

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
2/6/18

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

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Anthony Edge. Motion carried. (7-0)

APPROVAL OF MINUTES OF 1/16/18 REGULAR MEETING:

Approval of Claims: ACH for payroll expense, retirement and Check 35801 totaling \$51,883.12; Checks 35802 to 35847 totaling \$69,644.18; payroll vouchers 12698 to 12722 totaling \$27,395.78; and vouchers 12723 to 12747 totaling \$28,997.74.

Approval of Wage Adjustment for Public Works Laborer: Charles Loeffelholz was hired by the Village in May 2017, and recently completed a probationary review. Mr. Loeffelholz has been a valuable addition to the Village staff, and the Public Works Director and Village Administrator recommend a wage adjustment of \$1.00 to \$22.35. The Personnel and Finance Committee will review the item on February 6<sup>th</sup>.

PARKS AND RECREATION COMMITTEE:

CONSIDERATION: RESOLUTION 18-01/2018 POOL AND PARK FEES: On January 10<sup>th</sup>, the Parks Committee reviewed the proposed 2018 Pool and Parks & Recreation fees. The proposed 2018 fees are at the same level as 2017. The Committee did request Village Board consideration of a potential increase in the fee for park facility rentals, and asked Staff to research other community rates to present to the Board for consideration. Below is a listing of the park facility rental fees from other area communities:

Community	Resident	Non-Resident	Security Deposit
New Glarus (2017)	\$25.00	\$35.00	N/A
Belleville	\$25.00	\$35.00	\$100.00
Monroe	\$25.00 (Week Day); \$65.00-\$75.00 (Weekend)	\$25.00 (Week Day); \$65.00-\$75.00 (Weekend)	N/A
Monticello	\$50.00-\$75.00	\$50.00-\$75.00	N/A
Mt. Horeb	\$50.00-\$60.00	\$60.00-\$80.00	N/A
Verona	\$40.00	\$60.00	N/A

The Board discussed the various options including weekday use vs. weekend use, use of portions of the park vs. the entire park. The also reviewed the various uses of the park, i.e. family gatherings as compared to community festivals and the potential costs associated with the different uses. Administrator Gadow noted if the Board had concerns over additional costs associated with the larger events, those could be covered as a special charge on a case by case basis if necessary. Several Board members noted the benefits to the community of the various festivals using Village facilities, noting they would prefer to keep permit fees reasonable for all. Motion by Peggy Kruse to increase the resident park use fee to \$35 and the non-resident park use fee to \$50, second by Greg Thoemke. The Board discussed the various applications being used by festival organizer and noted the fees for Special Events Permit and Street Use Permit should be adjusted as well. Peggy Kruse amended her motion to include directing staff to bring back a resolution amending the street use and special event permit to \$35 with Greg Thoemke agreeing to the amendment. Motion as amended carried (7-0). Motion by Petra Streiff, second by Barb Anderson to approve Resolution R18-01, with the change to Park Use Fee [\$35 Resident/\$50 Non-resident] and correcting the day of registration fees for the Triathlon to match the Alphonman Triathlon [\$75 Individual/\$85 Team]. Motion carried (7-0).

#### ADMINISTRATOR'S REPORT:

Administrator Gadow reported on the following:

- The 2018 Arbor Day planting has been scheduled for Friday, May 4<sup>th</sup>
- There will be a workshop on "Improving Store Front Facades" held on February 27<sup>th</sup> from 11:30 a.m. to 1 p.m. at Toffler's
- Attendance at the WEDC legislative lobbying session in Madison, meeting with Representatives Pope and Novak along with Senator Erpenbach to discuss support of the historic tax credit program

#### PRESIDENT'S REPORT:

ADMINISTRATOR ANNUAL REVIEW SCHEDULED FOR FEBRUARY 20, 2018: President Truttmann provided the Trustees with an evaluation form to be completed and returned to Clerk Erb by February 14<sup>th</sup> for the February 20, 2018 meeting.

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 7:27 p.m.

–Lynne R. Erb, Clerk-Treasurer

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VILLAGE OF NEW GLARUS  
1/16/18

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

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 Barb Anderson to approve the agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Greg Thoemke for approval of the consent agenda, second by Anthony Edge. Motion carried. (5-0)

APPROVAL OF MINUTES OF 12/19/17 REGULAR MEETING:

Approval of Claims: ACH for payroll expense, retirement and health insurance, e-check for life insurance and Journal Entry for credit card totaling \$86,136.19; 2017 expenses paid 12/27/17 being Checks 35699 to 35732 totaling \$112,639.93; 2018 expenses paid 1/3/18 being Checks 35733 to 35746 totaling \$120,988.32; 2017 expenses paid 1/9/18 being Checks 35747 to 35777 totaling \$33,040.92 and 2018 expenses paid 1/10/18 being Checks 35778 to 35800 totaling \$54,738.10; payroll vouchers 12645 to 12671 totaling \$34,270.10; and vouchers 12672 to 12697 totaling \$27,476.01.

Approval of Operator License to expire 6/30/2019: To: Shane Smith.

Approval of Street Use Permit for Fueled, Inc. on 6/1/18: Fueled, Inc is a classic European car club that will be holding their annual road rally on the morning of June 1<sup>st</sup>. The event will begin on 4<sup>th</sup> Ave, between 2<sup>nd</sup> St and Railroad St, where the motorist will depart for countryside driving. There have been no issues with this event in the past. Approval would be contingent on receipt of the required insurance certificate.

Approval of Temporary "Class B" Retailer's License for New Glarus Wine Walk on 2/10/18: The New Glarus Chamber will be hosting a Wine Walk that includes 15 local establishments on 2/10/18.

Approval of Ordinance 18-01 Amend Temporary Operator Licenses: This Ordinance update changes Section 185-22(C)(2) to increase the number of temporary operator licenses that an individual may hold from one (1) to two (2). This amendment will bring the Village Ordinance in conformance with a change in State Statute.

Approval of Resolution 18-02-Adopting the Updated Green County All Hazards Mitigation Plan: The Village has worked jointly with Green County Emergency Management to update the Village's portion of the Green County All Hazards Mitigation Plan. Green County Emergency Management has requested the Village readopt the updated plan, a copy of which is on file with the Village.

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

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

Update: Monthly Utility Financials: The monthly Utility Financial Report for December was included with the agenda packet.

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

**TREE BOARD:**

**DISCUSSION/CONSIDERATION: 2018 TREE PRUNING AND REMOVAL CONTRACT:** Greg Thoemke reported that the Village received two (2) bids for the proposed tree work, one from Boley Tree & Landscape Care and the other from Barnes, Inc. The project bid requested a base bid for normal annual tree pruning and removal, and an additional alternative bid for additional hazardous trees proposed for removal in 2018. The received bids are as follows:

Boley:

	Pruning	Removal	Stump Removal	Total
Base	\$2,200.00	\$7,250.00	\$2,500.00	\$11,950.00
Alternative	\$700.00	\$5,825.00	\$3,095.00	\$9,620.00
<b>Total Bid</b>	<b>\$2,900.00</b>	<b>\$13,075</b>	<b>\$5,595.00</b>	<b>\$21,570.00</b>

Barnes:

	Pruning	Removal	Stump Removal	Total
Base	\$3,700.00	\$17,676.80	\$2,360.00	\$23,736.80
Alternative	\$1,275.00	\$16,851.00	\$3,350.00	\$21,476.00
<b>Total Bid</b>	<b>\$4,975.00</b>	<b>\$34,527.80</b>	<b>\$5,710.00</b>	<b>\$45,212.80</b>

Based on the received bid amounts, Boley Tree and Landscape Care is the low bidder at \$21,570 for both the base and alternative bids. Boley provided tree pruning services to the Village in 2017, and there have been no issues with their service. The Tree Board is recommending approval of Boley Tree and Landscape Care for both the base and alternative bid work at a cost of \$21,570.

Motion by Barb Anderson to accept the recommendation of the Tree Board for use of Boley for tree pruning and removal for the total bid amount of \$21,570.00. Motion carried. (5-0)

**ADMINISTRATOR'S REPORT:**

Administrator Gadow reported on the following:

- The public hearing with PSC for the water rate case will be held tomorrow, Wednesday, January 17, 2018 at 2 p.m. in the Village Hall Boardroom. He further reported to the Board that through the review of the water rate case the PSC determined that the Village did not have the appropriate paperwork to proceed with the installation of the automated meters and issued an order to stop further installations until the Certificate of Authority has been filed. Village Staff had previously spoke with the PSC prior to beginning the project and were told this authorization was not required. Unfortunately, the PSC representative who provided that information is no longer working with the PSC and the Village will now be required to complete the Certificate of Authorization before continuing with the replacement of the meters.
- On February 27, 2018 from 11:30 a.m. to 12:30 p.m. the Village will be co-hosting a workshop with the Wisconsin Economic Development Corporation (WEDC) at Toffler's. The workshop covers Façade and Property Improvements for increasing business activity.
- On January 31, 2018 Administrator Gadow will be representing the Village at the State Capitol as part of a delegation of the Wisconsin Economic Development Association (WEDA) to promote the Historic Tax Credit program and other economic development related programs.
- He has been asked by the UW-Madison Urban Planning Department to teach a class as part of the UniverCity program starting January 26, 2018 for two hours on Friday mornings

for five weeks. The participating students will be participating in various projects in Green County project in the fall.

- He is working on an annual report for the Village for the Board review for the February meeting.
- Requested information from the Joint Parks Committee members on the timing for the next meeting. He noted a suggested dated of 1/25/18 from the last meeting minutes, but that the Committee decided in April 2017 to move to twice annual meetings, meaning the next meeting would be held in April, 2018. The committee members understood meetings would be held two times per year and suggested that information be confirmed with the Town of New Glarus members. A brief update on the ice rink was provided with the Board being informed that the basketball area will not work because the elevation in the middle is higher than the edge. Staff is continuing to work on location and timing with the weather.

**ADJOURN:** Being no further business before the Board, President Truttman adjourned the meeting at 7:12 p.m.

–Lynne R. Erb, Clerk-Treasurer