

No meeting held 7/4/17.

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
6/20/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Peggy Kruse, Anthony Edge, and Greg Thoenke. Denise Anton Wright arrived at 7:02 p.m. ALSO PRESENT: Cara Carper (Green County Development Corp.), Emilie Flotfelty, Diana Clark, Jesse Bainbridge, Dustin and Joanna Stelter, 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, second by Barb Anderson to approve the agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

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

Approval of minutes of 6/6/17 Regular Meeting:

Approval of Claims: ACH for payroll expenses, life and health insurance and JE for utility bills totaling \$55,344.09; Checks 35003 to 35061 totaling \$85,692.44; and payroll vouchers 12138 to 12179 totaling \$29,563.11.

Approval of Operator License to Expire 6/30/19: To: Hannah Workman; John B. Miller; Levi Reeson, Tami Reeson; Eric Gobeli; James Shumway; Wendy Martin; Theodore Williams; Michael Nevil; Brooke Stampfli; Corisa Cook; Kathy Yaun; Barbara Eckert; Margaret Smith; Emily Krueger; Allison Swenson; Shannon Jelle; Brooke Bidlingmaier, Mark Ryan, Sara E. Jelle, and Lauren E.L. Burkey

Approval of Liquor License Renewals to expire 6/30/18:

- Class B Beer/Liquor: Ott Haus Pub & Grill LLC (*includes request to revise Beer Garden Addenda*); Hungo LLC (dba Tofflers Pub & Grill); Kristi's Restaurant LLC; Puempels Olde Tavern Inc.; Steinbock, LLC (New Glarus Hotel and Chalet Landhaus)
- Class A Beer/Liquor: Blanchardville Co-op Oil Association, Inc.; Burreson's Market Inc. (dba Roy's Market)
- Class B Beer/C Wine: Sugar River Pizza Co LLC; Fat Cat Coffee Works LLC
- Class B Beer: Swiss Aire Motel LLC
- Class A Beer/Liquor: Glarner Bier Haus LLC
- Class A Liquor: Shake & Shum Inc.
- Class B Winery: Jornys End LLC (dba Hawks Mill Winery); Robert Borucki (dba The New Glarus Primrose Winery)

Approval of Cigarette License to expire 6/30/18: Ott Haus Pub & Grill LLC and Glarner Bier Haus LLC.

Approval of Miscellaneous Licenses to expire 6/30/18: Tofflers Pub & Bar and Grill (pool table).

Approval of Park Use Permit Application for Swiss United Church (8/20/17): This is the annual application for use of Veteran's Park and the concession stand for the Church's annual picnic on August 20, 2017. A current certificate is on file.

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

Update: Monthly Utility Financials: The monthly utility financials for May were included with the agenda packet.

Update: Budget Year to Date for May: The May report was included in the agenda packet.

**PERSONNEL AND FINANCE COMMITTEE:**

**DISCUSSION/CONSIDERATION: AUTHORIZATION FOR REQUEST FOR PROPOSALS (RFP) FOR GARBAGE AND RECYCLING SERVICES:** [Denise Anton Wright arrived].

Administrator Gadow reported that the Village's existing contract with Advanced Disposal for garbage and recycling collection services is set to expire at the end of 2017. Staff has prepared a draft publication for Requests for Proposals and is requesting authorization to post the RFP ad in the newspaper and Village website on June 28<sup>th</sup> and release the same for garbage and recycling services to receive bids from area contractors. The RFP would request bids for both a 2 year and a 5 year contract term option. Bid responses would be due to the Village by July 28<sup>th</sup>.

Motion by Peggy Kruse, second by Anthony Edge to approve the RFP ad and proceed with the RFP process. Motion carried. (7-0).

**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:**

**CONSIDERATION: ADOPTION OF RESOLUTION 17-23: 2016 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR):**

This is the annual Compliance and Maintenance Annual Report (CMAR) prepared for submission to the WI Department of Natural Resources for its Wastewater Treatment Facility. With the recent upgrades and improvements made to the WWTP, the Village received A grades on 9 of 10 categories, with one B (phosphorus), which equates to a rating of 3.92 of 4.0. Administrator Gadow noted this is a very high score for CMAR reports, and as such, there are no operational actions that are required by the DNR. Trustee Kruse noted the Public Works/Public Safety Committee briefly discussed options for informing residents of ways to reduce the amount of phosphorus entering the sanitary sewer system. Administrator Gadow added that the Village is currently working with Strand Associates on phosphorus removal and additional information will be forthcoming.

Motion by Greg Thoemke, second by Barb Anderson to approve Resolution 17-23: 2016 Compliance Maintenance Annual Report (CMAR). Motion carried. (7-0)

**ADMINISTRATOR'S REPORT:**

**UPDATE: INTRODUCTION OF NEW GREEN COUNTY DEVELOPMENT CORPORATION**

**(GCDC) EXECUTIVE DIRECTOR CARA CARPER:** Administrator Gadow introduced Cara Carper, the new Executive Director of GCDC. Cara filled the vacancy left by Mike Johnson who left to take a position with the City of Hudson, WI. Cara began her duties on June 5<sup>th</sup> and was most recently the Executive Director of the Monroe Chamber of Commerce. Prior to joining the Monroe Chamber in 2015, she was the Executive Director of Southwest Badger, a community development non-

profit serving the nine (9) southwestern counties. Cara also served as the Community Resource and Development Educator at UW-Extension in Green and Lafayette counties. The GCDC Board is excited to welcome Cara aboard and continue our momentum.

Ms. Carper briefly spoke to the Board providing an oversight of the functions of the Green County Development Corporation position and encouraged members to refer businesses to GCDC for possible assistance in building, expansion, etc. She noted GCDC is currently working on an incubator study as well as obtaining a county-wide broadband grant from the State of Wisconsin. She provided handouts on Green County Job Fair to be held July 26<sup>th</sup>, the United Way Volunteer Network and the Inspire program. The Board discussed with her and Administrator Gadow concerns GCDC sees in Green County including the building and maintaining of businesses within the County, the availability of workforce and workforce housing. Trustee Thoemke mentioned the importance of the Community Development Authority working with GCDC to encourage and retain business development. Administrator Gadow noted the recent State Journal article on Brenda's Blumenladen, Kinderladen and Railroad Street Boutique.

**DISCUSSION: LAND AVAILABILITY AND ACQUISITION FOR A NEW SOFTBALL FIELD:** At the June 6<sup>th</sup> Village Board meeting, a motion to authorize preliminary engineering work at Vet's Park failed 3-3. In addition, the Board discussed other potential options for land suitable for a new softball field(s). Staff is looking for Board direction on land options to pursue further. Administrator Gadow identified the following sites as possibilities he is aware of:

1. Property immediately north of Vet's Park, approximately 2 acres
2. A 45 acre parcel west of Vet's Park
3. A parcel of land located off Valley View Road, containing approximately 9.5 acres
4. Continued discussions with the School regarding the practice field

Administrator Gadow asked if there were any other locations the Board would like to research. The Board reviewed the four (4) sites listed by Administrator Gadow and discussed the possibility of land on or near what was the Neuchatel Subdivision if a level area exists on that site.

The Board discussed addressing the short-term need of finding a new location for a softball park to allow for the Library Building on Glarner Park vs. the need for long-term planning for the Parks and addressing the need for additional ball fields. The potential savings and benefits of having the ballfields located in the same area as well as cost projections for relocated and/or additional fields were discussed, noting funding concerns.

The Board requested Administrator Gadow to research the five (5) suggested sites and bring the information back to the Board.

**JULY 4<sup>TH</sup> MEETING DATE:** Administrator Gadow requested input from the Board on the cancelling of the first Board meeting for July, noting the meeting date falls on July 4<sup>th</sup>. The Board agreed to cancel the meeting.

**RESIGNATION OF OFFICER HUTTER:** Administrator Gadow reported on the resignation of Officer Hutter from the Police Department. He indicated the second finalist will be contacted to determine interest. If that candidate does not work out, the hiring process will start over.

**ADJOURN:** Being no further business before the Board, President Truttman adjourned the meeting at 7:53 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS  
6/6/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m.  
PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Denise Anton Wright, Anthony Edge and Greg Thoenke. ABSENT: Peggy Kruse. ALSO PRESENT: William Kuenzi, Jr., Randall Kuenzi, Linda Hiland, Emilie Glofelty, Justin Hutter, Jane Hutter, Jack Hutter, Diana Clark, Chief Burt Boldebeck, Lt. 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 Thoenke, second by Petra Streiff to approve the agenda. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

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

Approval of minutes of 5/16/17 Regular Meeting and 5/24/17 Special Meeting:

Approval of Claims: Checks 34948 to 34952 and ACH for payroll expenses totaling \$26,459.34; Checks 34953 to 35002 totaling \$39,693.28; and payroll vouchers 12112 to 12137 totaling \$26,691.60

**PERSONNEL AND FINANCE COMMITTEE:**

**DISCUSSION/CONSIDERATION: ADOPTION OF RESOLUTION 17-22 AND SWEARING IN OF NEW POLICE OFFICER JUSTIN HUTTER:** Administrator Gadow reported that the Police Department received approximately 38 applications for the open officer position. After an extensive testing, interview and background investigation process, the New Glarus Police Department has selected Justin Hutter. Mr. Hutter was employed as a Police Officer with the City of Milwaukee Police Department, and is a graduate of the Milwaukee Police Academy and Waukesha Technical College.

Motion by Petra Streiff, second by Anthony Edge to approve Resolution 17-22 appointing Justin Hutter as police officer with the Village of New Glarus. Motion carried (6-0).

Chief Boldebeck spoke to Officer Hutter's background and welcomed him to the Village followed by administering of the Oath of Office to Mr. Hutter by Administrator Gadow. Officer Hutter was then presented Badge #84.

**DISCUSSION/CONSIDERATION: AMENDMENT TO RESOLUTION R17-07: APPOINTMENT OF SUMMER EMPLOYEES:** Administrator Gadow outlined the changes to Resolution R17-07 as requested by Aquatics Director Scheele: deletion of Dallas Anderson as he will not be returning for the summer, hiring Nina Schiro to serve as a Guard I, and adjusting the pay rates for Sierra Watrud and Kelly Fredrickson (both Guard I) based on completion of training and experience. All of these individuals have completed their required lifeguard certifications. Staff is recommending approval of Amended Resolution 17-07. Motion by Barb Anderson, second by Denise Anton Wright to approve the amended Resolution R17-07. Motion carried. (6-0)

**CONTINUED BOARD BUSINESS:**

**DISCUSSION/CONSIDERATION: AUTHORIZATION FOR PRELIMINARY ENGINEERING WORK FOR SOFTBALL FIELD AT VETERAN'S PARK (continued from 5/2/17 meeting):**

At the May 2<sup>nd</sup> Village Board meeting, the Board reviewed a proposal from Fehr Graham engineers for surveying and preliminary engineering work to develop final cost estimates and a design plan for a proposed new softball field at Veteran's Park. The direction from the Board on May 2<sup>nd</sup> was to call a special meeting of the Village Board with the Veteran's Memorial Committee to discuss their letter of concern, and to table action on this item until that meeting has been completed. The special Village Board meeting with the Veteran's Memorial Committee occurred on May 24, 2017. Staff requests direction on this item.

Trustee Streiff began the discussion by thanking Administrator Gadow for coordinating the meeting with the Veterans. She noted that she was still supportive of moving forward with plans to relocate the softball field at Veteran's Park suggesting language and guidelines be added to the information provided by Recreation Director Chris Rear to the ball players and parents regarding respect for the Vet's Memorial.

Motion by Trustee Streiff to approve moving forward with the proposal [from Fehr Graham] as delineated by Administrator Gadow to go forward with the engineering work at Veteran's Park at a cost of \$5,000, second by Barb Anderson. [The proposal includes topographic and site surveying for a cost of \$3,500 and preliminary design work for a cost of \$1,500 for a total of \$5,000.]

Trustee Edge explained that he would not be voting for moving forward as he would prefer to work toward preparing a Comprehensive Park Plan to determine the larger plan/needs for the Village. He indicated that he wants to see an improved library space, but in speaking to several residents doesn't believe that relocating the softball field to Veteran's Park is what anyone wants. He indicated the relocation to the tennis courts seems to be more of a reaction to a problem than a planned use of the area.

Trustee Thoemke agreed, further noting a funding gap on the current plans for the library and the fundraising to date. He noted the March 27, 2017 Library Board minutes refer to a "revisiting" of the fundraising goals/cost increase as well as the space needs. He would prefer to see all those items determined before moving forward with a ballfield re-location.

The Board discussed at length the referendum held on the library borrowing and location in April, 2014 noting concerns over the language used for the referendum. They further discussed whether the data gathered through the referendum continued to be useful and the Trustees differed in their thoughts on the importance of those referendum results at this time. Some members expressed concern over alienating more citizen's by their actions.

Trustee Wright noted that even though the composition of the Village Board changes, at some point the Board needs to accept what has been done and move forward, noting she supports standing by the decisions made at referendum. She further inquired about preparing a Comprehensive Park Plan and working with the Town and the School to resolve the issues.

President Truttman asked for comments from those in attendance who wished to speak:

William Kuenzi, Jr. noted he understands this a difficult decision and suggested the possibility of moving the Veteran's Memorial to other Village owned property. He feels the proposed ballfield at Veteran's Park is too close to the Memorial and not a compatible use.

Randall Kuenzi displayed a banner he had made of the Veteran's Park Memorial and noted the need for space around the Memorial to provide a place of solitude and remembrance for the Veteran's feeling the ball field would encroach that space.

Diana Clark asked the Board for foresight and planning in determining a new location for a ballfield, noting that it will postpone the library project but feels the Village Board needs to plan for all needs.

**ROLL CALL VOTE** on original motion by Petra Streiff to move forward with the proposal [from Fehr Graham] as delineated by Administrator Gadow to go forward with the engineering work at Veteran's Park at a cost of \$5,000, second by Barb Anderson. [The proposal includes topographic and site surveying for a cost of \$3,500 and preliminary design work for a cost of \$1,500 for a total of \$5,000.]

Barb Anderson-yes; Anthony Edge-no; Petra Streiff-yes; Greg Thoemke-no; Roger Truttman-no; Denise Anton Wright-yes. (3-3) Motion fails.

Trustee Anderson asked where we go from here. Administrator Gadow suggested continuing conversations with the School and Town. The Board briefly discussed preparing a Comprehensive Park Plan and conversations with the property owner to the north of the existing Veteran's Park as well as conversations with the School and Town regarding long-term facilities planning.

**ADMINISTRATOR'S REPORT:**

**DISCUSSION/CONSIDERATION: ORDINANCE 17-02/AMENDING SECTION 185(6)(E) OF THE MUNICIPAL CODE: LICENSE QUOTAS AND PLAN OF OPERATION FOR CLASS B**

**INTOXICATING BEVERAGE LICENSE APPLICATION:** Based on direction of the Village Board at their May 16<sup>th</sup> Village Board meeting, staff prepared a new policy on accepting application for new Class B Intoxicating Liquor Licenses. The proposed policy includes:

- Publish notice in newspaper and Village website after a non-reserve Class B Intoxicating Beverage license becomes available, providing one (1) month deadline to receive applications.
- Application would include completing a Plan of Operation as part of application process.
- Received Class B License applications would be reviewed by Public Works/Public Safety Committee, who would forward a recommendation to the Village Board.
- Village Board would review applications and make a final determination on granting the license(s).

Staff has also prepared an amendment to Section 185(6)(E) of the Municipal Code outlining the new policy along with a Plan of Operation for Class B Intoxicating Beverage License Application that will be used for new Class B Intoxicating Liquor License applicants.

Motion by Greg Thoemke, second by Anthony Edge to approve Ordinance 17-02 Amending Section 185(6)(E) of the Municipal Code as well as the Plan of Operation for Class B Intoxicating Beverage License Application. Said ordinance shall be effective the date after publication. Motion carried (6-0).

**ADJOURN:** The Board adjourned at 7:55 p.m. by motion of Greg Thoemke, second by Barb Anderson. Motion carried. (6-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
SPECIAL MEETING  
VILLAGE OF NEW GLARUS  
5/24/17

SPECIAL MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 6:30 p.m. PRESENT: Roger Truttmann, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke, Anthony Edge and Denise Anton Wright. ALSO PRESENT: Alysha Klassy, Bill Hustad, William E. Kuenzi, Jr., Diana Clark, Eric & Rita Marunde, Dan Ziegler, Kari Morrison, Jeff Babler, Rob Ready, Brant Nehmer, Linda Stolts, Ron Kittleson, Joel Piper, Emilie Glotefelty, Katie Beal, Heidi Vetterli, Allen Fjelstad, Parks Director Chris Rear and Administrator Bryan Gadow.

DISCUSSION WITH VETERAN'S MEMORIAL COMMITTEE REGARDING THEIR LETTER OF APRIL 30, 2017 PERTAINING TO PROPOSED SOFTBALL FIELD AT VETERAN'S PARK:

The Board invited the Veteran's Memorial Committee to provide additional comments on their letter of April 30<sup>th</sup>.

Bill Hustad stated that he feels with ballpark that close, it crowds the quietness and solitude of the memorial. He would prefer the additional green space by the memorial. As far as expanding the sports facilities and a new library, the Veteran's Memorial Committee feels like memorial will be after thought if ballfield is there. More kids playing softball could lead to more damage to the memorial. Agrees probably need more fields than just two (2), but wonders what the long range plan for the site is?

Bill Kuenzi stated that he is a supporter and user of the library. He noted that the Veteran's Memorial Committee sent letters to School, Village and Town. The memorial is a place for reflection on the past. One new softball field is not progress and to what extent. Village Board should have serious discussion with Town on Comprehensive Park Plan. New Glarus is a magnet for people. There are more people in summer programs than we can book on two fields. School is getting by with not much participation. Village Board should bring them to the table for discussion and participation. Don't let library decision force the hand on this issue.

Administrator Gadow asked question for Bill Hustad on Veteran's Memorial Committee plans for future expansion. Bill Hustad reported that the Veteran's Memorial Committee fundraises for one project a time. They are currently discussion military equipment, EMS/Police and Fire memorial and additional veteran's groups. He indicated that nothing is concrete at this point, but that a ball diamond would prevent future expansion.

Petra Streiff asked Parks and Recreation Director Rear about community options. Director Rear reported that Veteran's Park is the only location that the Village have ownership control over. He noted that the School baseball/softball does need 2-3 more fields. Tennis courts are owned by School Board, but school Board could sell back to Village. He stated that the proposed field would meet all WIAA (Wisconsin Interscholastic Athletic Association)/NFHS (National Federation of State High School Associations) dimensional regulations.

Barb Anderson asked Director Rear if the School Board is considering future fields as part of their long term plan. Director Rear indicated that they are not at present, rather they are looking at more academic facilities and soccer/track facilities.

Petra Streiff stated that having the field in proximity to school makes sense, the space fits, and is a good solution. She noted that the Memorial is beautiful. She stated she has talked to some vets who feel ballfield would be a good fit, draw more visitors to memorial. She noted that the Green County memorial is in a park. She stated that she appreciates the passion and work that is done. Petra Streiff stated that this is the first step in additional facility planning and we will want to protect the memorial with netting.

Barb Anderson stated that she looked at other ballfields and fencing, and that there are good examples that would not take away from the memorial. She agreed with Petra Streiff's comments.

Anthony Edge asked what would need to change in Vet's Park to accommodate a ballfield. Administrator Gadow indicated that the tennis courts would need to be removed, relocation of the playground equipment, and modifications to the parking lot.

Greg Thoenke stated that he would like to hear from vets who are supportive of the ballfield and see them write a letter to Board. He stated that he is concerned about what Village will lose, green space at Glarner Park, EMS landing site, lose green space at Vet's Parks, lose money due to cost of new field construction. He stated that the Board is not solving long term recreational needs of the community.

Denise Wright asked if Vet's Park the only land looked at for memorial in 2010. Bill Hustad responded that Ron Foster was involved in recommending Vet's Park and Jaycees. Denise Wright asked if there are there other negatives to Vet's Park. Bill Hustad: No, it can be a teaching moment. Greg Thoenke provided recap of the 2010 Village Board discussion on memorial location decision. Bill Hustad stated that the Veteran's Memorial Committee is still fundraising for the last stone.

Peg Kruse stated that she researched other Veteran's Memorial Parks with sports complexes and there is a long list. She stated that the reason for this discussion is lack of space and available land in the community. She stated her family background makes it difficult to believe sports complex would be disrespectful to the memorial. She noted that it is a great place to be reminded of the freedom to play baseball. She stated that the Village has a potential solution for land issues, although it is not a perfect answer. She asked where land is available for library if not at Glarner Park. Director Rear stated it is a solution to current situation but doesn't solve the long term plan.

Greg Thoenke stated that it is a Band-Aid to a larger facility question, replacing 1 field with 1 field. He asked what is the 25 year facilities plan for the Village. Director Rear stated a total of three (3) new fields would be needed. He noted that Belleville has four (4) softball fields.

Bill Hustad stated that the Village has had two (2) fields since 1983, while school has increase 2 to 3 times in size.

Petra Streiff stated that Glarner Park does not have parking and other amenities for the community. She noted that the Board can't solve the long term facilities issue tonight.

Barb Anderson stated that planning is a huge issue, and the Village didn't have a place when they went to referendum. She stated that the reversal of the west side site as a library site has put us in this position. She agreed that the Village needs to do long term planning with the Town and School Board on a long-term facilities plan.

Petra Streiff stated it is not uncommon for public/private partnerships, and referenced new ballfields in Madison.

Director Rear stated that not many schools own their fields, mainly municipalities own them.

Barb Anderson stated that she is concerned when we are encouraging growth we must grow everything (amenities) along with it.

Greg Thoenke stated what is disrespectful to vets is to cap their future expansion.

Denise Wright asked if there has there been any discussion between Veteran's Memorial Committee and Village on how much park they could use.

Greg Thoenke stated that the volunteer group has said that they are not done yet.

Peg Kruse stated that the Village has a problem with land and need to deal with it.

Allen Fjelstad stated that in 2010 they had appropriate space, now the equation is changing, would crowd in the memorial. It was just open space in 2010. Understand would need approval from Village for future expansion.

Barb Anderson asked why green space is not the same for Glarner park field vs. new field at Vet's Park

Greg Thoemke stated he was referring to undesignated green space. He asked what is going to happen if Library is not going to be build. He stated there are discrepancies in the cost of the library project, as a Monroe Times article said \$2.5 million and a presentation to Village Board said \$2.1 million. He asked where is extra one-half million coming from. Greg Thoemke quoted from Library Board minutes from March on updating space needs. He stated that the Village is at risk of moving ball diamond for no reason.

Petra Streiff stated the Library Board is aware that if they raise \$1 million, the \$1 million Village match is all that they can spend. She noted their goal is not higher due to increased construction costs.

Barb Anderson asked why are we criticizing every move and not being supportive.

Greg Thoemke asked what library's official fundraising goal is.

Petra Streiff stated that the Library Board has not decided final goal, they need to know site is available.

Greg Thoemke stated that the Town of New Glarus and Town of Primrose have borrowing capacity, why aren't we talking with them to balance funding versus having the Village assume all of the borrowing.

Roger Truttmann asked the Board to focus back on Veteran's Park discussion.

Allen Fjelstad asked why the lumberyard property has not considered.

Motion by Peggy Kruse, second by Anthony Edge at 7:30 p.m. to open the meeting for public comment. Motion carried (7-0).

Joel Piper stated that the New Glarus Youth Baseball supports the Village in whatever decision, but they need new field. He stated that the loss of pickle ball/tennis courts as an argument is insulting. Green space is green space. New Glarus Youth Baseball sat down with Veteran's Memorial Committee, there is nothing more American. He noted that Mineral Point has a latrine only feet from their memorial. He stated we should work collectively to solve maintenance issues with Memorial. He stated it is regrettable that expansion and new field cannot be in same space.

Allen Fjelstad stated that what the Board needs is land to get two (2) field complex. He stated it is important for Village Board to acquire land.

Diana Clark stated there is a difference between a Veteran's Memorial and sports complexes named for Veterans. She noted that memorials are for paying respect. She stated it is a proximity issue, don't have both in same space. She noted that the veterans are paying for these memorials on their own rather than borrowing like the library would need. What are needs of community, dollars paid-dollars owed. Why do we have to choose?

Kari Morrison (School Board President) stated that she is looking forward to future communications with the Village and Town. She noted that they need to look at 10-15 years out to plan.

Motion by Barb Anderson, second by Petra Streiff to return to public hearing. Motion carried (7-0).

Greg Thoemke stated that the Village should look into contentious ways to expand Village land (i.e. annexation).

ADJOURN: The Board adjourned at 7:40 p.m. by motion of Barb Anderson, second by Denise Anton Wright. Motion carried. (7-0)

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

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Peggy Kruse, Anthony Edge and Greg Thoenke. ABSENT: Denise Anton-Wright. ALSO PRESENT: Matt Rusch and Dave Maccoux with Schenk S.C., 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, second by Barb Anderson to approve the agenda. 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 Thoenke. Motion carried. (6-0)

Approval of minutes of 5/2/17 Regular Meeting:

Approval of Claims: Check 34884, ACH for payroll expenses, health and life insurance, Journal Entries for utility bills and credit card and Check 34947 for \$200,000 for final payout of TID#3 Developer's Agreement with New Glarus Brewing Company totaling \$254,956.28; Checks 34885 to 34946 totaling \$93,012.69; and payroll vouchers 12086 to 12111 totaling \$30,825.67.

Approval of Operator License to Expire 6/30/19: To: Sundeep Singh, Gurprit Brar, Sandra Berg, Courtney Leuzinger, Greg Kleeman, and Vicki L. Jenson

Approval of Original Class A Beer/Liquor License to expire 6/30/18 for Casey's Marketing Company as presented.

Approval of Original Class B Beer License to expire 6/30/17 for Edelweiss Cheese Authentic Wisconsin as presented.

Approval of Liquor License Renewals to expire 6/30/18: The following businesses have submitted renewal or new original liquor license applications for approval as presented:

- Class B Beer/Liquor: Glarner Enterprises, Inc.; Sportsmans of New Glarus, Inc.; Kleeman's Bar & Grill LLC
- Class A Beer/Liquor: New Glarus Mobil Mart LLC
- Class B Beer/C Wine: Cow & Quince, LLC
- Class A Liquor: Brandi's Bridal Galleria, Etc, LLC
- Class B Beer: Edelweiss Cheese Authentic Wisconsin

Approval of Cigarette License to expire 6/30/18 as presented: To: Casey's Marketing Company' New Glarus Mobil Mart, LLC; Blanchardville Oil Co-op Assoc, Inc; Kleeman's Bar & Grill LLC.

Approval of Miscellaneous Licenses to expire 6/30/18: To the following businesses for the license listed: Sportsmans Bar and Grill (pool table); Firefly Park LLC (mobile home park); and Kleeman's Bar & Grill (pool table).

Approval of Street Use Permit: Fuelfed, Inc. for 6/2/17: This application is for temporary closure of 4<sup>th</sup> Ave between 2<sup>nd</sup> St and Railroad St for the start and end of the Fuelfed Motor Gear 250 rally.

Approval of Special Events Permit for Polkafest and Beer, Bacon, and Cheese (June 9-11): This application is for the annual Polkafest and Beer, Bacon & Cheese event on June 9-11, 2017 and includes closing 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue on Thursday, June 8<sup>th</sup> through Sunday night, June 11<sup>th</sup> (or possible Monday morning, June 12<sup>th</sup>). Tent will be located on 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue from Thursday, June 8<sup>th</sup> through Sunday, June 11<sup>th</sup>. On Saturday, June 10<sup>th</sup> (with reopening by Sunday morning) closure of 5<sup>th</sup> Avenue between Railroad Street and 2<sup>nd</sup> Street as well as 2<sup>nd</sup> Street between 4<sup>th</sup> and 5<sup>th</sup> Avenues for 10 x 10 tents in the parking stall area and tables and chairs in the street area. Event will also include live music on Friday from 6 to 10 p.m. and Saturday from noon to 10 p.m.; open intoxicants from Ott Haus on 2<sup>nd</sup> Street to Tofflers on 5<sup>th</sup> Avenue, 5<sup>th</sup> Avenue east to 1<sup>st</sup> Street and 1<sup>st</sup> Street south to 6<sup>th</sup> Avenue and 6<sup>th</sup> Avenue east to Puempels Tavern on June 9<sup>th</sup> from 3 p.m. to 11 p.m., June 10<sup>th</sup> from 11 a.m. to 11 p.m. Applicant shall be responsible for marking area. The sponsor will be responsible for payment of four (4) Village officers on Saturday, June 10<sup>th</sup> from noon to 7 p.m. The Emergency Action Plan is on file and satisfactory with Staff. An updated Certificate of Insurance will need to be filed by the New Glarus Chamber prior to the event.

Approval of Temporary Alcohol License for New Glarus Chamber Polkafest and Beer, Bacon, and Cheese (June 9-10): For the sale of fermented malt beverages and wine under the festival tents located on 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue and on 5<sup>th</sup> Avenue between Railroad and 1<sup>st</sup> Street.

Approval of Special Event Permit for Brazen Dropout-New Glarus Omnium (Cycling Race)(July 29-30): The Brazen Dropouts Cycling Team is expanding their event from last year to include a race in downtown New Glarus on July 30<sup>th</sup>. Per recommendation of the Public Works/Public Safety Committee on May 10<sup>th</sup>, the organizers are modifying the route for the shorter street race on July 30<sup>th</sup>, to address concerns of certain street closures on a Sunday. The modified route for the July 30<sup>th</sup> race starts on 3<sup>rd</sup> Avenue next to Glarner Park and goes west to 5<sup>th</sup> Street, then south of 5<sup>th</sup> Street to 5<sup>th</sup> Avenue, east of 5<sup>th</sup> Avenue to 3<sup>rd</sup> Street and north on 3<sup>rd</sup> Street to 4<sup>th</sup> Avenue, east of 4<sup>th</sup> Avenue to 2<sup>nd</sup> Street, then north on 2<sup>nd</sup> Street to 3<sup>rd</sup> Avenue to starting point. The streets will be closed between 6 a.m. and 7 p.m. Approximately 300 participants will be spread over 11 races run sequentially (10-15 min between races). The applicant is requesting the placement of port-a-potties in Village Park and use of amplification devices at the start/finish line (from 8:30 a.m. to 5:30 p.m.). A certificate of insurance naming the Village as an additional insured will be needed before issuing of the permit.

Approval of Special Event Permit for Taste of New Glarus (June 24<sup>th</sup>): The Chamber is requesting closure, but no tent, for 1<sup>st</sup> Street between 5<sup>th</sup> Avenue and 6<sup>th</sup> Avenue on June 24<sup>th</sup> from 6 a.m. to 7 p.m. In addition, the permit requests open intoxicants on 2<sup>nd</sup> St, 5<sup>th</sup> Ave, 1<sup>st</sup> St, and 6<sup>th</sup> Ave (generally between Ott Haus to Puempels Tavern) with applicant responsible for posting area. Amplification will be used on 1<sup>st</sup> Street between 5<sup>th</sup> Avenue

and 6<sup>th</sup> Avenue between the hours of 1 p.m. to 5 p.m. A certificate of insurance naming the Village as an additional insured will need to be filed before issuing of the permit.

Approval of Application for Temporary Alcohol License for Taste of New Glarus (June 24<sup>th</sup>): For serving of fermented malt beverages at a stand in front of 513 1<sup>st</sup> Street between the hours of 11 a.m. and 6 p.m. on June 24<sup>th</sup> for the Taste of New Glarus event.

Approval of Application for Special Event Permit for New Glarus Music Festival (5/26/17-5/29/17): The event includes: Closure of 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue and 5<sup>th</sup> Avenue from Railroad to 2<sup>nd</sup> Street from Friday, May 26, 2017 to Sunday, May 28, 2017 as well as 2<sup>nd</sup> Street from 4<sup>th</sup> to 5<sup>th</sup> Avenue on May 27 and 28, 2017 with the use of small pop-up tents; use of Village Park (May 26-28) and Glarner Parks (May 27-28, 2017); Open intoxicants will be allowed on May 26<sup>th</sup> from 5 p.m. to midnight, May 27<sup>th</sup> from 10 a.m. to 7 p.m. and May 28<sup>th</sup> from 10 a.m. to 7 p.m. on 2<sup>nd</sup> St, 5<sup>th</sup> Ave, 1<sup>st</sup> St, and 6<sup>th</sup> Ave (generally between Ott Haus to Puempels Tavern) only with no open intoxicants in the Parks, applicant shall be responsible for posting areas; dumpsters and port-a-potties will be located in the alley and next to Bank of New Glarus main bank; amplification devices will be allowed for bands in the intersection of 1<sup>st</sup> Street and 5<sup>th</sup> Avenue on Friday, May 26<sup>th</sup> from 7 p.m. to midnight. Applicant shall be responsible for additional coverage by the Village police as follows: May 26 – two (2) officers from 6:30 p.m. to 12:30 a.m.; May 27 – one (1) officer from noon to 7 p.m. and May 28 – one (1) officer from noon to 7 p.m. The certificate of insurance is on file.

Approval of Application for Temporary Alcohol License for New Glarus Music Fest (5/26/17-5/28/17): For the serving of fermented malt beverages at the festival stands/tents, one being located on 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenue and the other on 5<sup>th</sup> Avenue between 1<sup>st</sup> Street and 2<sup>nd</sup> Street.

Approval of Park Use Permit for New Glarus Lions Club Chicken BBQ Event (May 26): This Application is for use of Village Park for the Lions Club annual Chicken BBQ event that is held in conjunction with Music Fest on May 26<sup>th</sup>.

Approval of Temporary Alcohol License: New Glarus Youth Baseball (May 27-28): The Application is for serving of fermented malt beverages by New Glarus Youth Baseball for a NGYBA Small Town Baseball Championship tournament to be held at Veterans' Park on May 27-28<sup>th</sup>. A certificate of insurance naming the Village of New Glarus needs to be filed prior to issuing license.

Approval of Street Use Permit: Stuessy-Kuenzi VFW Post 141: Memorial Day Parade on May 29<sup>th</sup>: The Application is for a Street Use Permit for the Memorial Day parade route starting near Village Hall on 2<sup>nd</sup> St to 5<sup>th</sup> Ave to 1<sup>st</sup> St to 14<sup>th</sup> Ave to 2<sup>nd</sup> St in front of the New Glarus School on Monday, May 29, 2017 from 9 a.m. to 10 a.m.

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

Update: Monthly Utility Financials: The monthly utility financials for April were included with the agenda packet.

Update: Monthly Building Inspector's Report: The monthly Building Inspector's report was included in the agenda packet for review.

Update: Budget Year to Date for February: The April report was included in the agenda packet.

Update: Chalet of the Golden Fleece Report: Mary Statz of the Chalet of the Golden Fleece Museum provided an update on Chalet activities and inventory items for disposal to the Park and Recreation Committee on May 10th. A copy of the report was included in the agenda packet.

#### **PERSONNEL AND FINANCE COMMITTEE:**

**PRESENTATION: 2016 AUDIT PRESENTATION BY DAVE MACCOUX, SCHENCK SC:** Dave Maccoux and Matt Rusch of Schenck SC, the Village's Auditors presented the 2016 Audit Report. Mr. Maccoux reviewed the Annual Financial Report for December 31, 2016 with the Board noting the report accurately reflects the financial position of the Village as of December 31, 2016 and is an unmodified, clean opinion. In addition a review of the Statement of Activities and balance sheet, he referred the Board to the Financial Highlights listed in the Management's Discussion and Analysis as follows:

- As of December 31, 2016, the assets and deferred outflows of resources of the Village of New Glarus exceeded its liabilities and deferred inflows of resources by \$16,477,303. This represents a 1.8% increase over the 2015 net position balance of \$16,188,410.
- The general fund balance at the end of 2016 was \$762,038, a decrease of \$29,957 from the prior year. The decrease was due to the Village Board assigning \$95,000 for capital projects, and moving these funds to the Village's capital projects fund. Without this appropriation of fund balance, the general fund would have increased \$65,043 due to positive budgetary variance while the Village final budget projected a decrease of \$5,503 in fund balance.
- The outstanding general obligation debt as of December 31, 2016 is \$6,282,599. This compares to \$5,927,053 at the end of 2015.

Mr. Rusch reviewed the Management Communications with the Board commenting that there were two findings of deficiencies: 1) segregation of duties and 2) preparation of annual financial report which are common findings for communities the size of New Glarus. He noted that the Village has put internal safe guards in place to address these deficiencies. He also discussed the various utility funds for the Village, noting a rate of return on Electric at 5.32%, down from 7.8% in 2015 and water at 1.3% up from 1.13% in 2015. Schenck S.C. is currently working on a water rate case for the Village. While the revenues for the WWTP fund are up slightly from 2015, the cash and investments at year end are down and the auditors discussed with the Board the need for revenues to be sufficient enough to cover the 120% ratio for debt service payments and currently the Village's WWTP fund is under that threshold, noting the need for a review and possible increase of rates in the very near future.

Overall the auditors were pleased with the audit process and final report.

**CONSIDERATION: ADOPTION OF 2018 BUDGET GOALS:** Administrator Gadow referred to a memo summarizing potential policy goals for the 2018 budget for Board review and requested input as staff begins the budget process. He recapped the 2017 goals, noting the outline of where Staff is in the process of completing the various goals and indicating most likely some will roll into 2018 for completion. He ask the Board for input on changes/additions/deletions. Trustee Anderson asked about the timeline for the Historic District for 2017 since the process will need to be completed in-house. Administrator Gadow indicated that the Second Street District portion should be completed by year end. The Board briefly discussed the types of local media updates, including topics, timing, and method of delivery. The Board also discussed including the need for updates to the phosphorus removal at the WWTP as a 2018 Budget Goal. Administrator Gadow

indicated he would work on the goal/objective and public awareness language for inclusion. Motion by Barb Anderson, second by Anthony Edge to adopt the 2018 Budget Goals with the addition of WWTP phosphorus removal. Motion carried. (6-0)

**PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:**

**CONSIDERATION: PUBLIC WORKS LABORER II POSITION HIRING:** Administrator Gadow presented Resolution 17-19 appointing Charles Loeffelholz as Public Works Laborer II, to replace Todd Ruegsegger, who resigned in April. Charles Loeffelholz will begin employment no later than June 16, 2017. Staff received eleven (11) applications, and interviewed four (4) candidates.

Motion by Greg Thoemke, second by Peggy Kruse to approve Resolution 17-19 appointing Charles Loeffelholz. Motion carried (6-0).

**DISCUSSION/CONSIDERATION: 2017 STREET MAINTENANCE PROJECTS:** Public Works Director Jelle has compiled a list of 12 proposed street maintenance projects for this year, based on need and available funding. The total cost for these 12 projects is \$50,392. The 2017 Capital Fund has \$35,000 allocated for Streets Maintenance, and the WWTP and Building sinking funds would be used for Projects #3211 and #3212 (for a total of \$748). This leaves a funding gap of \$14,644 for the remaining street maintenance projects. Staff offers two (2) options:

- 1) Option 1: Utilize all \$35,000 in Capital Fund for Street Maintenance, and remove \$14,644 in project costs off of 2017 Street Maintenance list to meet budget. The removed \$14,644 in street maintenance projects would be moved to the 2018 Street Maintenance list for future consideration.
- 2) Option 2) Utilize all \$35,000 in Capital Fund for Street Maintenance and draw \$14,644 from Street Sinking Fund to fund remaining 2017 Street Maintenance projects. The Street Sinking Fund has a current balance of \$28,764.25 and if \$14,644 were to be drawn down, the remaining balance in the sinking fund would be \$14,120.25.

Public Works/Public Safety Committee is recommending the Village Board select Option #2, to utilize the full \$35,000 for Capital Street Maintenance and \$14,644 from the Street Sinking Fund to complete the 12 maintenance projects. As a point of information, the Village Board approved the drawing of \$12,133 from the street sinking fund to assist with completion of 11 projects for a total cost of \$44,633 in 2016. With the 2018 Budget process, Staff will look at options to increase street maintenance funding, but notes that current levy limits will limit any significant increase in capital funding availability.

Motion by Greg Thoemke, second by Peggy Kruse to approve Option#2. Motion carried (6-0).

**DISCUSSION/CONSIDERATION: RECEIVED COST BIDS FOR UPGRADE TO WWTP SCADA SYSTEM:** At the direction of the Village Board, Staff bid out three capital equipment purchases: 1) new Utility Truck; 2) new Marlow Pump system for the Waste Water Treatment Plant (WWTP); and 3) an upgrade to the WWTP's Supervisory Control and Data Acquisition (SCADA) System based on direction at their April 18<sup>th</sup> meeting. Staff has received the bids back on the SCADA system upgrade and the new Utility Truck, and is waiting on additional information for the Marlow pump.

**SCADA System**

The received cost bids from the various vendors related to the system is for \$28,790, including equipment, install and initial support. Strand Associates' initial estimate for the SCADA system was \$28,000.

### Utility Truck

Staff received two (2) bids for the new Utility Truck from Utility Sales and Service out of Appleton for a Ford Model and a Dodge Model. Utility Sales and Service is on the State Vendors list. The cost for each model is:

- 1) Ford Model: \$130,339.00
- 2) Dodge Model: \$134,718.00

Staff recommends selection of the Dodge Model, as it is a more solidly constructed vehicle, versus the Ford Model which would need to be reinforced to house the required equipment. The proceeds of the sale of the existing 2000 Ford Truck at online auction would be used to offset some of the cost of the new vehicle purchase.

The Public Works/Public Safety Committee reviewed the cost bids on May 10<sup>th</sup>, and recommend Village Board approval of the purchase of the SCADA System upgrade at \$28,790.00 and selection of the Dodge Model of the Utility Truck at \$134,718.00 noting both items will be paid from utility funds.

Motion by Petra Streiff, second by Peggy Kruse to approve the purchase of the SCADA system at \$28,790 as well as the Dodge utility truck at \$134,718. Motion carried. (6-0)

### **ADMINISTRATOR'S REPORT:**

#### **DISCUSSION/CONSIDERATION: POLICY ON ACCEPTING APPLICATIONS FOR NEW CLASS B INTOXICATING LIQUOR LICENSES:**

Per the Board's direction on April 4<sup>th</sup>, Staff sent out an informational request on the Clerk's network to ask for examples on how other communities address a similar situation and provided a summary with the agenda packet. Based on this information, Staff is recommending the following procedure for Village Board consideration:

- Publish notice in newspaper and Village website after a non-reserve Class B Intoxicating Beverage license becomes available, providing one (1) month deadline to receive applications.
- Application would include completing a Plan of Operation as part of application process.
- Received Class B License applications would be reviewed by Public Works/Public Safety Committee, who would forward a recommendation to the Village Board.
- Village Board would review applications and make a final determination on granting the license(s).

Motion by Barb Anderson, second by Anthony Edge to approve Staff's recommendation on policy and prepare the amendment to ordinance for Board consideration. Motion carried. (6-0)

### **UPDATE: OPEN BOOK/BOARD OF REVIEW:**

Administrator Gadow reported that the Assessors met with several property owners during the Open Book dates. If property owners are intending to appear before the Board of Review to object to their assessment, they will need to file their intent with the Clerk's Office by May 26, 2017 at 4 p.m. for appearance at the May 31, 2018 Board of Review.

### **UPDATE: COMMUNITY EVENT:**

Administrator Gadow reported that he was pleased with the turn-out for the first annual Downtown Community Event this past Saturday, May 13, 2017.

**PRESIDENT'S REPORT:**

**CONSIDERATION: APPOINTMENT OF DAVE WYTENBACH TO JOINT REVIEW BOARD:** As part of the Tax Increment Financing process under State Statute, local Joint Review Board (JRB) comprised of members from the various taxing jurisdictions (i.e. School, Village, County, and MATC) must be formed to review proposed new TIF Districts and annual reports on existing TIF Districts. Mr. Dave Wytenbach has served as the Village's representative for a number of years, and given his experience is a good candidate to continue on the JRB and has agreed to do so. Motion by Anthony Edge, second by Barb Anderson to approve Dave Wytenbach as Village's representative to the Joint Review Board. Motion carried. (6-0)

**CONSIDERATION: APPOINTMENT OF LORI RODEFELD AND CAROL HASSEMER TO THE VILLAGE COMMUNITY DEVELOPMENT AUTHORITY (CDA):** Two current members of the CDA have resigned from the Committee, creating two vacancies. Lori Rodefeld and Carol Hassemer have expressed an interest in serving on the CDA. Staff recommends the appointment of Lori Rodefeld to serve the remainder of a two (2) year term to 2019, and Carol Hassemer to a four (4) year term to 2021. Motion by Greg Thoemke, second by Peggy Kruse to approve Lori Rodefeld to serve the remainder of a two (2) year term to end 2019 and Carol Hassemer to serve a four (4) year term to 2021. Motion carried. (6-0)

**CONSIDERATION: PROCLAMATIONS:** President Truttman noted the following proclamations for various observances and recognitions for the 2<sup>nd</sup> part of May.

**RESOLUTION 17-18: NATIONAL EMS WEEK – MAY 21-27:** President Truttman proclaimed May 21-27, 2017 National Emergency Services Week. Motion by Barb Anderson, second by Petra Streiff to approve Resolution 17-18. Motion carried. (6-0)

**RESOLUTION 17-20: RESOLUTION IN APPRECIATION OF VILLAGE FORESTER AND VOLUNTEERS FOR TREE PLANTING:** President Truttman thanked Village Forester, Paul Jennrich and all individuals who volunteered their time to plant the trees to keep the Village a beautiful place to live and work. Motion by Petra Streiff, second by Anthony Edge to approve Resolution 17-20. Motion carried. (6-0).

**RESOLUTION 17-21: NATIONAL PUBLIC WORKS WEEK – MAY 21-27:** President Truttman proclaimed May 21-27, 2017 National Public Works Week. Motion by Peggy Kruse, second by Barb Anderson to approve Resolution 17-21. Motion carried. (6-0).

**ADJOURN:** The Board adjourned at 7:54 p.m. by motion of Greg Thoemke, second by Barb Anderson. Motion carried. (6-0)

–Lynne R. Erb, Clerk-Treasurer  
VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
5/2/17

**REGULAR MEETING-CALL TO ORDER:** President Truttman called the meeting to order at 7:00 p.m.  
**PRESENT:** Roger Truttman, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke, Anthony Edge and Denise Anton Wright. **ALSO PRESENT:** Diana Clark, Jeff Judd, John Matthews, Linda Hiland, Emilie Glofelty, Eric Spanton, Bill Bacon, Deb Carey, Joanna Stelter, Library Director Lauren White, Police Chief Burt Boldebeck, 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, second by Peggy Kruse to approve the agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Eric Spanton addressed the Board indicating that he had appears approximately one year ago with a group of people who indicated they did not want to see a new library located at Glarner Park and since that time he believes there is more support for that position noting the Save Glarner Park Facebook page has 600+ members and the Veterans have recently written to the Village Board indicating they do not want the Glarner Park ballfield relocated to Vet's Park. He ask that the Board hold a binding referendum with a yes or no response to building a library and allow everyone to vote on the location.

John Matthews with the VFW and WI Vietnam Veterans told the Board that the Vet's memorial is hallowed ground containing the names of local service members. He further indicated that the memorial for the Iraqi and Afghanistan veterans is yet to be added. The veterans don't want to move the memorial. Bill Bacon reiterated the comments of John Matthews, adding the veterans are looking at additional space for possible placement of a helicopter, tank, and/or fighter plane and with the plans for a ballfield that wouldn't be possible.

CONSENT AGENDA: Motion by Greg Thoemke to approve consent agenda. Barb Anderson noted a correction to page 3, specifically changing the date on the Reminder on Downtown Open House Event Planned from May 3<sup>rd</sup> to May 13<sup>th</sup>. Greg Thoemke amended his motion to approve the consent agenda, amending the minutes as noted by Barb Anderson, second by Barb Anderson. Motion carried. (7-0)

Approval of minutes of 4/18/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Checks, ACH for payroll expenses including retirement and ACH for credit card payment totaling \$37,770.33; Checks 34845 to 34883 totaling \$60,929.93; and payroll vouchers 12053 to 12085 totaling \$36,528.17.

PERSONNEL & FINANCE COMMITTEE:

DISCUSSION/CONSIDERATION: ADOPTION OF 2018 BUDGET TIMELINE:

Administrator Gadow reviewed the draft 2018 Budget timeline with the Board, noting Finance & Personnel is recommending approval. Staff will keep the Board informed if and when changes to the tentative schedule become necessary. Motion by Barb Anderson, second by Anthony Edge to approve the 2018 Budget timeline. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: AUTHORIZATION FOR PRELIMINARY ENGINEERING WORK FOR SOFTBALL FIELD AT VETERAN'S PARK: Administrator Gadow reported that based on direction from the Village Board at their May 7<sup>th</sup> meeting, he has contacted Fehr Graham for a cost estimate for preliminary engineering and site survey and design work for placement of a ballfield at Veteran's Park and that estimate is included with the agenda packet.

Trustee Streiff thanked Administrator Gadow for his work and indicated that in light of the letter received from the Vet's organization last Friday proposing a meeting, she would like to table this item and request that a special meeting be scheduled within the week for the Village Board and Veteran's organization to discuss the issues, requesting Village Staff to research the history of the park for that meeting. Trustee Thoemke noted he would like to see a meeting held as well, but asked that a timeline that would honor the schedules of those wanting to attend be considered and

not to rush the scheduling of the meeting. After further discussion and clarification on the meeting timeline, Petra Streiff moved to call a special meeting of the Village Board with the Veteran's Memorial Committee to discuss the letter of concern, scheduling the meeting as soon as possible within the next 2-3 weeks and to table this action item until that meeting has been completed, second by Barb Anderson. Motion carried. (7-0)

Trustee Thoemke requested staff to contact Bill Kuenzi and Bill Hustad asking that the letter from the Veterans be provided on the Village's website and Facebook page. Trustee Wright noted her concern over setting a precedent by doing so, suggesting a letter to the editor. Board consensus was to include the letter as part of the minutes of this meeting which will be included on the Village's website. [The letter is incorporated herein]

*The greater New Glarus area is home to a very unique landscape, culture and populace.*

*We appreciate the Driftless area of beautiful hills and valleys. However, this landscape within the Village leaves us little flat green space. This fact has cause a domino effect to occur following the non-binding referendum which places the Library in Glarner Park. This circumstance demands effective assessment for short and long range planning.*

*We, the New Glarus Veterans Memorial Park Committee, strongly oppose the stop gap decision by the Village Board to place the softball field so very near the Veterans Memorial Park space. The placement would guarantee that no further development of the Veterans Park will be possible. It will barely meet the needs of the softball teams and summer youth activities.*

*It appears that the majority of the citizens support a new library. We have need of a sports complex for participating adults and youth. About 60% of the overall participation in these programs comes from outside the Village. Therefore, we call upon the three major taxing entities, namely the School District of New Glarus, the Town of New Glarus and the Village of New Glarus to solve this dilemma. The Village should not be expected to meet the space and financial needs of these projects on its own. Each of these entities will benefit in the long run.*

*Let the dialogue begin immediately without finger pointing or name calling for the betterment of us all.*

*Call on interested members of our community to assist with ideas and direction to facilitate moving forward!*

*Respectfully yours,  
New Glarus Veterans Memorial Committee  
Allen Fjelstad, Linda Stolts, Doug Oppliger,  
Ron Kittleson, Bill Hustad and Bill Kuenzi*

**PRESIDENT'S REPORT:**

**CONSIDERATION: RESOLUTION 17-11: IN RECOGNITION OF CLERK'S WEEK:** President Truttmann read a portion of Resolution 17-11 recognizing the week of May 7<sup>th</sup> through May 13<sup>th</sup> as Municipal Clerk's Week. Motion by Anthony Edge, second by Peggy Kruse to approve Resolution 17-11. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17-12: 2017 HISTORIC PRESERVATION MONTH: President Truttmann proclaimed May, 2017 as National Historic Preservation Month. Motion by Petra Streiff, second by Barb Anderson to approve Resolution 17-12. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17-13: NATIONAL POLICE WEEK: President Truttmann proclaimed National Police Week May 15-21, 2017 and urged the citizens of the Village to observe Monday, May 15, 2017 as Peace Officers' Memorial Day. Motion by Barb Anderson, second by Anthony Edge to approve Resolution 17-13. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17-14: NATIONAL SMALL BUSINESS WEEK: President Truttmann read a portion of Resolution 17-14 proclaiming April 30 through May 6, 2017 as national Small Business Week and encouraging the community to observe this week by visiting the various small businesses located in New Glarus. Motion by Petra Streiff, second by Peggy Kruse to approve Resolution 17-14. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17-15: NATIONAL TRAVEL AND TOURISM WEEK: President Truttmann proclaimed May 7-13, 2017 as National Travel and Tourism Week in the Village of New Glarus. Motion by Barb Anderson, second by Denise Anton Wright to approve Resolution 17-15. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17-16: DRINKING WATER WEEK: President Truttmann in partnership with the American Water Works Association proclaimed May 7 through May 13, 2017 as Drinking Water Week. Motion by Greg Thoenke, second by Barb Anderson to approve Resolution 17-16. Motion carried. (7-0)

CONSIDERATION: RESOLUTION 17: ECONOMIC DEVELOPMENT WEEK: President Truttmann in partnership with the International Economic Development Council proclaimed May 8 through May 13, 2017 as Economic Development Week. Motion by Petra Streiff, second by Barb Anderson to approve Resolution 17-17. Motion carried. (7-0)

President Truttmann, along with the Village Board, congratulated Administrator Gadow on receiving the Richard B. Schmied Leadership Award at the Green County Development annual meeting last week.

#### ADMINISTRATOR'S REPORT:

Administrator Gadow reminded the Board of the Spring Clean Up days scheduled for May 5 (Zone A) and May 19 (Zone B) with appliance pick-up on May 19. Information can be found on the Village website and at the Clerk's Office with appliance stickers available at the Clerk's Office. He further noted there is currently a program through Focus on Energy for rebates on old appliances with additional information provided on the Village's website.

He also reminded the Board of the May 13<sup>th</sup> Downtown Open House Event the Village is participating in. Other participants will include the Chamber Bike Rodeo, Chalet and Swiss Historic Museum free admission and Historic walking tour. Additional information available on Village website and Facebook.

Open Book will be held on May 11, 2017 from 9 a.m. to 1 p.m. and again on May 15, 2017 from 3 p.m. to 7 p.m. Open Book will provide an opportunity for property owners to meet with the assessors to discuss any concerns over their current property assessment. Board of Review will be held on May 31, 2017 at 5 p.m.

Administrator Gadow noted a photo of the mural on the front of Village Hall appears in the latest edition of *The Municipality*.

President Truttmann and Administrator Gadow reported that the Committee appointments will appear on the agenda for the May 16<sup>th</sup> meeting.

ADJOURN: The Board adjourned at 7:31 p.m. by motion of Barb Anderson, second by Greg Thoemke. Motion carried. (7-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
4/18/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Peggy Kruse and Denise Anton Wright, Anthony Edge and Greg Thoemke. 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 Barb Anderson, second by Greg Thoemke to approve the agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public appearances.

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

Approval of minutes of 4/4/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Checks 34800 to 34801, ACH for payroll expenses, health and life insurance, and Journal Entries for utility bills and TID annual fee totaling \$54,411.58; Checks 34802 to 34844 totaling \$69,866.48; and payroll vouchers 12019 to 12052 totaling \$29,236.24.

Approval of Operator License to Expire 6/30/19: To: Peggy S. Blumer; Debra Anderegg; Gary Westby; Barbara Forehlich; Fred Ryser; Margaret Ryser; Donna Lynn Borth; Patricia Best; Judy Riley; Jolene J. Buttenhoff; and Helen Beck.

Approval of Special Event Permit for Pedal for Paws (7/15/17): To Pedal for Paws on July 15, 2017 in Village Park.

Approval of Application for Temporary Alcohol License for Green County Humane Society (Pedal for Paws) (7/15/17): Event will be held in Village Park.

Approval of Park Use Permit for Music in the Park (7/9/17, 7/23/17, and 8/13/17): For the annual Music in the Park events on July 9<sup>th</sup>, July 23<sup>rd</sup>, and August 13<sup>th</sup> in Village Park.

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

Update: Monthly Utility Financials: The monthly utility financials for March were included with the agenda packet.

Update: Monthly Building Inspector's Report: The monthly Building Inspector's report was included in the agenda packet for review.

Update: Budget Year to Date for February: The March report was included in the agenda packet.

**Public Works & Public Safety Committee:**

DISCUSSION/CONSIDERATION: AUTHORIZATION FOR 2017 UTILITY CAPITAL EQUIPMENT PURCHASES: Trustee Kruse reported that at their April 12, 2017 meeting, the Public Works/Public Safety Committee discussed the Public Works/Utility Department list of requested capital equipment purchases that had been included in the 2017 budget. These purchases will be funded through the corresponding Utility Funds. She specifically noted the Utility Bucket Truck to replace the existing 2000 Ford Bucket truck. The estimated cost of the new Utility Bucket Truck with associated equipment is approximately \$100,000-\$120,000. Staff estimates the current vehicle could be sold at auction with proceeds (approx. \$10,000) going to offset new vehicle purchase cost.

Administrator Gadow updated the Board on two additional utility capital equipment purchases, namely:

- The replacement of the existing Marlow pump was installed nearly forty (40) years ago. The pump system is a component of the WWTP's back-up operational equipment, transporting sludge from the clarifier tanks to the sludge storage tank and is currently not operational. Staff estimate cost with installation at approximately \$30,000, with the estimate from Strand on the high side at \$53,000.
- The SCADA system at the WWTP is the computer system which automates many of the functions. The current WWTP SCADA version has been running unsupported for three years. The proposed purchase of the updated SCADA would provide needed security upgrades and system redundancies. The estimated cost of the SCADA system upgrade is \$28,000. Administrator Gadow noted the importance of keeping this system current in light of the increasing number of attempted cyber attacks on Wastewater Treatment Facilities.

Committee approved moving forward with the bid process for the three items with received bids being brought back before the Public Works/Public Safety Committee and Village Board for review and approval prior to final purchase.

Motion by Greg Thoenke, second by Barb Anderson to approve staff request to obtain bids on the three (3) items. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

CONSIDERATION: AMENDMENT TO RESOLUTION 16-34-2017 BUDGET ADOPTION AND TAX LEVY: Administrator Gadow reported that as Staff was preparing the required submittal materials for the State's Expenditure Restraint Program (ERP) Budget Worksheet we noticed an error on Resolution 16-34 that needs to be corrected before we can submit our materials. Adjustments made at the October 4, 2016 Budget Meeting to revenues and expenses in the General Fund as a result of the higher than expected increase in the State Highway Aid revenue for 2017 were reflected in the budget document, but not Resolution 16-34. The total tax levy did not change.

Administrator Gadow reported that Resolution 16-34 was prepared using the General Fund expense of \$1,329,539 and revenue of \$730,824 (from the original September draft budget), rather than the corrected expense of \$1,338,444 and revenue of \$739,824 (adjusted after receipt of the

actual State Highway Aid amount for 2017). The Waste Management Fund expense was listed at \$126,367 instead of the corrected \$126,462. As noted above, the total tax levy dollars amount does not change, however Resolution 16-34 needs to be amended to incorporate the corrected total general fund expense of \$1,338,444 and revenue of \$739,824.

Motion by Barb Anderson, second by Peggy Kruse to approve the amendment to Resolution 16-34. Motion carried. (7-0)

REMINDER ON DOWNTOWN OPEN HOUSE EVENT PLANNED FOR MAY 13<sup>th</sup>: Administrator Gadow updated the Board on the events being planned for the Downtown Open House to be held on Saturday, May 13, 2017 from 10 a.m. to 5 p.m., including free admission to Chalet of Golden Fleece and Swiss Historical Village and Museum; free walking tour of New Glarus Historic Sites; free self-guided tours of the New Glarus Brewery and the Chamber Children's Bike Rodeo. He noted that advertising through social media, the website and various partners of the event will continue.

LEAGUE OF WISCONSIN MUNICIPALITIES LOCAL GOVERNMENT 101: Administrator Gadow reminded the Board of the upcoming Local Government 101 Conference being conducted by the League of Wisconsin Municipalities with the closest meeting being held on May 12<sup>th</sup> at the Crowne Plaza Hotel. Interested Board members should let Staff know for registration purposes.

PRESIDENT'S REPORT:

CONSIDERATION: RESOLUTION 17-10: PROCLAMATION FOR MAY 4<sup>TH</sup> AS INTERNATIONAL FIREFIGHTERS' DAY: President Truttman read the Proclamation recognizes May 4, 2017 as International Firefighters' Day, and urges citizens to reflect on the sacrifices that our Fire Department members make in the call of duty, and thank them for their service to the community. Motion by Greg Thoemke, second by Anthony Edge to approve Resolution 17-10. Motion carried. (7-0)

ADJOURN: The Board adjourned at 7:13 p.m. by motion of Greg Thoemke, second by Petra Streiff. Motion carried. (7-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
4/4/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Peggy Kruse, Greg Thoemke and Mark Janowiak. ABSENT: Denise Anton Wright. 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, second by Barb Anderson to approve the agenda. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

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

Approval of minutes of 3/21/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Check 34767, ACH for payroll expenses and retirement totaling \$30,986.70; Checks 34768 to 34799 totaling \$40,664.49; and payroll vouchers 11993 to 12018 totaling \$27,741.38.

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: POLICY ON ACCEPTING APPLICATION FOR NEW CLASS B INTOXICATING LIQUOR LICENSES: Administrator Gadow reported that in addition to the updated ordinance regarding applications for new Class B Intoxicating Liquor Licenses as they may become available (there is currently a quota on the number of Class B Liquor Licenses for the Village), staff would like some guidance on three (3) policy questions:

- 1) Should Staff publicly announce that a Class B license is available, prior to the license actually becoming available on July 1<sup>st</sup>, or should any announcements be postponed until July 1<sup>st</sup>, when the license is in hand?
- 2) Should the Village accept applications for the potentially available Class B license before July 1<sup>st</sup> or wait to accept any applications until after July 1<sup>st</sup>?
- 3) Should Staff contact the businesses and individuals that have previously requested information or inquired about the availability of a Class B Intoxicating Liquor License?

Administrator Gadow updated the Board noting that one application has already been received by the Clerk's Office as part of the renewal process. At the current time the license of Swiss Lanes has not be relinquished to the Village by Rick Engen.

The Board discussed their preference to not accept any applications for this license until after July 1, 2017 as technically there is not a license available until after the expiration of the current license held by Swiss Lanes on June 30, 2017. The Board further discussed their desire to review the current ordinance to allow for Board review of all applications rather than using a "first come, first serve" approach. Consensus of the Board was to request Staff to:

- 1) research options of other municipalities,
- 2) review the ordinance to change from "first come, first serve" approach to allowing the Board to review all applications, and
- 3) to notify the current applicant that their original application for the Class B liquor license cannot be accepted at this time.

DISCUSSION/CONSIDERATION: RESIGNATION OF PUBLIC WORKS DEPARTMENT EMPLOYEE TODD RUEGSEGGER: Mr. Ruegsegger submitted his resignation last week from his position as Public Works Laborer effective April 7, 2017.

DISCUSSION/CONSIDERATION: ADVERTISEMENT FOR PUBLIC WORKS LABORER POSITION: Administration Gadow requested staff be authorized to begin the advertising/recruitment process for Public Works Laborer.

Motion by Barb Anderson, second by Petra Streiff to accept the resignation of Todd Ruegsegger and to authorize advertising and recruitment for a Public Works Laborer. Motion carried (6-0).

UPDATE: CHALET BROCHURES:

Administrator Gadow updated the Board on pricing update for brochures for the Chalet of the Golden Fleece that were included in the 2017 budget. Friends of the Chalet have priced design and printing of 2,000 brochures at \$626. Consensus of the Board was to have the Village Administrator coordinate with the Friends to print the brochures.

PRESIDENT'S REPORT:

CONSIDERATION: RESOLUTION 17-09: IN APPRECIATION OF TRUSTEE JANOWIAK'S SERVICE TO THE VILLAGE: President Truttmann read Resolution 17-09 into the record and thanked Trustee Janowiak for his service to the Village. Motion by Greg Thoemke, second by Peggy Kruse to approve Resolution 17-09. Motion carried (6-0).

CONSIDERATION: ARBOR DAY PROCLAMATION: The 2017 Proclamation recognizes April 28, 2017 as Arbor Day and May 5, 2017 as the planting day for the Village and urges all citizen's to support efforts to care for our trees and woodlands. Trustee Thoemke encouraged Board members to participate in the tree planting organized by Village Forrester, Paul Jennrich. He noted that Paul does a great job of coordinating adults and high school students to complete the work as well as providing a nice lunch. Motion by Petra Streiff to approve the 2017 Arbor Day Proclamation, second by Mark Janowiak. Motion carried. (6-0).

CONSIDERATION: RESOLUTION 17-08: NATIONAL LINEMAN APPRECIATION DAY: President Truttmann noted this Resolution proclaims April 18, 2017 as National Linemen Appreciation Day and thanked the electrical linemen. Motion by Mark Janowiak, second by Peggy Kruse to approve Resolution 17-08. Motion carried (6-0).

ADJOURN: The Board adjourned at 7:18 p.m. by motion of Mark Janowiak, second by Barb Anderson. Motion carried. (6-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
3/21/17

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Barb Anderson, Petra Streiff, Peggy Kruse and Denise Anton Wright and Mark Janowiak. ABSENT: Greg Thoemke. ALSO PRESENT: Lt. Jeff Sturdevant, 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 Mark Janowiak, second by Peggy Kruse to approve the agenda. 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 3/7/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Check 34721, ACH for payroll expenses, health and life insurance, credit card and Journal Entry for utility bills totaling \$53,575.87; Checks 34722 to 34766 totaling \$75,108.98; and payroll vouchers 11967 to 11992 totaling \$28,580.79.

Approval of Operator License to Expire 6/30/18: To Alexandra Prigge Kramer.

Approval of Application for Special Event Permit for Alphorn Triathlon (8/6/17): For the annual Alphornman Triathlon to be held on August 6, 2017, including the closure of Second Street between Third and Fourth Avenues and Third Avenue from Railroad Street to Durst Road, exclusive use of Village Park including the swimming pool. The permit also includes use of the parking lot between Village Hall and the Fire Department for the awards ceremony with temporary alcohol permit and amplification devices.

Approval of Application for Temporary Class B/Class B Retailers for Alphornman Triathlon on (8/6/17):

Approval of Resolution R17-07/Resolution for Appointment of Lifeguards, Water Safety Instructors and Field Supervisor: This resolution provides for the hiring of limited term summer seasonal employees for the Swimming Pool, and Park and Recreations Department for the 2017 season.

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

Update: Monthly Utility Financials: The monthly utility financials for February were included with the agenda packet.

Update: Monthly Building Inspector's Report: The monthly Building Inspector's report was included in the agenda packet for review.

Update: Budget Year to Date for February: The February report was included in the agenda packet.

Update: Approval of Variance – Plan Commission – Top Notch Feed & Pet Supply (211 Hoesly Dr): On March 16<sup>th</sup>, the Plan Commission reviewed and approved the Application of Mr. Duane Yaun of Top Notch Feed & Pet Supply for a Variance application from §305-49D and §305-59F(4) to install a 133 SF non-illuminated metal sign on wall of his property facing Hwy 69. The wall sign would be 69 SF larger than allowed under code.

Consideration: Land Consolidation by CSM – Plan Commission – New Glarus Fire District (218 4<sup>th</sup> Ave and 219 3<sup>rd</sup> Ave): Approval of Land Consolidation by CSM for the New Glarus Fire District as approved by Plan Commission. Plan Commission approved the application of the New Glarus Fire District for a CSM land consolidation application to divide 17.33 SF from the rear lot of 219 3<sup>rd</sup> Ave and to add it to 218 4<sup>th</sup> Ave. The purpose of this division to provide additional lot area for the proposed Fire Station building expansion project. Plan Commission conditioned their approval on the Applicant completing in the following: 1) Adding Lender's and Mortgagee's certificates to the CSM; 2) Adding the dimensions from the rear of the building to the rear yard of the property; 3) Adding a note on the CSM that a Deed Restriction will be placed on Lot 2 for perpetual ownership by either the New Glarus Fire District or the New Glarus Volunteer Fire Department; 4) Recording the Deed Restriction subsequent to recording the CSM; and 5) Correcting the CSM Application and submittal documents to accurately reflect the property's location in the floodplain and related documentation.

Update: Approval of Variance – Plan Commission – New Glarus Fire District (219 3<sup>rd</sup> Ave): Plan Commission approve the Variance for division of a lot that would not conform to dimensional requirements as part of the CSM approval. The variance is from §305-11B and §305-18E(5) for a lot (resulting from the proposed land consolidation via CSM noted

above) that is 7,166 SF in area, or 1,006 SF under the zoning ordinance minimum of 8,172 SF. The Plan Commission approval included the Conditions of Approval related to the CSM application.

Update: Approval of Site Plan Review – Plan Commission – New Glarus Brewery:  
On March 16<sup>th</sup>, the Plan Commission approved Site Plan application from the New Glarus Brewery for a two (2) story 3,000 SF addition to the hospitality area at the Hilltop facility.

**Public Works & Public Safety Committee:**

Recommendation: Purchase of a New Police Squad Car: Administrator Gadow reported that as part of the 2017 Budget, the Village Board allocated dollars to the Police Department Squad Sinking Car for the purchase of a new squad car. Lt. Sturdevant presented the two bids, Ewald Automotive Group (State Bid) in the amount of \$23,854 and New Glarus Motors in the amount of \$23,847. The Board briefly discussed the timeline for replacement of squad cars, average mileage of the cars when rotated out and the sale of the 2010 vehicle at auction. Motion by Peggy Kruse, second by Barb Anderson to authorize purchase of the new squad from New Glarus Motors. Motion carried. (6-0)

ADMINISTRATOR'S REPORT:

UPDATE/DISCUSSION: DOWNTOWN OPEN HOUSE EVENT (CONNECT COMMUNITIES) – MAY 13<sup>th</sup>: Administrator Gadow reported that the Wisconsin Economic Development Corporation (WEDC) and the Wisconsin Main Street program will be hosting the 2<sup>nd</sup> annual Downtown Open House event from 10am-4pm on Saturday, May 13<sup>th</sup>. This is a collaborative event designed to showcase unique historic and cultural assets of Wisconsin downtowns. Last year, more than 15 communities and 80 sites participated in the event.

As participants in WEDC's Connect Communities program, New Glarus has been asked if we would like to participate in this year's event. It entails identifying and opening five (5) venues or events that would participate in the event. Staff would coordinate marketing with WEDC. Administrator Gadow has had discussions about participation in the event with the Chamber Board, who is supportive of the event.

Potential venues/events for New Glarus on May 13<sup>th</sup>, could include:

- Free admission (open house day) at the Swiss Historical Village
- Free admission (open house day) at the Chalet of the Golden Fleece
- A historic walking tour with the Historic Preservation Committee
- Chamber's Annual Bike Rodeo event
- Tour/Open House of Citizen's Bank building [Tentative, in discussions]
- New Glarus Brewery Tours
- Hawk's Mill Winery Open House [Tentative, in discussions]
- Working with Chamber and 1<sup>st</sup> St businesses on cross-promotions
- Others?

Consensus of the Board was very supportive of the event. Trustee Streiff suggested contacting Swiss Church for a potential venue and indicated she would have someone contact Administrator Gadow regarding the same. Trustee Wright noted the Swiss Historical Board is excited to participate as well. The possibility of providing refreshments somewhere was also briefly discussed.

SCHEDULING BOARD OF REVIEW DATE: The Village Assessor's has requested input from the Village Board for scheduling the Board of Review, suggesting either Wednesday, May 31<sup>st</sup> or Thursday, June 1<sup>st</sup>. Consensus of the Village Board was that Wednesday, May 31<sup>st</sup> at 5 p.m. would work the best. Clerk Erb reported that training for the Board of Review will be available through the UW Extension

office in early April and currently there aren't any member certified. Trustees Streiff and Kruse agreed to participate in the training to become certified.

ADJOURN: The Board adjourned at 7:14 p.m. by motion of Mark Janowiak, second by Petra Streiff. Motion carried. (6-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
3/7/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Greg Thoenke, Peggy Kruse and Denise Anton Wright. ABSENT: Mark Janowiak. ALSO PRESENT: Brant Nehmer, Joel Piper, Deb Douglas, Angie Rear, Rob Ready, Mary Usher, Mark Miller, Jeff Judd, Jodi Hoesly, Jesse Duff (Fehr Graham), Library Director Lauren White, Parks Director Chris Rear, 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 Barb Anderson, second by Greg Thoenke to approve the agenda. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Joel Piper with the New Glarus Baseball Association provided an update to the Board on the batting cages being purchased and installed by the Association. He reported that they expect the wiring and installation of the mats to be complete by end of March with the batting cages ready for use in by the beginning of April. He also indicated that the association is pledging to support the Village Board with anything that promotes baseball in the Village.

Rob Ready thanked the Village Board for the recent improvements completed at the baseball field at Vet's Park.

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

Approval of minutes of 2/21/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Checks 34681 to 34683, ACH for payroll expenses and wire for power bill totaling \$155,937.48; Checks 34684 to 34720 totaling \$46,198.40; and payroll vouchers 11937 to 11966 totaling \$28,287.05.

Approval of Transfer for Original Class B Wine License – Robert Borucki/The New Glarus Primrose Winery: Robert Borucki has filed AT-112 requesting to transfer the The New Glarus Primrose Winery Class B wine license from their former location at 500 1<sup>st</sup> Street to their building at 226 2<sup>nd</sup> St. This would allow them to sell their remaining wine inventory out of this location.

Approval of Land Division by CSM – Joint ETZ Committee – Parcel 0213.0000: Joel Hedeman and Larry Klosterman (collectively, the "Applicant") submitted an application for approval of a Certified Survey Map (CSM) for the 67 acre property on County Road NN.

The proposed CSM would divide the lot into four (4) lots: Lot 1 – 20 acres; Lot 2 – 2.37 acres; Lot 3 – 2.0 acres; and Lot 4 – 2.0 acres. The Town Plan Commission and Technical Review Committee previously reviewed and approved the application. The ETZ Committee reviewed and approved the application at their February 27, 2017 meeting.

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: SOFTBALL FIELD COST ESTIMATES: Administrator Gadow began the discussion by reviewing with the Board the updated plans and estimates prepared by Fehr Graham for improvements to the field at Glarner Park and the building of a new field at Vet's Park. He reported that the tennis court area at Vet's Park is currently the only available location for a new field. The estimates prepared by Fehr Graham reflect a base cost (bare bones) option for each of the fields as well as various add-in amenities for each. Administrator Gadow noted the amenities could be added at a later date as well.

Trustee Thoenke presented a comparison of the two plans/estimates provided by Fehr Graham listing the basic costs, lighting costs and scoreboard costs for each of the two sites. The comparison showed basic costs for Glarner Park between \$139,222.50 to \$160,105.88 and Vet's Park between \$192,240.00 to \$221,076.00. The total costs for Glarner Park between \$229,222.50 to \$250,105.88 and Vet's Park between \$412,240.00 to \$441,076.00. He noted the difference between the total costs for Glarner Park and Vet's Park to be \$183,017.50 to \$190,970.10, with upgrades to Glarner Park being less costly for the Village. In addition to the additional cost of the project at Vet's Park, Trustee Thoenke had the following concerns:

- Loss of green space both at Vet's Park with the building of a new ballfield and at Glarner Park with the building of a new library.
- The size of a new field at Vet's Park is one (1) foot away from not being regulation size where the Glarner Park field is larger.
- The building of a ballfield at Vet's Park will take away from the Veteran's Memorial at that Park.

He noted he believes it would be a mistake to relocate the ball diamond to Vet's park.

Trustee Anderson replied that she doesn't agree with the loss of green space noting a ballfield instead of tennis courts at Vet's Park will create green space and a new library on Glarner Park won't use all of the green space area there. She further reminded the Board that the referendum on location of a library indicated Glarner Park was the preferred site. She also noted that costs for the project(s) just continue to increase.

Trustee Streiff thanked Administrator Gadow for his research on the ballfield options, noting there is no other available options for a new ballfield other than Vet's Park.

Motion by Trustee Streiff to designate Vet's Park as the site for a new WIAA compliant softball field and also ask Park Director Chris Rear and Administrator Bryan Gadow to work on finalizing a plan and a budget to present for discussion, second by Barb Anderson.

The Board further discussed the lay-out and funding of a new field with Parks Director Rear noting many fundraising options between community organizations, the school and youth organizations. He also indicated that the amenities can always be added as they can be afforded. Trustee Thoenke reported he had been approached by the veterans for the Village to purchase the property at the corner of 6<sup>th</sup> Avenue and Highway 69 and relocate their memorial if the Village was to pursue an additional ballfield at Vet's Park. The Board briefly discussed the listing price of that property and the need to meet with the veterans.

Parks Director Rear asked to provide additional information on various questions he has received, reporting the Glarner Park field is currently WIAA compliant as would be the proposed new field at Vet's Park. He indicated that to host a WIAA game the WIAA looks at several factors including availability of parking, restrooms, concessions, etc. and there would be a better opportunity for hosting such games with the proposed field at Vet's Park. The proposed field at Vet's would also be sufficient for 3-4<sup>th</sup> Grade baseball and may work for 5-6<sup>th</sup> Grade, although if necessary the larger field is also available at Vet's Park. He noted that adult leagues have not played at the Glarner Park site for 25-30 years and he didn't see that as an option moving forward due to the complaints of lights and noise in a residential neighborhood.

After further discussion by the Board on the various details remaining to be worked through for relocation of a ballfield, Denise Anton Wright called the question on the original motion by Petra Streiff to designate Vet's Park as the site for a new WIAA compliant softball field and also ask Park Director Chris Rear and Administrator Bryan Gadow to work on finalizing a plan and a budget to present for discussion. ROLL CALL VOTE: Barb Anderson-yes; Mark Janowiak-ABSENT; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-no; Roger Truttmann-yes; Denise Anton Wright-yes. Motion carried (5-1).

UPDATE: WISCONSIN HISTORICAL SOCIETY GRANT: Administrator Gadow reported that the Village was informed this week that we were not awarded the requested \$12,500 grant for assistance with Historic District Nomination paperwork for 1<sup>st</sup> and 2<sup>nd</sup> Street Districts. The Society reported receiving \$197,800 in grant requests with only \$100,000 in funds to allocate. Administrator Gadow will look into options for utilizing TIF funds for consultant costs related to this work or possibly preparing the nominations for 2<sup>nd</sup> Street with assistance of Staff and Historic Preservation Commission to self-submit.

PRESIDENT'S REPORT: No report.

ADJOURN: The Board adjourned at 7:34 p.m. by motion of Barb Anderson, second by Petra Streiff. Motion carried. (6-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
2/21/17

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse, Denise Anton Wright, and Mark Janowiak. ALSO PRESENT: 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, second by Mark Janowiak to approve the agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

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

Approval of minutes of 2/7/17 Regular Meeting:

Approval of Claims: The claims lists are included in your packet and include: Checks 34637 to 34680 totaling \$36,999.85; ACH for payroll expenses, retirement, and credit card and JE for utility bills totaling \$43,520.55; and payroll vouchers 11858 to 11886 totaling \$43,603.23 and 11912 to 11936 totaling \$28,820.53.

Approval of Operator License to Expire 6/30/2018: To Jeremy Langfoss, Teresa Joranlien, Nicole Thompson, Ric Joranlien, Debra Foster, Lauren Shulka, Sarah Marsh, Benjamin Schmitt, and Tonya Bentley.

Approval of Application for Original Class B Retailers Winery License Application for Jornys End LLC (Hawk's Mill Winery) to expire 6/30/17: For their premise at the former Primrose Winery building on 1<sup>st</sup> Street.

Approval of Application for Special Event Permit for New Glarus Fire Department Firefest (8/5/17): The application includes closure of 4<sup>th</sup> Avenue from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street and the parking lot between the Fire Department and Village Hall on 8/5/17 from 9 a.m. to midnight. A tent will be erected in the parking lot area along with portable restrooms and dumpsters will be located behind the fire department. Amplification devices will be used for a band from 8:00 p.m. to midnight on 8/5/17 as well.

Approval of Application for Temporary Beer/Wine Licenses for New Glarus Fire Department (3/18/17) and (8/5/17): The New Glarus Fire Department Fire Supper is on March 18, 2017 and Firefest on August 5, 2017.

Approval of Application for Special Event Permit for New Glarus Family Festival – Grace Church (9/7/17 to 9/10/17): The application includes the closure of 3<sup>rd</sup> Avenue between 2<sup>nd</sup> Street and Railroad Street on Saturday, and 2<sup>nd</sup> Street between 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue, and Railroad Street between 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue on Sunday. There will also be exclusive use of Village Park including a tent, dumpster and portable restroom facilities will be provided and amplified music will be on Sunday from 7:00 am – 6:00 pm. One to two police officers will be required on Sunday from 11 am to 5 pm. An updated certificate of insurance is needed prior to the event.

Approval of Application for Use of Village Park by Grace Church (6/25/17): The application is for a church picnic utilizing the park 9:30 am to 3:30pm, with approximately 200 attendees. An updated certificate of insurance will be required before the event.

Approval of Application for Use of Village Park by Green County Humane Society (Pedal for Paws) (7/15/17): This application is for use of Village Park from 6:00 am to 3:00 pm on Saturday, July 15, 2017 for a bicycling fundraiser and ride event. The park will be used for registration and after ride party.

Approval of Street Use Permit for AROC Wisconsin (5/6/17): The application requests street usage of Elmer Road from ¼ mile south of Kubly Road to Kubly Road from Sugar River Bridge to Argue Road. An updated certificate of insurance is needed prior to the event.

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

Update: Monthly Utility Financials Report: The monthly Utility Financials for January are included in the agenda packet.

Update: Budget Year to Date for January: The January budget report was included with the agenda packet.

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: RESOLUTION 17-04 STORM WATER UTILITY FEE FOR

2017: Administrator Gadow reported that as part of the budget process staff reviewed the financials for the stormwater utility projecting out future revenue and expense. Staff has noticed that expenses are outweighing the revenue brought in at the current \$4.85 ERU rate. This is due in part to the Village completing road projects in the past few years that have included a stormwater infrastructure component, paid for partially out of the Stormwater Utility Fund. The Stormwater Utility also has two loans as a result of the road construction projects and therefore increased expenses with principal and interest payments. The Village has charged the same rate of \$4.85 per ERU per month from 2010-2016.

Under Section 261.070(B) of the Municipal Code, the Village Board annually sets the Equivalent Runoff Unit (ERU) fee. Staff is recommending an increase to \$5.85 per ERU per month for 2017 to allow for a step increase in the ERU rate over time rather than one large rate change at one time. The \$1.00 per ERU increase would net approximately \$23,699 in additional revenue to the stormwater fund. The Public Works and Public Safety Committee is recommending approval of Resolution 17-04, with a \$1.00 per ERU increase for 2017 and additional staggered increases in subsequent years.

The Board discussed the impact to users noting those with the larger impervious surfaces on their property would be impacted the most, noting most residential properties have one (1) ERU. Also discussed was indexing future annual increases to the Consumer Price Index.

Motion by Greg Thoemke, second by Barb Anderson to approve Resolution R17-04 Setting 2017 Stormwater utility Equivalent Runoff Unit (ERU) and to request staff to run an analysis of indexing to Consumer Price Index for future years. Motion carried. (7-0)

PERSONNEL AND FINANCE COMMITTEE:

CONSIDERATION: RESOLUTION 17-06: PROMOTION OF TODD RUEGSEGGER TO PUBLIC

WORKS LABORER II POSITION: Administrator Gadow updated the Board on the request to promote Todd Ruegsegger, currently a Public Works Laborer I employee completing one year of service with the Village on March 1<sup>st</sup> to a Laborer II position, as Todd has taken on additional responsibility and is a valuable addition to the Public Works Department and Village. This position adjustment was included in the 2017 Budget. Motion by Petra Streiff, second by Mark Janowiak to approve Resolution 17-06. Motion carried. (7-0)

PARKS AND RECREATION COMMITTEE:

DISCUSSION/CONSIDERATION: CREATION OF BALLFIELD SINKING FUND:

Trustee Thoemke reported Parks and Recreation Committee discussed a proposal by Director Rear to establish a separate sinking fund for the maintenance of park and ballfield facilities utilizing the \$5.00 increase in program fees for certain activities referenced in the 2017 Pool and Park & Recreation fee schedule. It was estimated the fee could generate approximately \$3,500 to \$4,000 over the course of five (5) years. The Parks and Recreation Committee is recommending approval of the establishment of the fund. Barb Anderson moved to create the ballfield sinking fund utilizing the additional \$5.00 fee added for the 3<sup>rd</sup>-8<sup>th</sup> Grade Baseball and the Softball programs, second by Peggy Kruse. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

UPDATE/DISCUSSION: CONDEMNATION PROCEEDINGS FOR 200 1ST AVENUE (WRAY PROPERTY): Administrator Gadow reported he was appointed as a special administrator for the property on February 9<sup>th</sup>. Judge Vale granted an order for Special Administration to carry out the necessary activities for condemnation and razing of the property, conditioned upon agreement with the State of Wisconsin regarding a Medicare claim. Administrator Gadow indicated there will be a 30-day notice period required before the razing of the building and he will continue to work with Habitat for Humanity during that time. Members of the Board indicated concern by the neighborhood over the displacement of animals possibly living inside the home.

UPDATE: LEAGUE OF WISCONSIN MUNICIPALITIES PROGRAM: Administrator Gadow informed the Board of an educational opportunity being offered by the League of Wisconsin Municipalities on May 12<sup>th</sup> in Madison entitled "Local Government 101". He offered any trustee interested in attending contact Village staff.

PRESIDENT'S REPORT: No report.

ADJOURN: The Board adjourned at 7:17 p.m. by motion of Barb Anderson, second by Peggy Kruse. Motion carried. (7-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
2/7/17

PUBLIC HEARING – HWY W QUARRY USAGE POLICIES: President Truttman called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse, Denise Anton Wright, and Mark Janowiak. ALSO PRESENT: Alicia Augsburger (Habitat for Humanity), Paula Elmer (Habitat for Humanity) [joined during conversation on Habitat], Drew Cochrane (New Glarus Brewing Co.), Public Works Director Scott Jelle, Chief Burt Boldebeck, Lieutenant Jeff Sturdevant, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Administrator Gadow updated those in attendance that the public hearing was being held to provide an opportunity to speak on a potential change to usage of the Village's quarry on Hwy. W. The proposed change is to close the quarry to non-Village activity in order to reserve the space for future Village projects.

Being no public comment, motion by Peggy Kruse, 2<sup>nd</sup> by Barb Anderson to close the public hearing at 7:03 p.m. Motion carried (7-0).

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:03 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.

ANNOUNCEMENT: President Truttman announced the Village Board will convene into Closed Session called under State Stat. 19.85(1)(c) for the purpose of considering performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically the Administrator Annual Review.

AGENDA: Administrator Gadow requested the following amendments to the 2/6/17 amended agenda:

- Strike item #4 announcing a closed session

- Add a new #8 providing for an update from Chief Boldebeck on an employment issue
- Strike item #12 convening into closed session for law enforcement employee

Motion by Greg Thoenke, second by Barb Anderson to approve the agenda as amended. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

UPDATE: POLICE EMPLOYMENT ISSUE: Chief Boldebeck informed the Board he had received a letter of resignation from Officer Justin Hix today, noting he would like to begin the hiring process as soon as possible. Consensus of the Board was for staff to move forward with the process for hiring.

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

Approval of minutes of 1/17/17 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: Checks 34585 to 34636 totaling \$75,586.83; ACH for payroll expenses, retirement, life and health insurance, Checks 34579 to 34584 totaling \$104,975.50; and payroll vouchers 11858 to 11886 totaling \$43,603.23 and 11887 to 11911 totaling \$28,248.44.

Update: Approval of Variance – Plan Commission – New Glarus Brewery: The Plan Commission reviewed and unanimously approved a variance request from the New Glarus Brewery for a 29.5 ft building height variance to allow for construction of a new 64.5 ft cellar structure adjacent to two existing cellar structures at the Hilltop facility. The Village approved a similar building height variance request for the two existing cellar structures in March of 2013.

Approval of Land Consolidation by CSM for 1100 and 1118 2nd Street – Hinterstaedtli LLC: Hinterstaedtli LLC (owners of 1110 and 1118 2nd St) have submitted a Certified Survey Map (CSM) to combine the four (4) existing outlots into one (1) single lot. This is related to previous zoning requests approved by the Plan Commission and Village Board. Staff recommends approval of the CSM.

COMMITTEE/COMMISSIONS:

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: HWY Q QUARRY USAGE POLICY CHANGES: Following input from the Public Hearing, the Board discussed potential changes to the usage policy for the Village's quarry on Hwy W after receiving a report from Public Works Director Jelle on concerns with increased materials being deposited at the quarry and future reduced capacity for Village-related construction project usage. Public Works Director Scott Jelle added that he did have one outstanding application for use that he would like to allow to complete their project. The applicant understands that any material will need to be clean and contain only cement, bricks, and soil. Motion by Peggy Kruse to approve the policy change to only allow for Village dumping in the quarry with the exception of the outstanding permit referred to by Public Works Director Jelle, second by Mark Janowiak. Motion carried. (7-0)

COMMUNITY DEVELOPMENT AUTHORITY:

DISCUSSION/CONSIDERATION: LUMBERYARD REDEVELOPMENT AGREEMENT: Administrator Gadow reported that the CDA has been working with the owner of the Lumberyard property, Parkside Development LLC on a request for Tax Increment Financing (TIF) assistance as part of the redevelopment of the property into an event center. Said property is located in TID#4. On November 28, 2016 the CDA recommended a TIF assistance package of \$45,000 on a pay-as-you-go basis. The formal development agreement before the Board describes the TIF package including completion of

project construction in 2018, with TIF payments starting in 2019 (of approximately \$6,477 annually) and ending in 2025 and has been approved by the developer. The agreement also provides for Village (public) use of the parking area on the parking during times when there is no event being held.

Greg Thoemke moved to approve the Lumberyard Redevelopment Agreement as presented, second by Barb Anderson. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

UPDATE/DISCUSSION: CONDEMNATION PROCEEDINGS FOR 200 1ST AVENUE (WRAY PROPERTY): Administrator Gadow will attend the February 9th hearing date scheduled on a petition to Green County Circuit Court to appoint a special administrator (the Village Administrator) for the Wray property, as there is no identified next of kin. The appointment of a special administrator will allow the Village to continue with the condemnation proceedings on the property.

UPDATE/DISCUSSION: HABITAT FOR HUMANITY OF GREEN COUNTY UPDATE ON INTEREST IN 200 1<sup>ST</sup> AVENUE (WRAY PROPERTY): Administrator Gadow referred the Board to materials presented by representatives from Habitat for Humanity of Green County in July, 2016 included in the packet and provided additional information submitted by Habitat pertaining to use of a pre-determined assessed value for their project and possible impact on family selection. Alicia Augsburger with Habitat for Humanity of Green County was in attendance to answer questions of the Village Board and express Habitat's continued interest in the property for a new residential structure. Ms. Augsburger informed the Board that Habitat currently has approximately 23 homes in Green County with 12 existing mortgages. Habitat prepares a 30-year interest-free mortgage that the new owner pays to Habitat as the first mortgage on the property, the second mortgage is a "sweat equity" mortgage that is forgiven after 15 years, encouraging the owners to stay in the home. Because much of the work is done by volunteers, Habitat is able to keep the cost of the home down and usually the mortgage is lower than the assessed value of the house.

Trustee Thoemke suggested he would like to see a minimum assessed value limit on the project, proposing 80 percent of the median home value (\$132,000). Trustees Streiff and Wright indicated they would rather not place any type of minimum value, noting Habitat would have no control over the assessed value of the property, but rather utilize volunteers to build at a lower cost. Ms. Augsburger added that in selecting families Habitat generally targets families in the 60 percent of median value with a 10-20 percent fluctuation between the mortgage (cost of project) and the assessed value. Administrator Gadow indicated that as part of the agreement Habitat would be paying the back taxes on the property as well as the demolition costs in exchange for receiving the property for \$1.

After further discussions on values of properties in the neighborhood, the effect improvement of this lot may have on the neighborhood, setting a minimum value and what that value might be, motion was made by Mark Janowiak to approve Staff work with Habitat for a project with an assessed value of no less than \$100,000, second by Greg Thoemke. Administrator Gadow requested direction from the Board to include preparation of an agreement between the Village and Habitat addressing payment by Habitat of back taxes and demo costs in exchange for transfer of title from the Village for \$1. Mark Janowiak amended his motion to include the language provided by Administrator Gadow with Greg Thoemke agreeing to the amendment. ROLL CALL VOTE: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes; Denise Anton Wright-no. Motion carried. (6-1)

UPDATE/DISCUSSION: 2017 VILLAGE BOARD MEETING DATES (2/21, 4/4 ELECTIONS, AND 7/4): In reviewing the calendar, staff noted the following conflicts for Tuesday evening Village Board meetings: 2/21 (Spring Primary Election), 4/4 (Spring General Election), and 7/4 (4th of July) and is requesting feedback from the Village Board on whether they wanted to reschedule any or all of the meetings. Consensus of the Board is to leave the 2/21 and 4/4 meetings as scheduled, but to determine another date for the 7/4 meeting as the date gets closer.

DISCUSSION/CONSIDERATION: TOWN OF DISCUSSION/CONSIDERATION: TOWN OF NEW GLARUS RESOLUTION REQUEST – GREEN COUNTY HIGH SPEED INTERNET (RESOLUTION 17-05): Staff received a request from the Town for the Village Board to consider approving a resolution recommending that the Green County Board of Supervisors commission a high-speed internet committee that would encourage faster, more reliable internet options within the County. Motion by Barb Anderson, 2<sup>nd</sup> by Petra Streiff to approve Resolution 17-05. Motion carried. (7-0)

PRESIDENT'S REPORT: No report.

CONVENE INTO CLOSED SESSION [ADMINISTRATOR ANNUAL REVIEW]: Motion by Greg Thoemke, 2<sup>nd</sup> by Barb Anderson to convene into closed session. ROLL CALL VOTE: Barb Anderson-yes; Mark Janowiak-yes; Peggy Kruse-yes; Petra Streiff-yes; Greg Thoemke-yes; Roger Truttmann-yes; Denise Anton Wright-yes. Motion carried at 8:10 p.m. (7-0)

ADJOURN FROM CLOSED SESSION: The Board adjourned from closed session at 8:26 p.m. by motion of Barb Anderson, second by Peggy Kruse. Motion carried. (7-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
1/17/17

PUBLIC HEARING ON ORDINANCE 17-01: REZONING 1100 and 1118 2<sup>nd</sup> Street from C-1 to R-1 District: President Truttmann called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttmann, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse, Denise Anton Wright, and Mark Janowiak. ALSO PRESENT: Gof and Mary Thomson, Attorney Faun Phillipson, Sue and Erik Dalma, Administrator Bryan Gadow and Clerk-Treasurer Lynne Erb.

Administrator Gadow reported this public hearing was set to receive public comment on the rezoning request was submitted by Gof and Mary Thomson (collectively, "Hinterstaedt LLC") for rezoning of the former Milkhouse property (1118 2<sup>nd</sup> St) and the former Swiss Lace Factory property (1100 2<sup>nd</sup> St) from C-1 to R-1. The proposed rezoning to R-1 is to better match the proposed multiple family usage on the properties.

Sue Dalma requested information of the proposed plans for the site and was provided a handout of information by Mary Thomson. She also asked how the on-street parking might be affected by this project. Administrator Gadow reported that sufficient on-site parking is included in the plans so there should not be any impact on street parking.

Being no further comment, Barb Anderson moved to close the public hearing at 7:03 p.m., second by Greg Thoemke. Motion carried. (7-0)

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 hearing.

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 Mark Janowiak, second by Peggy Kruse to approve the agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Greg Thoenke commented that the 2017 Tree Pruning and Removal Contract bids received were very favorable, allowing the Village budget reserve for the remainder of the year. Motion by Mark Janowiak to approve consent agenda, second by Petra Streiff. Motion carried. (7-0)

Approval of minutes of 1/3/17 Regular Meeting: The minutes are attached for your consideration.

Approval of Claims: The claims lists are included in your packet and include: Checks 34526 to 34558 for 2016 Expenses totaling \$22,359.86; Checks 34559 to 34578 for 2017 Expenses totaling \$44,617.52; ACH for payroll expenses, retirement, and health insurance, journal entry for utilities and credit card, and e-check for life insurance totaling \$58,612.33; and payroll vouchers 11832 to 11857 totaling \$32,791.14.

Approval of Operator Licenses to Expire 6/30/2018: Alex Gobeli and Raven Neath.

Approval of Application for Original Class A Beer/Liquor Retail License for Casey's General Store dated 4/1/17 to 6/30/17: For their new premise located at the former Swiss Lanes Bowling property.

Approval of Application for Cigarette and Tobacco Products Retail License for Casey's General Store to expire 6/30/17:

Approval of Application for Temporary Class B/Class B Retailer's License for New Glarus Wine Walk (New Glarus Chamber of Commerce) on 2/11/17: The Application is to allow the Chamber to host a Wine Walk on 2/11/17. Fourteen (14) local businesses will be participating in the event.

Approval of 2017 Tree Pruning and Removal Contract: Two (2) bids were received: 1) Steven R. Bassett, Inc. and 2) Boley Tree and Landscape Care. Boley Tree and Landscape Care were the low bidder at \$13,875.00. The Tree Board recommends acceptance of the Boley Tree and Landscape Care for the 2017 Tree Pruning and Removal Contract provided the appropriate insurance limits are provided to the Village through their Certificate of Insurance.

Approval of Resolution 17-02/Reserve Fund Policy/Debt Policy: Attached is the annual resolution establishing the reserve fund policy and stating our current debt levels and capacity for the current year. Staff recommends approval of Resolution 17-02.

Update: Monthly Police Report: The monthly Police Report was included in the agenda packet for your review.

Update: Monthly Utility Financials Report: The monthly Utility Financial Report was included in the agenda packet. It should be noted that on the December financials, eleven (11) commercial customers have not paid their December statements, so the financials reflect those outstanding payments.

Update: Monthly Budget to Actual Report: The December budget to actual report for the General Fund was included in the agenda packet for your review.

COMMITTEE/COMMISSIONS:

PLAN COMMISSION:

CONSIDERATION: APPROVAL OF ORDINANCE 17-01: REZONING 1100 AND 1118 2<sup>ND</sup> STREET FROM C-1 TO R-1 DISTRICT: Administrator Gadow reported that Plan Commission reviewed this request on 12/15/16 and voted to recommend approval to the Village Board. Approval of this ordinance will codify the rezoning of the parcels and staff will then update the zoning map accordingly. Motion by

Greg Thoemke, second by Peggy Kruse to approve Ordinance 17-01 rezoning 1100 and 1118 2<sup>nd</sup> Street from C-1 to R-1 District. Motion carried (6-0-1) with Barb Anderson abstaining.

COMMUNITY DEVELOPMENT AUTHORITY:

DISCUSSION/CONSIDERATION: AMENDMENTS TO TID#3 AND #4: Administrator Gadow updated the Board on his research of the questions presented by the Board at the January 3<sup>rd</sup> meeting as follows:

Question #1: Does setting up the Allocation Amendment between TID#3 and TID#4 (with no actual transfer of excess revenues) preclude the closure of TID#3 earlier than 2022?

Response: *No, you can close it at any time. However, doing the allocation amendment does mean that the Village cannot request an extension of the life of TID#3, which at this point appear not to be a concern.*

Question #2: If the Allocation Agreement is set up, and an allocation of less than \$1.1 mil (the current excess TID value) is done, such as \$500,000, could TID#3 still be closed sooner than 2026?

Response: *The Village Board can close TID#3 whenever they want. They are not obligated to transfer all the excess increment from TID#3 to TID#4. So, in theory, they could transfer \$500,000 and close TID#3 in 2024, rather than 2026.*

Question #3: Potential cost and timeline for both Amendments?

Response: *Potential cost of approximately \$14,000 for both amendments and three to five months for the various required meetings and notices.*

He also addressed the concerns over adding all 48 properties to TID#4 at one time, indicating the TID boundary can be amended up to 4 times so parcels could be added in at different times as long as the parcels are contiguous to the existing district. He suggested that should the Board be interest in amending the boundary to include only a handful of particular properties in the downtown, the CDA be asked to provide a recommendation of a new boundary amendment for TID#4.

The Village Board discussed the options confirming that the funds for the amendment would come from the TID rather than General Fund. Trustee Thoemke stated that other than the cost of the amendment, implementing the two amendments would allow flexibility for the Village in providing additional opportunities for economic development and indicated he is in favor of the amendments. The Board further discussed the adding of the properties and potential cost-savings if only a handful of properties is added at this time. They would like to see a recommendation from the CDA on what properties to add initially.

Motion by Petra Streiff to direct staff to work with MSA Professional Services, Inc. to prepare an amendment allowing for an Allocation Agreement between TID#3 and TID#4 and to direct staff to work with the CDA to identify parcels to add in an amendment to the TID#4 boundary to bring back to the Village Board, second by Barb Anderson. Motion carried (7-0).

PARKS & RECREATION COMMITTEE:

CONSIDERATION: RESOLUTION 17-03: ESTABLISHING 2017 POOL AND PARKS & RECREATION FEES: Administrator Gadow provided an updated Resolution 17-03 to establish the annual pool and parks and recreation fees for 2017. He reported that the Parks Committee is recommending the changes as provided on the updated Resolution with a change to the Special Group Rate non-resident child rate from \$2.70 to \$2.50. Parks Committee is also recommending continuing to offer the 5 percent early discount.

Motion by Petra Streiff, second by Greg Thoemke to approve Resolution 17-03 with changes listed above. Motion carried (7-0).

ADMINISTRATOR'S REPORT: Administrator Gadow provided an update on the following:

- The Public Works Department reported that during the latest winter storm they have applied over 48,000 pounds of salt to the Village streets in the last 2 days, having gone over the streets at least 9 times each. They indicated it was an especially difficult storm as the street often iced over within a short time of being treated.
- An open record request was received for information on the candidates running for office in the Spring Election.
- Jon Erpenbach will be holding a listening session at Village Hall on 2/18/17 between 10:30 and 11:30 a.m.

PRESIDENT'S REPORT: No report.

ADJOURN: Motion by Greg Thoemke, second by Mark Janowiak to adjourn the meeting at 7:25 p.m. Motion carried. (7-0)

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
1/3/17

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:02 p.m. PRESENT: President Truttman called the public hearing to order at 7:00 p.m. PRESENT: Roger Truttman, Barb Anderson, Petra Streiff, Greg Thoemke, Peggy Kruse, Denise Anton Wright, and Mark Janowiak. ALSO PRESENT: Susie Weiss, Mary Usher, Rebecca Thompson, Linda Hiland, Rachel Frye, Sgt. Jeff Sturdevant, Chief Burt Boldebeck, 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 be silenced for the duration of the meeting.

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

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSIDERATION: RESOLUTION 17-01: PROMOTION OF SGT. STURDEVANT TO LIEUTENANT POSITION: Chief Boldebeck spoke of the many qualities of Sgt. Sturdevant, noting in particular his leadership, professionalism, compassion and hard work indicating that it has been an honor to work with Sgt. Sturdevant and that he is deserving of this promotion to Lieutenant. Administrator Gadow read Resolution 17-01 into the record. Motion by Greg Thoemke, second by Peggy Kruse to approve Resolution 17-01 promoting Sgt. Sturdevant to Lieutenant. Motion carried. (7-0)

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

APPROVAL OF MINUTES OF 12/20/16 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.

PRESENTATION/UPDATE: LIBRARY CAPITAL CAMPAIGN COMMITTEE UPDATE ON FUNDRAISING FOR LIBRARY BUILDING PROJECT: Rebecca Thompson, co-chair (along with Rachel Frye and Mary Usher) of the Capital Campaign Committee provided a Summary of Business Interviews conducted in 2016. A copy of the document is available at the Clerk's Office. Ms. Thompson began her presentation by outlining the fundraising efforts to date, reporting there are currently three (3) accounts being held at Community Foundation of Southern Wisconsin (CFSW) with balances as of 11/30/16: Capital Fund = \$727,000 with \$698,000 in cash; Operations Funds = \$20,000 with \$18,000 in cash; and Endowment Fund = \$1,346.

Ms. Thompson went on to report on the business interviews noting they interview 26 businesses or approximately 80% of the employee base for the Village and the unanimous results were support for a new library with a strong voice that the facility be located downtown within walking distance of the pool and park. She reported on potential partnerships and programs as well as rental opportunities for a large meeting room and possibly co-working space. She ended her presentation by indicating the Committee is ready and willing to work with the Library Board and Village Board. They are looking for commitment on location of the new facility in order to complete their fundraising.

President Truttmann asked for clarification on the investment of funds with CFSW noting the expenses seemed high for the rate of return. Kevin Budsberg, Library Board Treasurer, offered that the capital fund collects a service fee off the top of each donation and the other two (2) accounts incur an annual fee. He noted there were a few options available at the time the fundraising was initiated including utilizing staff, a program through South Central Library System and the CFSW option. The Library Board felt it was the best option available.

The Board had a lengthy discussion over the proposed rental space being proposed in the new facility with questions over necessity of that type of space with existing meeting space currently available at the Schools, several business and Village Hall. They discussed the types of spaces available and the additional resources and databases the library would have available on site to provide in that space for educational programming. Trustee Denise Anton Wright suggested a visit to some of the newer area libraries to see the options being provided.

Trustee Thoemke asked for a copy of the survey questions and results. Ms. Thompson indicated the Committee felt the summary is sufficient and preferred not to identify interviewees.

#### COMMITTEE/COMMISSIONS:

#### COMMUNITY DEVELOPMENT AUTHORITY:

CONSIDERATION: AMENDMENTS TO TID#3 AND TID#4: Administrator Gadow updated the Board on discussions with the Village's TID consultant (Andrew Bremer of MSA Professional Services). Mr. Bremer has suggested two potential adjustments the Village could consider for its two existing TID districts. The first is an amendment to TID#4 to incorporate all of the downtown properties that were not able to be included when the district was established (due to exceeding the State's TIF value limit of no more than 12% of the total equalized value). This would allow the addition of 48 downtown properties. Those properties would then be eligible for TIF related assistance/projects, as these parcels are not eligible for TIF under the current district configuration.

The second item is TID#3 Allocation Amendment that would allow the Village the ability to transfer/"donate" excess TID increment from TID#3 to TID#4. The Village would not be obligated to make this transfer, but would allow the opportunity to, if necessary, provided this amendment would be approved. This would allow additional flexibility within TID#4 for development projects by utilizing excess TID increment from TID#3 as TID#3 is performing well.

Administrator Gadow noted the CDA has reviewed these two items at their December meeting and recommend approval of pursuing both amendments.

Trustee Thoenke reviewed with the Board his view on the pros and cons of each of the amendments, explaining how the additional property value is capture if the property is included in the TID as compared to not part of a TID. The Board discussed the options and whether there are specific businesses looking for assistance, if there are other economic incentives available, if the boundary amendments can be done in stages and the timelines of the current TIDs and effect of closing a TID early. Administrator Gadow reported that a TID can be amended up to four (4) times so the boundary amendments could be done in pieces. The cost for an amendment is estimated between \$5,000 to \$10,000 with funds for payment coming from the TID. The timeline for an amendment is approximately six (6) months and would include meetings and approvals by the Joint TID Review Board. The current statutory closing date for TID#3 is 2026. Trustee Thoenke noted the Revolving Loan Fund program and Historic District allowed for additional economic incentives.

Administrator Gadow noted no decision is necessary tonight. The Board should consider whether closing TID#3 early is preferable over utilizing excess TID#3 funds to “jump start” development opportunities within TID#4. He will speak with consultant Andrew Bremer to find out if setting up the ability to transfer/”donate” excess TID#3 funds to TID#4 would prevent the early closing of TID#3 and if the allocation between TIDs is smaller, would that allow an earlier closing. Administrator Gadow suggested obtaining answers to the questions and bringing the consideration back for a February meeting.

Motion by Barb Anderson to table until such time as Administrator Gadow is able to obtain the information requested, second by Petra Streiff. Motion carried. (7-0)

ADMINISTRATOR’S REPORT: Administrator Gadow reported that the public hearing for changes to the quarry on Hwy. W will be scheduled for the February 7<sup>th</sup> meeting.

He further reported that as of the 5 p.m. deadline today, the following people have filed the necessary paperwork to run for Village office: Trustees: Barb Anderson, Peggy Kruse, Anthony Edge and Michael Ganshert. President: Roger Truttmann.

PRESIDENT’S REPORT: President Truttmann read into the record a Proclamation recognizing service to the Village of New Glarus by Michael Ganshert. Mike is retiring as WWTP Operator after serving the Village for twenty-two years. The Board expressed their appreciation.

President Truttmann provided a memo with the Administrator’s annual evaluation to the Board members noting the timeline for returning the completed evaluation with a closed session scheduled for February 7 to review the results.

ADJOURN: Motion by Petra Streiff, second by Mark Janowiak to adjourn the meeting at 8:11 p.m.

–Lynne R. Erb, Clerk-Treasurer