

TOWN OF NEW GLARUS

REGULAR TOWN BOARD MEETING

**NOVEMBER 9, 2022 FOLLOWING A SPECIAL TOWN MEETING OF THE ELECTORATE THAT BEGINS AT 6:00 PM
AGENDA**

NOTICE IS HEREBY GIVEN that Town of New Glarus board, County of Green, will conduct a meeting for the transaction of business as is by law required permitted at such meeting as follows:

LOCATION: 26 5th Avenue, Town Hall Community Room or virtually

VIRTUALLY: <https://us06web.zoom.us/j/88261418601?pwd=enpTenc3V0ZKb0p0bWtNb1hyZjh4dz09>

Meeting ID: 882 6141 8601

Passcode: 147857

Phone: 1 312 626 6799

Any specific subject on the agenda for consideration by the Board may be acted upon by the Board.

1. Call to Order
2. Confirm Proof of Posting
3. Approve Minutes
 - a) Public Hearing – October 12, 2022
 - b) Regular Board Meeting – October 12, 2022
 - c) Special Board Meeting – October 20, 2022
4. Public Comments
5. Review and Possibly Approve the 2023 Budget
6. Discussion with Possible Action for Hire of Additional Part-Time Public Works Employee
7. Patrolman Report
 - a) Update on Argue Road reconstruction, Klitzke Road, and Village View Circle
 - b) Consider partial reimbursement to Dana and Erika Doll for driveway escrow minus unpaid invoice
8. Clerk-Treasurer Report
 - a) November 1, 2022 Board of Review minutes
 - b) November 2022 General Election
 - c) Approval and payment of bills
9. Chairman Report
 - a) Update regarding Dana and Erika Doll driveway standards
 - b) Newsletter update
 - c) Special Town Meeting of the Electorate on November 28, 2022 to seek approval for Town to purchase public property
10. Parks Commission
 - a) September 21, 2022 minutes
 - b) October 19, 2022 minutes
 - c) Fall e-cycling event on November 19, 2022 from 9 AM until 1 PM and 2022 tree sale
11. Plan Commission
 - a) October 20, 2022 minutes
12. Adjourn

POSTED 11/04/2022

New Glarus Town Hall
New Glarus Public Works Building
New Glarus Post Office
<https://townofnewglarus.com/>

Chris Narveson, Chair

John Wright, Clerk-Treasurer

Town of New Glarus

PUBLIC HEARING FOR PROPOSED LAND DIVISION

WEDNESDAY, OCTOBER 12, 2022

MINUTES

Town Board Attending: Chris Narveson (Chair), Robert Elkins, Jim Hoesly, and Troy Pauli

Board Members Absent: Matt Streiff

Also Attending: John Wright: Clerk-Treasurer; Tim Schleeper: Vierbicher Associates planner; Harry Pulliam: Chair, Town of New Glarus Parks Commission; Mark Pernitz (virtual) and Jason Neton (virtual): Commissioners, Town of New Glarus Parks Commission; John Ott: Commissioner, Town of New Glarus Plan Commission; Melissa Hunt: Municipal Services Department Manager, Vierbicher Associates; and Joe Jacobson (virtual): Town resident

1. **Call to Order:** Chair Narveson called the meeting to order and opened the public hearing at 6:00 PM.
2. **Proof of Posting:** Clerk-Treasurer Wright attested to the proper proof of posting that includes posting in three physical locations and to Town website since September 15, 2022, and publication in the Post Messenger Recorder on September 22, 2022.
3. **Public Hearing to Review and Discuss the 2022 Update to the Town of New Glarus Comprehensive Outdoor Recreation Plan (CORP)**– Chair Narveson reported that members of the Town Parks Commission have been working closely with staff at Vierbicher Associates in 2021 and 2022 to update the plan, including a survey of resident opinions. The Town’s Plan Commission and Town Board have also had an opportunity to review updates and recommend changes. Melissa Hunt of Vierbicher Associates provided a brief history of the process to update the plan including a workshop for the public held on July 20, 2022. Although there were respondents to the public survey by non-residents, only those opinions provided by Town residents were included in the CORP update. Parks Commission Chair Harry Pulliam reviewed the activities, services, and facilities supported by Town residents based upon the survey results: an adult indoor recreational center, adult recreational programs, trails connecting the Town and the Village, pickleball courts, and a seasonal skating rink. There followed a brief review of the demographic data including the fact that 65% of the respondents are 60 years of age or older. It was noted that the trail map is in the process of being updated.

Joe Jacobson, who is a neighbor to the Blue Bird Ridge Conservancy on Windmill Ridge Road, had questions regarding future plans for the conservancy. Mr. Jacobson stated that he is restoring approximately 57 acres of his land to prairie and conducted a prescribed burn this past summer. He has been in contact with resident and neighbor Todd Argall, who is a member of the Prairie Enthusiasts. He was encouraged to attend future Parks Commission meetings held the third Thursday of each month.

Chair Narveson solicited any additional public comment. Hearing none, he entertained a motion to adjourn the public hearing.

Motion to close the public hearing at 6:13 PM and adjourn by Supervisor Elkins; second by Supervisor Pauli. Motion carried 4-0.

Approved:

John Wright, Clerk-Treasurer

**REGULAR TOWN BOARD MEETING
WEDNESDAY, OCTOBER 12, 2022
MINUTES**

Town Board Attending: Chris Narveson (Chair), Robert Elkins, Jim Hoesly, and Troy Pauli

Town Board Absent: Matt Streiff

Also Attending: John Wright: Clerk-Treasurer; Tim Schleeper: Vierbicher Associates contract planner (departed 6:30 PM); John and Leanne Johnson: Town of Dunn residents and relatives of applicant (departed 7:26 PM); Harry Pulliam: Chair, Town of New Glarus Parks Commission (departed at 7:26 PM); Melissa Hunt: Municipal Services Department Manager, Vierbicher Associates (departed at 7:26 PM); and Attorney Mark Hazelbaker, Kasieta Legal Group (virtual, joined at 7:26 PM)

1. **Call to Order** – Chair Narveson called the meeting to order at 6:13 PM and announced that there will be a closed session item on the agenda which will result in the need to pause the Zoom recording and request the public to depart at that time until the meeting reconvenes into open session later tonight.
2. **Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Minutes**
 - a) A motion to approve the September 14, 2022 public hearing minutes was made by Supervisor Elkins; second by Supervisor Hoesly. Motion carried 4-0.
 - b) A motion to approve the September 14, 2022 regular Town Board minutes was made by Supervisor Elkins; second by Supervisor Pauli. Motion carried 4-0.
 - c) A motion to approve the September 29, 2022 special Town Board minutes was made by Supervisor Hoesly; second by Supervisor Elkins. Motion carried 4-0
4. **Public Comments** – Tim Schleeper referred the Board to folders containing materials outlining services that Vierbicher Associates can offer the Town in addition to planning, engineering, and updates to guiding documents such as the Comprehensive Outdoor Recreation Plan, Town Comprehensive Plan, and Town Needs Study in support of impact fees. Schleeper noted that Vierbicher could also be utilized to pair funding sources with future Town projects. Melissa Hunt echoed Schleeper's summary and added that she and Schleeper can be consulted when considering future capital projects.
5. **2023 New Glarus Fire District**
 - a) Review of budget by Fire District Board Member John Ott – Chair Narveson asked to introduce the 2023 proposed budget. Ott noted that the Town's equalized value in 2022 exceeds that of the Village. The proposed increase compared with 2022 is approximately 5% and is mostly due to a cost-of-living adjustment. There are currently openings for volunteers for the NGLFD.
 - b) Discussion and possible action to approve – There was a brief discussion regarding the next capital purchase; it is expected in 2026 to replace an existing apparatus. The Fire District does not include capital costs in annual contracts with participating municipalities prior to the year of purchase. Municipalities will be provided an estimate two years for capital equipment prior to the year of purchase.

Motion to approve the proposed 2023 contract with the New Glarus Fire District in the amount of \$70,142.88, which includes the estimated payment of \$8,945.96 in 2% Fire Dues, was made by Supervisor Hoesly; second by Supervisor Pauli. Motion carried 4-0.
6. **Review and Possibly Approve 2023 New Glarus Area EMS Contract** – Clerk-Treasurer Wright introduced the proposed terms of the contract which covers the period between 2023 and 2024. Unlike the Fire District contract, the basis for the NGAEMS contract is based upon estimated population served, not upon equalized value of property. The current population estimate for the Town of New Glarus is 1,421 based upon the estimate prepared by the Wisconsin Demographic Services Center in January of 2021. The proposed rate per capita in 2023 is \$20.33 for a total of \$28,888.93.

A motion to approve the 2023 -2025 Emergency Services contract was made by Supervisor Pauli; second by Supervisor Hoesly. Motion carried 4-0.
7. **Review and Possibly Approve the Update to the Town of New Glarus Comprehensive Outdoor Recreation Plan by Resolution 22/10/12A** – it was noted that the trail map will need to be updated before the updated CORP is sent to the Wisconsin DNR along with the resolution to adopt in order for that agency to consider a Letter of Eligibility for the next five years.

A motion to approve the Resolution 22/10/12 A to adopt the update to the Town of New Glarus Comprehensive Outdoor Recreation Plan was made by Supervisor Elkins; second by Supervisor Hoesly. Motion carried 4-0.

8. **Review and Possibly Approve Renewal of Operator's License for Julianna Boczkiewicz** – Clerk-Treasurer Wright stated that the applicant is renewing their Operator's License within the two-year term, so the existing server's training is valid. The application is complete, the \$20 fee has been paid, and Lieutenant Sturdevant of the New Glarus Police Department has conducted the background check. Sturdevant and Wright recommend the approval of the permit for a two-year term ending on June 30, 2024.

A motion to approve the renewal of an Operator's license for Julianna Boczkiewicz was made by Supervisor Hoesly; second by Supervisor Elkins. Motion carried 4-0. Wright will print and mail a license to the applicant; without objection.

9. **Review and Possibly Approve Resolution 22/10/12B to Amend Resolution 21/12/08 Regarding the Appointment of Election Officials for the 2022-2023 Election Cycle (add new unaffiliated worker)** – Clerk-Treasurer Wright reported that he recruited an additional worker to fill any openings for unaffiliated election workers. The resolution reflects the addition of that individual as well as workers who have completed the Chief Inspector Training, since the prior amendment, who are qualified to serve in that capacity.

A motion to approve Resolution 22/10/12B was made by Supervisor Pauli; second by Supervisor Hoesly. Motion carried 4-0.

10. **Patrolman Report**

- a) Update on Argue Road reconstruction, Klitzke Road, and Village View Circle – Chair Narveson reported that rain interrupted the final lift to Argue Road; it may be completed tomorrow if there are no further delays. Klitzke should be completed by the end of the week of October 17th. Village View Circle will have both lifts on the same day, possibly next week. According to Narveson, Patrolperson Roesslein has been finishing up mowing within Town road rights-of-way. After brief discussion, the Board agreed that all \$200,000 of the promissory note approved this year should be moved into the general checking account; without objection.

11. **Clerk-Treasurer Report**

- a) Open Book participation – about 45 individuals attended open book earlier today. There were five staff members available from Associated Appraisal to answer inquiries. Due to the proximity to the date for the Board of Review to be held on November 1, 2022, everyone was encouraged to sign a waiver of a 15-day notification for the changes to their assessment, if any. No completed objections or intent to object to property assessment have been received to date by the Town Clerk-Treasurer.
- b) November 2022 General Election preparations – The schedule for election workers has been filled with one alternate available if someone is unable to serve on Election Day.
- c) Approval and payment of bills – A motion to approve checks 20893-20914, but to hold check 20897, ACH payments, deposits, and transfers was made by Supervisor Pauli; second by Supervisor Hoesly. Motion carried 4-0. Check 20892 was approved by the Board at the Special Board meeting held on September 29th. There was a brief discussion regarding Vierbicher expenses related to a wedge of property at the intersection of STH 39 and Durst Road that required a survey.
- d) 2023 budget preparations – Chair Narveson, Tara Bast (Johnson Block), and C-T Wright met to begin budget preparations on October 4, 2022. The group will meet again on October 13, 2022 when more reports have been released related to intergovernmental sources of income.

12. **Chairman Report**

- a) Letter sent to Dana and Erika Doll re: confirmation that their driveway constructed to Town road standards – Wright has received confirmation that the letter was received. Wright spoke with Doug Karls from Karls Construction about the outstanding \$300 expense for the driveway plan review performed by Tim Schleeper, Vierbicher Associates, in 2021.
- b) Newsletter update – Narveson stated that he has yet to provide information to Kelly Ruschman.
- c) Special Town Meeting of the Electorate on November 9, 2022 at 6:00 PM – the notice has been posted in three physical locations and to the Town website on October 13, 2022. It will be published in the Post Messenger Recorder on October 20 and October 27, 2022. The meeting will be for the discussion of the 2023 budget and to seek approval of the local levy.
- d) Review and possible approval of petition to Green County for 50% cost share Zentner Road culvert

Motion to approve the petition to Green County to cost share a 36" diameter culvert replaced on Zentner Road in 2021 was made by Supervisor Elkins; second by Supervisor Pauli. Motion carried 4-0.

- e) Reminder of fall bulky waste pickup on Monday, October 24, 2022 – a reminder has been posted to the Town website and Facebook page since March 16, 2022. Any missed addresses will be collected on the following day.

13. Parks Commission

- a) September 21, 2022 minutes – The draft minutes were not available for review.
- b) Fall e-cycling event and Fall tree sale – A possible date of November 19, 2022 was considered for the second e-cycling event. Chair Pulliam hopes to provide notice and a possible mailer to promote a tree sale after the Parks Commission meets on October 19, 2022. There followed a brief discussion regarding future workshops in early 2023 that include the topics of prairie restoration and invasive species.

14. Plan Commission

- a) September 22, 2022 minutes
- b) Recommendation to rezone Blue Bird Ridge Conservancy from Agricultural District to Conservancy District – The Plan Commission recommends becoming familiar with the rezoning process by requesting a zoning change for parcel 23024 0080.0700 from the Agricultural District to the Conservancy District. The 4.290-acre parcel was gifted to the Town; the existing Oak savanna and prairie has been maintained since it was designated as the Blue Bird Ridge Conservancy in 2009. Supervisor Hoesly questioned why a single parcel should be considered rather than a blanket rezone of more parcels. C-T Wright provided a summary of the discussion held by the Plan Commission. Some members of the Commission worried that residential property owners may no longer be able to keep horses, which are not included as a permitted or conditional use within the Residential District.

Another member of the Commission noted that the update to the Comprehensive Outdoor Recreation Plan includes an analysis of population densities within the Town and where neighborhood parks make sense. Rezoning would make these patterns and available green spaces much easier to identify and to include when developing and defining existing and future land use plans and maps. The Town's Comprehensive Plan has never contained such plans or maps, which makes decisions more difficult for the Town as well as for the Village of New Glarus as they consider areas of development, preservation, and or annexation. To date, only about eight parcels in the Town of New Glarus have been rezoned from the Agriculture District to the Commercial District. No parcels have been rezoned to Residential, Conservancy, Highway Interchange, or Industrial Districts. No action was taken on the recommendation.

15. Motion to Convene into Closed Session per Wis. Stat. § 19.85(1)(e) which Allows a Governmental Body to Meet in Closed Session to Deliberate or Negotiate the Purchase of Public Properties, when Competitive or Bargaining Reasons Require a Closed Session by Roll Call Vote

Motion to convene into closed session was made by Supervisor Hoesly; second by Supervisor Pauli. Roll call vote: Elkins: aye; Hoesly: aye; Pauli: aye; and Narveson: aye. Motion carried 4-0 at 7:26 PM. The Zoom recording was paused and other attendees departed during the closed session portion of the meeting.

16. Reconvene in Open Session under Wisc. Stat. §19.85(2)

Motion to reconvene into open session by Supervisor Pauli; second by Supervisor Hoesly. The motion carried 4-0 at 8:27 PM.

17. Announcement of Decisions Made in Closed Session – an Offer to Purchase property as prepared by the Town's legal counsel was approved with any corrections deemed necessary by the attorney contingent upon the seller's approval and approval by the Town's qualified electorate at a future Special Town Meeting.

18. Adjourn – Motion to adjourn made by Supervisor Pauli; second by Supervisor Elkins. Meeting adjourned at 8:29 PM.

Approved:

John Wright, Clerk-Treasurer

Town of New Glarus
SPECIAL TOWN OF NEW GLARUS BOARD MEETING
THURSDAY, OCTOBER 20, 2022
MINUTES

New Glarus Town Board Attending: Chris Narveson (Chair), Jim Hoesly, Matt Streiff, Troy Pauli (arrived at 5:06 PM), and Robert Elkins (arrived at 5:09 PM)

Also Attending: John Wright: Clerk-Treasurer

1. **Call to Order and Announcement of Intent to Go into Closed Session** – Chair Narveson called the meeting to order at 5:09 PM. Chair Narveson announced that it is the intent of this body to go into closed session per Wis. Stat. §19.85(1)(e) and that the Zoom recording will be paused after the body convenes into closed session and will resume when the Board reconvenes into open session. The public cannot attend while in closed session.
2. **Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Motion to Convene into Closed Session per Wis. Stat. § 19.85(1)(e) which Allows a Governmental Body to Meet in Closed Session to Deliberate or Negotiate the Purchase of Public Properties, when Competitive or Bargaining Reasons Require a Closed Session by Roll Call Vote:**
Motion to convene into closed session was made by Supervisor Hoesly; second by Supervisor Streiff. Roll call vote: Hoesly: aye; Elkins: aye; Streiff: aye; Pauli: aye; and Narveson: aye. Motion carried 5-0 at 5:10 PM.
4. **Reconvene in Open Session under Wis. Stat. §19.85(2):**
Motion to reconvene into open session by Supervisor Streiff; second by Supervisor Pauli. The motion carried 5-0 at 5:38 PM.
5. **Announcement of decisions made in closed session** – The Board will hold a Special Town Meeting of the Electorate to seek permission to purchase public property.
6. **Review Bobcat Bill and Payment and Take Action to Release Payment or Withhold Until Further Communication:** Chair Narveson noted that Patrolperson Roesslein had checked with Kubota about a similar piece of equipment. C-T Wright had spoken to Casey Funseth at Bobcat of Janesville earlier today for clarification about the change to the annual charge after trade-in. According to Funseth, the Town does not have a written agreement with Bobcat of Janesville. Prior to December of 2021, Bobcat provided a municipal discount atop the dealer discount; the municipal discount from Bobcat is no longer available.
Motion to release the payment to Bobcat of Janesville by Supervisor Pauli; second by Supervisor Elkins. Motion carried 5-0.
There followed a brief discussion regarding the preference to own a tractor and batwing mower.
7. **Consider Approval of Special Town Meeting Notice to Post and/or Publish to Seek Approval for the Town to Purchase Public Properties** – The Special Town meeting will be held on November 28, 2022 at 6:00 PM to seek the approval of the qualified elector to purchase public property. Locations discussed included the Town Hall, Town Garage, or other locations that could accommodate a larger crowd. Unless there is a conflict, the meeting will be held at the Town Garage, 200 Railroad Street, in New Glarus. Without objection, the Chair will seek the advice of Attorney Hazelbaker regarding wording of the required notice.
8. **Adjourn** –A motion to adjourn was made by Supervisor Streiff; second by Supervisor Hoesly. The meeting adjourned at 5:48 PM.

Approved:

John Wright, Clerk-Treasurer

Town of New Glarus

BOARD OF REVIEW MEETING

TUESDAY, NOVEMBER 1, 2022

MINUTES

Board of Review Members Attending: Chris Narveson, Robert Elkins, Troy Pauli, Jim Hoesly, and John Wright (non-voting Clerk of the BOR)

BOR Members Absent: Matt Streiff

Public Attending: Craig Galhouse (departed at 5:52 PM) and Cheryl Schuchardt (arrived at 5:10 PM and departed at 5:55 PM): Town property owners; and Tom Okrie and Dean Peters: assessors with Associated Appraisal Services

1. **Call to Order** – Board of Review (BOR) Clerk Wright called the meeting to order at 4:00 PM. The Clerk performed the roll call that is reflected in the attendance above.
2. **Proof of Posting and Publication of BOR and Open Book Notices** – Wright attested to the proper proof of posting. The Open Book notice was posted since September 29, 2022 and published on October 6, 2022. The BOR long notice was posted on September 21, 2022 and published on September 29, 2022. The BOR agenda has been posted since September 28, 2022.
3. **Appoint BOR Chair and Vice Chair** – Wright solicited nominations for the Chair. Motion by member Hoesly to nominate Chris Narveson; second by member Elkins. Wright asked for further nominations. Hearing none, he requested a vote by verbal acclamation. Motion carried 4-0 for member Narveson to act as Chair. Wright then requested nominations to appoint a Vice Chair. Motion by Chair Narveson to nominate member Elkins as Vice Chair; second by member Hoesly. Wright requested further nominations; hearing none, he requested a vote by verbal acclamation. Motion carried 4-0 for member Elkins to act as Vice Chair.
4. **Verify Mandatory Training Requirements Have Been Met** – Clerk Wright reported that Chair Narveson and Vice Chair Elkins completed their annual training on March 11, 2022. Clerk Wright completed his training on April 13, 2022. The Training Affidavit was filed electronically with the Wisconsin Department of Revenue by Clerk Wright on April 14, 2022.
5. **Verify Town Ordinance for Confidentiality and Expense Information** – Clerk Wright verified that the Town had adopted an ordinance on July 8, 2020 to protect the confidentiality of information provided to the assessor when using the income approach to valuation.
6. **Review of Town Policies and Waivers Received Prior to the Board of Review when There is Good Cause**
 - a) For waiver of in-person, sworn oral testimony by telephone or sworn written testimony – Wright attested that the Town adopted this policy by Resolution 150609 on July 14, 2015. No requests have been received by the Clerk prior to this evening.
 - b) For waiver requests from Board of Review for property owner to appeal directly to circuit court – Wright reminded those present that they adopted a policy at the June 8, 2022 Board of Review Meet to Adjourn to a Later Date meeting. The Clerk stated that no such requests have been received prior to tonight's meeting.
7. **Approve Meet to Adjourn Minutes from June 8, 2022** – Chair Narveson sought a motion to approve. Motion to approve the June 8, 2022 BOR Meet to Adjourn minutes was made by member Pauli; second by member Hoesly. Motion carried 4-0.
8. **Review of New Laws and/or Court Orders** – Dean Peters, Director of Project Management at Associated Appraisal Consultants, stated that as of 2022, at least one Board of Review member is required to have training the same year as the BOR is held. No recent court decisions have a direct impact upon how the BOR is conducted.
9. **Confirm that Assessor has Filed Estimated Municipal Assessment Report with Department of Revenue** – Tom Okrie, Project Manager Assessor with Associated Appraisal Consultants, reviewed the estimated Municipal Assessment Report (MAR) filed by Mark Brown on June 8, 2022. He briefly reviewed the report, noting the classifications of property, acreages, and estimated values. He also highlighted the changes in valuation due to estimates of new construction. The final MAR will need to be filed electronically with the WI DOR within 10 days of the final adjournment of the BOR.

10. Receipt of Assessment Roll from Assessor and Presentation of the Sworn Affidavit Signed by the Clerk-Treasurer

– Assessor Okrie presented Clerk Wright with the 2022 assessment roll for the Town of New Glarus with his sworn affidavit attached. Wright confirmed that recent changes after balancing with the Green County Treasurer were corrected by hand. The assessor confirmed those changes that are found at the location of two green tabs. The Clerk signed as acceptance of the 2022 assessment roll on behalf of the Town.

11. Perform Statutory Duties:

- a) Examine the Assessment Roll – the 2022 assessment roll was shared with the members of the BOR. While members reviewed the roll, Assessor Okrie reported that Notices of Changed Assessment were mailed to all property owners on September 28, 2022. He noted that the Open Book was held between 11:30 AM and 5:30 PM on October 12, 2022. Five staff assessors and one field staff was in attendance from Associated Appraisal to meet with area taxpayers to review their changes and answer questions. There were 33 scheduled appointments, and approximately 10-14 more served who had not scheduled an appointment. 15 others, who could not attend in person, were contacted by Okrie to discuss their notices by phone. 17 of those who inquired, had their assessments sustained.

There were 60 changes to real property valuations, and one change to a personal property valuation. The Clerk had received one verbal notification of the intention to file and objection within the 48-hour period prior to the first meeting of the BOR when the completed roll was available. However, that property owner retracted their intent to file after their updated assessment notices (post Open Book) were shared by email; the owner had not received those notices by mail the date they contacted the Clerk. Okrie further reported that he has 46 properties to review in 2023. He noted that there were 36 building permits issued in 2021. Some of those were partially completed by January 1, 2022, so the full value may not appear until the creation of the 2023 assessment roll. Okrie provided a brief summary of what is included in Net New Construction: not only does it include new construction and demolition, but it includes the reclassification of land to a higher use (e.g., from agricultural use to residential use).

Vice Chair Elkins asked about how draft animals employed by the Amish are treated in terms of valuation of pasture and barns. Dean Peters explained that improvements to barns are assessed the same regardless of what is stored inside; there is a provision to consider the land on which draft animals graze as pasture. Ordinarily, most property owners keep horses for recreation use, so their grazing land does not qualify for the use value in the pasture category. Peters noted that 2020 and 2021 sales data was used to create the land tables shared with the group and comparable sales to determine the values of improved properties. Okrie and Peters estimated that the assessed valuation will likely be 98.4% of the equalized fair market value determined by the Department of Revenue this year.

Vice Chair Elkins asked how a residential drive across agricultural land is assessed; the square footage is added to the residential land acreage. There followed a brief discussion regarding the Town's land division code as well as areas within the Extraterritorial Zoning Jurisdiction of the Village of New Glarus. There was a discussion regarding when a property owner, assessor, or the BOR may want to grant a waiver for direct appeal to Circuit Court: typically, it is when there are challenges to value by retail chain stores who have legal representation. Resident Cheryl Schuchardt arrived and had questions about her valuation, but no completed objection. Assessor Okrie agreed to meet with her in the rear office so as to not interrupt the BOR proceedings. It was noted that within the first two hours of the first meeting of the BOR, when the completed roll is available, a property owner can file a completed objection. If the assessor needs additional time to defend the value (print property records for the objector and BOR members, etc.) then the Board can adjourn to a future date to hear sworn oral testimony from the objector and assessor.

- b) Correct description or calculation errors – there are no errors to correct.
c) Add omitted property – no omitted property from prior years has been discovered, so there are no attachments to the assessment roll in that regard.
d) Eliminate any double assessments – there was no discovery of double-assessments to eliminate.

12. Discussion/Action

- a) Certify all corrections of error under Wis. Stat. §70.43 – no action was needed.
- b) Verify with assessor that all Open Book changes have been included in the roll – this had previously been verified before the Clerk of the Board of Review signed the Assessor’s sworn affidavit on behalf of the Town.

13. Allow Taxpayers to Examine the Assessment Roll – the assessment roll was shared with resident Craig Galhouse. Galhouse, who serves on the Town’s Plan Commission, shared an ETZ map with Assessor Peters for his records.

14. Review Notices of Intent to File Objection – it was assumed that with little time was remaining prior to the first two hours of the Board of Review elapsing, that no objections would be received this evening and thereby no sworn testimony would be heard this evening or need to be scheduled at a future date. Assessor Okrie confirmed that resident Schuchardt will not file an objection an evening.

15. Introduce BOR Cases

- a) Clerk to swear in assessor and claimant – there were no cases to hear.
- b) Hear sworn testimony and ask questions after rebuttal – not applicable.
- c) Discuss findings of fact, determination, and decisions – not applicable, but the Clerk reviewed the updated document that was included in this year’s training packet.
- d) Action and Clerk presentation of appeal rights to objector – the Clerk noted that in the future, when there is a hearing, he is required to hand or send by certified mail, the decision made by the Board and the objector’s options for an appeal of that decision.

16. Adjourn – A motion to adjourn the 2022 Town of New Glarus Board of Review was made by member Hoesly; second by member Pauli. The BOR adjourned at 6:00 PM.

Approved:

John Wright, Clerk-Treasurer

PARKS COMMISSION MEETING

Wednesday, September 21, 2022

Minutes

Attending: Chair Harry Pulliam, Mark Pernitz, Mona Sue French, Chris Narveson (arrived at 6:04 PM), and Jason Neton (arrived at 6:08 PM)

Absent: Kelly Ruschman and Dana Emmerton

Also Attending: Melissa Hunt (virtually): Municipal Services Department Manager, Vierbicher Associates

1. **Call to Order:** Meeting was called to order by Chair Pulliam at 6:04 PM.
2. **Proof of Posting:** Clerk-Treasurer Wright attested to proper proof of posting.
3. **Approve August 17, 2022 Meeting Minutes** – Motion to approve the minutes as presented was made by Commissioner French; second by Commissioner Pernitz. Motion carried 5-0. There followed a brief discussion regarding how to incorporate the second amendment to the July 20, 2022 minutes made by Commissioner Pernitz that was approved at the August meeting.
4. **Public Comments:** None.
5. **Discuss September 14, 2022 Presentation of the Comprehensive Outdoor Recreation Plan (CORP) Update to Town Board** – Chair Pulliam reported that he and Commissioner Ruschman attended the September 14, 2022 regular Town Board meeting to discuss the changes to the CORP recommended by the Parks Commission that modified trail segments, added priorities, and the amendment and addition of goals.
6. **Review Changes to CORP Update Offered by Plan Commission, Including Addition of Adult Recreation Center to Goals** – Chair Pulliam and Melissa Hunt met virtually on Monday, September 19, 2022 to review and update the CORP draft included in this evening's packet. Melissa Hunt stated that the map will be updated once all changes to proposed trails have been finalized. Hunt reviewed the steps to be taken to finalize the approval of the updated CORP.
Motion to approve the updated CORP contingent upon the incorporation of the updates outlined by Melissa Hunt was made by Commissioner Pernitz; second by Commissioner French. Motion carried 5-0.
7. **Discuss Prairie Workshop** – Further discussion will be deferred until the October meeting when Commissioner Emmerton is present; without objection.
8. **Discuss Seeding of Prairie Plants at Blue Bird Ridge Conservancy (BBRC) after Fall Burn:** Commissioner Neton will contact Tom Mitchell, Prairie Enthusiasts Secretary, to coordinate a date for the fall burn.
9. **Continue Discussion of Seeding 7.9 Acres of Town-Owned Land Along Durst Road with Pollinator Mix** – Commissioner Narveson reported that the DOT seed mix was spread two weeks ago. Recent rains have established germination and growth. Some areas will need to be reseeded.
10. **Continue Discussion of Controlled Burn/Invasive Species Workshop and Possible Locations** – Commissioner Neton reported the workshop is scheduled for Saturday, February 25, 2023. Three speakers will present information. Possible locations that are

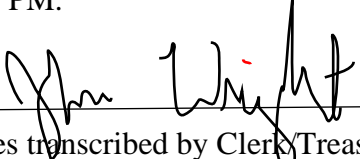
being considered are the Town Hall Community Room or upstairs at Tofflers Pub and Grill. There followed a brief discussion regarding a possible insert in the weekly shopper.

11. **Continue Discussion of 2-4 PM, April 8, 2023, River Tripping Workshop** – Commissioner French reported that the original date discussed, April 8, 2023, is the day before Easter. Without objection, the event will be rescheduled for Saturday, April 15, 2023 at the Town Hall Community Room.

Motion to authorize spending up to \$100 for each workshop for refreshments made by Commissioner Narveson; second by Commissioner Neton. Motion carried 5-0.

12. **Discuss Decision of Green County Property, Parks, and Insurance Committee Regarding a County Park in the New Glarus/Exeter Area:** Green County Clerk Arianna Voegeli emailed Clerk-Treasurer Wright on August 29, 2022 that the Committee discussed the possibility of a new county park. However, due to budget constraints, the proposal cannot be pursued at this time.
13. **Discuss Possible Fall 2022 eCycle Event** – Commissioner Narveson will contact John Schumacher to discuss a tentative date of November 19, 2022 from 9:00 AM until 1:00 PM in the Town Hall parking lot, 26 5th Avenue; without objection.
14. **Discuss Fall 2022 Tree Sale** – Chair Pulliam reported he has been in contact with staff at Sustainable Wildlife Habitats, Cambridge, Wisconsin; they were the source for trees picked up by residents earlier this year. Pulliam will confirm which species will be available and dates for ordering; without objection, an update will be provided at the October meeting.
15. **Schedule Next Meeting** – the next meeting will be held on October 19, 2022 at 6:00 PM.
16. **Adjourn:** A motion to adjourn was made by Commissioner Pernitz; second by Commissioner Neton. Motion carried 5-0 at 7:40 PM.

Approved: October 19, 2022


Minutes transcribed by Clerk/Treasurer Wright
from Commissioner Pernitz notes

PARKS COMMISSION MEETING

Wednesday, October 19, 2022

Minutes

Attending: Chair Harry Pulliam, Dana Emmerton, Mark Pernitz, Kelly Ruschman, and Jason Neton (arrived at 6:07 PM)

Absent: Mona Sue French and Chris Narveson

Also Attending: Joe Jacobson: resident

1. **Call to Order:** Meeting was called to order by Chair Pulliam at 6:04 PM.
2. **Proof of Posting:** Clerk-Treasurer Wright attested to proper proof of posting.
3. **Approve September 21, 2022 Meeting Minutes** – Motion to approve the minutes as presented was made by Commissioner Ruschman; second by Commissioner Pernitz. Motion carried 4-0.
4. **Public Comments:** Joe Jacobson, resident on Windmill Ridge Road, introduced himself. He and his wife Wendy have owned their three parcels and home for about eight years. They purchased the 50+ acre prairie last year, which they continue to restore. Their land abuts Blue Bird Ridge Conservancy (BBRC). There followed a brief discussion of a neighbor to the property, Todd Argall who is a member of the Prairie Enthusiasts and Blanchardville resident Stephen Fabos of Indigenous Restorations. Chair Pulliam provided a brief history of the BBRC and its restoration. He introduced the members of the Commission who were present as well as those who were unable to attend this evening.
5. **Discuss Donation to The Prairie Enthusiasts, with Possible Increase** – Chair Pulliam reported that the Commission donated \$250 to the Enthusiasts in 2021. Chair Pulliam recommends increasing the donation from the Commission to \$300-\$325 this year. There followed a brief discussion of the reorganization and centralization of the Enthusiasts; this may prevent targeting the donation directly to the local chapter. Without objection, further research will be conducted before taking further action. This item will be placed on the November agenda. Without objection, Commissioner Neton will reach out to Tom Mitchell of the Prairie Enthusiasts. There followed a brief discussion regarding maintenance of the BBRC, including removal of trees.
6. **Provide Update on October 12, 2022, CORP Public Hearing** – Chair Pulliam reported that following the Public Hearing, the Board adopted the updates to the CORP by the resolution included in tonight's packet. Pulliam summarized the process for updating the Plan (including a community survey and public workshop) and the frequency for its renewal as well as the need for it to be consistent with the Town's Comprehensive Plan.
7. **Discuss Prairie Workshop** – Commissioner Emmerton has received some information regarding sources for native seeds, but has not progressed with plans for a workshop. Commissioner Neton thought the group could consider incorporating this workshop into the related one to be discussed under item 9. If it is kept as a separate event, it could be scheduled for March or May of 2023; without objection.

8. **Discuss Seeding of Prairie Plants at Blue Bird Ridge Conservancy (BBRC) after Next Fall Burn** – Chair Pulliam provided an update regarding the reseeded parcel the Town accepted along Durst Road as part of the agreement with the Village for the Arn development within their ETZ. The pollinator mix has germinated and appears to be well-established.
9. **Continue Discussion of Controlled Burn/Invasive Species Workshop and Possible Locations** – Commissioner Neton reported that Fil Sanna is scheduled to speak. He and his partner have purchased land in Dane County, north of New Glarus. Most of the property has been donated to the Driftless Area Land Conservancy. Sanna is the lead site steward of the Spring Valley Tract; he hopes to work with the International Mountain Bicycling Association (IMBA) to develop trails on the property. Matt Wallrath, the Invasive Species Program Manager for the Upper Sugar River Watershed Association has also agreed to speak at this event. Neton is still awaiting confirmation from Jason Granberg, and invasive plant specialist from the Wisconsin DNR, that he is available to speak as well. The date of the event will be February 25, 2023. Without objection, Commissioner Neton will reach out to Steve Longo, the owner of Tofflers Pub and Grill to confirm the upstairs space is available on that date (possibly between 1-3 PM) and can accommodate fifty participants. There followed a brief discussion of community gardens and the possibility of coordinating with Emily Steinwehe of Wisconsin Food Forests in 2023 for public programming.
10. **Continue Discussion of 2-4 PM, April 8, 2023, River Tripping Workshop** – no discussion.
11. **Confirm Date of November 5 or November 19, 2022 for eCycle Event** – Commissioner Narveson was unable to attend this evening. The event has been scheduled for November 19, 2022; John Schumacher is available on this date. There followed a brief discussion regarding how best to advertise the eCycle and tree sale events.
12. **Discuss Fall 2022 Tree Sale** – Chair Pulliam would like to utilize Sustainable Wildlife Habitats (SWH) again this year as the source of trees for the annual sale; without objection. Mycorrhizal root dip can be ordered through the Green County Land and Water Conservation Department (LWCD) unless Sustainable Wildlife Habitats has that for sale as well. Without objection, Mike Blackburn will be contacted regarding the availability of this product. Members reviewed the static list from SWH included in the packet as well the online list: <https://sustainablewildlifehabitats.com/Products>. Commissioner Neton noted that prices for LWCD are more consistent at \$3.00 apiece when ordering a minimum of ten, making sales potentially simpler to the public. There followed a discussion of the species offered for sale last year and what to offer this year at a price of \$4.50 apiece. Tamarack and Dawn Redwood were two species available through SWH that were deemed desirable to offer to the public. Domestic Apple, Aspen, Oak (recording ends)
13. **Plan Fall Mailer to Include Information on eCycle Event, Tree Sale, and Other Programs** – Commissioner Neton noted that the mailer last year was printed on two sides of letter-sized paper that was a tri-fold design. It contained information about upcoming workshops and elections on the flip side of information about options for the tree sale. Without objection, Commissioner Neton will check in with Beth Karr to see if she is still

interested in helping to design the layout of publications and mailings. Commissioner Ruschman believes, at this time, any newsletter will need to include content produced by the Parks Commission.

14. **Discuss Sign for Side of Town Hall** – Commissioner Neton recommended printing a larger poster to promote these events to post in the bulletin board on the south side of the Town Hall that is currently not in use.
15. **Schedule Next Meeting** – the next meeting will be held on November 16, 2022 at 6:00 PM.
16. **Adjourn:** A motion to adjourn was made by Commissioner Pernitz; second by Commissioner Emmerton. Motion carried 5-0 at 7:50 PM.

Approved:

Minutes transcribed by Clerk/Treasurer Wright

DRAFT

2022 Town of New Glarus Parks Commission

Tree Sale Order Form

DEADLINE TO ORDER IS DEC.26, 2022!

All trees are \$4.00 / Root Dip Gel \$5.00 (treats 50 trees) / 5' Pro Tree Tubes \$5.00/ea

<u># Of Trees</u>	<u>\$ Total</u>	<u># Of Trees</u>	<u>\$ Total</u>
Tamarack		Norway Spruce	
	_____		_____
White Oak		Quaking Aspen	
	_____		_____
Red Crabapple		Dawn Redwood	
	_____		_____
Root Dip Gel (1.0 oz treats 50 trees)	_____ \$5.00 /oz	\$ Total for Root Dip:	_____
5' Pro Tube Tree Tube:	_____ x \$5.00 /tube	\$ Total for Tree Tubes	_____
Total number of Trees:	_____	\$ Total for Trees:	_____

Order Information

Please return this order form to the
Town of New Glarus **by 12/26/2022**

Name: _____
 Phone: _____
 Email: _____
 Address: _____

Mailing Address

P.O. Box 448 C/O Tree Sale
 New Glarus, WI 53574

Town Hall Address

26 5th Avenue
 New Glarus, WI 53574

Payment: Cash _____ or Check _____



TREE PICK UP: Sat. April 22, 2023

9:00-11:00 AM at Town Hall

Town of New Glarus Electronics Recycling Event

Saturday, November 19th from 9 AM to 1 PM at Town Hall

The Town of New Glarus Parks Commission is working to arrange an electronics recycling event where residents of the town can bring electronics items that can safely be recycled.

Accepted Items: Flat Screen TV's, Laptops, Desktops, Flat Screen Monitors, Cell Phones, Heaters, VCR's, Cable Boxes, Stereos, Speakers, Any appliance or tool with a cord, Stoves, Microwaves, Dishwashers,

Items NOT Accepted: Refrigerators and Air Conditioners

Tube Televisions less than 27" - \$5.00 Fee **Tube Televisions** over 27" - \$25.00 Fee

PARKS COMMISSION MEETING

Wednesday, October 19, 2022

Minutes

Attending: Chair Harry Pulliam, Dana Emmerton, Mark Pernitz, Kelly Ruschman, and Jason Neton (arrived at 6:07 PM)

Absent: Mona Sue French and Chris Narveson

Also Attending: Joe Jacobson: resident

- 1. Call to Order:** Meeting was called to order by Chair Pulliam at 6:04 PM.
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- 4. Public Comments:** Joe Jacobson, resident on Windmill Ridge Road, introduced himself. He and his wife Wendy have owned their three parcels and home for about eight years. They purchased the 50+ acre prairie last year, which they continue to restore. Their land abuts Blue Bird Ridge Conservancy (BBRC). There followed a brief discussion of a neighbor to the property, Todd Argall who is a member of the Prairie Enthusiasts and Blanchardville resident Stephen Fabos of Indigenous Restorations. Chair Pulliam provided a brief history of the BBRC and its restoration. He introduced the members of the Commission who were present as well as those who were unable to attend this evening.
- 5. Discuss Donation to The Prairie Enthusiasts, with Possible Increase** – Chair Pulliam reported that the Commission donated \$250 to the Enthusiasts in 2021. Chair Pulliam recommends increasing the donation from the Commission to \$300-\$325 this year. There followed a brief discussion of the reorganization and centralization of the Enthusiasts; this may prevent targeting the donation directly to the local chapter. Without objection, further research will be conducted before taking further action. This item will be placed on the November agenda. Without objection, Commissioner Neton will reach out to Tom Mitchell of the Prairie Enthusiasts. There followed a brief discussion regarding maintenance of the BBRC, including removal of trees.
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10. **Continue Discussion of 2-4 PM, April 8, 2023, River Tripping Workshop** – no discussion.
11. **Confirm Date of November 5 or November 19, 2022 for eCycle Event** – Commissioner Narveson was unable to attend this evening. The event has been scheduled for November 19, 2022; John Schumacher is available on this date. There followed a brief discussion regarding how best to advertise the eCycle and tree sale events.
12. **Discuss Fall 2022 Tree Sale** – Chair Pulliam would like to utilize Sustainable Wildlife Habitats (SWH) again this year as the source of trees for the annual sale; without objection. Mycorrhizal root dip can be ordered through the Green County Land and Water Conservation Department (LWCD) unless Sustainable Wildlife Habitats has that for sale as well. Without objection, Mike Blackburn will be contacted regarding the availability of this product. Members reviewed the static list from SWH included in the packet as well the online list: <https://sustainablewildlifehabitats.com/Products>. Commissioner Neton noted that prices for LWCD are more consistent at \$3.00 apiece when ordering a minimum of ten, making sales potentially simpler to the public. There followed a discussion of the species offered for sale last year and what to offer this year at a price of \$4.50 apiece. After discussion, the consensus was to order from Green County: Quaking Aspen, White Oak, Norway Spruce, and Red Crabapple; and to order from SWH: Tamarack, Dawn Redwood, tree tubes, and root dip. We will charge \$4.00/tree for all trees; \$5.00 for tree tubes and root dip. Neton will prepare a mailer and coordinate the printing and mailing of it. The mailer will include information regarding the upcoming election and the eCycle event on Nov. 19.
Motion by Commissioner Pernitz to authorize the payment of the cost of printing and mailing the mailer up to \$750; second by Commissioner Emmerton; motion carried.

13. **Plan Fall Mailer to Include Information on eCycle Event, Tree Sale, and Other Programs** – Commissioner Neton noted that the mailer last year was printed on two sides of letter-sized paper that was a trifold design. It contained information about upcoming workshops and elections on the flip side of information about options for the tree sale. Without objection, Commissioner Neton will check in with Beth Karr to see if she is still interested in helping to design the layout of publications and mailings. Commissioner Ruschman believes, at this time, any newsletter will need to include content produced by the Parks Commission.
14. **Discuss Sign for Side of Town Hall** – Commissioner Neton recommended printing a larger poster to promote these events to post in the bulletin board on the south side of the Town Hall that is currently not in use. Neton will check on the cost of a poster. Discussion of sign deferred to next meeting.
15. **Schedule Next Meeting** – the next meeting will be held on November 16, 2022 at 6:00 PM.
16. **Adjourn:** A motion to adjourn was made by Commissioner Pernitz; second by Commissioner Emmerton. Motion carried 5-0 at 7:28 PM.

Approved:

Minutes transcribed by Clerk/Treasurer Wright