller; Ciaran O'Neill-Culhane; Mark Ryan; James C. Shumway; Thomas Lund

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/18: Andrew Westby; Steven Anderegg; Jolene Krychowiak; Rosemary Schiltz

APPROVAL: ORIGINAL CLASS A LIQUOR LICENSE TO EXPIRE 6/30/16: Shake & Shum, Inc. (Maple Leaf Cheese & Chocolate Haus).

UPDATE: MONTHLY POLICE REPORT: The monthly Police Report is included with the agenda packet.

UPDATE: MONTHLY BUILDING INSPECTOR REPORT: The Building Inspector's Report for March is included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS REPORT: The Monthly Utility Financials Report is included with the agenda packet.

UPDATE: MONTHLY GENERAL FUND BUDGET TO ACTUAL REPORT: A summary of the March 2016 General Fund Budget to Actual comparison report is attached.

UPDATE: 2016 STREET PROJECT: The contractors, A-1 Excavating, are tentatively scheduled to begin the project on April 25th. A Public Hearing was held at the April 13th Public Works/Public Safety Committee on the special assessments for the 2016 Street Project on April 13th.

COMMITTEE/COMMISSIONS:

PLAN COMMISSION:

CONSIDERATION: RESOLUTION 16-07 STREET VACATION OF BUESSER LANE:

Applicants Kimberly and Cory Stamn and Roger and JoAnne Buesser have submitted an application requesting formal abandonment of Buesser Lane in order to facilitate the land consolidation as provided in the February 18, 2016 Certified Survey Map as prepared by Talarczyk & Associates. Access to the lots is shown on the CSM. Staff is supportive of the abandonment request as no road was constructed within the platted right-of-way of the Buesser addition. Proper notice of the Street Right of Way Vacation under Wisconsin State Statutes 66.1003 has been completed.

Motion by Petra Streiff to approve Resolution 16-07 for the abandonment of Buesser Lane, second by Barb Anderson. Motion carried. (6-0)

CONSIDERATION: LAND DIVISION AND CONSOLIDATION BY CSM: STAMN-BUESSER (500

BLOCK OF 2ND AVENUE: Administrator Gadow reported this application for Land Combination by CSM Section §265-14 [re: Land Divisions and Consolidations by Certified Survey Map] requests to combine six (6) previously platted lots, and some portions of Outlot 10, into two (2) larger single family lots. Lot 1 would consist of 116,502 SF or 2.67 acres and Lot 2 would be 79,362 SF or 1.82 acres. The new CSM also includes the vacation of Buesser Land with access for the two newly consolidated parcels from Second Avenue for Lot 2 and a new thirty (30) ft wide access easement connecting to Second Avenue for Lot 1. At their March 17th meeting, Plan Commission recommended approval with the following conditions:

- A. The Applicant shall file a copy of the approved certified survey map together with the approving resolution with the County Register of Deeds within six months of the date of the resolution of approval. All recording fees shall be paid by the Applicant.
- B. Eliminate the word "proposed" that references the thirty (30) ft access easement.
- C. Reference the Resolution Number and recording documents numbers for the Street Vacation.
- D. Include signature blocks for financial institutions on the CSM.
- E. Include square footage and acreage to the metes and bounds description.
- F. Create an access easement agreement between property owners to be recorded.

Staff is recommending approval of the CSM including the conditions with the caveat that staff review the CSM with the Department of Administration to assure all requirements of the State are met. Motion by Greg Thoenke, second by Mark Janowiak to approve the CSM subject to the conditions of the Plan Commission with the caveat that staff work with Department of Administration to meet requirements set forth by the State. Motion carried. (6-0)

CONSIDERATION: ORDINANCE 16-01 REZONING STAMN/BUESSER PROPERTY: Ordinance 16-01 rezones portions of Outlot 10 included in the single family lots created by the Certified Survey Map from Agricultural (A-1) to Residential (R-1) under Section 305-98 pursuant to the application of Kimberly and Cory Stamn and Roger and JoAnne Buesser. These portions of Outlot 10 are currently zoned A-1 Agricultural, and would need to be rezoned to R-1 Residential to match the R-1 zoning of the rest of the land within the proposed CSM. The Plan Commission reviewed this Application on March 17th, and recommended approval of the Rezoning Request. Staff also recommends approval of the Rezoning Request. Barb Anderson moved to approve Ordinance 16-01 rezoning Lots 1 & 2 of the CSM, second by Petra Streiff. Motion carried. (6-0)

PUBLIC WORKS/PUBLIC SAFETY:

CONSIDERATION: ADOPTION OF VILLAGE ENGINEER'S REPORT ON SPECIAL ASSESSMENTS

FOR 2016 STREET PROJECT: A Public Hearing on the proposed special assessments for the 2016 Street Project was held as part of the April 13, 2016 Public Works/Public Safety Committee meeting. The Public Works/Public Safety Committee reviewed the Engineer's Report and unanimously recommended Village Board adoption of the Report. Staff is recommending approval. Motion by Greg Thoenke to adopt the Engineer's Report on Special Assessments for the 2016 Street Project, second by Mark Janowiak. Motion carried. (6-0)

Administrator Gadow noted that contracts for the project are in the process of being signed and work is anticipated to begin early next week. A letter informing the residents will be mailed tomorrow.

ADMINISTRATOR'S REPORT:

CONSIDERATION: ACCEPTANCE OF POLICE CHIEF BOLDEBUCK'S LETTER OF RESIGNATION: Chief Boldebeck is retiring from service with the Town of Madison, and as required with Wisconsin ACT 20, must also resign from his part-time position with the Village. The effective date of the resignation is April 30, 2016. Motion by Barb Anderson to accept the resignation of Burt Boldebeck, second by Mark Janowiak. Motion carried. (6-0)

CONSIDERATION: APPOINTMENT OF SGT STURDEVANT AS OFFICER-IN-CHARGE: Staff is recommending the appointment of Sgt Jeff Sturdevant as the Officer-in-Charge of the Police Department, with the resignation of Chief Boldebeck, until such time that the Village determines an appropriate course of action for the position. Sgt Sturdevant has previously served as the Officer-in-Charge and the current Police Union contract specifies that a Patrol Officer or Sergeant appointed as Officer-In-Charge in the absence of the Chief of Police, they shall be paid an additional \$2.00 per hour to their regular wage. The revised hourly wage for Sgt Sturdevant during his time as Officer-In-Charge will be \$28.86. Petra Streiff moved to approve Resolution 16-15 appointing Sgt. Jeff Sturdevant as Officer-In-Charge with a pay increase of \$2.00 per hour, second by Mark Janowiak. Motion carried. (6-0)

UPDATE ON IVERSON CLAIM: Administrator Gadow updated the Board on the Iverson claim noting staff mailed the Board's Resolution denying the claim to Iverson's Attorney. Village Attorney Morgan is waiting for a response and is hopeful in scheduling a meeting to negotiate a settlement. Administrator Gadow requested permission to work with the Village Attorney on negotiating a settlement with final approval of the agreement coming back to the Village Board. Greg Thoemke moved to authorize Village Staff to work with the Village Attorney to reach a settlement with final authorization of any agreement coming before the Village Board, second by Barb Anderson. Motion carried. (6-0)

PRESIDENT'S REPORT:

CONSIDERATION: ARBOR DAY PROCLAMATION: President Truttmann read into the record the annual proclamation recognizing May 6, 2016 as Arbor Day for the Village of New Glarus. Motion by Greg Thoemke, second by Mark Janowiak to approve the Proclamation as read. Motion carried. (6-0)

ADJOURNMENT: Motion by Barb Anderson, second by Mark Janowiak to adjourn the meeting at 7:17 p.m. Motion carried. (6-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS

4/5/16

REGULAR MEETING-CALL TO ORDER: President Truttmann called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Laci Bainbridge, Barb Anderson, Peggy Kruse, and Greg Thoemke. ABSENT: Petra Streiff and Mark Janowiak. ALSO PRESENT: Dennis and Julie Lee and Bryan Saxer representing Pec Valley ATV Club, Terry and Jeff Bauer, Ashley, Don and Oakley Odell, Chloe and Daniela Hix, Officer Justin Hix, Officer Cody Conover, Sergeant Jeff Sturdevant, Sue Moen (Post-Messenger-Recorder), Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 4/5/16 agenda, second by Barb Anderson. Motion carried (5-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Dennis Lee and Bryan Saxer with Pec Valley ATV Club presented a map of a proposed ATV trail within the Village limits. They also presented signatures of several local business indicating support for the trail, noting the potential economic impact for the local businesses. The trails would be road trails and the ATV club would provide the necessary signage. They noted they have not yet approached Green County regarding road trails to the Village from the Blanchardville area as they felt access within the Village was necessary first. Administrator Gadow suggested the item be referred to the April 13th Public Works/Public Safety agenda.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Laci Bainbridge. Motion carried (5-0).

APPROVAL OF MINUTES OF 3/15/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, and credit card, wire for utility bill and Checks 33539 to 33541 totaling \$172,089.25; Checks 33542 through 33588 totaling \$30,015.00, and payroll vouchers 11082 to 11107 totaling \$26,534.14 and 11108 to 11133 totaling \$25,928.95

RESOLUTION 16-11 APPOINTING JUSTIN D. HIX AS POLICE OFFICER AND SWEARING IN: Administrator Gadow updated the Board on the recommendation of Justin D. Hix to the position of Police Officer. Motion by Laci Bainbridge, second by Peggy Kruse to approve Resolution 16-11 appointing Mr. Hix. Motion carried (5-0). Administrator Gadow read into the record a letter welcoming Officer Hix prepared by Chief Boldebeck. Officer Hix was given the Oath of Office by Administrator Bryan Gadow and presented with his badge by Sergeant Sturdevant.

COMMITTEE/COMMISSIONS:

COMMUNITY DEVELOPMENT AUTHORITY:

CONSIDERATION: RESOLUTION R16-13 OF SUPPORT FOR APPLICATION FOR WEDC

CONNECT COMMUNITIES PROGRAM: Trustee Thoemke updated the Board on the State's Connect Communities Program and discussions between the Community Development Authority and the Wisconsin Economic Development Corporation regarding the program. The Connect Communities program is a competitive, application-based program, where twenty (20) new communities are selected each year to receive technical resources and trainings to assist with commercial and downtown revitalization efforts. Staff is finalizing an application to submit for this year's program cycle. Resolution 16-13 authorizes the submission of the application materials. It is anticipated that we will learn whether or not we are selected for the program in late June. If selected, the annual cost to participate is \$200.00. Trustee Anderson asked about the purpose of the program and Administrator Gadow reported it would provide access to training and technical assistance from WEDC for downtown development, potentially including the Historic District, branding, marketing and strategic planning. Motion by Laci Bainbridge, second by Barb Anderson to approve Resolution R16-13 and submittal of the State's Connect Communities Program application. Motion carried. (5-0)

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: AWARD OF CONTRACT FOR 2016 STREET PROJECT:

Bids were opened on March 18th for the 2016 Street Project was March 18th. Of the four (4) bids received, low bid was A-1 Excavating, Inc. (Bloomer) at \$205,360. The Engineer's Probable Cost Estimate for the Project was \$229,477.50 with an additional \$57,369.38 for contingency and engineering for an estimated total of \$286,746.88.

Administrator Gadow reviewed with the Board the funding sources for the project, including left over funds from previous road projects, the Capital Improvement fund, Utility funds, Utility impact fees, a grant from WIDOT, and special assessments. Staff is looking for direction on the funding of the balance of the project and specifically whether the Board wants to utilize approximately \$100,000 in undesignated General Fund balance to cover a portion of the street component of the project, or incorporate it into a borrow request. Administrator Gadow noted one possibility presented by Ehlers included the refinancing of a 2009 Note with the additional borrowing added to it. Both the Village's auditors and financial consultants are comfortable with either option.

After a brief discussion on the borrowing amounts remaining for 2016 projects, including streets, police department remodel and server and parks, the timeline for funding the projects and borrowing terms, the consensus of the Board was to borrow for the street project and request Ehlers to determine the potential cost savings of including the street project borrowing in a refinancing of the 2009 Note as compared to a local bank note.

Motion by Barb Anderson, second by Peggy Kruse to award the contract for the 2016 street project to the low bidder, A-1 Excavating, Inc. (Bloomer) at a not to exceed cost of \$205,360. Motion carried (5-0).

Administrator Gadow reported that A-1 Excavating is interested in starting the project as soon as possible and he expects a pre-construction meeting next week after which he will update the residents and Board on the anticipated timeline. Trustee Bainbridge asked about reference checks on the construction contractor and Administrator Gadow reported those are completed through the Village Engineer.

ADMINISTRATOR'S REPORT:

CONSIDERATION: RESOLUTION 16-14 NOTICE OF DISALLOWANCE OF IVERSON CLAIM:

On March 30, 2016, the Village was served with a Claim from the attorney of Iverson and Sons, LLC regarding final payment of the 2015 Street Project Contract. The Village had withheld \$46,800 for liquidated damages for failure to complete the work within the contract deadline. The Village Attorney has reviewed the Claim, and recommends that Village Board adopt Resolution 16-14, disallowing the Claim. Administrator Gadow will be forwarding the Resolution, if approved, to the Village Attorney. President Truttmann noted the importance of being cognizant of the amount of the claim and the amount of potential attorney fees that could be paid. Motion by Greg Thoemke, second by Barb Anderson to approve Resolution 16-14 disallowing the Iverson Claim. ROLL CALL VOTE: Barb Anderson-yes; Laci-Bainbridge-yes; Peggy Kruse-yes; Greg Thoemke-yes; Roger Truttmann-yes. Motion carried (5-0).

LETTER OF RESIGNATION: Administrator Gadow reported that he had received a letter of resignation from Chief Boldebeck today in connection with his retirement from the Town of Madison. Administrator Gadow is recommending accepting the resignation and appointing Sergeant Sturdevant as the Officer in Charge at the April 19th Board meeting and subsequently determining a path for the Chief's position. The Board briefly discussed the appointment of Sergeant Sturdevant to Officer in Charge as well as the vacancy in the Chief's position. Administrator Gadow will be following up with Attorney Morgan.

SCHEDULE BOARD OF REVIEW: Administrator Gadow reported that Clerk Erb will soon be scheduling the Board of Review for 2016 and is requesting input on date and time for the Board of Review, noting the two-hour meeting. Consensus of the Board was to try to schedule Board of Review prior to the May 17th or June 7th meeting between the hours of 4:45 to 6:45 p.m.

RESCHEDULE MAY 3rd BOARD MEETING: Administrator Gadow asked if the May 3rd meeting could be rescheduled to Monday, May 2nd and consensus of the Board was that it would not be an

issue. Trustee Anderson noted a potential conflict with Historic Preservation that could be worked out.

COMPLAINTS AND CODE ENFORCEMENT: Administrator Gadow updated the Board on various complaints regarding trash and abandoned vehicles within the Village and noted he is working with the Police Department and code enforcement on the issues.

PRESIDENT'S REPORT:

CONSIDERATION: RESOLUTION 16-12 NATIONAL LINEMAN APPRECIATION DAY: Motion by Greg Thoemke, second by Barb Anderson to approve Resolution 16-12 recognizing National Lineman Appreciation Day. Motion carried (5-0).

PROCLAMATION RECOGNIZING SERVICE OF TRUSTEE LACI BAINBRIDGE: President Truttman read the Proclamation Recognizing the Service of Trustee Laci Bainbridge to the Village of New Glarus as she did not seek another term.

ADJOURNMENT: Motion by Greg Thoemke, second by Barb Anderson to adjourn the meeting at 7:51 p.m. Motion carried. (5-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
3/15/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Laci Bainbridge, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke and Mark Janowiak. ALSO PRESENT: Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 3/15/16 agenda, second by Laci Bainbridge. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Peggy Kruse to approve consent agenda, second by Barb Anderson. Motion carried (7-0). Trustee Streiff commented that she was glad to see fire and police are working together on festival emergency planning and that she appreciated the monthly budget to actual report.

APPROVAL OF MINUTES OF 3/1/16 REGULAR MEETING:

APPROVAL OF CLAIMS: The claims lists are included in your packet and include: ACH for payroll expenses, life and health insurance, utility bills and Checks 33487 and 33489 totaling \$183,793.29; Checks 33490 through 33538 totaling \$60,717.61, and payroll vouchers 11046 to 11081 totaling \$26,951.66.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/17: Craig Shea, Dawn Hahn, Jennifer Lewke, Emily Holz, Liana Asmus, Elizabeth Esser and Brenda Jelle

APPROVAL: TEMPORARY CLASS B LICENSE APPLICATION OF FRIENDS OF NEW GLARUS PUBLIC LIBRARY FOR 4/14/16: For the serving of wine in connection with a Library program in Village Hall Community Room.

APPROVAL: RESOLUTION R16-09 AUTHORIZING BORROWING OF \$141,000 FOR NEW SNOW PLOW PURCHASE: Loan is with Union Bank & Trust in the amount of \$141,000 at 2.75% for a seven (7) term to purchase a new snow plow truck. Staff will work with UB&T to complete the loan paperwork following approval of this formal resolution by the Village Board.

UPDATE: MONTHLY POLICE REPORT: The monthly Police Report is included with the agenda packet.

UPDATE: MONTHLY BUILDING INSPECTOR REPORT: The Building Inspector's Report for February is included with the agenda packet.

UPDATE: MONTHLY UTILITY FINANCIALS REPORT: The Monthly Utility Financials Report is included with the agenda packet.

UPDATE: MONTHLY GENERAL FUND BUDGET TO ACTUAL REPORT: A summary of the January and February 2016 General Fund Budget to Actual comparison report is attached.

UPDATE: 2016 STREET PROJECT: The Public Works/Public Safety Committee held an informational session on the project on March 9th. Seven (7) individuals attended to learn about the project. Bid opening for the project is scheduled for March 18th.

UPDATE: CDA/HPC HISTORIC TAX CREDIT WORKSHOP: Fifty-eight (58) individuals attended the March 6th workshop hosted by the Historic Preservation Commission and Community Development Authority to learn more information about the programs. The next step will be to more formally survey the residents/business owners in the potential residential and commercial historic districts to determine if there is sufficient interest in pursuing an application to create a historic district with the Wisconsin Historical Society and the Federal Department of Interior.

COMMITTEE/COMMISSIONS:

PARKS & RECREATION:

CONSIDERATION: RESOLUTION 16-08 APPOINT SUMMER EMPLOYEES: This is an annual Resolution appointing the limited term summer seasonal employees for the Swimming Pool and Parks and Recreation Departments. Administrator Gadow noted that the Certified Pool Operator for 2016 has changed this year to an individual who resides in New Glarus and is familiar with the liquid chlorine the pool will be switching to this year. Motion by Petra Streiff, second by Mark Janowiak to approve Resolution 16-08. Motion carried (7-0).

PUBLIC WORKS/PUBLIC SAFETY:

CONSIDERATION: RESOLUTION 16-10/2016 STREET PROJECT PRELIMINARY SPECIAL ASSESSMENTS: A public informational meeting on this project was held at the March 9, 2016 Public Works/Public Safety meeting with several of the residents in attendance. Bids for the project will be opened on Friday, March 18th and staff will work with the contractor awarded the project to schedule the anticipated 8-week project to provide the least disruption possible to the residents. Resolution 16-10 establishes that the Village intends to use special assessments to pay for portions of the 2016 street project (3rd and 5th Street, between 7th and 8th Aves) and details payment options for repaying the assessments. This is the first step in the assessment process. Motion by Greg Thoemke, second by Barb Anderson to approve Resolution 16-10. Motion carried (7-0).

CONSIDERATION: 2016 STREET PROJECT APPEAL(S): Trustee Kruse reported the Public Works/Public Safety Committee reviewed the Colstads and Ms. Shirley Krauss appeal of their assessments on March 9th, and recommended that the appeals be denied by the Village Board, according to Village Ordinance. The Village's ordinance on special assessments, Section 10-4.C

indicates if a property was previously assessed for curb and gutter or sidewalk within the last five (5) years, there would be no second assessment for new curb and gutter or sidewalk. Beyond ten (10) years, a property could be assessed for any new curb and gutter or sidewalk on the property. Administrator Gadow updated the Board on Section 262-2 of the Municipal Code which reads:

A. "Board may order. [Amended 5-21-2001 by Ord. No. 02-1]

(1) The Village Board may determine that sidewalks or curb and gutter may be constructed, laid, rebuild or repaired along or upon any public street, right-of-way or highway within the Village. The Village Board may determine or change the width or grade of any street or sidewalk.

(2) Payment. In conjunction with street reconstruction projects, the Village of New Glarus shall be responsible for 100% of the costs associated with the installation of new sidewalk in areas absent of sidewalk. As part of new plats and new subdivisions, the developer shall be responsible for 100% of the costs associated with the installation of sidewalk."

The Board briefly discussed the need for review and possible update of the ordinance. Based on recommendation of Public Works/Public Safety, motion by Mark Janowiak, second by Petra Streiff to deny the appeals of John and Sandra Colstad and Shirley Krauss. Motion carried. (7-0).

ADMINISTRATOR'S REPORT:

UPDATE: OFF-STREET PARKING FOR FLANNERY'S REDEVELOPMENT PROJECT: Administrator Gadow reviewed with the Village Board the recommendation of the Village Attorney for the Village to provide the Developer with a temporary easement by which to do the grading work and construct the proposed parking lot and enclosure for the residential tenants on the land currently owned by the Village behind Flannery's. After the Developer has satisfactorily completed these improvements, the Village would then finalize a quit claim deed. This would provide the Village with the certainty that the improvements were completed before the Developer took over ownership of the parcel. The Developer is supportive of this option and anticipates the project will be completed late summer.

UPDATE: TIMELINE FOR 2017 VILLAGE REVALUATION PROJECT: Gardiner Appraisal Service LLC has provided a schedule for the revaluation of the residential properties over the next two (2) years in the community. A public educational will be scheduled for mid-July, 2016.

CHAMBER REQUEST: Administrator Gadow reported that the Chamber has approached him with a request to move the farmer's market on Saturday mornings to the Village Park when there is no conflict with other events. They would like to work out a continuing permit for the summer months and Administrator Gadow requested input from the Board on his working with the Chamber to accomplish the relocation of the farmer's market. Consensus of the Board was for the Administrator to work with the Chamber for the relocation.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Petra Streiff to adjourn the meeting at 7:16 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
3/1/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Laci Bainbridge, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke and Mark Janowiak. ALSO PRESENT: Denise Anton-Wright, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse to approve the 3/1/16 agenda, second by Mark Janowiak. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Laci Bainbridge. Motion carried (7-0).

APPROVAL OF MINUTES OF 2/16/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, credit card and Checks 33444 and 33445 totaling \$24,698.67; Checks 33446 through 33486 totaling \$35,936.66, and payroll vouchers 11019 to 11045 totaling \$26,677.75.

UPDATE: REVIEW OF 2015 GENERAL FUND BUDGET TO ACTUAL REPORT: The 2015 budget to actual report for the General Fund was included in the agenda packet for review.

COMMITTEE/COMMISSIONS:

PLAN COMMISSION:

UPDATE: SITE PLAN AMENDMENT FOR GLARNER BIER HAUS – 1200 STH 69:

Administrator Gadow reported that at their February 18, 2016 Plan Commission meeting, the Commission reviewed and approved (subject to Engineer's comments) an amendment to the Site Plan for Glarner Bier Haus (1200 STH 69) previously approved in fall of 2015. The amendment shifts the proposed building ten (10) feet to the south in order to minimize the relocation of an existing water main on the property. The amended Site Plan maintains a 10.5 foot sideyard setback on the southern property line as well as maintaining the required utility easements.

UPDATE: SITE PLAN FOR NEW GLARUS BREWING COMPANY – 2400 HWY. 69:

At their February 18, 2016 meeting, the Plan Commission also approved (subject to Engineer's comments) a Site Plan submitted by the New Glarus Brewing Company an 11,500 SF expansion of their "Hilltop" warehouse facility, including four (4) new loading docks. The expansion will consolidate shipping docks into a centralized location, and provide additional storage space for product.

FINANCE/PERSONNEL:

CONSIDERATION: RESOLUTION 16-06/WAGE ADJUSTMENT FOR MICHAEL GANSHERT

(WWTP OPERATOR): Administrator Gadow reported that last year, Public Works Employee Michael Ganshert completed Grade 4 Operator Certification by the WI DNR for the Waste Water Treatment Plant. As such, his new classification would be as a Waste Water Treatment Plant Operator Grade 4, which has a pay rate of \$26.08/hr. This would be a \$1.21/hr increase over his current wage rate of \$24.87/hr (as Grade 3 Operator), and would be paid solely through the Utility fund. Personnel/ Finance Committee and staff are recommending approval. Motion by Barb Anderson, second by Laci Bainbridge to approve Resolution 16-06 with an effective date of February 1, 2016. Motion carried. (7-0)

COMMUNITY DEVELOPMENT AUTHORITY:

UPDATE: TRANSFER OF TID#2 BALANCE TO FUND REVOLVING LOAN FUND:

Trustee Thoemke reported that in 2015, the Village set up a Revolving Loan Fund (RLF) to provide assistance to local business projects. The TID#2 Project Plan, provided \$50,000 for funding the RLF. The Community Development Authority (CDA) is proposing utilizing the Village's portion of the \$208,021 remaining balance in TID#2 at closing (or \$74,003) for that same purpose as those funds would continue to grow the tax base. The CDA also proposed the Village ask the overlying districts if they are interested in utilizing any or all of their portion of the balance to assist the funding of the RLF. Staff and the CDA will begin marketing the RLF program to the business community. Consensus of the Board to move forward with the funding and correspondence to the overlying districts regarding possible contribution to the RLF.

UPDATE/DISCUSSION: OFF-STREET PARKING FOR FLANNERY'S REDEVELOPMENT

PROJECT: Trustee Thoemke updated the Village Board on the discussion of the CDA regarding the various off-street parking scenarios and land transfer options of the Village property to the east of the Flannery's building as requested by the Village Board. He noted the developer is most interested in an option that would allow for off-street covered parking for the tenants. The general consensus of the CDA was to sell the proposed off-street parking land (approximately 6,724 SF) to Consortium Properties LLC (the Developer) for \$1.00 with understanding that the Developer will be responsible for payment of all future property taxes on both the land and proposed parking enclosure. If the Board is comfortable with this option, staff will draft up a quit claim deed for Board approval at the next meeting. The Board briefly discussed the proposal and requested the addition of language that would require the building of the proposed facility within a specified time frame or ownership of the property would revert to the Village.

PUBLIC SAFETY/PUBLIC WORKS COMMITTEE

DISCUSSION/CONSIDERATION: 2015 STREET PROJECT SPECIAL ASSESSMENT APPEAL:

Trustee Kruse reported that Public Works/Public Safety heard appeals of special assessment for the 7th and 8th Avenue street project at their February meeting and felt the appeal should come before the full Board. Mr. John and Ms. Sandra Colstad (607 8th Ave) and Ms. Shirley Krauss (601 8th Ave) expressed concern as to why they were being assessed for curb when they were assessed for new curb when they purchased the home 41 years ago. In addition, they are questioning why certain properties were not assessed for new sidewalk when there was not previously a sidewalk. The Village's policy has been that if a property did not previously have curb or gutter, then the property owner would not be assessed for the first installation of that curb and gutter (the Village would pay the cost of first time installation). In addition, Village ordinance on special assessments, Section 10-4.C, indicates if a property was previously assessed for curb and gutter or sidewalk within the last five (5) years, there would be no second assessment for new curb and gutter or sidewalk. Beyond ten (10) years, a property could be assessed for any new curb and gutter or sidewalk on the property.

Trustee Thoemke noted his concern with this coming to the full Board without recommendation from the Committee and since it is not time sensitive would prefer to send it back to Committee for a recommendation. The Board briefly discussed the Village's policy and various changes over the years.

Motion by Greg Thoemke, second by Peggy Kruse to table action on special assessment appeal and send back to Public Works/ Public Safety for a recommendation. Motion carried. (7-0)

FIRE DISTRICT:

PRESENTATION/DISCUSSION: FIRE DEPARTMENT BUILDING PLANS AND LEVY REQUEST:

Trustee Mark Janowiak, the Village Board representative to the Fire District Board provided the Board with an update on the proposed expansion project for the Fire Station, referring to proposed plans

provided in the agenda packet. He reported that the existing building was built in the 1980's and the number of firefighters has grown since that time from approximately 26 to 40 and the department needs additional room for storage, lockers, laundry, conference area, parking, etc. The department currently owns the land on which the expansion will be located and preliminary estimates of costs for the expansion are \$350,000 with the department having completed fundraising of approximately \$125,000 toward that amount. The department has approached the District Board for assistance from the municipalities for the remainder of the project. Trustee Janowiak estimated the Village's portion would be approximately \$40,000 to \$50,000 and that the District Board would be requesting \$20,000 over the next two years. The Board discussed the timing of the proposed project, the implications to the Village Budget as well as the expected service life of the addition. Also discussed was whether it would be possible for the Fire District to borrow funds for the project in order to spread the cost out over more years. Administrator Gadow will do some checking on the borrowing options.

ADMINISTRATOR'S REPORT:

INTRODUCTION OF RESOLUTION 16-07 STREET VACATION FOR BUESSER LANE:

The Village has received an application for consolidation of six (6) residential lots into two (2) lots. As part of the land consolidation request, the applicants are requesting vacation of Buesser Lane as platted. Administrator Gadow updated the Village Board on the process for vacating a street, noting the first step is the presentation of a Street Vacation resolution to the Village Board, followed by a forty (40) day notice period for adjacent properties before the Village Board holds a public hearing on the request. Staff will schedule the formal public hearing for the April 19, 2016 Village Board meeting.

REMINDER OF HISTORIC TAX CREDIT WORKSHOP: Administrator Gadow reminded the Board of the upcoming informational Historic Tax Credit Workshop to be held in the Village Hall Community Room on Sunday, March 6th at 2 p.m.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Barb Anderson, second by Laci Bainbridge to adjourn the meeting at 7:38 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
2/16/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Laci Bainbridge, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke and Mark Janowiak. ALSO PRESENT: Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 2/16/16 agenda, second by Barb Anderson. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Peggy Kruse to approve consent agenda, second by Greg Thoemke. Motion carried (7-0).

APPROVAL OF MINUTES OF 2/2/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for utilities, and e-check for life insurance totaling \$48,543.27; Checks 33399 through 33443 totaling \$74,790.45, and payroll vouchers 10995 to 11018 totaling \$24,759.61.

APPROVAL: OPERATOR'S LICENSE TO EXPIRE 6/30/17: To Paula Stanton.

APPROVAL: ORIGINAL CLASS A LIQUOR LICENSE APPLICATION TO VERY TRES CHIC, LLC TO EXPIRE 6/30/16: To Very Tres Chic, LLC (Paula Stanton, operator) at 403/405 2nd St, for a Class A liquor license to allow for the serving of alcohol samples as part of the operation.

APPROVAL: TEMPORARY BEER/WINE LICENSES FOR NEW GLARUS FIRE DEPARTMENT – MARCH 19, 2016: For the serving of beer and wine at the annual Fire Department Dinner.

APPROVAL: STREET USE PERMIT – AROC WISCONSIN – MAY 7, 2016: For the use of Elmer Road to Kubly Road in the Town of New Glarus for timed automobile runs. The Village needs to obtain the certificate of insurance on renewal of their policy.

Update: Monthly Police Report: The monthly Police Report is included with the agenda packet.

Update: Monthly Building Inspector Report: The Building Inspector's Report for January is included with the agenda packet.

Update: Monthly Utility Financials Report: The Monthly Utility Financials Report is included with the agenda packet.

Update: Chalet of the Golden Fleece Report: The Chalet of the Golden Fleece has provided a report for your review that is included with the agenda packet.

COMMITTEE/COMMISSIONS:

FINANCE/PERSONNEL:

CONSIDERATION: RESOLUTION 16-04/RESERVE FUND POLICY/DEBT POLICY:

Administrator Gadow reported this is the annual reserve fund policy that provides the necessary balances for the emergency reserve fund and working-capital reserve fund as well as stating our current debt levels and capacity reflected as of the end of the previous year. Motion by Greg Thoemke, second by Mark Janowiak to approve Resolution 16-04/Reserve Fund Policy/Debt Policy. Motion carried. (7-0).

PARKS & RECREATION:

CONSIDERATION: RESOLUTION 16-05 SCHEDULE OF FEES FOR USE OF NEW GLARUS

VILLAGE PARKS AND SWIMMING POOL: Resolution 16-05 is being recommended for approval by Parks & Recreation Committee and establishes the fees for use of the parks and swimming pool for 2016. The fee amounts remain that same as those charged in 2015. Motion by Barb Anderson to approve Resolution 16-05/Schedule of Fees for Use of New Glarus Village Parks and Swimming Pool, second by Laci Bainbridge. Motion carried (7-0).

ADMINISTRATOR'S REPORT: Staff will continue to keep the Board informed regarding a contractor payment issue.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Greg Thoemke, second by Barb Anderson to adjourn the meeting at 7:03 p.m. Motion carried. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
2/2/16

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Laci Bainbridge, Barb Anderson, Petra Streiff, Peggy Kruse and Mark Janowiak. ABSENT: Greg Thoemke. ALSO PRESENT: Denise Anton-Wright, Public Works Director Scott Jelle, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Peggy Kruse to approve the 2/2/16 agenda, second by Laci Bainbridge. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff to approve consent agenda, second by Barb Anderson. Motion carried (6-0).

APPROVAL OF MINUTES OF 1/19/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses totaling \$22,471.10; Checks 33370 through 33398 totaling \$62,264.06, and payroll vouchers 10970 to 10994 totaling \$26,947.03.

UPDATE: HISTORIC TAX CREDIT SEMINAR-MARCH 6TH: The Historic Preservation Committee and the CDA will host a joint workshop on Sunday, March 6th at 2:00pm in the Community Room of Village Hall, to provide information regarding listing locally historic properties on the National Register of Historic Places, creating Historic Districts in the community, and available federal and state tax credits for rehabilitation of historic properties. Speakers will include Carol Cartwright, author of the Village's Architectural and Historic Properties Survey, and Joseph DeRose of the Wisconsin Historical Society. Any interested citizen is welcome to attend.

COMMITTEE/COMMISSIONS:

PLAN COMMISSION:

DISCUSSION/CONSIDERATION: SITE PLAN FOR 114 2ND STREET REDEVELOPMENT PROJECT (FLANNERY'S): The Plan Commission voted unanimously to recommend approval of the Site Plan for Consortium Properties, LLC, at their January 21, 2016 meeting, with the following conditions:

- a. The Applicant work with the Village to ensure that off-street parking is provided for the project.
- b. The Applicant provide the Village with a copy of an As-Built Survey at the end of project construction.

Administrator Gadow updated the Board on the finalization of the portion of land for off-street parking purposes for the residential tenants of the project, the last remaining item for this project. The Board previously discussed having the parking surface located horizontally along the existing alleyway. However, the Applicant has concerns that parking off the alley is not as appealing for perspective

renters and precludes any option for creating covered parking for the tenants. Staff is looking for direction on this item. Administrator Gadow reviewed with the Board the Parking Lot Alternative 1 map provided by MSA that would create 8 stalls on the property currently owned by the Village for use by the tenants of the apartments. The parking area for approximately 4-5 stalls adjacent to the building would be reserved for employees of the restaurant. The Board discussed various options, including giving the Village owned parcel to Consortium Properties LLC as a development incentive, selling the property to Consortium Properties LLC or developing a lease agreement for the property. Concerns over the need for ample parking as well as restricting options for future development were also discussed. The Board agreed the lease option provided the most flexibility for the Village. Consensus of the Board was to request input from the Community Development Authority.

Motion by Petra Streiff, second by Barb Anderson to approve the Site Plan for 114 2nd Street redevelopment (Consortium Properties, LLC) including the two conditions as set forth by the Plan Commission. Motion carried. (6-0).

PERSONNEL/FINANCE COMMITTEE:

CONSIDERATION: PUBLIC WORKS LABORER I POSITION HIRING: Administrator Gadow reported that twenty-two (22) applications were received and staff conducted interviews of the top four (4) candidates for the position on Monday, February 1st. Personnel/Finance are recommending the hiring of Todd Ruegsegger to the position with a starting wage of \$18.67.

Motion by Barb Anderson, second by Peggy Kruse to approve Resolution 16-02 for the hiring of Todd Ruegsegger to the position of Public Works Laborer I with a starting wage of \$18.67. Motion carried.

CONSIDERATION: POSITION CLASSIFICATION FOR PUBLIC WORKS EMPLOYEE COMPLETION OF APPRENTICESHIP PROGRAM: Administrator Gadow reviewed with the Board the change in position classification for Jason Borth due to his completion of the electric line worker apprenticeship. Personnel/Finance Committee is recommending changing his classification to service water technician with a wage of \$26.19, noting Mr. Borth is paid through the utility funds. Administrator Gadow also briefly discussed upcoming changes in classifications for Mike Matthews and Mike Ganshert due to additional certifications expected this year.

Motion by Petra Streiff, second by Laci Bainbridge to approve Resolution 16-03, changing the classification of Jason Borth to service water technician with a wage of \$26.19 effective on passage. Motion carried.

ADMINISTRATOR'S REPORT:

RECOMMENDATION: APPOINTMENT OF KIM TSCHUDY TO FILL VACANCY ON HISTORIC PRESERVATION COMMITTEE: Following the resignation of Linda Schiesser whose term expires in 2016, from the Historic Preservation Committee, Staff and the Committee are recommending the appointment of Kim Tschudy to fill that vacancy for the remainder of the term.

Motion by Peggy Kruse, second by Barb Anderson to appoint Kim Tschudy to fill the remaining term of Linda Schiesser on the Historic Preservation Committee. Motion carried. (6-0).

Trustee Janowiak noted he had received a phone call from a citizen regarding plans for outdoor music at the property owned by Consortium Properties LLC (Flannery's). Administrator Gadow noted he had responded to that question indicating he currently does not know of any specific plans for music, however, Village ordinance will need to be followed should they plan to have music outdoors.

Public Works Director Scott Jelle updated the Board on the ice rink, noting the damage to the corner was able to be repaired and they have added some water and are waiting for freezing temperatures to complete.

Clerk Erb updated the Board on training opportunities for the Board of Review noting Peggy Kruse and Petra Streiff are currently certified.

PRESIDENT'S REPORT: No report.

ADJOURNMENT: Motion by Mark Janowiak, second by Barb Anderson to adjourn the meeting at 7:26 p.m. Motion carried. (6-0).
-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
1/19/16

REGULAR MEETING-CALL TO ORDER: President Truttmann called the regular meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Laci Bainbridge, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse and Mark Janowiak. ALSO PRESENT: Attorney Bill Morgan, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttmann announced that cell phones shall be silenced for the duration of the meeting.

ANNOUNCEMENT: The Village Board will convene into closed session during this meeting under Section 19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations

AGENDA: Motion by Mark Janowiak to approve the 1/19/16 agenda, second by Petra Streiff. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Peggy Kruse. Motion carried (7-0).

APPROVAL OF MINUTES OF 1/5/16 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, health and life insurance, credit card payment, January tax settlement and Journal Entry for utility bills totaling \$1,183,691.21; 2015 Expense Checks 33317 through 33331 totaling \$27,841.78, 2016 Expense Checks 33332 to 33369 totaling \$48,860.39 and payroll vouchers 10946 to 10969 totaling \$28,119.40.

APPROVAL OF OPERATOR LICENSES TO EXPIRE 6/30/17: To Kohl R. Wenger, Lauren A. Fricks, Shane Lemke, and Judy Riley.

MONTHLY POLICE REPORT: The monthly police report was included with the agenda packet for review.

MONTHLY BUILDING INSPECTOR REPORT: The monthly building inspector report was included with the agenda packet for review.

MONTHLY UTILITY FINANCIAL REPORT: The monthly utility financials were included with the agenda packet for review.

APPROVAL OF SPECIAL EVENT PERMIT: To Grace Church for New Glarus Family Festival on September 8-11, 2016 including the closure of 3rd Avenue between 2nd Street and Railroad Street, 2nd Street between 3rd Avenue and 4th Avenue, and Railroad Street between 3rd Avenue and 4th Avenue on Sunday, exclusive use of Village Park including a tent, dumpster and portable restroom facilities will be provided and amplified music will be on Saturday from 2:00 – 10:00 pm. and Sunday 8:00 a.m. – 6:00 p.m. Chief Boldebeck has indicated that up to two officers may be required at the applicants cost, dependent on crowd size. An updated certificate is needed prior to the event. The Public Safety/Public Works Committee reviewed the request on 1/13/16, and recommended approval contingent upon having the Police Chief ask if Grace Church needed to have both 2nd Street and Railroad Street closed for the event.

UPDATE: 2015 STREET PROJECT PENALTY ASSESSMENT: At their January 13, 2016 meeting, the Public Safety/Public Works Committee reviewed the December 24, 2015 correspondence from Strand & Associates regarding liquidated damages as provided by the contract since the project was not completed by September 7, 2015 along with the December 30th response from Iverson Construction, LLC contesting the damages claim. The Committee requested Staff and Village Engineer to draft correspondence responding to the claims made in the Contractor's letter.

UPDATE: 2016 STREET PROJECT: Per the Board's direction with the 2016 Budget process, Staff has begun prep work for the 3rd and 5th Street construction project for the 2016. The Village's Engineering consultant, Strand and Associates, has provided a Task Order to prepare the project for bid for a cost of \$42,670. A community information meeting will be scheduled for mid-February.

UPDATE: RESIGNATION OF PUBLIC WORKS DEPARTMENT EMPLOYEE: William Righter submitted his resignation, with his last day effective January 15, 2016. Staff has advertised the Laborer position opening to begin the recruitment process. This resignation may have a short term impact on winter plowing, until a new individual is hired, as it leaves only two licensed plow drivers on staff.

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: RESOLUTION 16-01/FINAL RESOLUTION AUTHORIZING PUBLIC IMPROVEMENT (2015 STREET PROJECT) AND LEVYING SPECIAL ASSESSMENTS AGAINST BENEFITED PROPERTY: Strand & Associates has prepared the final assessments for the curb, gutter and sidewalk work done in connection with the 7th and 8th Avenue reconstruction project (2015 Street Project). The Village policy is to assess 100% of the cost and Resolution 16-01 includes the cost to each property owner as well as the procedure for repayment. Motion by Greg Thoemke, second by Peggy Kruse to approve Resolution 16-01. Motion carried (7-0).

DISCUSSION/CONSIDERATION: FINANCING OPTIONS FOR NEW SNOWPLOW VEHICLE:

Administrator Gadow updated the Board on the various lease and borrowing options presented to date for the purchase of a snowplow. Public Works/Public Safety, at their 1/13/16 meeting recommended utilizing a local bank for the borrow request preferring the 7-year option. Administrator Gadow noted that he added Option #6 for borrowing for the full amount of vehicle that he received after the Public Works/Public Safety meeting from a second local bank since the interest rate is lower at 2.75% for 7-years. The Board discussed the various options and various terms for the borrowing, noting the need to plan for replacement of the second plow truck as part of the borrowing term. They also discussed the existing equipment fund sinking balance and funding of the same for future needs. It was estimated that the sale of the current plow truck could bring \$10,000 to \$15,000 and those funds would go directly to the equipment sinking fund. Motion by Petra Streiff, second by Barb Anderson to use Option #6 borrowing from a local bank with a 7-year term at 2.75% interest. Motion carried (7-0).

TREE BOARD:

DISCUSSION/CONSIDERATION: 2016 TREE PRUNING CONTRACT: Trustee Thoemke reported that the Tree Board met January 11, 2016 to review the three (3) bids received and is recommending acceptance of the Steven R. Bassett, Inc bid contingent upon submittal of the necessary insurance certificate. Work is expected to begin on February 1, 2016 and be completed by March 25, 2016. Administrator Gadow reported that the appropriate insurance is now on file. Motion by Peggy Kruse, second by Barb Anderson to approve the bid of Steven R. Bassett, Inc. for the 2016 tree pruning in the amount of \$11,240.00. Motion carried (7-0).

DISCUSSION/CONSIDERATION: EMERALD ASH BORER TREATMENT PROGRAM:

Trustee Thoemke reported the Tree Board is recommending that eleven (11) trees within the Village Parks be treated to prevent Emerald Ash Borer (EAB) by TruGreen for a cost of \$935.00. The Tree Board is also recommending that the Village mail residents with ash trees on the terrace (i.e. public right of way) regarding TruGreen's treatment program (with the cost of mailing reimbursed by TruGreen), and offer residents with terrace ash trees a fifteen percent (15%) cost reimbursement incentive if they work with TruGreen to treat a terrace ash tree. TruGreen provided a price quote of \$5.00 per inch of tree that is treated.

Barb Anderson moved to have Tru-Green treat the trees in Village Parks at a cost of \$935, second by Mark Janowiak. Motion carried (7-0).

Motion by Petra Streiff to offer citizens with terrace ash trees the opportunity to have those trees treated by Tru-Green as presented by the Tree Board, second by Laci Bainbridge. Motion carried (7-0).

ADMINISTRATOR'S REPORT: Administrator Gadow reported that the ice rink was installed on Thursday/Friday of last week and damage/possible vandalism occurred at the ice rink between Friday and Monday. Staff is uncertain whether repairs can be made at this time, as everything is iced over. The Police Department has been notified and will be investigating if the damage was vandalism.

PRESIDENT'S REPORT: No report.

CONVENE INTO CLOSED SESSION: Clerk Erb left the meeting. Motion by Mark Janowiak, second by Peggy Kruse to convene into closed session at 7:28 p.m.

ROLL CALL: Barb Anderson-yes; Laci Bainbridge-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes. Motion carried

The Board adjourned from closed session at 7:56 p.m. with a motion from Barb Anderson and second from Peggy Kruse. (7-0).

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS
VILLAGE OF NEW GLARUS
1/5/16

PUBLIC HEARING ON RESOLUTION 15-48/ABANDONMENT OF PORTIONS OF HASLEN DRIVE AND 8TH STREET ADJACENT TO THE EXISTING NEW GLARUS HOME FACILITY:

CALL TO ORDER: President Truttmann called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttmann, Laci Bainbridge, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse and Mark Janowiak. ALSO PRESENT: Library Board Members: Linda Hiland, Kevin Budsberg, Becky Weiss, Lexa Speth, Suzi Janowiak, Jody Hoesly, Jody Hoesly, Library Director Lauren White, Erica Loeffelholtz, Ignacia Boersma, Rachel Holcomb, Mary Holcomb, Kim Tschudy, Jon Jenson (Dept of Administration), Ben Kahl, Wendy, Bill and Leah Schmidt, Jeff Babler, Mark Stafford (Maas Brothers), Anthony Maas (Maas Brothers), Jim Gersich (Dimension IV), Cheryl Bergum, Mary

Usher, Police Chief Burt Boldebuck, Jesse Bainbridge, Carrie Stevens, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Being no public comment, motion by Petra Streiff, second by Laci Bainbridge to close the public hearing at 7:02 p.m. Motion carried.

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:02 p.m. PRESENT: All those present at the Public Hearing.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting.

AGENDA: Motion by Greg Thoemke to approve the 1/5/16 agenda, second by Peggy Kruse. Motion carried (7-0).

CONSIDERATION: RESOLUTION 15-48: Administrator Gadow reviewed Resolution 15-48, noting the abandonment (vacation) of portions of Haslen Drive and 8th Street are being requested by the New Glarus Home as part of the application for expansion of their skilled nursing facilities on their main campus property at 600 2nd Avenue. He also indicated that the utility easements have been provided and staff is recommending approval. Motion by Greg Thoemke, second by Mark Janowiak to approve Resolution 15-48. Motion carried (7-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Sally Nealis addressed the Board noting her concern over building a large enough building for the library, commenting that the new middle school building is already at capacity within 3-4 years of being built.

Kim Tschudy introduced Jon Jenson who oversees UW building projects with the Department of Administration. Mr. Jenson provided some guidelines used on building projects he has been involved with, including that construction costs generally represent ten (10) percent of the total project cost, with the remaining ninety (90) percent being the future operational costs (excluding personnel) and the need for capital reserve. He also suggested building a basement rather than using a slab as it provides a location for mechanicals and additional storage and to find a land parcel that would have room for future expansion. When asked about the estimated costs of furnishings, Mr. Jenson indicated he estimates \$20 to \$30 per square foot for equipment and furnishings, \$20 per square foot for technology and \$10 per square foot for site development.

Police Chief Burt Boldebuck addressed the Board noting his support for the library but asking the Board to carefully consider moving forward as he has struggled as a department head to obtain the funds necessary for his department and is concerned other departments could get short-changed in future budgets.

Administrator Gadow read an email from Deb Carey into the record (a copy of which is on file in the Clerk's Office). In the email, Deb expressed her disappointment in the report presented by the Library Board.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda, second by Barb Anderson. Motion carried (7-0).

APPROVAL OF MINUTES OF 12/15/15 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, health insurance and credit card payment and Journal Entry for utility bills totaling \$46,051.78; 2015 Checks 33263 through 33305 paid on December 30, 2015 totaling \$32,679.43, 2016 Checks 33306 to 33316 totaling \$106,573.75 and payroll vouchers 10922 to 10945 totaling \$27,869.11.

APPROVAL OF APPLICATION FOR TEMPORARY ALCOHOL LICENSE: To New Glarus Fire Department for Winterfest dance on 1/15/16.

FINANCE/PERSONNEL:

CONSIDERATION: RESIDENTIAL REVALUATION CONTRACT WITH GARDINER APPRAISAL:

As part of the 2016 Budget process, the Board allocated funds to complete the first phase of the two phase residential property revaluation for residential properties within the Village. Gardiner Appraisal has provided a contract for the revaluation that totals \$25,800, with the cost of the first phase (2016) work at \$11,500. Administrator Gadow also provided a brief update to the public in attendance of the purpose for the revaluation, noting the last revaluation was completed in 2006 and the process will result in more accurate assessment data. Motion by Mark Janowiak, second by Peggy Kruse to approve the contract with Gardiner Appraisal for the residential revaluation work. Motion carried (7-0).

DISCUSSION/CONSIDERATION: UPDATE FROM LIBRARY BOARD ON LIBRARY BUILDING PROJECT:

DISCUSSION/CONSIDERATION: LIBRARY BOARD REPORT:

Administrator Gadow reported that Resolution R15-27 "Commitment to Library Expansion Project" was adopted by the Village Board on May 5, 2015. The Resolution included the Village retain debt capacity in the amount of \$1,000,000 and commit to the Glarner Park site for the purpose of a new library, and would authorize the borrow upon satisfactory completion of six (6) items from the Library Board, within eight (8) months of the approval of Resolution 15-27.

Linda Hiland, President of the Library Board began the discussion with an overview of the 124 page report provided to the Village by the Library Board on December 21, 2015 (a copy of which is on file in the Clerk's Office). She noted that the Library Board believes this report fulfills the requirements set forth in Resolution 15-27 and asked the Village Board for authorization for the borrowing and transfer of Glarner Park property to the Library Board. Ms. Hiland briefly reviewed the report with those in attendance as it pertains to the six (6) items listed in Resolution 15-27, namely, detailed capital budget, accounting of cash and pledges, funding of construction gap, operating budget and sale of land on west side of the Village. She went on to introduce Library Board and Staff in attendance as well as Architect Jim Gersich with Dimension IV and Construction Managers Mark Stafford and Anthony Maas with Maas Brothers.

Trustee Thoemke commented on a tour of the new Cambridge Library noting construction costs for an addition to an existing building were \$280 per square feet and the current proposal presented in the Library Board report shows constructions costs for a stand-alone building at \$180 to \$200 per square foot. He indicated he had several concerns with the report as presented including estimated construction costs, operating budget (projected revenues and expenses), options for funding gap utilizing estimated fundraising projections, and various items listed as deletions to the project included as part of the addendum to the Library Board report. (A written copy of Trustee Thoemke's concerns are on file in the Clerk's Office).

Trustee Streiff noted she understood the Cambridge Library had some specific floodplain issues that resulted in additional costs. She indicated the New Glarus project includes a guarantee on cost with flexibility on size based on fundraising. She felt the report prepared by the Library Board was very well done and provided complete and accurate information.

Trustee Kruse provided her concerns over the information on pages 8 and 9 pertaining to funding the gap including the use of funds yet to be raised to cover budgeted items as well as looking for the Village to go above the \$1 million borrowing to include covering the gap.

The Village Board, Library Board and public in attendance discussed various items included with the report and project, including:

- Projected revenues from fines, fees, grants, donations and potential increase in County Aid based on increased circulation
- Projected expenses including library materials, supplies, building maintenance and whether the proposed insurance figure was all inclusive
- Options proposed for funding the gap between the \$1 million from the Village plus the cash on hand from fundraising and the total construction cost. Administrator Gadow noted he had received information from Village Counsel that the Library Board does not have authorizing to borrow funds individually, and the borrowing would need to be done by the Village
- Scope of the project and list of items on pages 116 and 117 (Addendum #1 dated December 8, 2015 to Concept & Budget Report dated October 14, 2014) as deletions to project

Motion by Greg Thoemke that the document (report) provided by the Library Board fails to meet the conditions of Resolution 15-27 and Resolution 15-27 is now null and void, second by Peggy Kruse.

Administrator Gadow asked for clarification of the motion and whether the intent is to declare Resolution null and void or to request an extension of time. The Board further discussed the matter, recognizing the library expansion issue will need to be resolved and the importance of the two Boards working together to make that happen. Trustee Thoemke and Kruse indicated their intent for the motion is to declare the Resolution null and void, realizing the issue needs to be worked on. Trustee Streiff asked the Board to consider support of moving the project forward by obtaining bids while working on resolving the funding gap.

ROLL CALL: Barb Anderson-no; Laci Bainbridge-yes; Mark Janowiak-no; Peggy Kruse-yes; Petra Streiff-no; Greg Thoemke-yes; Roger Truttmann-yes. Motion carried (4-3).

DISCUSSION/CONSIDERATION: GLARNER PARK LAND TRANSFER FOR LIBRARY

PROJECT: The Library Board is requesting confirmation from the Village Board on the transfer of the Glarner Park site. As part of Resolution 15-27, the Village Board agreed to commit Glarner Park as the building site for the new Library, provided that the Village is able to work with the School District on the relocation of the softball field.

Administrator Gadow noted that the transfer of Glarner Park to the Library Board is a separate, but related issue to the Library expansion and relocation of the softball field. He requested direction on how to proceed with drafting of documents and agreements on the land transfer item, which would then be brought to the Village Board for review. Village Counsel provided the land transfer of Glarner Park could occur in one of two ways: 1) an outright donation of the property to the Library Board, or 2) a 99-year land lease, and either option would achieve the purpose of transferring the land for this project.

The Board discussed the options with questions regarding ownership under a 99-year lease and whether any portion of the unused property could be sold off if necessary. Administrator Gadow reported the Library Board would have control over the land described in the lease and the lease would most likely include a guarantee of continued use for the purpose of a library after the 99 years. Any change to the description of the leased property would require agreement by all parties to the lease. The discussion included the relocation of the softball field and necessary funding for that project as well as whether Vet's Park is an appropriate location. Trustee Thoemke asked for any agreement to include contingencies on finding another location for the softball field as well as the sale of the west side site. Trustee Bainbridge asked about the timing of lease to avoid the possibility of entering into a lease agreement and in the end the library does not get built at Glarner Park. Administrator Gadow noted the Lease Agreement could include a "trigger event" for the lease to become effective.

Motion by Mark Janowiak to direct staff to prepare a 99-year lease for transfer of land at Glarner Park to the Library Board, second by Petra Streiff. Administrator Gadow clarified that he would draft a lease agreement for review by Village Counsel and anticipates the document will come back before the Village Board sometime in February.

ROLL CALL: Barb Anderson-yes; Laci Bainbridge-no; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-abstain; Roger Truttmann-yes. Motion carried (5-1-1 abstain).

ADMINISTRATOR'S REPORT:

UPDATE/CONSIDERATION: AUTHORIZATION FOR BORROWING-TIF#4 DEVELOPER'S

INCENTIVE: Administrator Gadow updated the Village Board on the options approved by the Board at their December 15th meeting, wherein Staff was authorized to proceed with the borrowing of \$450,000 for a Developer's Incentive for the Flannery's Project. The Board provided the following motions: 1) Negotiate with the local bank option to see if they could provide a rate of 3.4% for a 15 year term amortized over 20 years, or failing that; 2) proceed with the full borrow request from the State Public Land Trust at 3.75%.

Staff contacted the local bank option, and determined that they would not be able to provide the Board's requested terms. So Staff has proceeded with the State Public Land trust option. However, after further discussions with the Village's TIF consultant, MSA, it seems that there may be cost savings of approximately \$60,000 to the Village if the borrow request is split between the local bank option (\$210,000) and the State Public Land Trust (\$240,000). The reason for the savings is due to the lower interest rate (around 3.15%) on the shorter term borrow of the \$210,000, which would be paid off in 5 years by the Developer, and less money borrowed at the higher 3.75% rate (from State Public Trust) over the 20 year life of the TID District. Attached are pro formas from MSA, which compare the State Trust Fund borrow option (Scenario #7) and the split borrow option (Scenario #8). Staff is requesting authorization to pursue the split borrow option (Scenario #8) further.

Motion by Greg Thoemke to grant staff authorization to pursue the split borrowing option as outlined in Scenario #8 provided in the packet, second by Barb Anderson. Motion carried (7-0).

DISCUSSION/CONSIDERATION: ADOPTION OF RESOLUTION ON STATE TRUST FUND

LOAN APPLICATION: Motion by Petra Streiff, second by Barb Anderson to approve the application, preamble and full resolution for \$450,000 as provided by the Board of Commissioners of Public Lands and included in the agenda packet. ROLL CALL: Barb Anderson-yes; Laci Bainbridge-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes. Motion carried (7-0).

PRESIDENT'S REPORT: No report.

ADJOURN: Motion by Greg Thoemke, second by Barb Anderson to adjourn the meeting at 9:30 p.m.

–Lynne R. Erb, Clerk-Treasurer