

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
12/1/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/84142918433?pwd=b0dqWEw2dUJqeStwRk5VRTA4Mks3dz09>

**Or Dial (312)626-6799 /When prompted enter the following Meeting ID: 841 4291 8433  
Meeting Password: 883840**

**REGULAR MEETING-CALL TO ORDER:** President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. **PRESENT:** Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. **ALSO PRESENT:** Bruce Beth (Forster Engineering), Tom Leuker (Land Service Company), Bill Sodemann, Gary, Public Works Director Joe Cockroft, Lt. Jeff Sturdevant, Chief Burt Boldebuck, Clerk Lynne Erb and Administrator Drake Daily.

**AGENDA:** Motion by Tammy Newberry to approve the 12/1/20 agenda, second by Mike Ganshert. Motion carried. (7-0)

**PUBLIC APPEARANCES AND CITIZEN COMMENTS:** No public comment.

**CONSENT AGENDA:** Trustee Ganshert requested additional information on a payment in the claims list to Martelle Water Treatment in the amount of \$2,475.25. Staff will review and provide additional information. Motion by Tammy Newberry for approval of the consent agenda, second by Lori Wirts. Motion carried. (7-0)

**APPROVAL OF MINUTES OF 11/17/20 REGULAR MEETING:**

**APPROVAL OF CLAIMS:** ACH for payroll expenses, retirement and Check 39185 totaling \$31,581.15, Checks 39154 to 39184 totaling \$36,452.75 (voiding check 39171); payroll vouchers 15159 to 15196 totaling \$36,260.56.

**NEW BOARD BUSINESS:**

**CONSIDERATION/DISCUSSION: AUTHORIZATION OF CONTRACT WITH PHONES PLUS:**

Administrator Daily reported he has been working on possible upgrade to the phone and internet service to the Village. The Village currently uses TDS for phone and internet services throughout the Village. The monthly charge for their services is between \$1,100 and \$1,200 per month. Village Hall internet receives approximately 2 mb/s internet speeds. This makes many web-based applications difficult to fully utilize (GIS, Video Conferencing, Webinars, wi-fi, etc.). Village staff discussed upgrades to internet speeds with TDS, however they did not present a cost-effective solution.

Under this proposal, a firm called Phones Plus would take over our IP-based phone systems and Spectrum would provide internet services to Village Hall. This would increase speeds to a minimum of 100 mb/s. There would be an initial upfront cost of approximately \$5,200 (installation, new hardware, etc.); however, the monthly cost would reduce to approximately \$880 per month. The reduction in monthly costs would pay for the initial investment in around 24 months. There would be a three-year/three phone line contract requirement. Administration recommends authorization to change service providers, utilizing building fund sinking monies to cover the one-time expense.

Mike Ganshert moved to move providers to Sangoma for phone and Spectrum for internet, second by Chuck Phillipson.

Mike Bell expressed his concerns over using Spectrum, noting his workplace experiences with the company. Chief Boldebeck noted the Police Department switched from TDS to Spectrum for internet services a few years ago and everything has been working well.

After a brief discussion, a vote was taken on the original motion resulting in a 6-1 vote in favor of moving providers.

ANNOUNCEMENT/CONVENE INTO CLOSED SESSION PURSUANT TO STATE STAT. 19.85(1)(E) DELIBERATING OR NEGOTIATION THE PURCHASE OF PUBLIC PROPERTIES LOCATED AT N8221 VALLEY VIEW ROAD: President Truttman announced the Village Board will be convening into closed session. Administrator Daily monitored attendance through the ZOOM meeting with the following present: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Bruce Beth (Forster), Tom Leuker (Land Service Company), Public Works Director Joe Cockroft, Lt. Jeff Sturdevant, Chief Burt Boldebeck, Clerk Lynne Erb and Administrator Drake Daily.

Motion by Mike Bell, second by Tammy Newberry to convene into closed session. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0) at 7:24 p.m.

RETURN TO OPEN SESSION FOR POSSIBLE ACTION ON CLOSED SESSION ITEM: Motion by Mike Ganshert, second by Peggy Kruse to reconvene into open session. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0) at 7:35 p.m.

ACTION FROM CLOSED SESSION: Motion by Tammy Newberry to offer up to \$6,000 for the property and authorize the signing of the documents, second by Peggy Kruse. Chuck Phillipson noted his dissatisfaction with the situation, noting no formal counter offer from the seller. Michael Ganshert agreed the negotiations have been frustrating. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-no; Roger Truttman-yes; Lori Wirts-yes. Motion carried (6-1).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:41 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
11/17/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/89940076982?pwd=MIZ4QnBmeElwU3Ywc1dacVlqRVlnQT09>  
Join by Phone via (312)626-6799  
Meeting ID: 899 4007 6982  
Passcode: 853689

2021 BUDGET PUBLIC HEARING: President Truttman called the public hearing to order at 7:00 p.m. Roll call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Lori Wirts, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell.

ALSO PRESENT: Bekah Staffacher, Annie O'Connor, Deb Anderegg, Gary Westby, Kaylee Walters, Library Director Holly Lague, Public Works Director Joe Cockroft, Chief Burt Boldebeck, Attorney Bill Morgan, Administrator Drake Daily, and Clerk-Treasurer Lynne Erb.

Being no public comment on the 2021 Budget, motion by Mike Ganshert, second by Tammy Newberry to close the budget public hearing at 7:01 p.m. Motion carried. (7-0).

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:01 p.m. PRESENT: All those present at the public hearing.

AGENDA: Motion by Tammy Newberry, second by Michael Bell to approve the 11/17/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Deb Anderegg addressed the Village Board requesting the permit for the ChristKindli Market be rescinded in order to not close the streets. She noted that with the current pandemic 70% of her business is carryout and the closure of the street would make carryout very difficult. She is also concerned her customers may not want to come through crowds of people to gain entry to her business and that people at the Market may also want to use the restroom facilities.

CONSENT AGENDA: Motion by Tammy Newberry approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 10/20/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, Journal Entries for Utilities, health insurance and credit card payment, e-check for life insurance and check number 39069 totaling \$158,421.47; payroll vouchers 15100 to 15128 dated 10/23/20 totaling \$30,353.08; payroll vouchers 15129 to 15158 dated November 6, 2020 totaling \$34,003.24 and Checks 39103 to 39153 totaling \$193,630.34.

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

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for October for review.

CONSIDERATION/DISCUSSION: MOTION TO RESCIND APPROVAL OF CHRISTKINDLI MARKET PERMIT APPROVED ON 10/20/20: Administrator Daily reported that subsequent to Village Board approval on October 20<sup>th</sup>, two members have requested the item reappear on the agenda to discuss the potential relocation of the event. To discuss this item, the Board must first rescind its previous action. If the motion to rescind is successful, discussion on the permit, including the relocation of the event, may occur.

Motion by Peggy Kruse to rescind the approval of the Christkindli Market Permit, second by Mike Ganshert. ROLL CALL VOTE: Michael Bell-no; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttmann-yes; Lori Wirts-no. Motion carried (5-2).

CONSIDERATION/DISCUSSION: SPECIAL EVENT PERMIT APPLICATION FOR CHRISTKINDLI MARKET BY NEW GLARUS CHAMBER OF COMMERCE: Two members of the Village Board requested this item be brought back to discuss the potential relocation of the event. Administrator Daily noted that with the rescission of the permit, the Board is now able to discuss as if this is the first time the request is coming before the Board.

Bekah Stauffacher with the Chamber of Commerce reported that the Chamber's Board of Directors recently met and voted to continue promoting the Market, noting it would be good for business. They believe the holiday season may be the deciding factor for the continuation of some businesses.

Trustee Newberry expressed her concern that the public health emergency is significantly worse now than in October when they originally considered this event and that an event of this type will cause people to congregate. She further expressed her desire for the Village Board to continue to think of ways to assist our local business.

Trustee Kruse reported she had contacted approximately six of the local businesses regarding the event and found that none opposed the rescinding of the event. They did express a desire for additional help with promotions next year.

Trustee Ganshert noted his concern over the current course of the pandemic and need to be responsible public leaders. He questioned how many of the 20-25 kiosks were local businesses. Chamber Executive, Bekah Stauffacher reported that most were being rented by Green County residents, with approximately 4 being local chamber members.

President Truttman added that while he believes this event is great for New Glarus, it's just the wrong year in light of the current health concerns.

Trustee Bell added his concern for the livelihood of the local businesses and encouraged residents to support the local businesses and asked the Village Board to be thinking of options to assist the struggling local businesses.

Attorney Morgan advised the Board that if no motion to grant a permit is made, it fails by lack of action. No action was taken.

CONSIDERATION/DISCUSSION: ADOPTION OF ORDINANCE [20-06] CHAPTER 306 – WIRELESS TELECOMMUNICATIONS FACILITIES IN THE RIGHT OF WAY: Administrator Daily reported that Village Attorney, Bill Morgan has reviewed the draft ordinance regulating wireless telecommunications facilities in the Right of Way initially drafted earlier this year by Municipal Electric Utilities of Wisconsin (MEUW). Its purpose is to provide the Village with a process for managing, and uniform standards for acting upon, requests for the placement of wireless telecommunications facility within the right of way. Village Attorney, Bill Morgan reported he created this ordinance as a separate chapter of the Code. The ordinance provides the Village with a process to regulate wireless telecommunications facility within existing right of ways. The application process includes Village Board approval of applications. He noted having an ordinance in place makes the Village more attractive to providers which in turn benefits small businesses and residents.

Mike Ganshert moved to approve Chapter 306-Wireless Telecommunications Facilities in the Right of Way [Ordinance 20-06], second by Tammy Newberry. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried (7-0).

PARKS & RECREATION COMMITTEE REPORT: No meeting.

PUBLIC WORKS:

Administrator Daily updated the Board on the October meeting reporting the Committee discussed continuing with the design for the WWTP improvements. He further reported that the Committee accepted correspondence from current building inspector, Mike Fenley regarding his intent to retire on 12/31/20. His letter informed the Village that Scott Jelle is designated to take over for Mr. Fenley with Mr. Fenley remaining on part time. The Public Works/Public Safety Committee has requested Administrator Daily to draft a Request For Proposal for review at their next meeting in order to determine if they wish to take proposals.

CONSIDERATION/DISCUSSION: APPROVAL OF REIMBURSEMENT RESOLUTION R20-26 FOR WWTP CAPITAL IMPROVEMENT PROJECT: The Wastewater Utility will begin incurring costs as it prepares for the plant upgrade to comply with the State's requirements. The Village

does not anticipate borrowing funds for the project until late 2023 or 2024. The reimbursement resolution will allow the Village to reimburse itself for costs incurred prior to securing the borrowed funds. Administration recommends approval.

Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution R20-26/Reimbursement Resolution for WWTP Capital Improvement Project. Motion carried (7-0).

CONSIDERATION/DISCUSSION: APPROVAL OF WORK ORDER FROM STRAND ENGINEERING FOR WWTP CAPITAL IMPROVEMENT PROJECT DESIGN TOTALING \$344,900: Administrator Daily reported that in order to meet the progress metrics for achieving compliance with DNR standards, Strand will need to begin designing the plant upgrade. The total cost for services is \$344,900. WWTP Replacement funds will be used to cover the cost. The Public Works/Public Safety Committee recommends approval.

Motion by Peggy Kruse, second by Mike Ganshert to approve the Work Order from Strand Engineering for WWTP Capital Improvement Project Design totaling \$344,900. Motion carried. (7-0).

FIRE DISTRICT BOARD COMMITTEE REPORT: Trustee Newberry reported the District Board met today and is making progress on the 30-year agreement with member municipalities. She also reported that the Fire Department enjoyed their participation in the Halloween Parade and distribution of treat bags.

LIBRARY BOARD COMMITTEE REPORT: Trustee Newberry updated the Village Board that the Library Board is planning to begin their building project in 2021. A potential new location is being researched for cost savings options. It is intended that the project will be scaled to fit the existing funds/budget. She further reported that the Library will continue to operate through the window for the winter.

DISCUSSION/CONSIDERATION: 2021 BUDGET AND CORRESPONDING RESOLUTIONS: Administrator Daily noted that all budget resolutions can be approved in one motion, or individual motions depending on the Board's preference.

Motion by Mike Ganshert, second by Chuck Phillipson to approve the following:

RESOLUTION 20-18/ADOPTION OF 2021 BUDGET AND TAX LEVY:

RESOLUTION 20-19/TREASUER'S BOND:

RESOLUTION 20-20/DESIGNATING PUBLIC DEPOSITORY AND AUTHORIZING WITHDRAWAL OF VILLAGE MONIES:

RESOLUTION 20-21/SETTING 2021 STORMWATER UTILITY EQUIVALENT RUNOFF UNIT (ERU):

RESOLUTION 20-22/FRINGE BENEFITS FOR FULL-TIME EMPLOYEES FOR 2021:

RESOLUTION 20-23/ESTABLISH WAGES FOR PART-TIME EMPLOYEES FOR 2021:

RESOLUTION 20-24/FRINGE BENEFITS FOR FULL TIME EMPLOYEES:

RESOLUTION 20-25/FRINGE BENEFITS FOR PART TIME EMPLOYEES:

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried (7-0).

PRESIDENT'S REPORT: President Truttman noted the three (3) Trustees whose terms are up in April, 2021 are: Michael Bell, Mike Ganshert and Peggy Kruse. The Village President term is

also up. Clerk Erb noted the memos and Notice of Non-Candidacy will be provided the last week of November and the Nomination papers will be ready at that time as well. Candidates can begin obtaining signatures on December 1<sup>st</sup>.

ADJOURN:

Being no further business, President Truttman adjourned the meeting at 7:40 p.m.

–Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
10/20/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/85985414024?pwd=S1U0RmVmNHdkZkk4bTN4bm5POCthQT09>

Join by Phone via (312)626-6799  
Meeting ID: 859 8541 4024  
Passcode: 450443

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Annie O'Connor and Bekah Stauffacher (New Glarus Chamber), Brad Beal (New Glarus Fire District), Nicholas Bartelt, Library Director Holly Lague, Lt. Jeff Sturdevant, Chief Burt Boldebeck, Administrator Drake Daily and Clerk-Treasurer Lynne Erb.

AGENDA: Motion by Chuck Phillipson, second by Michael Ganshert to approve the 10/20/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Tammy Newberry. Motion carried. (7-0)

APPROVAL OF MINUTES OF 10/6/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, health insurance, Journal Entry for Utilities and credit card statement, and e-check for life insurance totaling \$27,680.67; Payroll vouchers 15075 to 15099 totaling \$31,677.42; Checks 39013 to 39068 totaling \$57,751.68.

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

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for September for review.

PUBLIC WORKS/PUBLIC SAFETY:

DISCUSSION/CONSIDERATION: VILLAGE OF NEW GLARUS CLAIM REGARDING DAMAGE TO FIRE HYDRANT AND WATER MAIN ON MAY 8, 2020: The New Glarus Fire Department and District Board were present at the invitation of President Truttman to discuss the current insurance claim resulting from a May 8, 2020 fire. Administrator Daily reported that on July 7<sup>th</sup>, 2020, the Village Board met to discuss the potential filing of a claim with the Village's insurance

company for damage sustained during an emergency response to a fire on May 8<sup>th</sup>, 2020. After discussion, the Village Board chose to file the claim. The Village was reimbursed approximately \$9,000 from its insurance company. The Village's insurance company subrogation process is currently ongoing.

Trustee Newberry added that the New Glarus Fire District and Department were disappointed that the Village did not communicate the decision to file an insurance claim and that the insurance company was looking for reimbursement from the Monticello Fire Department when they (Monticello) were providing mutual aid. She asked that there be better communication on issues going forward. Administrator Daily noted he would be sure to address that for future issues.

Brad Beal (Village representative on Fire District Board) added he wished the Village would have contacted the New Glarus Fire first as the Fire District does have insurance coverage for these types of events. He added that he is looking for mutual aid and MABIS agreements as well as they may cover these types of events. Mr. Beal questioned the condition of the mains/hydrants and indicated he would like to see a copy of the investigation of the incident by the Village's insurance. Administrator Daily indicated to date the insurance company has not released that, but he would check again to see if it would be available. Mr. Beal asked that any future information be forwarded directly to the New Glarus Fire District. Consensus that no further action necessary at this time by the Village Board as the Village's insurance company is currently in contact with the Fire District's insurance company to resolve the claim.

Trustee Bell noted his concern that the water system is in good working condition and that any necessary repairs are being completed.

DISCUSSION/CONSIDERATION: RESOLUTION 20-17 APPOINTING OFFICER NICHOLAS BARTELT: Chief Boldebeck introduced Officer Nicholas Bartelt to those on the meeting. He indicated that after the interviews, testing and background investigation, they are recommending the hire of Mr. Bartelt to the New Glarus Police Department. He will be sworn in tomorrow morning.

Motion by Mike Ganshert, second by Lori Wirts to approve Resolution 20-17. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: SPECIAL EVENT PERMIT APPLICATION TO NEW GLARUS CHAMBER FOR KRISTKINDL MARKET ON DECEMBER 11-13, 2020: Administrator Daily reported the Chamber of Commerce has submitted a Special Event Permit application to hold a Kristkindl Market from December 11<sup>th</sup> through December 13<sup>th</sup>. This is a first time for this event. The event would be open to the public and masks would be required. The event would encourage attendees to move in one direction to limit contact with other attendees. The application anticipates up to 500 attendees. The Green County Public Health Department considers this event high risk and recommends against proceeding with the event. The Public Works/Public Safety Committee chose not to issue a recommendation.

Bekah Stauffacher with the New Glarus Chamber was in attendance to answer questions. She discussed with the Village Board the spacing of the booths, enforcement of social distancing, access to existing businesses, area of downtown being utilized by the event, the length of the event, whether a stage and band are included in the event, and the open intoxicants request. She noted that she estimates booths will be approximately 15 feet apart, depending on number of booths and availability of electricity. Social distancing will be handled by Chamber staff largely by signage. There will be access to existing businesses and it is anticipated they will be open during the event. The area to be included is 1<sup>st</sup> Street between 5<sup>th</sup> and 6<sup>th</sup> Avenues and 5<sup>th</sup> Avenue between Railroad and 2<sup>nd</sup> Street. The set up and take down will occur beginning Thursday, December 10<sup>th</sup> at 8 a.m. and end Monday, December 14 at 4 p.m., with the actual event occurring Friday, Saturday and Sunday. There will not be any bands or a stage area. The Chamber is requesting open intoxicants during the event. Trustee Bell noted his concerns for the businesses and would like to see this event occur to help the local businesses.

Motion by Mike Ganshert to approve the Special Event Permit, second by Lori Wirts. Request for roll call vote. Roll call vote began with Trustee Phillipson calling for a point of order and requested discussion following the motion.

Discussion continued with Trustee Phillipson expressing his concern over approving an event that the Health Department has specifically recommended against, and the inclusion of open intoxicants at the event. The Board discussed amending the original motion.

Tammy Newberry moved to amend the approval of permit to not allow open intoxicants, second by Lori Wirts.

ROLL CALL VOTE on motion to amend original motion: Mike Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-no; Roger Truttman-no; Lori Wirts-yes. Motion carried (5-2).

ROLL CALL VOTE on amended motion: Mike Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-no; Roger Truttman-no; Lori Wirts-yes. Motion carried (5-2).

DISCUSSION/CONSIDERATION: AUTHORIZATION TO BEGIN PILOT TESTING OF FILTRATION SYSTEM AT WWTP: Administrator Daily reported that at the Board authorized Strand Engineering to move forward with pilot testing for a new filtration system at the WWTP at a previous meeting. Cost estimates have now been received from the manufacturers for the pilot testing of their systems. The Utility would pilot test filtration systems from two manufacturers – Aqua-Aerobic and Kruger. This is a necessary step in the process leading up to the eventual plant upgrade to meet State phosphorous requirements. The total cost is approximately \$26,000. Public Works/Public Safety Committee is recommending approval.

Motion by Mike Ganshert to approve, second by Michael Bell. Motion carried. (7-0)

#### OLD BUSINESS:

DISCUSSION/CONSIDERATION: 2021 PRELIMINARY BUDGET: Administrator Daily updated the Board on the updates/changes to the proposed 2021 Budget. The Village received approximately \$6,300 in new highway aid. The additional funds are currently allocated as follows:

- Increase in the Employee Pay Out Fund: \$1,200 – This brings the total funding to \$7,000 which is more in line with years past
- Social Media Archiving: \$2,500 – Social Media posts and communications are a public record in the State of Wisconsin. The Village does not have an archiving system for social media.
- New Glarus Squad Car Sinking Fund: \$1,400 – Paired with the general fund surplus transfer, there will be a \$11,400 contribution to the PD Squad Car Sinking Fund
- Hoesly Park Portable Restroom: \$1,200 – The Village would add one additional restroom to its current contract for placement at Hoesly Park.

The public hearing is currently scheduled for the November 17, 2020 Board meeting. Tammy Newberry moved to accept the changes listed to the preliminary budget, second by Chuck Phillipson. Trustee Ganshert noted a concern that the PD Technology Sinking Fund received no additional funding for 2021. Motion carried. (7-0)

#### COMMITTEE REPORTS

PARKS AND RECREATION: Trustee Phillipson noted he would like to see the Committee reports moved up on the agenda as several of topics were discussed and considered earlier in the meeting. He reported items discussed at last meeting:

- Glarner Park improvements project was reviewed with some items removed to reduce the cost of the project. Committee is awaiting information from the engineers on those items before proceeding to bid
- 2021 budget will include a port-a-potty at Hoesly Pond

PUBLIC WORKS AND PUBLIC SAFETY: Trustee Kruse reported items discussed at last meeting:

- Options for reducing cost for the 2021 Spring Clean-up were discussed

PERSONNEL AND FINANCE: Did not meet.

LIBRARY BOARD: Trustee Newberry reported they are meeting tomorrow night and will be discussing the building project. She noted at the last meeting discussion included continued operations from the window and plans to upgrade the window prior to colder weather.

NEW GLARUS FIRE DISTRICT: Trustee Newberry reported items discussed at last meeting:

- Budget is in-line with past years
- Discussed the hydrant issue previously discussed in this meeting

PLAN COMMISSION: Did not meet.

ZONING BOARD OF APPEALS: Did not meet.

EXTRATERRITORIAL ZONING BOARD: Did not meet.

HISTORIC PRESERVATION: Did not meet.

SWISS DESIGN REVIEW: Did not meet.

COMMUNITY DEVELOPMENT AUTHORITY: Did not meet.

TREE BOARD: Did not meet.

LOSS CONTROL: Did not meet.

ADA COMPLIANCE: Did not meet.

CABLE TV ADVISORY: Did not meet.

TOURISM: Did not meet.

PRESIDENT'S REPORT: President Truttman apologized to the Board for not remembering to call for discussion on the Special Event Permit earlier in the meeting.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:13 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
10/6/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/86083662737?pwd=Y0t0VnhDNGFhUmNBWDRlbn5lb0QwUT09>

**Or Dial (312)626-6799**

**When prompted enter the following Meeting ID: 860 8366 2737**

**Meeting Password: 032433**

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshart, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Bekah Stauffacher (Chamber), Library Director Holly Lague, Suzi Janowiak, Lt. Jeff Sturdevant, Chief Burt Boldebeck, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Michael Bell to approve the 10/6/20 agenda, moving item 5E to 5A and renumbering, second by Peggy Kruse. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comments.

CONSENT AGENDA: Motion by Tammy Newberry for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 9/15/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, retirement and credit card totaling \$44,353.88, Checks 38960 to 39012 totaling \$50,737.88; payroll vouchers 15047 to 15074 totaling \$31,475.05.

NEW BOARD BUSINESS:

CONSIDERATION/DISCUSSION: STREET USE PERMIT FOR HALLOWEEN CAR PARADE:

Administrator Daily provided that based on current CDC guidelines, the Police Department does not intend to set Trick or Treat hours this year. Trustee Newberry has worked with community stakeholders to plan a car parade and the Chamber has agreed to sponsor the event. This event would be contactless and would not involve an exchange of candy. The parade is being proposed for Saturday, October 31, 2020 between 2:30 and 3:30 p.m. A maximum of 100 cars would be allowed.

Motion by Mike Ganshert to move approval of the Street Use Permit for the Halloween Car Parade on October 31, 2020, second by Lori Wirts. Motion carried. (7-0).

CONSIDERATION/DISCUSSION: PRELIMINARY 2021 BUDGET: Administrator Daily referred the Board to the 2021 Preliminary Budget Summary memo. He noted the net new construction is .52%, which calculates to an allowable levy limit increase of \$5,400 without debt service. The goal in preparing the budget was to maintain the current level of services. He provided that the preliminary draft budget includes no operational increases other than contractual increases and a two (2) percent wage increase for all employees, as is currently consistent with the police union contract increase. No capital projects are budgeted to be completed with levy dollars. The preliminary capital budget does include funds from undesignated General Fund surplus being designated for sinking funds as well as borrowings for the library and Glarner park projects. Administrator Daily also noted that General Fund undesignated surplus may be considered during 2021 to accommodate training in the Clerk's Office based on the anticipated retirement of the current Clerk/Treasurer. Once staff receives Highway Aid numbers for 2021, adjustments can be made if necessary.

The preliminary levy would equate to an estimated mill rate (without TID) of \$8.50, an increase from \$8.25. This is an increase of \$50 on a \$200,000 property. Administrator Daily summarized the current proposal as balancing the needs within the allowable levy.

Trustee Kruse asked if any of the departments have been adversely impacted by COVID, or if there have been any savings as a result. Administrator Daily noted staff has not seen any savings, however, no adverse impact has been noted either. The CARES Act funding is being utilized and current loss of revenues are pass through in the Village budget, i.e. room tax, so no major impact to the Village's budget at this time.

Trustee Kruse asked Library Director Lague about the increase to the Library fund. Director Lague noted increase to wage/fringe, mainly health insurance costs. Trustee Kruse asked what the loss of revenue referred to and Library Director Lague noted the Library Board would be discussing going fine free at their 10/7/20 meeting. This would result in a loss of approximately \$4,000 in revenue.

Trustee Phillipson express concerns over input from the Parks Committee for the preliminary budget specifics and would like to discuss the 2021 Budget at their next meeting. He also asked about the \$400,000 proposal for Glarner Park in the Capital budget. Administrator Daily added the current proposal holds operational expenses flat compared to 2020. It also provides for \$5,000 to the Parks/Pool sinking fund which could be used for the upgrade to the volleyball court in Village Park as discussed. He further noted that should Highway Aid come in higher than last year, it was hoped to utilize additional funds for a porta-potty in Hoesly Park next year. Administrator Daily noted the Glarner Park project would require a borrowing along with additional approvals for the project prior to moving forward.

Trustee Newberry asked about the Waste Management Fund increase. Administrator Daily noted this increase is due to the increased cost for bulk clean-up days as well as landfill expenses. The Board discussed exploring options to decrease these costs and asked Public Works/Public Safety to look into options.

CONSIDERATION/DISCUSSION: SCHEDULE FUTURE BUDGET MEETINGS: Consensus was reached to continue discussion to the 10/20/20 Village Board meeting.

CONSIDERATION/DISCUSSION: SCHEDULE BUDGET PUBLIC HEARING (11/17/20): Staff is recommending the public hearing on the budget be scheduled for the 11/17/20 regular Village Board meeting.

Motion by Tammy Newberry, second by Michael Bell to schedule the 2021 Budget Public Hearing for 7 p.m. on November 17, 2020. Motion carried. (7-0).

CONSIDERATION/DISCUSSION: TAX COLLECTION AGREEMENT WITH GREEN COUNTY FOR 2020-2021: Staff noted this is an annual approval that provides for tax collection to be completed by Green County. The Village has been utilizing this service since 2006. This year does include a \$.40 per parcel (approx. \$400) increase in fees resulting for the most part from continuing software upgrades and maintenance.

Motion by Tammy Newberry, second by Michael Ganshert to approve the tax collection agreement with Green County. Motion carried. (7-0).

ANNOUNCEMENT/CONVENE INTO CLOSED SESSION PURSUANT TO STATE STAT. 19.85(2)(E) DELIBERATING OR NEGOTIATION THE PURCHASE OF PUBLIC PROPERTIES LOCATED AT N8221 VALLEY VIEW ROAD: President Truttman announced the Village Board will be convening into closed session. Administrator Daily monitored attendance through the ZOOM meeting. Motion by Michael Ganshert, second by Tammy Newberry to convene into closed session.

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0) at 7:50 p.m.

RETURN TO OPEN SESSION FOR POSSIBLE ACTION ON CLOSED SESSION ITEM: Motion by Mike Ganshert, second by Peggy Kruse to reconvene into open session.

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0) at 7:58 p.m.

ACTION FROM CLOSED SESSION:

Motion by Michael Bell, second by Chuck Phillipson to authorize the administrator to submit the offer to Wisconsin Power and Light based on the closed session discussion and to authorize the Village President to sign the document if WP&L accepts the offer as presented. Motion carried. (7-0).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:59 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
9/15/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/86914675695?pwd=dUFYNmdheE8xWDhScjBEYjIYQjFEZz09>

Or Dial (312)626-6799. When prompted enter the following Meeting ID: 869 1467 5695  
Passcode: 224787

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Gary Westby, Chief Burt Boldebeck, Deputy Clerk Wendy Tschudy and Administrator Drake Daily.

AGENDA: Motion by Tammy Newberry, second by Michael Ganshert to approve the 9/15/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Peggy Kruse for approval of the consent agenda, second by Lori Wirts. Michael Ganshert will abstain from vote due to Operator License and his friendship with applicant's family. Motion carried. (6-0, with Ganshert abstaining)

APPROVAL OF MINUTES OF 9/1/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for Utilities and credit card statement, and e-check for life insurance totaling \$63,458.22, Checks 38914 to 38959 totaling \$36,521.91; payroll vouchers 15011 to 15046 totaling \$33,605.94.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Jacob Cipri

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

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for August for review.

ADDENDUM TO GLARNER ENTERPRISES, INC LIQUOR LICENSE: Administrator Daily explained that Glarner Enterprises, Inc. (Glarner Stube) has requested an addendum be added to their current liquor license to allow for the serving of alcoholic beverages at tables located in front and beside their business at 518 First Street. Specifically, they would like to have two dining tables located in the bricked area on the sidewalk in front of their building and two picnic tables located in the private drive area to the north side of the building. The tables are not permitted to impede the parking or walking area.

Trustee Phillipson asked who drew up the addendum. Administrator Daily explained that Lynne Erb used another addendum as a template and made modifications. Trustee Phillipson felt that it was thorough and well written.

Motion by Chuck Phillipson, second by Michael Bell to approve the Addendum to Glarner Enterprises, Inc. Liquor License. Michael Ganshert will abstain from vote due to a conflict of interest stemming from his friendship with the establishment. Motion carried. (6-0 with Ganshert abstaining).

## NEW BUSINESS

DISCUSSION/CONSIDERATION: EXTENSION OF CLOSING DATE FOR PURCHASE OF PROPERTY FROM MR. WILLIAM KUMMER: Administrator Daily reported that both parties have agreed to extend the closing date to December 31<sup>st</sup>, 2020 to allow the Village to continue to work through the approval processes for the construction of a substation.

Trustee Phillipson asked for a background for the delay. Administrator Daily indicated that the requirements for a closing included securing all approvals, and we have not yet gotten there. There are extraterritorial zoning issues and building over a lot line is not permitted. There will be a closed session in October to discuss the issue.

Trustee Kruse asked if there are serious obstacles. Administrator Daily believes that the issues can be worked through, but not in time to meet the current date set for closing. The issues arose recently.

Trustee Ganshert asked why no decision has been made yet. Administrator Daily indicated that the substation was not yet designed at the purchase agreement and there are still items left to complete.

Trustee Phillipson asked for clarification who the problem is between. Administrator Daily indicated it is between the Village and Alliant. Trustee Phillipson asked if something was left out of initial negotiations, and wondered if the issue wasn't about a purchase, shouldn't it be in a public discussion? Are there negotiations with Alliant? Administrator Daily indicated yes.

Trustee Newberry clarified that the ability to move forward would be to extend the purchase date and discuss issues at a closed session next month. Administrator Daily indicated yes.

Motion by Tammy Newberry, second by Michael Ganshert to approve the extension of the closing date to December 31, 2020. Motion carried. (7-0).

## COMMITTEE REPORTS

PARKS AND RECREATION: Trustee Phillipson reported items discussed at last meeting:

- Update on 4<sup>th</sup> Avenue caution signs,
- Hoesly Park portable restrooms for next summer, and
- Glarner Park improvement project stalled due to bids being over expected costs and modifications being made to bring costs down.

PUBLIC WORKS AND PUBLIC SAFETY: Trustee Kruse reported items discussed at last meeting:

- Operator's License and Glarner Enterprises Liquor License Addendum for this meeting,
- Discussion about brush pick-up guidelines, and
- Utility financials.

PERSONNEL AND FINANCE: Did not meet.

LIBRARY BOARD: Trustee Newberry reported items discussed at last meeting:

- Operations continue to be through window service, being the safest way to conduct business, and
- Continued discussion on library building project and fundraising in a pandemic environment.

NEW GLARUS FIRE DISTRICT: Trustee Newberry reported items discussed at last meeting:

- Equalized values,
- Plan for functioning during November election, working through back of building with trucks responding on 3<sup>rd</sup> Avenue with no disruption of election on 4<sup>th</sup> Avenue side of building,
- Budget and working hard to remain within same budget, and
- Future changes for turning over gear such as helmets over time instead of all at once to spread costs out over time.

PLAN COMMISSION: Did not meet.

ZONING BOARD OF APPEALS: Did not meet.

EXTRATERRITORIAL ZONING BOARD: Did not meet.

HISTORIC PRESERVATION: Did not meet.

SWISS DESIGN REVIEW: Did not meet.

COMMUNITY DEVELOPMENT AUTHORITY: Did not meet.

TREE BOARD: Did not meet.

LOSS CONTROL: Did not meet.

ADA COMPLIANCE: Did not meet.

CABLE TV ADVISORY: Did not meet.

TOURISM: Did not meet.

PRESIDENT'S REPORT: None.

Chief Boldebuck clarified the plan for the fire trucks on Election Day with Trustee Newberry, with all inside bays being empty for voting and trucks being located in the rear for potential call response on Election Day, with two trucks most likely needed positioned first. Chief Boldebuck indicated that his officers will be providing security for the trucks while they are outside.

Trustee Phillipson inquired about how the police department renovations are proceeding and whether it was progressing as expected. Administrator Daily indicated that work began on Monday. Chief Boldebuck indicated that progress was going well and that the area was basically gutted. The dumpster has been moved to the back. The only issue to date is a delay in getting door frames due to tariffs. Their new office space in part of Community Hall has been workable.

Trustee Ganshert received correspondence from Mary Statz from the Chalet of the Golden Fleece seeking funding for several projects there as well as funding for repairs including balcony replacement and exterior building painting. He will be scheduling a meeting in October to discuss.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:32 p.m.

-Wendy Tschudy, Deputy Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
9/1/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/83281892116?pwd=RU1rWGZwSmR6WWszalQ5NngxSW5TQT09>

**Or Dial (312)626-6799. When prompted enter the following Meeting ID: 832-8189-2116  
Meeting Password: 090661**

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Village Auditor Dave Maccoux, Chief Burt Boldebuck, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Mike Ganshert, second by Tammy Newberry to approve the 9/1/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Michael Bell. Motion carried. (7-0)

APPROVAL OF MINUTES OF 8/18/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses totaling \$29,882.59, Checks 38872 to 38913 totaling \$48,836.47; payroll vouchers 14961 to 15010 totaling \$38,573.19.

PRESENTATION OF 2019 AUDIT REPORT BY DAVID MACCOUX (CLIFTON LARSON):

Auditor David Maccoux presented the Annual Financial Report and Management Communications for the year ended 12/31/19 to the Village Board. A copy of the report is on file in the Clerk's Office. Highlights included:

- Net position of the Village (governmental and business-type activities) increased from \$17,728,000 in 2018 to \$18,742,000 in 2019
- General Fund ending fund balance increased \$87,397 between 2018 and 2019
- All utilities reflected a positive cash flow
- Electric Utility rate of return was 5.93%
- Water Utility rate of return was 5.63%

Auditor Maccoux commented that the General Fund is in good shape with a strong unassigned fund balance of 67%. He further noted the Village continues to maintain a strong control structure.

NEW BUSINESS

DISCUSSION/CONSIDERATION: R20-16/LIBRARY EXEMPTION FROM PAYING COUNTY LIBRARY TAX FOR 2021: Administrator Daily reported this is an annual approval exempting the Village from the payment of any county library tax. The Village is exempt as it levies a library tax sufficient to satisfy Wisconsin Statutes.

Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution 20-16. Motion carried. (7-0).

PRESIDENT'S REPORT

CONSIDERATION/DISCUSSION: ADDITION OF COMMITTEE CHAIRPERSON REPORT TO BOARD AGENDA:

Trustee Phillipson requested this item be included on the agenda for discussion. If the Board would like to add a monthly report from the Committee Chairs to the Board agenda, staff recommends placing it on the agenda scheduled for the 3<sup>rd</sup> Tuesday of the month as Committee meetings typically occur the week prior.

Trustee Phillipson spoke requesting the addition of Committee Reports, listing the various Committees on at least one Board agenda every month. He suggested this as an opportunity to provide a verbal report, if necessary, from a Committee level.

Motion by Chuck Phillipson to include a standing agenda item of Committee reports on the second Village Board agenda of the month, second by Michael Bell. The Board discussed which Committees would be listed and who might provide the report to the Village Board. Consensus to include all Committees with the Chair or Village Board representative providing the verbal report. Motion carried. (7-0)

UPDATE: PASSING OF FORMER VILLAGE PRESIDENT MARK EISENMANN: Clerk Erb reported that she had received a call that Mark Eisenmann passed on August 31<sup>st</sup>. Mr. Eisenmann served as Village President from 2000 to 2003.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:48 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE OF NEW GLARUS  
VILLAGE BOARD PROCEEDINGS  
8/18/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom at

<https://us02web.zoom.us/j/81946960927?pwd=Zm1XOWdzQi9UQzEzaDZIMDIVcDRvUT09>

**Or Dial (312)626-6799**

**When prompted enter the following Meeting ID: 819 4696 0927**

**Meeting Password: 218130**

PUBLIC HEARING: ORDINANCE 20-05 AMENDING CHAPTER 244, SEWER UTILITY, SECTIONS 244-2(B-D), USER CHARGES: President Truttman call the public hearing to order at 7:00 p.m.

Kevin Hopkins with Strand Associates provided a presentation outlining the existing rates, users and billable quantities, income requirements, proposed rates, impact on users and comparison with other municipalities. He noted rates had not been increased since 2008. The typical residential user will see an approximate increase of 33%, with the monthly cost of 5/8" or 3/4" meter going from \$21.88 to \$27.33 per month and the per 1,000 gallon usage charge from \$7.62 to \$10.53. Trustees clarified with Mr. Hopkins the costs increased are a result of continued increases in operation, especially over the course of 12 years with no rate increase. Mr. Hopkins further commented that the Village will most likely be looking at another increase within 2-3 years based on the timing for plant upgrades due to phosphorus removal requirements mandated by the DNR.

Being no public comment, motion by Mike Ganshert, second by Michael Bell to close the public hearing at 7:25 p.m. Motion carried. (7-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:25 p.m. Roll Call was taken (these members and others were also present at the public hearing). PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Peggy Kruse, Michael Bell, and Lori Wirts.

ALSO PRESENT: Kevin Hopkins (Strand and Associates); Chief Boldebuck, Lt. Jeff Sturdevant, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Mike Ganshert, second by Michael Bell to approve the 8/18/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Tammy Newberry for approval of the consent agenda, second by Peggy Kruse. Mike Ganshert asked for clarification on item F, change of agent for Casey's General Store and was informed if the current agent left employment with the company it is necessary for them to appoint a successor agent. Motion carried. (7-0)

APPROVAL OF MINUTES OF 8/4/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for Utilities and credit card statement, and e-check for life insurance and Checks 38804 to 38805 totaling \$260,945.87; Payroll vouchers 14920 to 14960 totaling \$37,622.70; Checks 38806 to 38871 totaling \$88,726.08.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Amber Ploessl

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for July for review.

APPROVAL: APPOINTMENT OF SUCCESSOR AGENT: Anthony Hawks for Casey's General Store.

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: ORDINANCE 20-05 TO AMEND CHAPTER 244, SEWER UTILITY, SECTION 244-2(B-D, USER CHARGES: The Board recommended approval at the July 21<sup>st</sup> meeting.

Mike Ganshert moved to approve Ordinance 20-05 Amending Chapter 244 Sewer Utility User Charges, second by Michael Bell. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: RESOLUTION 20-13-UPDATE FEE SCHEDULE FOR SEPTAGE AND HOLDING TANK FEES: These fees were included in the rate study. They are set under the fee schedule rather than the ordinance previously approved. The Board recommended approval at the July 21<sup>st</sup> meeting.

Motion by Tammy Newberry to approve Resolution 20-13, second by Mike Ganshert. Mike Ganshert moved to approve Ordinance 20-05 Amending Chapter 244 Sewer Utility User Charges, second by Michael Bell. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttman-yes; Lori Wirts-yes. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: POLICE DEPARTMENT REMODEL CONSTRUCTION LOAN AUTHORIZATION (BANK OF NEW GLARUS): Administrator Daily reported that Staff contacted three local banks to request a proposal for a 10-year, \$563,000 construction loan to fund the Police Department remodel. Bank of New Glarus submitted the best proposal with an interest rate of 2.096% fixed for 10 years, **or** 1.877% fixed for the first 2 years and 2.229% fixed for the remaining 8 years. There is no prepayment penalty. **Staff recommends approval of the loan at the rate of 1.877% for the first 2 years and 2.229% for the remaining 8 years.** The Village will likely do a large borrow within the next 2 years and the Village would roll the remainder of this loan into a future bond sale.

Tammy Newberry moved to approve the borrowing with the Bank of New Glarus, utilizing the two and eight year option, second by Lori Wirts. Motion carried. (7-0)

NEW BUSINESS:

DISCUSSION/CONSIDERATION: RESOLUTION 20-15/MOVING POLLING LOCATION FOR NOVEMBER 3<sup>RD</sup> ELECTION: Administrator Daily reported the New Glarus Fire District graciously agreed to use of the Fire Department for holding the November 3<sup>rd</sup> Election. Pursuant to State law, the Village Board formally sets that location and this Resolution accomplishes that.

Motion by Tammy Newberry to approve Resolution 20-15/Moving Polling Location for November 3<sup>rd</sup> Election, second by Mike Ganshert. Motion carried. (7-0)

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:33 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
8/4/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom:

<https://us02web.zoom.us/j/87217953232?pwd=dWhJLzJSchHVhTGfVR3djRXliQXZz09>

Or (312)626-6799; Meeting ID: 872-1795-3232; Meeting Password: 718403

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Brad Werginz (Angus Young), Lt. Jeff Sturdevant, Chief Burt Boldebeck, Deputy Clerk Wendy Tschudy, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Mike Ganshert, second by Tammy Newberry to approve the 8/4/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Tammy Newberry. Motion carried. (7-0)

APPROVAL OF MINUTES OF 7/21/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, including retirement and checks 38768 to 38770 totaling \$102,569.19, Checks 38771 to 38803 totaling \$80,728.09; payroll vouchers 14875 to 14919 totaling \$38,326.31.

EXTRATERRITORIAL ZONING

APPROVAL: CONDITIONAL USE PERMIT APPLICATION SUBMITTED BY JONI PHILLIPPS FOR IN-HOME SALON: Administrator Daily updated the Board on the ETZ meeting held July 27<sup>th</sup>. An application for a Conditional Use Permit was submitted by Joni Phillipps for an In-Home Salon located at W6306 State Road 39. The ETZ Board recommended approval of the application. Trustee Bell asked for confirmation that the property is not on village sanitary sewer. It is not.

Motion by Mike Ganshert, 2<sup>nd</sup> by Chuck Phillipson to approve the conditional use permit to Joni Phillipps for in-home salon. Motion carried. (7-0)

COMMUNITY DEVELOPMENT AUTHORITY:

APPROVAL: FAÇADE IMPROVEMENT GRANT APPLICATION BY KRISTI LOPEZ FOR KRISTI'S RESTAURANT: The CDA recommended approval of the application for Façade Improvement submitted by Kristi's Restaurant. The application is for \$5,000 to assist in the painting of the building, which is an acceptable use of the Façade Improvement Grant funds. The purpose of the project is to improve the aesthetic appearance of the property and to properly maintain the exterior of the building.

Motion by Tammy Newberry, second by Chuck Phillipson to approve the \$5,000 Façade Improvement Grant to Kristi's Restaurant. Motion carried. (7-0)

#### PUBLIC WORKS/ PUBLIC SAFETY

##### CONSIDERATION/DISCUSSION: RESOLUTION 20-14 REGARDING THE 2019 WWTP CMAR:

The Village is annually required to submit a Compliance and Maintenance Annual Report (CMAR) to the WI Department of Natural Resources for its Wastewater Treatment Facility. Staff is in the process of finalizing its submission to the DNR for the 2018 reporting period, and has attached the grading summary. The Village received a score of 3.78 out of 4.0 for 2019. Administrator Daily noted that Staff recommends acceptance of the CMAR Report and approval of Resolution 20-14. Trustee Newberry asked how the Village might accomplish a score of 4.0? Trustee Ganshert noted that the two issues that were graded B were influent and ammonia. The influent we really don't have control over, while the ammonia can be treated, it is difficult based on testing and results to treat early. He noted staff is always striving to achieve the 4.0 grade.

Motion by Tammy Newberry to approve Resolution 20-14, second by Peggy Kruse. Motion carried. (7-0)

##### CONSIDERATION/DISCUSSION: AWARD OF CONTRACT FOR POLICE DEPARTMENT

REMODEL PROJECT: Administrator Daily reported the Village received six (6) bids for the Police Department Remodel Project at the closing of the bidding on July 16<sup>th</sup>. Bachmann Construction submitted the low bid of \$493,000. The project will take approximately 130 days to complete. If the Board approves the award of the project, Village staff will pursue a local borrow to fund the project. The borrow would be a construction loan to be drawn upon when required. The authorized amount would be \$563,000. He added that the borrow will come back before the Board for final approval, however the approval of the bid will require the funding. Staff recommends awarding the bid to Bachmann Construction. This amount would include the following:

- Project Cost: \$493,000
- Contingency: \$25,000 (5% of project cost)
- Furniture and Technology: \$40,000
- Mandated Radio Purchase: \$50,000 – This is unrelated to the remodel project. The borrow to fund the project provides the opportunity to capitalize these costs rather than utilize operating funds.
- Sub-Total: \$608,000
- Less: \$45,000 (PD Remodel Fund)
- Total: \$563,000

Administrator Daily reviewed the debt service schedules prepared by Ehlers illustrating the above mentioned borrowing in 2020, an additional \$1,460,000 in 2021 for the library and Glarner Park, and \$750,000 in 2022 for a street project would all fit within the Village's debt capacity. He noted that the street project borrowing would not include utilities on the general obligation portion as that would put the Village over their self-imposed limit.

The Board briefly discussed the work involved and commented that while the costs are above the originally expected numbers, it is mainly due to the age of the building and infrastructure. Chief Boldebeck noted this remodel should carry the department for 20-25 years.

Motion by Tammy Newberry, second by Michael Bell to award the contract to Bachman Construction. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-yes; Peggy Kruse-yes;

Tammy Newberry-yes; Chuck Phillipson-yes; Roger Truttmann-yes; Lori Wirts-yes. Motion carried. (7-0)

#### NEW BUSINESS

CONSIDERATION/DISCUSSION: ELECTION OFFICIAL WAGES: Administrator Daily informed the Board that Election Officials currently earn \$8 per hour and the Chief Inspector earns \$9 per hour, with the last increase being \$0.50 per hour in 2015. The number of duties and responsibilities of election officials have increased significantly over the past few years and are especially difficult this year with the on-going pandemic. In addition to normal duties they are being asked to clean areas after each voter, direct voters to maintain appropriate distance, processing increased numbers of absentee ballots and wearing appropriate PPE for the entirety of their shift. A number of past election workers have indicated they are unable to serve in 2020 due to the ongoing pandemic. In acknowledgement of the increased duties and responsibilities, staff is recommending an increase of \$1 per hour. Additionally, Staff recommends a one-time appreciation gift to any of the officials who worked this year, possibly in the form of Chamber bucks that would also provide revenue to local businesses.

For even numbered years, with four elections, this increase would amount to approximately \$700. For the odd numbered years, the amount would be approximately \$350 or less.

Mike Ganshert and Chuck Phillipson noted they would be abstaining due to a conflict of interest. Motion by Tammy Newberry, second by Lori Wirts to provide a \$1 per hour wage increase to Election Officials and authorize the one-time gift in 2020 of \$50 in Chamber bucks. Motion carried. (5-0-2)

CONSIDERATION/DISCUSSION: RELOCATION OF 2020 PRESIDENTIAL ELECTION POLLING LOCATION TO THE NEW GLARUS FIRE DEPARTMENT: Administrator Daily noted that due to the ongoing pandemic and the expected high turnout in November, staff believes the relocation of the polls to the Fire Department would provide a larger space to accommodate a waiting area inside, while still social distancing, in the event of inclement weather. The space will also allow greater space between voting booths, poll worker stations. Additionally, if weather permits, some of the bay doors could be opened to improve air flow. The Fire District Board would need to approve the Village's request to use the building. Staff recommends requesting the District Board to use the building for hosting the November Election.

Administrator Daily further commented that if the polling place is moved for the November election, it would open the community room for the police department to move into during the remodel, potentially saving \$7,000 as the Village would not need to rental a mobile unit for that purpose.

Motion by Chuck Phillipson, second by Peggy Kruse to request the Fire District Board to allow the use of the building for the 11/3/2020 Election. Motion carried. (7-0)

#### PRESIDENT'S REPORT

COMMITTEE APPOINTMENTS: President Truttmann informed the Board that Bekah Stauffacher and Tara Wilde have agreed to serve on the Plan Commission. Motion by Chuck Phillipson, second by Mike Ganshert to approve the appointments of Bekah Stauffacher and Tara Wilde to the Plan Commission. Motion carried. (7-0)

ADJOURN: Being no further business before the Board, President Truttmann adjourned the meeting at 7:38 p.m.

-Lynne R. Erb, Clerk-Treasurer  
VILLAGE OF NEW GLARUS  
VILLAGE BOARD PROCEEDINGS  
7/21/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom at <https://us02web.zoom.us/j/83241059365?pwd=R0phQnIFWG1idk85NHd1cThTMkpoQT09>  
**Or Dial (312)626-6799, when prompted enter the following Meeting ID: 832-4105-9365**  
**Meeting Password: 039966**

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttmann, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, and Lori Wirts. ABSENT: Peggy Kruse.

ALSO PRESENT: Kevin Hopkins (Strand and Associates); Lt. Jeff Sturdevant, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Mike Ganshert, second by Lori Wirts to approve the 7/21/20 agenda. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comment.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (6-0)

APPROVAL OF MINUTES OF 7/7/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for Utilities and credit card statement, wires for loan payments and e-check for life insurance totaling \$110,866.70; July 3, 2020 Payroll vouchers 14787 to 14829 totaling \$35,146.79 and July 17, 2020 Payroll vouchers 14830 to 14874 totaling \$38,602.73; Checks 38699 to 38767 totaling \$69,713.18.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Ashley Gower; Taylor Voegeli; Payton Noble; Hannah Wytenbach; Alexandra Nealis; Aleah M. Kaldem; Kevin Elmer; Alexi Markgraf;

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for June for review.

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: Administrator Daily reported that Falcon Drilling & Blasting, Inc. has requested a new blasting permit for the Prairie Haus WHOO project. The timeline being requested is 7/22/20 through 8/21/20. He noted the contractors had run into rock during the sewer infrastructure installation. The Village Engineer has reviewed the application and is recommending approval.

The Board discussed concerns over notifications to neighboring properties and better information as to a specific date and time the blasting may occur. Administrator Daily noted the blasting is limited the hours of 7 a.m. to 7 p.m. Trustee Wirts asked if a letter could be sent to neighboring properties giving a time frame. It was noted this had been done by the blasting company during the last permit. Administrator Daily will contact the company to work with them on the notification.

Motion by Tammy Newberry to approve the permit providing as much public notice as possible, second by Mike Ganshert. Motion carried. (6-0)

DISCUSSION/CONSIDERATION: APPLICATION FOR STREET USE PERMIT FOR 8/8/20 BY AMERICAN LEGION POST 141: The American Legion Post 141 is hosting an event at their hall on August 8, 2020 and have submitted a street use permit for the closure of 12th Avenue from 2nd Street to 4th Street. The closure is strictly for motorcycle parking and groups will not be gathering in the closed area. The Legion anticipates arrivals to begin at 11:30 AM, attendees will have lunch and will depart around 1 PM. The legion indicated they will attempt to keep one lane of traffic open, as possible. The Public Works/Public Safety Committee recommends approval of the permit for the closure of the street to be used for motorcycle parking.

Trustee Phillipson noted his concern over the issuance of street closing permits without notification of residents within the proposed closed area prior to the approval of the permit, suggesting event organizers be responsible for notifying residents. Administrator Daily noted Chief Boldebeck indicated as part of his review that the Legion be responsible for notifying residents within the area prior to the event.

Motion by Mike Ganshert to approve the street use permit to American Legion, second by Michael Bell. Motion carried (5-0-1) with Trustee Phillipson abstaining.

DISCUSSION/CONSIDERATION: APPLICATION FOR STREET USE PERMIT FOR 8/1/2020 BY NEW GLARUS FIRE DEPARTMENT: Administrator Daily reported the New Glarus Fire Department is requesting the closure of 4th Avenue from 2nd Street to 5th Street. Cars will be parking in a staging area west of the EMS entrance on 4th Avenue to 5th Street and pick up for the dinner will be in front of the station. This is to accommodate the drive through pick up of Kalberwurst Supper. The Public Works/Public Safety Committee recommends approval. Trustee Phillipson reiterated his concerns regarding the notification of residents within the area prior to Board approval.

Motion by Tammy Newberry to approve the street use permit to New Glarus Fire Department, second by Mike Ganshert. Motion carried (6-0).

DISCUSSION/CONSIDERATION: WASTEWATER UTILITY RATE INCREASE: Administrator Daily reported that Strand & Associates has completed their review of the Wastewater Utility Rates. The study resulted in a net change for a typical residential user is approximately 33% per month or \$18 per month, an annual increase of \$216. The wastewater rates have not been increased in 12 years (2008). The utility's rates/revenue will be an important factor in borrowing for future utility projects. The setting of these rates and the implementation date of the rate change is at the discretion of the Board, is not regulated by the PSC. Existing ordinance would need to be amended with a Public Hearing held prior to the adoption of the rates. August 18<sup>th</sup> is the earliest a public hearing could be scheduled in order to complete the required notice. Administrator Daily indicated he is looking for direction from the Board on possible implementation of the increase, noting Strad is recommending implementation as soon as possible.

The Board noted the unfortunate timing of implementing an increase now given the circumstances this year. They discussed potentially increasing the rate in steps as compared to all at once. Kevin Hopkins noted that while that is possible, it would be more costly and there will most likely need to be additional increases in the near future to meet construction costs. Administrator Daily added that future construction projects will require borrowing and it is in the Village's best interest to have sufficient revenue stream to meet the necessary debt ratio for revenue debt borrowing for those projects as compared to having to use general obligation debt capacity.

Motion by Mike Ganshert, second by Chuck Phillipson to move forward with the

implementation of the fee increase with a Public Hearing on August 18, 2020. Motion carried. (6-0)

DISCUSSION/CONSIDERATION: WORK ORDER TO CONDUCT PILOT TESTING OF CLOTH DISC FILTRATION SYSTEM AT WWTP: The Wastewater Treatment Plant continues to proceed with steps to gain compliance with the DNR requirements for the treatment of phosphorous. Following completion of pilot testing and the selection of the appropriate system, design would begin on the plant upgrade. The cost of pilot testing is \$18,900. The Public Works/Public Safety Committee recommends approving the pilot testing.

Kevin Hopkins (Strand & Associates) noted two options available for the Village being a reactive sand filter or a disc filter technology. He reported the disc filter technology is the option they would like to test to determine if it will meet the DNR requirements for effluent. He further indicated the disc filter technology would be approximately \$200,000 less capital investment. The on-going costs of the two options are very similar. The timeline proposed by Strand & Associates is testing this fall with design to start late this year and plans submitted to the DNR in June, 2021.

Motion by Tammy Newberry to move forward with the pilot testing of cloth disc filtration system at the WWTP, second by Mike Ganshert. Motion carried. (6-0)

NEW BUSINESS:

UPDATE: IMPACT OF COVID-19 ON BUDGET: Administrator Daily and Clerk-Treasurer Lynne Erb provided a memo included in the agenda packet that addresses some of the budget/financial concerns related to the COVID-19 pandemic. Overall, staff does not anticipate a big impact to the 2020 budget. There are some concerns with the increasing amount of delinquent payments to the utilities. The Route to Recovery grant will assist with the majority of additional expenses incurred due to the pandemic. At this time, it is unknown if there will be any significant changes to the revenue sources for the 2021 budget, specifically state aid payments.

DISCUSSION/CONSIDERATION: EXTENSION OF RESOLUTION 20-10 (TO 12/31/20): Administrator Daily noted that the authority provided under this Resolution expires July 28, 2020 and since the situation with the COVID-19 pandemic has not improved, he is recommending extending the authority provided in Resolution 20-10 through the end of the year.

Motion by Lori Wirts moved to extend the authority to December 31, 2020, second by Chuck Phillipson. Motion carried. (6-0)

PRESIDENT'S REPORT:

REFERRAL FROM TRUSTEE: CONSIDERATION/DISCUSSION: VILLAGE PARK BASKETBALL COURT COVID-19 POLICY: Administrator Daily reported this item was placed on the agenda at the request of a Trustee. Trustee Ganshert relayed his concerns over the increase in the number of COVID-19 cases and noted several businesses have closed in response to the increased cases. He questioned the safety of allowing the basketball court to remain open, noting the pool and village sponsored ball programs have adult supervision whereas the basketball court does not. The Village Board discussed options and concerns at length agreeing that additional/renewed signage is likely the best option.

DISCUSSION/CONSIDERATION: COMMITTEE APPOINTMENTS:

President Truttmann is proposing the following updates:

- Tammy Newberry as Village Board representative to Library Board
- Change Village Board representative to Community Development Authority from Mike Ganshert to Lori Wirts
- Replace Tammy Newberry on Parks & Recreation Committee with Roger Truttmann

Motion by Mike Ganshert, 2<sup>nd</sup> by Chuck Phillipson to approve the appointments and changes as listed. Motion carried. (6-0)

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:08 p.m.

-Lynne R. Erb, Clerk-Treasurer  
VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
7/7/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [**Meeting ID:**  
<https://us02web.zoom.us/j/85227542396?pwd=eHFxL0hKTlhbEhaeUV6YmNTL0Y0dz09852-2754-2396/Password: 019895>]

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Bekah Stauffacher and Annie O'Connor with Chamber of Commerce, Chief Burt Boldebuck, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Tammy Newberry, second by Lori Wirts to approve the 7/7/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (7-0)

APPROVAL OF MINUTES OF 6/16/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, including retirement and wire to Active for recreation program refunds totaling \$31,179.68, Checks 38649 to 38698 totaling \$224,240.88; payroll vouchers 14744 to 14786 totaling \$33,943.83.

PUBLIC WORKS:

CONSIDERATION/DISCUSSION: POTENTIAL INSURANCE CLAIM FOR HOESLY DRIVE WATERMAIN BREAK/FIRE HYDRANT REPAIR: Administrator Daily reported that during a mutual aid response to a fire in the Town of New Glarus on May 9th, a fire hydrant and water main were damaged by a responding firefighter from the Monticello Fire Department. There were approximately 300,000 gallons of water lost. Repairs to the fire hydrant and water main are approximately \$12,000. Staff informed our insurance company of the damage. The insurance agent informed the Village the \$12,000 of repairs would be covered under our policy and the Village can file a claim to recoup its costs. The additional loss of water (300,000) is not recoverable. The insurance company would then proceed to subrogation. The Village does not have a policy regarding insurance claims resulting from emergency responses/mutual aid. If the Village Board would like to recoup the Utility's costs, staff will proceed with the insurance claim.

Trustee Ganshert asked for additional details on how the damage occurred and Administrator Daily noted his understanding from the Public Works Director was a valve was closed too quickly causing the built up pressure to burst the water main.

Motion by Mike Ganshert to file an insurance claim for the repairs, second by Peggy Kruse. Motion carried. (7-0)

Trustee Newberry asked if the Board wanted to make these decisions on a per incident basis or create a policy. Administrator Daily indicated that with this decision, staff has an understanding of the Board's position and can handle potential claims moving forward.

CONSIDERATION/DISCUSSION: WPPI COMMUNITY RECHARGE PROGRAM: To assist its member communities in their recoveries from the Covid-19 Pandemic, WPPI is offering a one-time grant based on the Utilities revenue and total number of meters. The Village's allotment is \$2,900. One of the allowable uses for this grant is partner with the Chamber of Commerce to assist the local business community. Village Administration recommends authorizing staff to partner with the New Glarus Chamber of Commerce to utilize these funds in ways beneficial to the New Glarus Business Community.

Administrator Daily noted two options for Chamber use of the funds, being:

- 1) Advertising to encourage people to utilize the New Glarus businesses, or
- 2) Use funds to provide additional "Chamber Bucks" for people purchasing "Chamber Bucks". For instance, someone purchasing \$20, would get \$30 worth.

Chamber Director, Bekah Stauffacher thought both options were good possibilities, adding the additional "Chamber Bucks" would actually keep the money in the community and we would know the businesses are directly benefitting, while the advertising option would reach a wider audience but is hard to know how much benefit the local businesses actually get. Trustee Bell agreed that the "Chamber Bucks" option would be a guarantee that the money is spent in the community.

Tammy Newberry moved to work with the Chamber on the best way to distribute the WPPI provided \$2,900 Covid-19 Pandemic grant funds, second by Lori Wirts. Motion carried. (7-0)

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:16 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE OF NEW GLARUS  
VILLAGE BOARD PROCEEDINGS  
6/16/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [meeting ID 831-7579-3797[Password: 526510]

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Lt. Jeff Sturdevant, Chief Burt Boldebuck, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Mike Ganshert, second by Michael Bell to approve the 6/16/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Mike Ganshert for approval of the consent agenda, excluding items G, H, I, second by Tammy Newberry. Trustee Ganshert noted he had no particular concerns over the reports submitted for G, H, and I, but wanted to handle them separately in case any of the trustees had questions. Motion carried. (7-0)

APPROVAL OF MINUTES OF 6/2/20 REGULAR MEETING AND 6/5/20 SPECIAL MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and health insurance, Journal Entry for Utilities, e-check for life insurance and Check 38586 totaling \$58,145.20; Payroll vouchers 14717 – 14743 totaling \$30,656.61; Checks 38587 to 38648 totaling \$101,190.38.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Kristi Lopez; Wayne Prisk, Stephen Gmur, Sherri Yaeger; Erin Turner, Ric Joranlien, David Haugh, Teresa Joranlien, Tracy Gobeli; Heidi Palmer, Charles Bigler, Connie Langfoss, Jeremy Langfoss, Debra Guyette, Elizabeth Foxen; Rebekah Stauffacher; Raven Neath; Benjamin Schmitt; Nathaniel Schultz; Daryl Watterson; Debra Dippen-Watterson; Trishalane Hataway; Laura Nevil; Barbara Burgess; Brenda Siegenthaler; Carlie J. Manthei; Kelsey Achterberg; Carol Hustad; Rosemary E. Schiltz; Margaret E. Smith; Ronald J. Anderson; Barbara J. Eckert; Alexander Gobeli; Anne Miller; Erin Kleeman; Brogan Engelkens; Nicole Rivers; Desyra Ott; Debra Foster-Truttman

APPROVAL: ALCOHOL BEVERAGE LICENSES TO EXPIRE 6/30/21: To the following:  
**Class A Liquor:** Shake & Shum, Inc. (James Shumway, Agent); Brenda's Blumenladen, LLC (Brenda Siegenthaler, Agent)  
**Class A Beer/Liquor:** Glarner Bier Haus LLC (Eric Gobeli, Agent); Burreson's Market Inc. d/b/a Roy's Market (Darin L. Burreson, Agent)  
**Class A Beer:** Blanchardville Co-operative Oil Assoc. (Gery Steinmetz, Agent)  
**Class B Beer/Liquor:** Steinbock, LLC d/b/a Landhaus Restaurant (Michael Nevil, Agent); Steinbock, LLC d/b/a/ New Glarus Hotel Restaurant (Michael Nevil, Agent); Kristi's Restaurant LLC (Kristi Kae Lopez, Agent); Parkside Development, LLC (Randy Dreger, Agent); Puempel's Olde Tavern (Charles Bigler, Agent); Whiskey Bent, LLC (d/b/a S'wisco Taphaus-Sean Foley, Agent)  
**Class B Beer:** Swiss Aire Motel LLC (Eric Gobeli, Agent)  
**Class B Winery:** Jornys End LLC (Ric Joranlien, Agent)  
**Class B Beer/Class C Wine:** Sugar River Pizza Company, LLC (Debra Dippen-Watterson, Agent); Fat Cat Coffee Works, LLC (John Miller, Agent)

APPROVAL: CIGARETTE LICENSE TO EXPIRE 6/30/21: To: Blanchardville Co-operative Oil Assoc.; Glarner Bier Haus, LLC;

APPROVAL: MISC LICENSES TO EXPIRE 6/30/21: To: POOL TABLE: Parkside Development LLC;

UPDATE: MONTHLY BUILDING INSPECTOR REPORT: The monthly Building Inspector's Report for April was included with the agenda packet. With no concerns noted, motion by Chuck Phillipson, second by Mike Ganshert to approve the monthly building inspector report. Motion carried. (7-0)

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet. Motion by Chuch Phillipson, second by Mike Ganshert to approve the monthly utility financials. Motion carried. (7-0)

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for May for review. The Board discussed possible impact to the budget related to COVID-19 and requested additional information regarding the same for a future meeting. The Board also noted looking at possible ways to help local businesses. Motion by Chuck Phillipson, second by Mike Ganshert to approve the monthly budget to actual report. Motion carried. (7-0)

PARKS & RECREATION COMMITTEE:

DISCUSSION/CONSIDERATION: OPENING VILLAGE BASKETBALL COURT: President Truttman began the discussion by expressing his disappointment in the vandalism that occurred at the basketball court over the weekend. Administrator Daily noted at the June Parks

& Recreation Committee, the Committee did not make a recommendation on the opening of the basketball court, but indicated that should the court open, they would like signs installed around the court. Staff is recommending the following language on the signage: "Contact Sports are associated with an increased risk of contracting Covid-19. It is recommended to only engage in these activities with household members. Use this court at your own risk."

Trustee Newberry asked about limited the number of people on the court, noting we have done something similar for the ballfields and pool. Administrator Daily responded that based on information from health officials, the risks involved at the basketball court is more the contact involved in playing the game than the number of people, adding it would be very difficult to monitor the number of people at the court. Michael Bell noted that use of Village facilities remains at the discretion of the Village Board and that should cases of COVID-19 increase, or continued vandalism occur, the Village Board could always vote to close those facilities. The Board agreed that a reminder to the public that use of public facilities is a privilege should be provided on social media.

After a brief discussion, motion by Tammy Newberry to approve opening the basketball court as soon as possible with the recommended signage, second by Lori Wirts. ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-no; Peggy Kruse-yes; Chuck Phillipson-yes; Tammy Newberry-yes; Roger Truttman-yes; and Lori Wirts-yes. Motion carried (6-1).

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE:

DISCUSSION/CONSIDERATION: AUTHORIZATION TO BID THE POLICE

DEPARTMENT REMODEL PROJECT: Administrator Daily reported the architect has completed the design for the police department remodel and a copy was included with the packet. Staff is recommending the bidding of the project. Administrator Daily reminded the Board once bids are received staff will bring the bids and proposed budget back to the Board for consideration.

Motion by Chuck Phillipson, second by Peggy Kruse to authorize bidding of the project. Motion carried. (7-0)

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: COMMITTEE/COMMISSION APPOINTMENTS: President Truttman reported Shelly Truttman has agreed to serve a second term on the Library Board. Motion by Tammy Newberry, second by Mike Ganshert to approve the appointment of Shelly Truttman to the Library Board. Motion carried (7-0).

Roger Truttman again requested someone from the Village Board to serve on the Library Board.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:36 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS – SPECIAL MEETING  
VILLAGE OF NEW GLARUS  
6/5/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [**Meeting ID: 830-4035-1477/Password: 775417**]

SPECIAL MEETING-CALL TO ORDER: President Truttman called the meeting to order at 5:30 p.m. Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert (video on, but not audio), Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Parks Director Chris Rear, Pool Director Megan Buol, Clerk Lynne Erb and Administrator Drake Daily. Also present were members of the public.

AGENDA: Motion by Chuck Phillipson, second by Peggy Kruse to approve the 6/5/20 agenda. Motion carried. (7-0)

PARKS & RECREATION COMMITTEE

DISCUSSION/CONSIDERATION: RESCINDING OF THE POSTPONEMENT OF THE DECISION TO OPEN THE PUBLIC POOL AND BEGIN THE BASEBALL AND SOFTBALL RECREATION PROGRAMS TO THE JUNE 16<sup>TH</sup> MEETING:

Administrator Daily updated the Board on the procedure for the special meeting. Motion by Peggy Kruse, second by Lori Wirts to rescind the postponement of the decision to open the public pool and being the baseball and softball recreation programs to the June 16<sup>th</sup> meeting.

ROLL CALL VOTE: Michael Bell-yes; Mike Ganshert-NO AUDIO; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-no; Roger Truttman-yes; Lori Wirts-yes. Motion carried (5-1).

OPENING OF THE PUBLIC POOL AND COMMENCING THE 2020 BASEBALL AND SOFTBALL RECREATION PROGRAMS:

Trustee Ganshert was able to join by audio and was updated on the proceedings.

Peggy Kruse moved to open the pool and commence the ball programs, second by Lori Wirts. Administrator Daily asked to clarify if the motion includes the rates, policies and procedures as provided. Trustee Kruse agreed that it be included in the motion. Administrator Daily also noted that the fees reflect a resident and non-resident rate as Village Staff recently learned that to comply with recreational immunity statues, the pool must remain open to the public and not be limited.

Trustee Ganshert commented that opening the pool and commencing ball parks will make the Village non-compliant with current State and Local Health Guidelines. Trustee Bell asked that the waiver for the baseball/softball program be updated to include signature of both parents. Administrator Daily indicated he will speak with the Village Attorney about a change.

Trustee Ganshert asked if the Board would be addressing the basketball court as well. Administrator Daily reported that the request by the trustees asking for the meeting did not include that issue and that closure had been a separate motion in the June 2, 2020 meeting. Therefore, it is not on the current agenda and based on open meeting laws cannot be discussed at this meeting. He further noted that he will place the item on the June 16, 2020 board meeting agenda.

ROLL CALL VOTE on motion to open: Michael Bell-yes; Mike Ganshert-no; Peggy Kruse- yes; Tammy Newberry-yes; Chuck Phillipson-no; Roger Truttman-no; Lori Wirts-yes. Motion carried (4-3).

Administrator Daily clarified for the Board that open meeting laws are the reason the basketball court re-opening could not be discussed at this meeting.

ADJOURN: Motion by Chuck Phillipson to adjourn, second by Tammy Newberry. Motion carried at 5:42 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
6/2/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [**Meeting ID: 885 2374 2674/Password: 251039**]

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:05 p.m. Roll Call was taken. PRESENT: Roger Truttmann, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Dr. Jennifer Thayer, Travis Sysko, Kevin Julseth, Robert Kosmeder, Kaylee Walters, Chris Anderson, Corrina Anderson, Matt Merten, Ari Ayala, Lt. Jeff Sturdevant, Chief Burt Boldebuck, Public Works Director

Joe Cockroft, Pool Director Megan Buol, Parks Director Chris Rear, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Peggy Kruse, second by Tammy Newberry to approve the 6/3/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Individuals of the public participating in the meeting were given the opportunity to speak.

Chris Anderson – noted he spoke with Administrator Daily earlier and would like to see the playground equipment opened up. He referred to other communities who have opened with “at your own risk”

Travis Sysko – commented that following County and State health guidelines is the easy way to go, but noted there aren't as many cases in Green County and we're very close to Phase 2 of the Badger Bounce Bank Plan. He thought the guidelines provided for opening the pool and conducting the ball programs were responsible and safe and if there were an obvious spike in cases, it would be understood the programs would be stopped.

Kevin Julseth – reiterated Travis' comments. He noted approximately 124 girls/boys signed up and wanting to participate in the programs. He commented it would be good for the mental health and well-being of the children.

Matt Merten - reiterated the comments of Travis and Kevin, noting a strong interest by the children with backing by the parents for the program to continue.

CONSENT AGENDA: Motion by Tammy Newberry for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 5/19/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, including retirement totaling \$27,926.54, Checks 38554 to 38585 totaling \$86,423.11; payroll vouchers 14691 to 14716 totaling \$33,214.68.

PUBLIC WORKS/PUBLIC SAFETY:

APPROVAL: STREET USE PERMIT FOR NEW GLARUS SCHOOL DISTRICT FOR GRADUATION PARADE: The NGSD has submitted a permit application for a graduation parade on Sunday, June 7<sup>th</sup> from 3:30-5:30 PM. 2<sup>nd</sup> Street would be closed for graduates to collect their diplomas. Dr. Thayer provided that parents will be driving the cars and the school will be promoting social distancing for the event. The School has worked with the County Health Department and their insurance carrier to assure the event was safe to hold. She apologized for the lateness of the application and indicated they were awaiting review by the County Health Department.

Motion by Michael Bell, second by Mike Ganshert to approve the Street Use of the New Glarus School District. Motion carried. (7-0)

PARKS & RECREATION COMMITTEE

DISCUSSION/CONSIDERATION: VILLAGE OF NEW GLARUS COVID-19 POLICIES AND PROCEDURES FOR FACILITIES AND SUMMER PROGRAMS: Administrator Daily opened the conversation noting recommendations and guidelines remain fluid. At the time of the Parks meeting on 5/20/20 there were no specific guidelines from the State and County health departments relating to pools and summer recreation programs. Just late last week the Village was informed that State and County health department recommendations are to keep these facilities and programs closed.

Village Staff has prepared a draft COVID-19 Procedures guidelines document, using guidelines borrowed by the “Badger Bounce Back Plan”, “Forward Dane” Plan, “Rock County Rebound Plan, and the City of Monroe. The Plan follows the Phases outlined in the “Badger Bounce Back Plan”. The guidelines are meant to minimize risk but risk cannot be completely eliminated. Administrator Daily briefly reviewed the various Village facilities/programs outlined in the Plan:

Village meetings- can return to in-person in Phase 2 if the Board wishes.

Festivals – will continue to review but reserve right to not hold event if poses health risk, noting it is unlikely events would be held until Phase 3 is reached.

Playground/ballfield – Health Department and Administration recommends remain closed. Village is unable to sanitize sufficiently. Administration recommends cancelling rentals that are non-compliant with Health guidelines.

Park Rentals – most recent guidelines would prohibit groups of more than 10. Outdoor drinking fountains will remain off in parks. Administration recommends cancelling rentals that are non-compliant with Health guidelines.

Village Hall – will re-open with restrictions on number of people and access. Restrictions will ease as we move through Phases.

Village Garages and WWTP – will remain closed through all Phases.

Chalet of Golden Fleece – appointment only, no more than 10 people

Community Room – closed to public except Library will be offering limited computer use (no more than 4 at a time)

Parks/Recreation Programs – Health Department has issued guidelines to remain closed since the Parks Committee recommendation to open. Plan provides outline for opening if Board wishes to do so. Administrator Daily noted his recommendation would be in line with Health Department.

Pool – same as programs, Administrator recommendation is to keep closed per recommendation of Health Department. Plan provides for limit of fifty (50) persons at one time, but would be hard to socially distant children.

Administrator Daily further noted that staff is doing their best to provide the necessary sanitation and cleaning supplies although it is hard to find and often quite expensive.

Trustee Kruse noted it’s a tough situation and while she is inclined following health guidelines, she also understands the mental health aspect. She would like to see the pool open in phases but sees a higher risk with the baseball/softball programs.

Trustee Ganshert asked Pool Director, Megan Buol for her thoughts. She noted that she teaches at the school and is concerned for the mental health of the children as well. She believes the current plan is workable and understands the risks. She hope the plan allows the pool to open.

Trustee Phillipson indicated he has concerns about the pool and the procedures in place, but could agree with opening. He has bigger concerns about the ball programs and would like to postpone those and referred to the wording on the waiver “could increase possible spread of COVID-19”. He further commented that it’s hard to feel good about proceeding to open when it is not the recommendation of the Health Department.

Trustee Ganshert noted he would agree to postpone and take another look in two (2) weeks.

Motion by Chuck Phillipson, second by Mike Ganshert to postpone the decision on the opening of the pool and beginning of baseball/softball programs until the next Board meeting on 6/16/20. After some discussion with Trustee Bell providing he would like to proceed with opening as no one is required to participate and the waiver provides exclusion for Village being responsible. Trustees Newberry and Wirts agreed.

ROLL CALL VOTE on motion to postpone decision to 6/16/20: Michael Bell-NO; Mike Ganshert-YES; Peggy Kruse-YES; Tammy Newberry-NO; Chuck Phillipson-YES; Roger Truttman-YES, Lori Wirts-NO. Motion carries (4-3).

Administrator Daily asked for input on park rentals noting current policy varies from community to community. Administration is recommending Park rentals remain closed to events noncompliant with Health guidelines.

The Board discussed the opening of the basketball court, playground equipment and park rentals with some noting they would like to see the reopening with signage provided that use is "at your own risk". Others expressed concern over the responsibility to safeguard the community from the spread of COVID-19 and that the signage would not absolve the Village's responsibility. Administration recommended following Health guidelines.

Motion by Chuck Phillipson, second by Mike Ganshert to keep the basketball courts closed. Discussion took place by the Board, including methods to be used to close to best assist enforcement of the closure. Mike Ganshert called the question.

ROLL CALL VOTE on motion to keep basketball court closed: Michael Bell-NO; Mike Ganshert-YES; Peggy Kruse-YES; Tammy Newberry-NO; Chuck Phillipson-YES; Roger Truttman-YES, Lori Wirts-NO. Motion carries (4-3).

Motion by Tammy Newberry to relax restrictions on playgrounds and place signage that use is at your own risk-possible spread of COVID-19, second by Lori Wirts.

ROLL CALL VOTE: Michael Bell-YES; Mike Ganshert-no longer on call; Peggy Kruse-NO; Tammy Newberry-YES; Chuck Phillipson-NO; Roger Truttman-NO, Lori Wirts-YES. Motion carries (4-2).

Motion by Mike Bell, second by Tammy Newberry to open park rentals for groups of up to fifty (50).

ROLL CALL VOTE: Michael Bell-YES; Mike Ganshert-no longer on call; Peggy Kruse-NO; Tammy Newberry-YES; Chuck Phillipson-NO; Roger Truttman-NO, Lori Wirts-YES. Motion carries (4-2).

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: APPOINTMENT OF KAYLEE WALTERS TO LIBRARY BOARD AND JACQUELINE JUDD TO DESIGN REVIEW COMMITTEE: Motion by Chuck Phillipson, second by Michael Bell to accept the appointment of Kaylee Walters to Library Board and Jacqueline Judd to Design Review Committee. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: APPOINTMENT OF VILLAGE BOARD REPRESENTATIVE TO THE LIBRARY BOARD: President Truttman commented that he still needs a Village Board representative to serve on the Library Board and asked board members to contact him.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 8:19 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS

VILLAGE OF NEW GLARUS  
5/19/20

Due to current Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [meeting ID 85785867572/Password: 813924]

REGULAR MEETING-CALL TO ORDER: President Truttmann called the meeting to order at 7:05 p.m. Roll Call was taken. PRESENT: Roger Truttmann, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. ALSO PRESENT: Lt. Jeff Sturdevant, Chief Burt Boldebuck, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Tammy Newberry, second by Mike Ganshert to approve the 5/19/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Tammy Newberry for approval of the consent agenda, second by Michael Bell. Motion carried. (7-0)

APPROVAL OF MINUTES OF 4/22/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and credit card payment, journal entry for utilities, and health and life insurance totaling \$85,340.69, Checks 38474 to 38508 totaling \$168,746.36 and checks 38509 to 38553 totaling \$73,297.96; payroll vouchers 14624 to 14656 totaling \$30,412.33 and vouchers 14657 to 14690 totaling \$37,621.90.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Shubh Singh; Daniel Cipri; Kristen Hendrickson; Lori Stern; Amber Tierman; Rebecca Pytak; Lauren Shulka

APPROVAL: ALCOHOL BEVERAGE LICENSES TO EXPIRE 6/30/21: To the following:

**Class A Liquor**-Sheri Weix (The Bramble Patch);

**Class A Beer/Liquor:** Casey's Marketing Company (Heidi Marcyes, Agent), New Glarus Mobil Mart LLC (Suchinder Singh, Agent)

**Class B Beer/Liquor:** Glarner Enterprises, Inc. (Gary Westby, Agent); Kleeman's Bar & Grill LLC (Gregory Kleeman, Agent); Cow & Quince, LLC (Lori Stern, Agent); Ott Haus Pub & Grill, LLC (Rebecca Pytak, Agent); Hungo LLC (Stephen Longo, Agent)

**Class B Beer:** Rusty Raven LLC (Daniel Cipri, Agent); Edelweiss Cheese Authentic WI (Kathleen Workman, Agent)

APPROVAL: CIGARETTE LICENSE TO EXPIRE 6/30/21: To: Casey's Marketing Company; New Glarus Mobil Mart LLC; Kleeman's Bar & Grill, LLC; Ott Haus Pub & Grill, LLC

APPROVAL: MISC LICENSES TO EXPIRE 6/30/21: To: POOL TABLE: Kleeman's Bar Grill LLC; Hungo LLC

APPROVAL: 2021 BUDGET TIMELINE: This is done annually to outline the budget process and timeline.

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for April for review.

PARKS & RECREATION COMMITTEE

DISCUSSION/CONSIDERATION: GLARNER PARK IMPROVEMENT PROJECT BIDS:

Administrator Daily reported a summary of the bids received was included in the agenda packet. The bids were significantly higher than anticipated. The project engineer, Fehr Graham, believes contractors are busy resulting in increased pricing. At their May meeting, the Parks and Recreation Committee recommended the rejection of all bids. The Committee will look for cost saving measures with the possibility of revising the scope of the work and re-bidding the project at a later date. Trustee Kruse asked about the budget for the project compared to the bids. Administrator Daily noted the budget was \$300,000 with the bid base work coming in over \$400,000.

Motion by Peggy Kruse, second by Michael Bell to reject all bids. Motion carried. (7-0)

PUBLIC WORKS/PUBLIC SAFETY COMMITTEE

DISCUSSION/CONSIDERATION: STREET USE APPLICATION BY STUESSY KUENZI AMERICAN LEGION POST 141 FOR MEMORIAL DAY PARADE ON MAY 25, 2020:

Administrator Daily reported the parade organizer has indicated they would like to hold the parade. They have advised color guard would march 6 feet apart and be followed by a car parade. There would be no groups of people within the parade to maintain social distancing. Fire and EMS have agreed to participate to provide emergency vehicles at the beginning and end of the parade. The New Glarus Police Department does not believe significant crowds will be a problem. If approved, staff will utilize social media to remind spectators to maintain social distancing and limit interactions to people outside of their household. At their May meeting, the Public Works- Public Safety Committee recommends approval with the condition the parade be a car parade; the color guard maintain social distancing guidelines, and no candy or other objects be handed out to any spectators. Administrator Daily reminded the Board that even though the Supreme Court has overturned the Safer at Home ruling, the recommendation of the Health Department is continued social distancing.

Trustee Phillipson asked to clarify the number of parade participants marching based on a recent email he had received from the Legion. After a brief discussion, the Board believed the ability to social distance could be maintained by the parade participants who would be marching, with additional participants following in the cars.

Motion by Mike Ganshert, second by Lori Wirts to approve the Street Use Application by Stuessy Kuenzi American Legion Post 141 for Memorial Day Parade on May 25, 2020 provided parade participants marching maintain six (6) foot social distance and that no candy or other items be distributed by the parade participants. Motion carried. (7-0)

CONSIDERATION/DISCUSSION: USE OF DONATION FUNDS FOR PURCHASE OF POLICE

DEPARTMENT UTV: Administrator Daily, reported a generous anonymous donor has offered to donate funds to the New Glarus Police Department for the purchase of a Utility Task Vehicle (UTV). The vehicle would be used for tasks unsuitable for a squad car such as pet retrievals, bike path accidents, festival officer transportation, etc. Donation funds would cover the full cost of the UTV. There may be a minimal ongoing cost to insure the vehicle. The Public Works- Public Safety Committee recommended approval at their May meeting.

Motion by Mike Ganshert, second by Tammy Newberry to approve use of the donated funds for the purchase of a Police Department UTV. Motion carried. (7-0)

NEW BUSINESS:

DISCUSSION/CONSIDERATION: RESOLUTION 20-12 TO UPDATE 125 PLAN TO CONFORM WITH CARES ACT: This update was provided Employee Benefit Corp (EBC) who administers the Village's flexible spending (125 plan). It provides for updating the Village's current plan to be in compliance with changes made as a result of the Coronavirus Aid Relief and Economic Security (CARES) Act. Staff is recommending approval of this Resolution.

Motion by Tammy Newberry, second by Mike Ganshert to approve Resolution 20-12/Update to 125 Plan to Conform with CARES Act. Motion carried (7-0).

ADMINISTRATOR'S REPORT:

DISCUSSION/CONSIDERATION: BOARD OF REVIEW SCHEDULE: Clerk Erb updated the Board that the Board of Review is currently still scheduled for May 28, 2020 at 5 p.m. in the Village Hall Community Room. The Assessor's reported there were three (3) virtual appearances at the Open Book. To date, there have been no requests to appear before the Board of Review. Those would need to be filed within 48 hours of the start of the Board of Review session.

Considering current health guidelines, staff would like to present a couple of options for Board of Review:

1. Have the minimum number of members required for a quorum (4) in attendance. Those members could leave during the 2-hour session as long as they would be available to return at the end of the meeting and otherwise if necessary. The meeting will be held in the Community Room. (Recommended option)
2. Meet on 5/28/20 only to adjourn the meeting to a later date and time.

After a brief discussion, motion by Peggy Kruse, second by Tammy Newberry to continue with the BOR as scheduled for 5/28/20 in the Community Room with a quorum of four (4) members. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: EXTENSION OF RESOLUTION 20-10: Administrator Daily noted this resolution granted certain emergency authorities to the Village Administrator. Even though the Emergency Order has been lifted, the pandemic is ongoing and he believes the extension will provide a continued pro-active approach. The Resolution will also streamline the re-opening of Village facilities, i.e. Village Hall, parks and playgrounds in accordance with the phasing approach provided by the State without requiring additional meetings. He noted staff is working on plans for re-opening and for the park and pool programming. Parks & Recreation Committee will be holding a special meeting tomorrow (May 21, 2020) to discuss summer recreation programs.

The Board discussed the legality of keeping facilities closed with the State and County rulings being overturned. Administrator Daily reported that he had spoken with the Village Attorney and the Village Board has total authority over Village owned assets and services. As a result, this does not provide for closures of anything other than Village owned properties and services. Administrator Daily noted he will continue to closely monitor health recommendations as well as State guidelines and what neighboring communities are doing.

Motion by Peggy Kruse to extend the resolution for 60 days to expire July 18<sup>th</sup>, second by Mike Ganshert. Motion carried. (7-0)

PRESIDENT'S REPORT:

DISCUSSION/CONSIDERATION: LICENSE FEE PRORATION: President Truttman reported that due to the State ordered closure of licensed establishments in 2020, the Village can prorate the amount due for the licenses. The licenses to be prorated include: Class A Liquor, Class A Beer, Class B Liquor, Class B Beer and Class C Wine. Provided in the agenda packet was a schedule showing the 2020 fee with a proration allowing for 3 months of closure. The estimate loss of revenue to the Village would be \$2,400.

Motion by Tammy Newberry, second by Mike Ganshert to approve the fee proration using nine (9) months for the 2020-2021 license year. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: COMMITTEE/COMMISSION APPOINTMENTS: President Truttman presented his draft of appointments to the Village Board for approval. There are currently a few remaining positions to fill. He noted the Village Board member vacancy on the Library Board and requested interested Board members to let him know. He requested that the appointments be approved, with the vacancies to be filled at a later date.

It was noted that changes had been made to the NG Fire District membership that included the removal of Chuck Phillipson who was replaced by Tammy Newberry and the removal of Karen Talarczyk who was replaced by Dusten Hoesly.

Motion by Mike Ganshert, second by Tammy Newberry to approve the appointments as presented with the corrections on the NG Fire District Board (a copy of which will be included with the minutes of this meeting in the Clerk's Office). Motion carried (7-0).

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:44 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
4/22/20

Due to current Federal/State and Local health guidelines in place as a result of COVID-19, this meeting was held remotely through Zoom [meeting ID 940-1597-8135]

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

ANNOUNCEMENT: President Truttman announced that cell phones shall be silenced for the duration of the meeting. Administrator Daily asked that Trustees identify themselves prior to speaking.

Roll Call was taken. PRESENT: Roger Truttman, Chuck Phillipson, Mike Ganshert, Tammy Newberry, Michael Bell, Peggy Kruse and Lori Wirts. (Trustees Newberry, Phillipson and Wirts were given their Oath of Office prior to this meeting). ALSO PRESENT: Bekah Staffacher and Annie O'Connor (New Glarus Chamber), Lt. Jeff Sturdevant, Clerk Lynne Erb and Administrator Drake Daily.

AGENDA: Motion by Peggy Kruse, second by Chuck Phillipson to approve the 4/22/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comment.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Mike Ganshert. Motion carried. (7-0)

APPROVAL OF MINUTES OF 3/17/20 REGULAR MEETING:

APPROVAL OF CLAIMS: Checks 38362 to 38393 issued 3/24/20 totaling \$73,674.97; Checks 38394 to 38446 issued 4/8/20 totaling \$182,442.73; Checks 38447 to 38473 issued 4/22/20 totaling \$36,124.10; ACH, echeck and Journal Entries for payment of payroll expenses, health and life insurance, utility bills and credit card totaling \$73,813.62 and payroll vouchers 14559 to 14598 dated 3/27/20 totaling \$32,161.23 and payroll vouchers 14599 to 14623 dated 4/10/20 totaling \$31,412.28.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/22: To Annie O'Connor, Jolene Krychowiak, Steven Anderegg

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/21: To Ronald Waelti

APPROVAL OF TEMPORARY ALCOHOL LICENSE: To New Glarus Chamber of Commerce for Blues, Brews & Food Trucks on June 27, 2020.

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for March for review.

NEW BUSINESS:

APPROVAL: SPECIAL EVENT PERMIT FOR BLUES, BREWS AND FOOD TRUCKS:

Administrator Daily reported the Village has received the necessary departmental approvals for the permit. The event is scheduled for June 27<sup>th</sup>. It includes the use of Village Park along with the closure of 3<sup>rd</sup> Avenue and 4<sup>th</sup> Avenue between Railroad and 2<sup>nd</sup> Street for live music and vendors. There will be alcohol served from under a tent and open intoxicants will be allowed from 11 a.m. to 8:30 p.m. on June 27<sup>th</sup> as provided on the permit, including Village Park. Amplification of the live music will occur between noon and 8 p.m. Administration Daily noted Staff recommends approval with the condition the event complies with all recommendations of the State of Wisconsin, State Health and Human Services Department, and the Green County Health department regarding large gatherings and events at the time the event is scheduled to take place. The Village reserves the right to revoke this permit if its occurrence presents a public health risk.

The Board discussed whether a decision to revoke the permit would need additional Board approval. Administrator Daily indicated that was up to the Board. He suggested it could be left to Administration to follow the recommendation set by the State for gatherings and revoke if the event wouldn't complete with State recommendations at the time of the event. The Board discussed and clarified that if the event would need to be cancelled the Chamber could come back with an alternate date.

Motion by Michael Ganshert, second by Tammy Newberry to approve the permit with the condition the event complies with all recommendations of the State of Wisconsin, State Health and Human Services Department, and the Green County Health department regarding large gatherings and events at the time the event is scheduled to take place. The Village reserves the right to revoke this permit if its occurrence presents a public health risk, without reconvening the Board. Motion carried (7-0).

APPROVAL: STREET USE PERMIT FOR 7/11/20 TO NEW GLARUS CHAMBER:

Administrator Daily reported the Village has received the necessary documentation for closure of 1st Street between 6th Avenue and Swiss Church (5<sup>th</sup> Avenue) on 7/11/20 between 3 to 4:30 p.m. for a photo shoot. Staff recommends approval with the condition the event complies with all recommendations of the State of Wisconsin, State Health and Human Services Department, and the Green County Health department regarding large gatherings and events at the time the event is scheduled to take place. The Village reserves the right to revoke this permit if its occurrence presents a public health risk.

Trustee Phillipson asked for more information on the purpose of the photo shoot. Bekah Stauffacher (New Glarus Chamber) provided that the goal is to gather people of the community for a photo to remember the 175<sup>th</sup> Celebration. Sue Moen will take the photo from a book truck and the photo will be included in the paper.

Motion by Tammy Newberry, second by Michael Bell to approve the permit on the condition the event complies with all recommendations of the State of Wisconsin, State Health and Human Services Department, and the Green County Health department regarding large gatherings and events at the time the event is scheduled to take place. The Village reserves the right to revoke this permit if its occurrence presents a public health risk. Motion carried. (7-0)

ADMINISTRATOR'S REPORT:

UPDATE: OPEN BOOK/BOARD OF REVIEW SCHEDULE – TRAINING: Clerk Erb updated the Board that Open Book scheduled for May 7, 2020 and will be conducted via telephone between property owners and assessors. The Board of Review is currently still scheduled for May 28, 2020 in the Village Hall Boardroom. There is the option for meeting to adjourn to a later date. We currently have one trustee who has completed the necessary training. The Village is required to have at least one person who has completed the training in attendance at every meeting of the Board of Review. There are materials at the Clerk's Office to complete this training from your home. Any interested Trustee should contact the Clerk's Office. Trustee Phillipson offered to complete the training.

PRESIDENT'S REPORT:

CONSIDERATION/DISCUSSION: DECLARATION OF EMERGENCY COVID-19: President Truttman reported this emergency declaration is necessary for the Village to apply for certain emergency funds if the Village is eligible. The Village has not incurred significant extra-ordinary expenses at this time, however; this declaration is a proactive step to ensure eligibility if such costs arise. President Truttman signed the declaration in March 23, 2020. His action requires ratification by the Board.

Motion by Michael Ganshert, second by Peggy Kruse to approve the Declaration of Emergency COVID-19. Motion carried (7-0).

DISCUSSION/CONSIDERATION: RESOLUTION 20-11/IN APPRECIATION FOR SERVICE OF PETRA STREIFF: This resolution is in honor of Petra Streiff's service on the New Glarus Village Board of Trustees. Motion by Michael Ganshert, second by Chuck Phillipson to approve Resolution 20-11. Motion carried (7-0).

President Truttman congratulated and welcomed Trustees Newberry, Phillipson and Wirts.

Clerk Erb thanked the poll workers who helped with the April Election, noting 196 in person, 636 absentee for a turn-out of 49% of eligible voters.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:18 p.m.

-Lynne R. Erb, Clerk-Treasurer

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
3/3/20

PUBLIC HEARING: ORDINANCES 20-02 AND 20-03: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ABSENT: Petra Streiff ALSO PRESENT: Corrine Hendrickson, Lt. Sturdevant, Chief Boldebuck, Administrator Drake Daily, Clerk-Treasurer Lynne Erb.

PUBLIC COMMENTS: None.

Motion by Peggy Kruse, second by Mike Ganshert to close the public hearing at 7:00 p.m. Motion carried. (6-0)

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. PRESENT: All those present at the Public Hearing.

The Pledge of Allegiance was recited.

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

AGENDA: Motion by Mike Ganshert, second by Tammy Newberry to approve the 3/3/20 agenda. Motion carried. (6-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Corrine Hendrickson invited the Board members and Administrator to an upcoming viewing of No Small Matter at the Belleville High School on March 18, 2020.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Tammy Newberry. Motion carried. (6-0)

APPROVAL OF MINUTES OF 2/19/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, credit card payment and February tax settlement totaling \$1,006,476.72, Checks 38272 to 38307 totaling \$117,225.10 and payroll vouchers 14497 to 14532 totaling \$32,505.25.

PUBLIC WORKS:

DISCUSSION/CONSIDERATION: VILLAGE HALL PUBLIC RESTROOM POLICY:

Administrator Daily reported that after several incidents of inappropriate behavior in the restrooms, staff began locking the restrooms at 4 p.m. when administrative staff leaves for the day. Accommodations are being made for use of the facilities through the Library and/or

restrooms being left unlocked when events are scheduled. Staff will look into more permanent solutions if the Board wishes to continue with the locking of the facilities. The Police, Administrator and Public Works Committee are recommending the continuing of locking of the restrooms at 4 p.m.

Chuck Phillipson noted his concerns over the availability of public restrooms for tourists in the community and closing of access to public restrooms that would otherwise be available. Roger Truttmann added the village hall restrooms are normally closed after 3 p.m. on Saturdays and all day Sundays.

The Board discussed possible options, including additional signage directing the public to the library for assistance, security camera options, as well as options for auto locks and re-keying to accommodate restroom availability with use of community room. Chief Boldebeck commented on issues occurring in the restrooms and back area of the village hall and agreed with Administrator Daily's recommendation to continue locking the restrooms when administrative staff leaves for the day.

Consensus of the Board was to continue to lock the restrooms at 4 p.m. while looking into options for additional security and revisiting the topic as we get closer tourist season.

PLAN COMMISSION:

DISCUSSION/CONSIDERATION: ORDINANCE 20-02/AMENDMENTS TO CHAPTER 265 SUBDIVISION OF LAND:

DISCUSSION/CONSIDERATION: ORDINANCE 20-03/AMENDMENTS TO CHAPTER 305 ZONING:

Administrator Daily noted changes to this Chapter include various changes as required by state statute as well as a general update to the ordinances regarding parking, signs, etc. He added that Mark Roffers has spent considerable time in the drafting and reviewing of the ordinances and is recommending approval. Attorney Morgan has also reviewed and is recommending approval, as is the Plan Commission.

Tammy Newberry asked to verify that the proposed changes apply to future projects and not existing. Administrator Daily noted that is the case.

The Chief asked about the parking restrictions listed for off street parking areas. The Board discussed the process for requesting variances and noted that while the Village Board can determine if a variance is necessary or not, it is the Zoning Board of Appeals that will hear the variance request and determine whether to grant or deny.

Motion by Mike Ganshert to approve Ordinances 20-02 and 20-03, second by Peggy Kruse. Motion carried. (6-0)

NEW BOARD BUSINESS:

CONSIDERATION/DISCUSSION: RESOLUTION 20-06/APPOINTMENT OF ELECTION OFFICIALS: Clerk Erb requested adding two new election officials for the Village of New Glarus. Motion by Tammy Newberry to approve the Resolution 20-06, second by Mike Ganshert. Motion carried. (6-0)

PRESIDENT'S REPORT: No report.

ADMINISTRATOR'S REPORT: Administrator Daily informed the Board he will be at a conference for the remainder of the week and available via phone and email.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:37 p.m.

–Lynne R. Erb, Clerk-Treasurer  
VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
2/19/20

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Public Works Director Cockroft, Lieutenant Sturdevant, Administrator Drake Daily, 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 Mike Ganshert to approve the 2/19/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: None.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, pulling Item D (Special Event Permit-Fuelfed), second by Chuck Phillipson. Motion carried. (7-0)

APPROVAL OF MINUTES OF 2/4/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses, Journal Entry for utilities, ACH for credit card and health insurance and e-check for life insurance totaling \$62,891.41; payroll vouchers 14470 to 14496 totaling \$31,396.39 and Checks 38217 to 38271 totaling \$86,468.56.

APPROVAL: OPERATOR LICENSES TO EXPIRE 6/30/21: To Leslie James

APPROVAL: RESOLUTION 20-05/APPOINTMENT OF SUMMER EMPLOYEES FOR 2020 SEASON: This is an annual Resolution that appoints seasonal employees for the summer.

UPDATE: MONTHLY POLICE REPORT: The monthly report for January, 2020 was included in the agenda packet.

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for January for review.

APPROVAL: SPECIAL EVENT PERMIT TO FUELFED: Administrator Daily reported this is an annual event that includes the closure of 4<sup>th</sup> Avenue between 2<sup>nd</sup> Street and Railroad Street

from 7 a.m. to 10 a.m. on June 12, 2020 for the start of a road rally of classic European cars. All necessary reviews and insurance are on file and staff has recommended approval. Motion by Tammy Newberry, second by Mike Ganshert to approve. Motion carried. (7-0)

HISTORIC PRESERVATION:

DISCUSSION/CONSIDERATION: ADOPTION OF ORDINANCE 20-01 AMENDING SECTION

16-10 HISTORIC PRESERVATION COMMISSION: Administrator Daily reported the Historic Preservation Commission met in February to discuss adding the jurisdiction of the Chalet of the Golden Fleece to its duties listed in Section 16-10. The Commission is recommending oversight of the Chalet would be best served by Historic Preservation Commission. Currently oversight is with the Parks Committee. The ordinance adds the following to Section C. Duties. of Section 16-10:

*The Commission shall also have jurisdiction and supervision over the Chalet of the Golden Fleece, including recommending capital improvements, budgetary investments and other operational needs to the Village Board.*

The ordinance also removes the requirement for a “registered architect” to serve on the Commission to requiring membership of an “architect”.

Motion by Mike Ganshert second by Petra Streiff to approve Ordinance 20-01. Motion carried. (7-0)

PUBLIC WORKS:

DISCUSSION/CONSIDERATION: RESOLUTION 20-07/AWARD OF BID TO MP SYSTEMS

FOR ELECTRICAL SYSTEM IMPROVEMENT PROJECT: Administrator Daily reported that Phase 1 consists of the conversion of a significant portion of the electric utility from a 4-kV system to a 12-kV system. This will improve the system’s reliability and redundancy and allow for the retirement of some of Alliant’s equipment. The Village received two bids at the bid opening on January 30<sup>th</sup>, with the low bidder being MP Systems at a cost of \$484,000 and is within the estimated budget. Administrator Daily added that Forester Engineer and village staff were pleased with the bids and are recommending award to MP Systems.

Motion by Tammy Newberry, second by Peggy Kruse to approve Resolution 20-07/awarding the bid to MP Systems for completion of Phase 1 Electrical System Improvements. Motion carried. (7-0)

PRESIDENT’S REPORT: No report.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:10 p.m.

–Lynne R. Erb, Clerk-Treasurer  
VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
2/4/20

REGULAR MEETING-CALL TO ORDER: President Truttman called the meeting to order at 7:00 p.m. PRESENT: Roger Truttman, Chuck Phillipson, Petra Streiff, Peggy Kruse, Mike Ganshert, Tammy Newberry and Michael Bell. ALSO PRESENT: Chief Boldebuck, Administrator Drake Daily, 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 Mike Ganshert, second by Tammy Newberry to approve the 2/4/20 agenda. Motion carried. (7-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No comment.

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

APPROVAL OF MINUTES OF 1/21/20 REGULAR MEETING:

APPROVAL OF CLAIMS: ACH for payroll expenses and retirement and Check 38186 totaling \$48,894.36; payroll vouchers 14444 to 14469 totaling \$38,860.85 and Checks 38187 to 38216 totaling \$38,625.79.

APPROVAL: RESOLUTION 20-02/BANK DEPOSITORY: This Resolution updates the change from Union Bank and Trust to State Bank of Cross Plains for one of the named depositories for the Village.

PERSONNEL AND FINANCE:

DISCUSSION/CONSIDERATION: AMENDMENT TO RESOLUTION 19-42/2020 WAGES:

Administrator Daily noted the intent for this change to be made and included in the 2020 budget in order to provide internal equity. The change increases the utility office manager wage by \$1 per hour. Personnel and Finance Committee are recommending approval. Motion by Petra Streiff, second by Chuck Phillipson to approve the amendment to Resolution 19-42. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: RESOLUTION 20-03/2019 BUDGET AMENDMENT: Staff notice this Resolution 20-03 provides a formal budget amendment for the three projects that were funded through General Fund undesignated surplus. Each of those were previously authorized by the Village Board during the course of 2019 and this formal amendment summarizes those. Staff noted the roll call vote appearing at the bottom of the Resolution should be removed.

Motion by Mike Ganshert, second by Michael Bell to approve Resolution 20-03/2019 Budget Amendment. ROLL CALL VOTE: Michael Bell-yes/ Michael Ganshert-yes; Peggy Kruse-yes; Tammy Newberry-yes; Chuck Phillipson-yes; Petra Streiff-yes; Roger Truttman-yes. Motion carried. (7-0)

DISCUSSION/CONSIDERATION: 20-04/2019 BUDGET CARRYFORWARD TO 2020: Staff reported this Resolution carries forward funds previously designated for 2019 into 2020 for items not completed or spent in 2019. Chuck Phillipson moved to approve Resolution 20-04/2019 Budget Carryforward to 2020, second by Michael Bell. Motion carried. (7-0)

NEW BOARD BUSINESS:

CONSIDERATION/DISCUSSION: AWARD OF POLICE DEPARTMENT RENOVATION

DESIGN/ADMINISTRATION CONTRACT TO ANGUS/YOUNG: Administrator Daily provided proposals were received from two (2) firms with staff recommending Angus/Young for the work. The fee for their services is \$16,800. Staff is requesting authorization to enter into contract with the work anticipated to be completed this year. Trustee Bell asked if there were major differences in the companies as Angus Young provided a substantially lower bid. Administrator Daily noted Angus Young seemed to have the ability to provide more services "in house".

President Truttmann asked if the police will be able to operate out of the facility during the reconstruction. Administrator Daily noted this is being discussed and some options have been identified. It may be possible a temporary facility will need to be rented and that option will come back before the Board if determined necessary.

Motion by Tammy Newberry to approve the contract, second by Mike Ganshert. Motion carried. (7-0)

**CONSIDERATION/DISCUSSION REGARDING APPLICATIONS FOR SPECIAL EVENT**

**PERMITS:** Administrator Daily presented the revised Special Event Permit Application for Village Board review. The updated Application includes required submittal at least 2 months prior to the event but not more than 6 months prior to the event. Applications received late, would be subject to a \$150 late fee. Any applications submitted with less than 3 weeks until the event would not be accepted. The application was also reformatted to provide clearer instructions to the applicant and to ease administrative review. Administrator Daily noted he anticipates the format of the application will continue to evolve as it is put in use. He is looking to the Board for direction on the application timeline and late fee policy.

The Board and staff discussed the scheduling for events and approval timeline for the specifics of the events. Also discussed were possible exceptions for glass containers on the street for commemorative glasses, the establishment of a \$45 per hour charge for all police officers working events, the addition of Hoesly Pond Park to the application and including a map of the event.

Motion by Tammy Newberry for approve of the \$150 late fee to the Special Event application, 2<sup>nd</sup> by Mike Ganshert. After further discussion of the Board, Tammy Newberry withdrew this motion.

Motion by Tammy Newberry to approve changes to the Special Events application including the timeline and the \$150 late fee, 2<sup>nd</sup> by Michael Bell. The Board discussed the need to include Hoesly Pond Park. Tammy Newberry withdrew her motion and subsequently moved to approve the Special Events application as discussed, including the \$150 late fee, the proposed timeline, addition of Hoesly Pond Park and addition of \$45 per hour rate for police officers, second by Michael Bell. Motion carried. (7-0)

**PRESIDENT'S REPORT:** President Truttmann reported on the closing of Nikki's Diapers, noting his understanding that there is some interest in the building. Administrator Daily noted the Chamber is working on outreach to the employees.

**ADJOURN:** Being no further business before the Board, President Truttmann adjourned the meeting at 8:00 p.m.

–Lynne R. Erb, Clerk-Treasurer  
VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
1/21/20

**REGULAR MEETING-CALL TO ORDER:** President Truttmann called the meeting to order at 7:00 p.m. PRESENT: Roger Truttmann, Chuck Phillipson, Petra Streiff, Tammy Newberry and Michael Bell. ABSENT: Peggy Kruse and Mike Ganshert. ALSO PRESENT: Dylan Fritz, Chief Boldebeck, Public Works Director Cockroft, Administrator Drake Daily, 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 Tammy Newberry, second by Chuck Phillipson to approve the 1/21/20 agenda. Motion carried. (5-0)

PUBLIC APPEARANCES AND CITIZEN COMMENTS: No public comment.

CONSENT AGENDA: Motion by Petra Streiff for approval of the consent agenda, second by Chuck Phillipson. Motion carried. (5-0)

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

APPROVAL OF CLAIMS: ACH for payroll expenses, credit card, health insurance and January tax settlement, Journal Entry for Utilities, e-check for life insurance totaling \$1,564,199.45; 12/20/19 payroll vouchers 14362 to 14388 totaling \$37,900.45; 1/3/20 payroll vouchers 14389 to 14417 totaling \$30,151.25 and 1/17/20 payroll vouchers 14418 to 14443 totaling \$33,611.63; 12/31/19 Checks 38071 to 38118 totaling \$46,174.57; 2019 Expenses paid 1/21/20 Checks 38119 to 38140 totaling \$33,56.29; and 2020 Expenses paid 1/22/20 Checks 38141 to 38185 totaling \$208,040.24.

APPROVAL: Operator Licenses to Expire 6/30/21: To Nathania Kummer and Bridget Wittwer

APPROVAL: RESOLUTION 20-01/RESERVE-DEBT POLICY: This is an annual Resolution that updates the amounts held by the Village for emergency reserve and working-capital reserve based on the most recent budget. It also provides the year-end debt capacity of the Village.

UPDATE: MONTHLY POLICE REPORT: The monthly report for December, 2019 was included in the agenda packet.

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

UPDATE: MONTHLY UTILITY FINANCIALS: The monthly Utility Financials were attached to the agenda packet.

UPDATE: MONTHLY BUDGET TO ACTUAL REPORT: Attached to the agenda packet was the monthly Budget to Actual Report for December for review.

DISCUSSION/CONSIDERATION: AWARD OF 2020 TREE REMOVAL AND PRUNING CONTRACT: Administrator Daily reported the Tree Board met on Friday, January 10<sup>th</sup> to discuss the bids received for the 2020 Tree Removal and Pruning Contract. Connors Logging & Tree Service submitted the low bid in a total amount of \$23,200 which is within the Village's budget. He commented that this year's bid did not require a certified arborist as there is no pruning involved, just removal. Village Staff has been able to complete much of the pruning in the last year.

Motion by Petra Streiff to approve the tree removal contract for 2020 as recommended, second by Tammy Newberry. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: 2020 STORMWATER SEWER RATES: Administrator Daily updated the Board on the history of Stormwater Sewer rates, noting that from 2010 through 2017, the Village's Stormwater rate remained constant at \$4.85 per ERU. In 2018, an analysis determined a rate of \$6.66 was necessary to adequately cover the costs of the utility. The Village board increased the rate to \$5.97 in 2018 and decided to tie future annual increases to the Consumer Price Index. This resulted in an increase to \$6.11 in 2019. Following this method, the 2020 rate would be \$6.22 per ERU or a 1.85% increase.

A review of the 2020 budget calculation for ERU by Strand & Associates provided the Village with a recommended stormwater utility rate of \$8.27 per ERU. The recommended rate is largely driven by the costs incurred to the Utility during street projects completed in 2014; 2015 and 2019 as well as "catching up" because CPI has not provided for an adequate increase to cover expenses and utility depreciation. A single family residence is generally one (1) ERU, or an increase of \$2.05. Village Administration recommends a rate of \$8.27 per ERU to adequately balance revenues with expenses and depreciation. The Board briefly discussed the stormwater borrowings, projects and how that debt is repaid as well as the history of increases.

Motion by Chuck Phillipson, second by Michael Bell to approve the 2020 ERU at \$8.27. Motion carried. (5-0)

DISCUSSION/CONSIDERATION: 2020 OPEN BOOK AND BOARD OF REVIEW DATES: Clerk Erb reported Staff has been contacted by Accurate Assessors to schedule the dates for the 2020 Open Book and Board of Review. Staff is proposing scheduling the Open Book for Thursday, May 7, 2020 from 4:30 to 6:30 p.m. (The Board does need to attend Open Book). The Board of Review would then be scheduled for Thursday, May 28, 2020 from 5 p.m. to adjournment which would at least be 7 p.m. The Village Board members would need to attend the Board of Review. Staff is requesting input on the scheduling of the dates.

Chuck Phillipson moved to confirm the dates and times, Open Book on May 7, 2020 from 4:30 p.m. to 6:30 p.m. and Board of Review on May 28, 2020 from 5 p.m. to adjournment (at least 7:00 p.m.), second by Tammy Newberry. Motion carried. (5-0)

UNFINISHED BUSINESS: None.

PRESIDENT'S REPORT: None.

ADJOURN: Being no further business before the Board, President Truttman adjourned the meeting at 7:18 p.m.

–Lynne R. Erb, Clerk-Treasurer