

MINUTES ARE NOT OFFICIAL UNTIL NEXT SUBSEQUENT MEETING

VILLAGE OF NEW GLARUS PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING June 13, 2018 - DRAFT

Regular Meeting

Chair Peg Kruse called the regular meeting to order at 7:03pm. Present: Peg Kruse, Anthony Edge and Shaun Dow. Also present: Administrator Bryan Gadow, Police Chief Burt Boldebuck, and Public Works Director Scott Jelle.

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

Approval of Agenda: Motion by Anthony Edge to approve the agenda, second by Shaun Dow. Motion carried.

Approval of Minutes from 5/9/18: Motion by Anthony Edge to approve the 5/9/18 minutes, with correction to Trustee Dow's name, second by Peg Kruse. Motion carried.

Public Safety

Shaun Dow asked for a recap on previous Village Board approvals for liquor licenses for Fat Cats Coffee Works, LLC. He also asked about the proposed amendment description for Hawk's Mill Winery. Administrator Gadow noted that the Hawk's Mill amendment was only for Oktoberfest and William Tell Festival (only if 1st St were to be closed). Administrator Gadow noted noise complaints received from Sugar River Pizza. Peg Kruse asked about any required Police Department Addendum for the Special Event Permit for Oktoberfest. Police Chief Boldebuck stated that they are revising their addendum to include a requirement for no parking barriers and the need to sign temporary handicap accessible parking for larger festivals. He suggested the south side of 1st Street and 6th Ave. Police Chief Boldebuck suggested that he and Administrator Gadow would review potential locations for temporary and permanent handicap stalls in the downtown area.

Motion to Package and Approval Agenda Items 5a-5e: Shaun Dow made a motion, seconded by Anthony Edge, to package and approve Agenda Items 5a-5e, as follows:

- a. Recommendation: Operator Licenses to expire 6/30/20: Annie O'Connor; Jolene Krychowiak; Mary Bigler Little; Rebecca Pytak; David Pytak; Raven Neath; Shauna Mcloud; Melanie Judd; Erin Kleeman; Sandra Rahberger; Joanne Schwartzlow; Sherri Yaeger; Stephen Gmur; Wayne Prisk; Heidi Stauffer; Amber Tierman; Aleah Kaldem; Lauren Fricks; Lauren Shulka; Sarah Marsh; Debra Foster-Truttmann; Vicki Spidahl; Carol Hustad; Benjamin Schmitt; Anne R. Miller; Teresa Joranlien; Ric Joranlien; Emily Koester; Debrah Dippen Watterson; Daryl Watterson; Kristi Lopez; Karon Wolber; Tracy Gobeli; Michael Olesewski; Alex Gobeli; Lori Stern.
- b. Recommendation: Liquor License Renewals to expire 6/30/19:
Class B Beer/Liquor: Ott Haus Pub & Grill, LLC (Rebecca Pytak, Agent); Kleeman's Bar & Grill, LLC (Greg Kleeman, Agent); Kristi's Restaurant LLC (Kristi Lopez, Agent); Puempels Olde Tavern Inc. (Charles Bigler, Agent); Hungo LLC (Stephen Longo, Agent)
Class A Beer/Liquor: Burreson's Market, Inc. (Darin Burreson, Agent); Glarner Bier Haus LLC (Eric Gobeli, Agent)

Class A Liquor: Brandi's Bridal Galleria (Brandi Nehmer, Agent); Shake & Shum, Inc. (James Shumway, Agent); Sheri Weix d/b/a The Bramble Patch

Class A Beer: Blanchardville Co-op Oil Association, Inc. (Jason Cullen, Agent);

Class B Beer: Edelweiss Cheese Authentic Wisconsin (Kathleen Workman, Agent); Swiss Aire Motel LLC (Eric Gobeli, Agent)

Class B Winery: Robert Borucki d/b/a The New Glarus Primrose Winery; Jornys End LLC (Ric Joranlien, Agent)

Class B Beer/C Wine: Fat Cat Coffee Works LLC (John Miller, Agent); Sugar River Pizza Co, LLC (Debrah Dippen Watterson, Agent)

- c. Recommendation: Amendment of Description of Class B Wine License of Hawk's Mill Winery for Festival Season
- d. Recommendation: Cigarette License to expire 6/30/19: Ott Haus Pub & Grill LLC; Blanchardville Co-op Oil Association, Inc.; Kleemans Bar & Grill LLC; Glarner Bier Haus LLC
- e. Recommendation: Miscellaneous License to expire 6/30/19: Kleemans Bar & Grill LLC (pool table); Tofflers Pub & Grill (pool table); Firefly Park LLC (mobile home park)

Motion carried.

Motion to Package and Approval Agenda Items 5f-5g: Anthony Edge made a motion, seconded by Shaun Dow, to package and approve Agenda Items 5f-5g, as follows:

- f. Recommendation: Special Events Permit for Oktoberfest (9/27-9/30/18)
- g. Recommendation: Temporary Alcohol License for Oktoberfest (9/27-9/30/18)

Motion carried.

Update: Submitted Monthly Police Report: Chief Boldebeck provided the monthly police reports, including recent officer trainings, an update on new Officer Kurth, and recent festival work.

Public Works

Discussion/Recommendation: Resolution 18-22 2018 CMAR Report: Public Works Director Jelle reported on the Village's 2017 Compliance Maintenance Annual Report (CMAR) that is required by the Department of Natural Resources (DNR). He noted that the Village received a perfect 4.0 out of 4.0 score for its treatment programs and operations. Anthony Edge made a motion, seconded by Shaun Dow, to forward Resolution 18-22 to the Village Board for consideration and approval. Motion carried.

Discussion/Recommendation: 2018 Street Maintenance Projects: Public Works Director Jelle reported on the list of ten (10) proposed street maintenance projects to incorporate within the Village's 2018 Street Project borrow request, including:

Street	Duration	Work Type	Cost Estimate
3 rd Ave	2 nd St to 6 th St	Paver Patch	\$30,944
3 rd Ave	6 th St to Durst Rd	Paver Patch	\$35,532
CTY W	STH 69 to Village Limits	ROW Shouldering	\$400
10 th Ave	End to Railroad St	Paver Patch/Seal	\$15,725
13 th Ave	3 rd St to 5 th St	Pave	\$13,523
8 th St	12 th Ave to 9 th Ave	Seal	\$3,383

Durst Rd	Village Limits to STH 39	Crack Seal	\$3,276
Durst Rd	STH 39 to 10 th Ave	Crack Seal	\$795
Tower Circle	10 th Ave to End	Seal	\$1,921
Windlach St	14 th Ave to 12 th Ave	Seal	\$4,798
		Total	\$110,297

The Committee members asked questions about the various projects, including potential timing. Public Works Director Jelle indicated that completion of these projects would go a long way to improving street conditions in the village.

Shaun Dow made a motion to recommend inclusion of the ten (10) street maintenance projects in the 2018 Street Project borrow request, seconded by Anthony Edge. Motion carried.

Discussion: Tree Ordinance Update – Tree Removal/Disposal of Terrace Trees: Public Works Director Jelle described an ambiguity in the Tree Ordinance about the Village’s responsibility to chip and/or remove privately owned trees (not located on the street terrace) that are cut down by a property owner and placed on the terrace area. He noted that chipping and removing these whole trees are sizeable constraint on staff time and equipment. He requested the Village Board consider adding language to the ordinance to clarify that the Village would be responsible only for chipping and removing terrace trees. Public Works Director Jelle recommended adding language: “The Village shall not be responsible for chipping nor removing non-terrace (private trees) complete trees”. Administrator Gadow indicated he would check with the Village Attorney on the proper phrasing and location of any amendment in the Tree Ordinance. The Committee discussed adding the notice to the community welcome newsletter, Recycling information sheet, and the utility bill. Public Works Director Jelle indicated that the Village staff would still remove brush or limbs, just not whole trees, and that they would still assist with tree removal caused by storm damage.

Update: Public Works Director Retirement: Public Works Director Jelle stated that he will be retiring, effective on July 4th, to pursue other opportunities. Administrator Gadow noted that Director Jelle has served the Village for 26 years. The Committee wished Director Jelle well in his new opportunities, and thanked him for his service. Administrator Gadow stated he will begin the recruitment process in the coming weeks.

Update: Utility Financials: The Committee reviewed the monthly Utility financials.

Adjournment: Being that all agenda items were completed, the Committee adjourned at 8:07pm

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
May 9, 2018**

Regular Meeting

Acting Chair Anthony Edge called the regular meeting to order at 7:10pm. Present: Anthony Edge and Shawn Dow. Also present: Administrator Bryan Gadow and Lt. Jeff Sturdevant and Police Chief Burt Boldebuck.

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

Approval of Agenda: Motion by Shawn Dow to approve the agenda, second by Anthony Edge. Motion carried.

Approval of Minutes from 4/11/18: Motion by Anthony Edge to approve the 4/11/18 minutes, second by Shawn Dow. Motion carried.

Public Safety

Motion to Package and Approval Agenda Items 5a-5e: Shawn Dow made a motion, seconded by Anthony Edge, to package and approve Agenda Items 5a-5e, as follows:

- h. Recommendation: Operator Licenses to expire 6/30/19: Jordin Elzen; Jay Oren
- i. Recommendation: Operator Licenses to expire 6/30/20: Rosemary Schlitz; Jeanne Gempeler; Narayan Khatri Chetri; Rachel Gastel.
- j. Recommendation: Liquor License Renewals to expire 6/30/19:
Class B Beer/Liquor: Steinbock, LLC (New Glarus Hotel and Chalet Landhaus); Whiskey Bent, LLC; Glarner Enterprises, Inc; Cow & Quince, LLC.
Class A Beer/Liquor: Casey's Marketing Company; New Glarus Mobil Mart LLC
Class B Beer: Rusty Raven LLC
- k. Recommendation: Cigarette License to expire 6/30/19: Casey's Marketing Company; New Glarus Mobil Mart LLC
- l. Recommendation: Amendment to Description of Class B Wine license of Hawk's Mill Winery for Music Fest and Polka Fest Events

Motion carried.

Update: Submitted Monthly Police Report: Lt. Sturdevant and Chief Boldebeck provided the monthly police reports, including recent officer trainings, an update on new Officer Kurth, and drug drop box collections.

Public Works

Update: Utility Financials: The Committee reviewed the monthly Utility financials.

Adjournment: Being that all agenda items were completed, the Committee adjourned at 7:39pm.

VILLAGE OF NEW GLARUS PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING April 11, 2018

Regular Meeting

Chair Kruse called the regular meeting to order at 7:00pm. Present: Peg Kruse and Denise Wright. Also present: Administrator Bryan Gadow and Lt. Jeff Sturdevant, Corbin Judd, and Andy Kelly.

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

Approval of Agenda: Motion by Denise Wright to approve the agenda, second by Peg Kruse. Motion carried.

Approval of Minutes from 3/14/18: Motion by Peg Kruse to approve the 3/14/18 minutes, second by Denise Wright. Motion carried.

Public Safety

Recommendation: Operator License to expire 6/30/2019: Jill Howard and Jennifer Hubbard. Motion by Denise Wright to recommend approval of the licenses, second by Peg Kruse. Motion carried.

Recommendation: Operator License to expire 6/30/2020: Roland Furst, Steven Anderegg, Shubh K. Singh, Betty Everson, and Andrew Westby. Motion by Denise Wright to recommend approval of the licenses, second by Peg Kruse. Motion carried.

Recommendation: Special Event Permit for New Glarus Music Fest (5/25-5/27/18): Corbin Judd provided an overview of the festival activities, including street closures, live music timing, and open intoxicants. Denise Wright asked about the ability of the organizers to change the time of the 1st Street tent removal from Tuesday May 29th to Sunday, May 27th, so as not to impact business owners on Memorial Day. Corbin Judd indicated that he would contact the tent contractor and discuss whether the tent removal could be completed on Sunday. Motion by Denise Wright to recommend approval of the Special Event Permit with conditions (updated insurance certificate; verifying 1st Street reopening; and meeting the Police Department Special Addendum), second by Peg Kruse. Motion carried.

Recommendation: Special Event Permit for Polkafest and Beer, Bacon & Cheese (6/7-6/10/18): After review of the permit application, motion by Peg Kruse, second by Denise Wright to recommend approval of the Special Event Permit. Motion carried.

Recommendation: Special Event Permit for New Glarus Blues, Brews & Food Trucks (7/14/18): After review of the permit application, motion by Peg Kruse, second by Denise Wright, to recommend approval of the Special Event Permit. Motion carried.

Recommendation: Temporary Alcohol License for New Glarus Music Fest (5/25-5/27/18): Motion by Denise Wright to recommend approval of the Temporary Alcohol License, second by Peg Kruse. Motion carried.

Recommendation: Temporary Alcohol License for Polkafest and Beer, Bacon & Cheese (6/7-6/10/18): Motion by Denise Wright to recommend approval of the Temporary Alcohol License, second by Peg Kruse. Motion carried.

Recommendation: Temporary Alcohol License for New Glarus Blues, Brews & Food Trucks (7/14/18): Motion by Denise Wright to recommend approval of the Temporary Alcohol License, second by Peg Kruse. Motion carried.

Update: Submitted Monthly Police Report: Lt. Sturdevant provided the monthly police reports, including recent officer trainings, an update on new Officer Kurth, and departmental activities.

Public Works

Update: Utility Financials: The Committee reviewed the monthly Utility financials.

Adjournment: Being that all agenda items were completed, the Committee adjourned at 7:40p

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
March 14, 2018**

Regular Meeting

Chair Kruse called the regular meeting to order at 7:00pm. Present: Peg Kruse and Anthony Edge. Also present: Administrator Bryan Gadow and Public Works Director Scott Jelle.

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

Approval of Agenda: Motion by Anthony Edge to approve the agenda, second by Peg Kruse. Motion carried.

Approval of Minutes from 1/10/18: Motion by Peg Kruse to approve the 1/10/18 minutes, second by Anthony Edge. Motion carried.

Public Safety

Recommendation: Operator License to expire 6/30/2019: Lucas Foley. Motion by Peg Kruse to recommend approval of the license, second by Anthony Edge. Motion carried.

Recommendation (Denial): Operator License to expire 6/30/2019: Allan Chapman. Motion by Anthony Edge to recommend denial of the license, based on the Police Department recommendation, second by Peg Kruse. Motion carried.

Recommendation: Street Use Permit for AROC Wisconsin (5/5/18): Motion by Peg Kruse to recommend approval of the Street Use Permit, second by Anthony Edge. Motion carried.

Recommendation: Special Event Permit for Alphornman Triathlon (8/5/18): Motion by Peg Kruse to recommend approval of the Special Event Permit, second by Anthony Edge. Motion carried.

Recommendation: Temporary Alcohol License for Alphorn Triathlon (8/5/18): Motion by Anthony Edge to recommend approval of the Temporary Alcohol License, second by Peg Kruse. Motion carried.

Recommendation: Special Events Permit for Grace Church Family Fest (9/9/18): Motion by Anthony Edge to recommend approval of the Special Event Permit, second by Peg Kruse. Motion carried.

Update: Submitted Monthly Police Report: No Police Report was provided.

Public Works

Update/Discussion: Alliant Energy Substation Project: Director Jelle provided an update on land analysis for potential substation location, and initial conversations with potential property owners. He indicated that once the location was finalized, construction would likely begin in 2019.

Update/Discussion: 1 Street Project and 3th & 5th Avenue Projects: Administrator Gadow reviewed the updated cost estimates from Green County Highway Department for the three projects, and recommended that the Village utilize Green County for the project contractor. Director Jelle discussed the timing of the 1 Street Project, tentatively in May, and the addition of concrete parking areas. Anthony Edge asked if the

costs included funds for matching curb and gutter on 3rd and 5th Avenues. Director Jelle indicated that they would match existing curbs in intersections where new curb was recently installed. The Committee indicated that they were comfortable bringing this to the full Board for consideration and authorization for the three projects.

Update/Discussion: Follow up from recent flood events: Administrator Gadow noted that damage to 3rd Avenue occurred east of Durst Road, due to the February 19th flood event. He indicated that Staff would be sending a letter to the New Glarus Home for a discussion on how to address water runoff further up Durst Road.

Update: Utility Financials: The Committee reviewed the monthly Utility financials. Anthony Edge asked why the Storm Surplus account dropped from \$84,599 in January to \$61,115 in February. Administrator Gadow indicated that he would research the question and provide the members with an answer.

Adjournment: Being that all agenda items were completed, the Committee adjourned at 7:49pm.

**VILLAGE OF NEW GLARUS
PUBLIC WORKS/PUBLIC SAFETY COMMITTEE MEETING
January 10, 2018**

Regular Meeting

Chair Kruse called the regular meeting to order at 7:00pm. Present: Peg Kruse, Denise Wright, and Anthony Edge. Also present: Administrator Bryan Gadow, Police Chief Burt Boldebeck and Shaun Dow.

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

Approval of Agenda: Motion by Denise Wright to approve the agenda, second by Anthony Edge. Motion carried.

Approval of Minutes from 12/13/17: Motion by Anthony Edge to approve the 12/13/17 minutes, second by Denise Wright. Motion carried.

Public Safety

Recommendation: Operator License to Expire 6/30/2019: Shane Smith: Motion by Anthony Edge to approve the Operator Licenses, second by Denise Wright. Motion carried.

Recommendation: Street Use Permit for Fueled, Inc. for 6/1/18: Motion by Denise Wright to approve the Street Use Permit, second by Anthony Edge. Motion carried.

Recommendation: Temporary "Class B" Retailer's License for New Glarus Wine Walk on 2/10/18: Motion by Anthony Edge, second by Peggy Kruse to approve the Temporary "Class B" Retailer's License to the New Glarus Chamber of Commerce for a wine walk on 2/10/18. Motion carried.

Discussion/Recommendation: Ordinance 18-01 Amend Temporary Operator Licenses: Administrator Gadow informed the Committee this ordinance updates Section 185-22(C)(2) of the municipal code to increase the number of temporary operator licenses than an individual may hold from one (1) to two (2) in order to conform with State Statute. Motion by Peggy Kruse to recommend approval, second by Anthony Edge. Motion carried.

Update: Submitted Monthly Police Report: Police Chief Boldebuck reviewed the monthly report, including the recent Shop with a Cop event, donations to the Community Relations fund, recent call activity, and an update on the new officer hiring.

Public Works

Update: Utility Financials: The Committee reviewed the monthly Utility financials.

Adjournment: Being that all agenda items were completed, the Committee adjourned at 7:23pm.

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