

# TOWN OF NEW GLARUS

## PARKS COMMISSION MEETING 21 DECEMBER, 2022, 6:00 PM AGENDA

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

LOCATION: New Glarus Town Hall  
26 5<sup>th</sup> Avenue  
New Glarus, WI 53574

Zoom Link: <https://us06web.zoom.us/j/81509285715?pwd=aTVVOFRIMWxvR3RHdFZPdnFENjcwUT09>

Meeting ID: 815 0928 5715

Passcode: 402161

Dial by your location: 312 626 6799 US

### AGENDA:

1. Call to Order
2. Confirm Proof of Posting
3. Approve November 16, 2022, Meeting Minutes
4. Public Comments
5. Introduce Ms. Rose Pertzborn and Mr. Matt Stelter
6. Amend 2022 CORP in Support of Land Acquisition for Parkland on the Site of the Pertzborn Kratz Farm
7. Introduce Mr. Mike Marty of New Glarus Cares
8. Discuss Donation to The Prairie Enthusiasts
9. Discuss Direct Donation to The Prairie Enthusiasts, Prairie Bluff Chapter--Jason
10. Discuss Prairie Workshop--Dana
11. Discuss Seeding of Prairie Plants at Blue Bird Ridge Conservancy after Fall, 2023 Burn--Dana
12. Continue Discussion of (2-4 p.m. Saturday, February 25, 2023) Controlled Burn/Invasive Species Workshop at Tofflers: Plan to invite presenters to January 18, 2023, Parks Commission meeting and allocate funds for honoraria --Jason
13. Discuss River Tripping Workshop: Change date from 2-4 PM Saturday, April 8, 2023, to 2-4 PM Saturday, April 15, 2023, and Allocate Funds for Honorarium for Ethan Elkins
14. Discuss Fall 2022 Tree Sale – Review Fall Mailer, Orders Received Thus Far, and Orders Already Placed; Plan Quantities of Trees, Root Dip, and Tree Tubes to Order from Green County or Sustainable Wildlife Habitats
15. Discuss Mailer for Saturday, February 23, 2013, Controlled Burn/Invasive Species Workshop, Saturday, April 15, 2022, River Tripping Workshop, and April 22, 2023, eCycle Event/Tree Sale Pickup. Include Bulky Waste Pickup dates of 6/12/23-6/13/23 & 10/23/23-10/24/23.
16. Discuss Sign for Side of Town Hall—Mark
17. Plan Holiday Party for January 2023
18. Schedule Next Meeting, January 18, 2023
19. Adjourn

POSTED: 12/15/2022

New Glarus Town Hall  
New Glarus Garage  
New Glarus Post Office

<https://townofnewglarus.com/>

Harry Pulliam, Chair  
New Glarus Parks Commission

John Wright, Clerk-Treasurer

Pursuant to applicable law, notice is hereby given that a quorum or a majority of the New Glarus Town Board or Plan Commission Members may attend this meeting. Information presented at this meeting may help form the rationale behind future actions that may be taken by the Town of New Glarus Board. Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance at 527-2390.

P.O. Box 448 ~ 26 5<sup>th</sup> Avenue ~ New Glarus, WI 53574-0448 ~ Phone 608/527-2390

<https://townofnewglarus.com>

## PARKS COMMISSION MEETING

Wednesday, November 16, 2022

### Minutes

**Attending:** Chair Harry Pulliam, Mark Pernitz, Kelly Ruschman, Mona Sue French, Chris Narveson, and Jason Neton

**Absent:** Dana Emmerton

**Also Attending:** Kim Tschudy: local historian, and Grace McLaughlin: resident

1. **Call to Order:** Meeting was called to order by Chair Pulliam at 6:06 PM.
2. **Proof of Posting:** Clerk-Treasurer Wright attested to proper proof of posting.
3. **Approve October 19, 2022 Meeting Minutes** – Motion to approve the minutes as presented was made by Commissioner French; second by Commissioner Ruschman. Motion carried 6-0.
4. **Public Comments:** Clerk-Treasurer Wright reported that this weekend starts rifle season for deer hunting. Consequently, he has been contacted by hunters who would like to drop off electronic recycling items early. Wright contacted John Schumacher today; he has agreed to bring his trailer to the Town Hall parking lot on Friday, November 18, 2022 between 12:30 PM and 1:00 PM. Commissioner Narveson agreed to bring a second trailer to the drop off as well. Wright has received four orders for trees to date. Wright requested a mailing list from Tom Okrie, the contract assessor for the Town. He will share both databases with Commissioner Neton; without objection.

Chair Pulliam introduced Kim Tschudy who is the liaison between the Village Historic Preservation Commission and the Town of New Glarus Parks Commission. Mr. Tschudy provided a brief update regarding the New Glarus Shooting Barn and Park designation on the National Register of Historic Places.

5. **Discuss Donation to The Prairie Enthusiasts, with Possible Increase** – Chair Pulliam reported that the donation was \$250; historically, it has been \$300. Pulliam noted that the full donation no longer is directed to the local chapter. Tom Mitchell was not contacted to see whether a donation could be made directly to the Prairie Bluff chapter. There followed a brief discussion regarding whether to make a general donation to the parent office and an in-kind donation to the regional chapter.

Motion to approve a donation to the Prairie Enthusiasts in the amount of \$250 by Commissioner Narveson, with support of an additional cash or in-kind donation to the local chapter after consultation with Tom Mitchell; second by Commissioner Ruschman. Motion carried 6-0.

6. **Discuss Prairie Workshop** – Commissioner Emmerton was not present to give an update.
7. **Discuss Seeding of Prairie Plants at Blue Bird Ridge Conservancy (BBRC) after Next Fall Burn (likely in 2023)** – There was a brief discussion regarding when to reseed the BBRC land as well as the Town outlot on Durst Road that was seeded this year. Without objection, discussion of the burn and reseeding is another item to discuss with Tom Mitchell of the Prairie Enthusiasts, Prairie Bluff Chapter.

8. **Continue Discussion of Controlled Burn/Invasive Species Workshop and Possible Locations** – Commissioner Neton reported that he spoke with Steve Longo at Toffler’s Pub and Grill about use of his upstairs space on Saturday, February 25, 2023 at 2:00 PM. The date is on Toffler’s calendar. A projector and screen is available to use. Speakers have been confirmed which include Fil Sanna, Matt Walrath, and Jason Granberg. Without objection, the three presenters will be invited to the regular Parks Commission meeting to be held in January of 2023.
9. **Discussion of River Tripping Workshop** – Commissioner French stated that the workshop has been confirmed at the Town Hall on April 8, 2023, from 2-4 PM.
10. **Discuss Fall 2022 (pick up in 2023) Tree Sale** – Chair Pulliam reported that four orders have been received to date. The deadline to submit an order is December 26, 2022. Chair Pulliam reported that he spoke with Tess Wallner, Conservation Technician with the Green County Land and Water Conservation Department, about the availability of Quaking Aspen trees. There are 80 available; the Town has received an order for 30 so far. Although the deadline to place an order with Green County is December 30, 2022, they pre-order trees and sell the quantity they pre-order until sold out. It was noted that the order form from Green County in tonight’s packet is from 2021, delivered in 2022 instead of 2022 delivered in 2023. 50 Red Splendor Crabapple and 680 Norway Spruce trees are available; the White Oak are wait listed, so those orders may or may not be filled. Commissioner Neton reminded the group that the backup plan, in the event any trees were unavailable through Green County, was to order some or all from Sustainable Wildlife Habitats. Without objection, the Town Parks Commission should make the 2024 ordering deadline December 1, 2023.
11. After further discussion, it was decided, without objection, to place an order for 30 Red Splendor Crabapple trees from the Green County Land and Water Conservation Department for \$3 per tree for a total of \$90. It was noted that the flyer listed Mycorrhizal Root Dip as \$5 for 1.0 ounce; Green County is selling a 3-ounce packet for \$10 instead.
12. **Decide Staffing for eCycle Event on Saturday, November 19, 2022 from 9 AM – 1 PM** – Commissioner Narveson cannot attend, but he will bring a trailer on the Friday before. He will provide a propane heater. Pulliam, French, Ruschman, Neton (after 11 AM), and John Schumacher will be available to assist residents.
13. **Discuss Possible eCycle Event for April 22, 2023 (Same day as Tree Sale Pickup)** – Chair Pulliam stated that another mailer will need to be sent to advertise the tree pickup, possible eCycle event, and both workshops. There followed a brief discussion of when to mail a flyer; it will likely be in January of 2023. An insert for the prairie workshop will be discussed at a future meeting for consideration; to reach the target area will cost around \$160.  
Motion to approve costs for printing, folding, sealing, and postage for a mailer to not exceed \$600 by Commissioner; second by Commissioner. Motion carried 6-0. Did not hear any action taken after discussion.
14. **Discuss Special Town Meeting at 6 PM on Monday, November 28, 2022** – Commissioner Narveson reported that this is a Special Town Meeting of the Electorate to decide on whether to authorize the Town to purchase around 98 acres of land and to spend \$1.4 million per the terms of the signed Offer to Purchase. If approved, most of

the land would be set aside for green space and recreational uses. Some of the land would be for a Town public works facility to replace the one currently in the Village. It is possible that a new Town Hall could be added to the proposed public works facility at a future date, along with a space for brush, and salt/sand storage. Green County Highway is needing to relocate its New Glarus facility on Second Street elsewhere, which will require a farther distance to load local plow trucks with salt and sand in the winter if that new County location is in the Town of Adams. Narveson reported that the Town currently has \$2.2 million in General Obligation debt. All but \$200,000 of that will be paid by December 31, 2027.

15. **Discuss Sign for Side of Town Hall** – Motion to reach out to the New Glarus School High School Technology Education Teacher Jacob Mihm regarding a 24” X 24” sign for the south side of the building by Commissioner Narveson; second by Commissioner ...  
Did not hear any second or vote taken.
16. **Schedule Next Meeting** – The next meeting will be held on December 21, 2022 at 6:00 PM.
17. **Adjourn:** A motion to adjourn was made by Commissioner Pernitz; second by Commissioner French. Motion carried 5-0 at 7:28 PM.

Approved:

\_\_\_\_\_  
Minutes transcribed by Clerk/Treasurer Wright

**From:** [Housley, Cheryl - DNR](#)  
**To:** [Clerk Treasurer](#)  
**Cc:** [Chris Narveson](#); [Chris Narveson](#); [mh@kasieta.com](mailto:mh@kasieta.com); [tsch@vierbicher.com](mailto:tsch@vierbicher.com)  
**Subject:** RE: Qualified electorate has approved the purchase of land and has approved for the Town to borrow up to \$1.4 million to purchase  
**Date:** Wednesday, December 7, 2022 11:36:13 AM  
**Attachments:** [NewGlarus\\_Pertzborn\\_KratzProperty.pdf](#)

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John,

Attached is the letter of retroactivity.

Lets talk early in 2023 about grant requirements since this closing appears to be quickly approaching for the Town and I'm also facing some deadlines for several federal grants.

A couple of things Town will need yet:

1. Support for this acquisition within its Comprehensive Outdoor Rec. Plan (can be added by amendment)
2. [Ag. Impact Statement](#) From DATCP since this has not been awarded Stewardship funds to date.

Thanks

-Cheryl

**We are committed to service excellence.**

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

*Cheryl Housley*

**New Cell: 608-516-9560**

Cheryl.Housley@wisconsin.gov

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**From:** Clerk Treasurer <clerk@townofnewglaruswi.gov>  
**Sent:** Wednesday, November 30, 2022 5:02 PM  
**To:** Housley, Cheryl - DNR <Cheryl.Housley@wisconsin.gov>  
**Cc:** Chris Narveson <cnarveson@townofnewglaruswi.gov>; Chris Narveson <cnarveson@greencountywi.org>; mh@kasieta.com; tsch@vierbicher.com  
**Subject:** RE: Qualified electorate has approved the purchase of land and has approved for the Town to borrow up to \$1.4 million to purchase

**CAUTION: This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Cheryl,

For now, page 2 and page 3 of the attached document have the full legal description by metes and bounds. We hope to begin the process soon to survey the property for a more accurate area

measurement to be recorded by Certified Survey Map.

Hopefully, what I have supplied will suffice for now.

John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390

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**From:** Housley, Cheryl - DNR <[Cheryl.Housley@wisconsin.gov](mailto:Cheryl.Housley@wisconsin.gov)>  
**Sent:** Wednesday, November 30, 2022 4:23 PM  
**To:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>  
**Cc:** Chris Narveson <[cnarveson@townofnewglaruswi.gov](mailto:cnarveson@townofnewglaruswi.gov)>; Chris Narveson <[cnarveson@greencountywi.org](mailto:cnarveson@greencountywi.org)>; [tsch@vierbicher.com](mailto:tsch@vierbicher.com); [mh@kasieta.com](mailto:mh@kasieta.com)  
**Subject:** RE: Qualified electorate has approved the purchase of land and has approved for the Town to borrow up to \$1.4 million to purchase

John and Town of New Glarus,  
I can issue a letter of retroactivity which protects the Town's grant eligibility since it plans to close prior to May 1, 2023 (DNR's next application deadline).  
I did not see the addendum on the offer that has the legal description.  
Appreciate it if you could email the legal description very soon and I'll issue this letter to the Town prior to your closing (per offer Dec. 20, 2022).

There are a few conditions related to any grant-eligible properties, so I'd like to go over those on a conference call.

A couple I'll mention now that are relevant to Town's situation:

- 1) Grant conditions require that Town owns it free and clear; No liens (mortgages). These will need to be released/paid-off if DNR's grant is awarded.
- 2) Wisconsin relocation law is another, since I see there is a tenant housed on the property. [DOA Relocation Assistance \(wi.gov\)](#) . The Town will need to explain, if it applies for a grant, how it met the requirements of relocation assistance with this tenant.

The next couple weeks are fairly open, so appreciate your reply with your availability next week (Dec. 5<sup>th</sup>, and week of Dec. 12<sup>th</sup>). We can also discuss CTH NN trail project which has RTP grant funding through DNR on our call.

Thank you.  
-Cheryl

**We are committed to service excellence.**

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

*Cheryl Housley*

**New Cell: 608-516-9560**

[Cheryl.Housley@wisconsin.gov](mailto:Cheryl.Housley@wisconsin.gov)

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**From:** Clerk Treasurer <[clerk@townofnewglaruswi.gov](mailto:clerk@townofnewglaruswi.gov)>

**Sent:** Tuesday, November 29, 2022 7:19 AM

**To:** Housley, Cheryl - DNR <[Cheryl.Housley@wisconsin.gov](mailto:Cheryl.Housley@wisconsin.gov)>

**Cc:** Chris Narveson <[cnarveson@townofnewglaruswi.gov](mailto:cnarveson@townofnewglaruswi.gov)>; Chris Narveson <[cnarveson@greencountywi.org](mailto:cnarveson@greencountywi.org)>; [tsch@vierbicher.com](mailto:tsch@vierbicher.com); [mh@kasieta.com](mailto:mh@kasieta.com)

**Subject:** Qualified electorate has approved the purchase of land and has approved for the Town to borrow up to \$1.4 million to purchase

**CAUTION: This email originated from outside the organization.  
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Cheryl,

Sorry I have not coordinated with you to schedule a time to discuss the acquisition of property by the Town of New Glarus. At last night's Special Town Meeting of the Electorate, those in attendance and qualified to vote, approved the attached resolutions to borrow up to \$1.4 million and to purchase the land per the terms in the attached Offer to Purchase.

In related action, the Town Board, at a special meeting following the adjournment of the Special Town Meeting, approved the terms of the loan through the Bank of New Glarus (attached).

Our next steps are to execute the loan with the bank, have the property surveyed, conduct a Phase 1 Environmental Site Assessment, and close on the property. Our Board, with the assistance of the Town's contract planner, Tim Schleeper, and consultation with our contract attorney, Mark Hazelbaker, will define the areas to be reserved for recreation and conservation. Thereafter, we will schedule an appraisal or appraisals depending upon which grant funds we pursue.

As we previously discussed, a portion of the land nearest to State Highway 39 will be retained for a future public works campus, to include a garage, possible space for an attached or detached Town Hall, a covered salt/sand storage facility, and exterior storage for brushy waste, gravel, cold mix, etc.

Earlier this year, the Town contracted the services of Barrientos Design and Consulting to conduct a Needs Study for the Town Hall and Public Works facility. That is attached. This was initially done in preparation of an update to our Impact Fees Ordinance. However, recent events (the scheduled closure of the Green County salt and sand shed in New Glarus and its possible relocation to Attica (in Town of Brooklyn) or the Town of Adams) have accelerated the Town's need to find an adequate site for a public works facility because ours is outdated and too small to add salt and sand storage. This

facility will cover a small percentage of the land that was approved for purchase and will not interfere with the recreational and conservation purposes for the balance of the land.

Many thanks,  
John

John Wright  
Town of New Glarus Clerk-Treasurer  
(608) 527-2390

State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
3911 Fish Hatchery Road  
Fitchburg WI 53711-5397

Tony Evers, Governor  
Preston D. Cole, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



November 21, 2022

Town of New Glarus  
c/o John Wright  
PO BOX 448  
New Glarus, WI 53574

Subject: Town of New Glarus Comprehensive Outdoor Recreation Plan 2022-2027

Dear Mr. Wright:

Thank you for the Town of New Glarus updated Comprehensive Outdoor Recreation Plan as adopted October 10, 2022. According to your Town Board Resolution 22/10/12 A, your board approved and adopted the plan.

You are therefore advised that Town is extended eligibility to apply for available outdoor recreation grants, administered by the Department of Natural Resources, until **December 31, 2027**.

Please note that this eligibility is no assurance of grant funding for any particular project for which you may submit a request for grant assistance, and matching grant assistance will be limited to those recommendations supported in the approved plan. Also, any project sponsors shall be responsible for keeping us advised regarding any formal changes(s) to the approved Plan that may result in a grant project application.

The Town of New Glarus is commended for its continued awareness of the need for regional outdoor recreation planning. Please contact me at [Cheryl.Housley@wisconsin.gov](mailto:Cheryl.Housley@wisconsin.gov), cell 608-516-9560, if you have questions regarding your eligibility status or available grant programs.

Sincerely,

*Cheryl Housley*

Cheryl Housley  
Community Services Specialist  
BUREAU OF COMMUNITY AND FINANCIAL ASSISTANCE



December 7, 2022

John Wright  
Town of New Glarus  
PO BOX 448  
New Glarus, WI 53574

Dear Mr. Wright,

Based on your request, the Department of Natural Resources hereby grants a “Waiver of Retroactivity” to the Town for the planned acquisition of:

Pertzborn Kratz Property – an approximate 99.47-acre fee or easement purchase, located in the Town of Town of New Glarus, T4N, R7E, Section 17, (see attached Exhibit A). This waiver of retroactive property acquisitions is subject to the following conditions:

1. Granting of this waiver means only that the project will not be disapproved because the sponsor initiates or completes the land acquisition project prior to grant approval. The sponsor must follow required state land acquisition procedures to be eligible for funding. **Please note: we recommend that a copy of any proposed offer, or option to purchase, and title report be submitted for our review and comments prior to closing.**
2. If state cost-sharing assistance is awarded for the acquisition of this property, the Village’s title to the recreational land to the Village must be restricted with the state Stewardship grant program conditions. Also, state cost sharing under the Knowles-Nelson Stewardship fund cannot exceed 50% of the approved certified appraisal value or the purchase price, whichever is less, plus certain other eligible costs such as appraisal fees, title insurance, surveys, recording fees, etc. Below is the standard grant restrictions/covenant that can be added to title IF the Town is awarded grant funding:

By the acceptance of this deed, the sponsor, for itself and its successors and assigns, hereby covenants and agrees not to convey, sell, lease, assign, or mortgage the premises herein described or convert it to uses that are inconsistent with the Wisconsin Department of Natural Resources’ Stewardship Program described in Chapter 23, Wisconsin State and Chapter NR 51, Wisconsin Administrative Code and Grant Agreement (xxx) by (xxx) on (date) without prior written approval of the Secretary of the Department of Natural Resources, its designee or any successor.

3. This waiver will expire on April 30, 2024.

Please contact me with any questions regarding this letter or the Stewardship grant program at (608)516-9560 or [Cheryl.Housley@wisconsin.gov](mailto:Cheryl.Housley@wisconsin.gov). The next deadline to apply for Knowles-Nelson Stewardship Local Assistance funding is May 1, 2023.

Sincerely,

*Cheryl Housley*

Cheryl Housley  
Community Services Specialist  
(608)275-3218

Exhibit A

The Town Board of the Town of New Glarus is authorized to exercise the right to purchase, for town public purposes, the following real property in the Town, specifically described as:

Part of the East Half (E 1/2) of Section Seventeen (17), Township Four (4) North, Range Seven (7) East, described as follows: Commencing at the Northeast corner of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of said Section 17, running thence South 3 chains and 75 links, thence South 86°45' West 12 chains, thence South 5°15' West 16 chains and 62 links. thence North 74°30' West 4 chains and 50 links. thence South 25°30' West 23 chains and 40 links, thence North 72°15' West 13 chains and 50 links, thence North 38 chains to the Northwest corner of the Southwest Quarter (SW 1/4) of the Northeast Quarter (NE 1/4) of said Section 17, thence South 88°15' East 40 chains and 72 links to the place of beginning. containing 98.72 acres. more or less.

Also, the Northeast Quarter (NE 1/4) of the Northeast Quarter (NE 1/4) of said Section Seventeen (17), Township Four (4) North, Range Seven (7) East, containing 40.84 acres. Except: Lot One and Lot Two of Certified Survey Map 3950, recorded in Vol. 15 of Certified Survey Maps of Green County on Page 214, being part of the Northeast and Southeast Quarters of the Northeast Quarter of Section 17, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin. Includes the vacated Town Road Hayes Lane.





Harry Pulliam &lt;hfpulliam@gmail.com&gt;

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**FW: Quick question on donations**

1 message

**Jason Neton** <jasonneton@gmail.com>

Mon, Nov 28, 2022 at 1:30 PM

To: Harry Pulliam <hfpulliam@gmail.com>, Mark Pernitz <mpernitz@gmail.com>, Chris Narveson <cnarveson@townofnewglarus.com>, daledwe@tds.net, Mona Sue French <wrf0@tds.net>, Kelly Ruschman <kelly010856@gmail.com>

FYI, response from Tom. I think something like a gas card might be a nice holiday gift for the TPE chapter! Also, the seed idea is so nice and selfless. It's all about the prairie for Tom right? 😊

Jas.

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**From:** Jennifer Mitchell <tnmitchell@tds.net>  
**Sent:** Friday, November 25, 2022 6:44 AM  
**To:** Jason Neton <jasonneton@gmail.com>  
**Subject:** Re: Quick question on donations

Hi Jason,

Sorry for the delay in responding, but I had to review TPE's financial policy to get it right. It's nearly impossible to donate directly to a chapter anymore, as TPE has taken control of all income, including memberships, annual appeals and unsolicited donations. To fund the organization's central office, they take 75% of all these donations. There are exceptions, for example, contracts for our burn income is "taxed" at 10%, and donations for new land acquisitions are exempt from the higher rate.

I appreciate your interest in donating directly to Prairie Bluff Chapter. Some members have purchased pre-paid gas credit cards for us at Cenex in Monroe, where we buy our fuels -- gasoline for the trucks, diesel fuel for herbicides and drip torches. The chapter has diversified income from our prescribed fires, sales of our Parsnip Predators, federal Conservation Reserve Program income at Avon Ridge, a joint state-county grant for Muralt Bluff Prairie, plus our portion of memberships, etc.

If I could suggest an alternative: the township might purchase prairie seeds and overseed at Bluebird Ridge to add species to your prairie restoration. These projects are long-term, so if the township bought seed every year, it would be of great benefit over time. I would be willing to help you put together an order if this is of interest to you.

Tom Mitchell

**From:** "Jason Neton" <jasonneton@gmail.com>  
**To:** "Tom Mitchell" <tnmitchell@tds.net>  
**Sent:** Wednesday, November 16, 2022 6:23:46 PM  
**Subject:** Quick question on donations

Tom

We at the parks commission would like to also donate directly to the chapter as we know you can always use more for acute needs at the local chapter. Is there a way we can do this?

Let me know your thoughts and thanks!

Jason

--

Jason Neton

New Glarus, WI

# 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> |
|--|-------------------|-----------------|--|-------------------|-----------------|
| <b>Tamarack</b>  |                   |                 | <b>Norway Spruce</b>   |                   |                 |
|   | _____             | _____           |   | _____             | _____           |
| <b>White Oak</b>   |                   |                 | <b>Quaking Aspen</b>   |                   |                 |
|   | _____             | _____           |   | _____             | _____           |
| <b>Red Crabapple</b>   |                   |                 | <b>Dawn Redwood</b>  |                   |                 |
|  | _____             | _____           |  | _____             | _____           |

**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 5<sup>th</sup> Avenue  
New Glarus, WI 53574

**Payment:** Cash \_\_\_\_\_ or Check \_\_\_\_\_



**TREE PICK UP: Sat. April 22, 2023**

**9:00 AM-12:00 PM at Town Hall**

FOR IMMEDIATE RELEASE

Contact: John Wright, Clerk/Treasurer, Town of New Glarus, 608-527-2390,  
clerk@townofnewglaruswi.gov

RE: Annual Tree Sale

Date: December 12, 2022

The Town of New Glarus Parks Commission is once more holding its annual Tree Sale to benefit local organizations. Species available this year are Dawn Redwood, Norway Spruce, Quaking Aspen, Red Splendor Crabapple, Tamarack, and White Oak, all at \$4 each. Order forms went out in late October, but the form is still up on the Town website, [www.TownOfNewGlarus.com](http://www.TownOfNewGlarus.com). The deadline to order is December 26, 2021.

Tree pickups is expected to be Saturday, April 22, 2023, at the Town Hall, 26 5<sup>th</sup> Avenue, New Glarus. Please check the Town website for updates.

The Parks Commission is currently planning its future recreational and educational programs and is continuing its efforts to build hiking and biking trails throughout the Town. If you reside in the Town of New Glarus, please consider adding your voice and energy to these projects. The Parks Commission meets in person at 6 p.m. on the third Wednesday of each month at the Town Hall and via Zoom. Agendas are posted at least 24 hours in advance on the Town's website. All are welcome!

## 2022 Election Dates

- ✓ **In-person absentee voting** for the General Election (on November 8, 2022) will begin October 25, 2022 at the Town Hall (8 a.m. - 2 p.m., Mon.-Thurs. and until 5 p.m. on Friday, November 4, 2022.
- ✓ **General Election** - November 8, 2022 at Town Hall from 7 a.m. to 8 p.m.

### Town of New Glarus Electronics Recycling Event Saturday, November 19<sup>th</sup> 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



Town of New Glarus  
P.O. Box 448  
New Glarus, WI 53574

*2022 Tree Sale Information Included Opposite Side*

# WE ARE THANKFUL TO OUR CUSTOMERS!

We strive to bring our customers quality product at affordable prices.

If you are looking for something that is not shown on the site, send us an email or a call and we will see if we can help.

Continue to watch the site to see if new product has been added.

**Order Id:**

2529127

**Name:**

Harry Pulliam

**Phone Number:**

(608) 228-5439

**Email:**

hfpulliam@gmail.com

**Comments:**

Hi, Folks. This is for the Town of New Glarus We will be ordering additional trees by early January, but we wanted to get these ordered now. If you need to email me, please copy John Wright, our Town Clerk, at the address clerk@townofnewglaruswi.gov.

**Order Placed On:**

Monday, 28 November 2022 (1 minute ago)

Email Us About this Order! (mailto:mike@sustainablewildlifehabitats.com?Subject=Message%20from%20Harry%20Pulliam%20regarding%20Order%20Id%3A%202529127)

| Name          | Size   | Product Type | Unit Price | Quantity   | Subtotal        | Tax            | Total           |
|---------------|--------|--------------|------------|------------|-----------------|----------------|-----------------|
| Norway Spruce | 24-36" | Conifer      | \$3.45     | 60         | \$207.00        | \$11.39        | \$218.39        |
| Quaking Aspen | 2-3'   | Deciduous    | \$2.05     | 50         | \$102.50        | \$5.64         | \$108.14        |
|               |        |              |            | <b>110</b> | <b>\$309.50</b> | <b>\$17.02</b> | <b>\$326.52</b> |

Previous Page 1 of 1 20 rows Next

W9595 County Road C Cambridge, WI 53523

(https://www.google.com/maps/place/42%C2%B056%2758.5%22N+89%C2%B000%2729.8%22W/@42.9492258,-89.0075123,532m/data=!3m1!1e3!4m2!3m1!1s0x0:0x0 - 608-577-3940 (tel:608-577-3940) - 608-577-3456 (tel:608-577-3456) - mike@sustainablewildlifehabitats.com (mailto:mike@sustainablewildlifehabitats.com)

## Sustainable Wildlife Habitats

*"Quality habitat at affordable prices"*

| Type of Tree         | Size          | Price/<br>each<br>1 – 24 | Price/<br>each<br>25+ |
|----------------------|---------------|--------------------------|-----------------------|
| Black Hills Spruce   | 18-24"        | \$4.75                   | \$2.65                |
| Colorado Blue Spruce | 18-24"        | \$4.75                   | \$2.65                |
| Colorado Blue Spruce | 24-36"        | \$5.00                   | \$3.20                |
| Norway Spruce        | 18-24"        | \$4.75                   | \$2.55                |
| Norway Spruce        | 24-36"        | \$5.50                   | \$3.45                |
| Norway Spruce        | 36-48"        | \$6.00                   | \$3.85                |
| White Spruce         | 18-24"        | \$4.75                   | \$2.55                |
| White Spruce         | 24-36"        | \$5.50                   | \$3.45                |
| Serbian Spruce       | 18-24"        | \$4.75                   | \$2.55                |
| White Pine           | 18-24"        | \$4.75                   | \$2.45                |
| White Pine           | 24-36"        | \$5.00                   | \$2.95                |
| White Cedar          | 24-36"        | \$5.00                   | \$2.95                |
| <b>White Cedar*</b>  | <b>36-48"</b> | <b>\$6.00</b>            | <b>\$4.00</b>         |
| Red Cedar            | 12-16"        | \$4.55                   | \$2.15                |
| Tamarack             | 18-24"        | \$3.95                   | \$1.95                |
| River Birch          | 2-3'          | \$3.55                   | \$2.00                |
| White Birch          | 2-3'          | \$3.55                   | \$2.05                |
| Red Pine             | 2-3'          | \$4.75                   | \$2.35                |
| Dawn Redwood         | 2-3'          | \$3.65                   | \$2.10                |
| Common Buttonbush    | 2-3'          | \$3.95                   | \$2.00                |
| Highbush Cranberry   | 2-3'          | \$3.65                   | \$2.10                |
| Speckled Adler       | 2-3'          | \$3.65                   | \$2.10                |
| Hybrid Poplar        | 3-4'          | \$3.55                   | \$2.15                |

| Type of Tree           | Size   | Price/<br>each<br>1 – 24 | Price/<br>each<br>25+ |
|------------------------|--------|--------------------------|-----------------------|
| Quaking Aspen          | 2-3'   | \$3.55                   | \$2.05                |
| Nannyberry Viburnum    | 2-3'   | \$3.55                   | \$2.10                |
| Hazelnut               | 2-3'   | \$3.65                   | \$2.15                |
| Sycamore               | 2-3'   | \$3.55                   | \$2.10                |
| Pin Oak                | 2-3'   | \$3.55                   | \$2.10                |
| Burr Oak               | 2-3'   | \$3.55                   | \$2.10                |
| Northern Red Oak       | 2-3'   | \$3.55                   | \$2.10                |
| White Oak              | 18-24" | \$3.55                   | \$2.05                |
| Swamp White Oak        | 18-30" | \$3.55                   | \$2.05                |
| Black Cherry           | 2-3'   | \$3.55                   | \$2.00                |
| Black Walnut           | 3-4'   | \$3.75                   | \$2.40                |
| Red Maple              | 2-3'   | \$3.55                   | \$2.00                |
| Silver Maple           | 2-3'   | \$3.55                   | \$2.00                |
| Sugar Maple            | 2-3'   | \$3.55                   | \$2.10                |
| Chinese Chestnut       | 2-3'   | \$3.55                   | \$2.10                |
| Ninebark               | 2-3'   | \$3.55                   | \$2.10                |
| American Elderberry    | 2-3'   | \$3.55                   | \$2.00                |
| Red Osier Dogwood      | 3-4'   | \$3.55                   | \$2.10                |
| Gray Dogwood           | 2-3'   | \$3.55                   | \$2.10                |
| Alleghany Serviceberry | 24-36" | \$3.55                   | \$2.05                |
| Common Lilac           | 2-3'   | \$3.55                   | \$2.00                |
| Juneberry              | 2-3'   | \$3.55                   | \$2.00                |
| American Plum          | 2-3'   | \$3.55                   | \$2.00                |

**\* NEW VARIETIES/SIZES FOR 2023!!!!!!**

### Apple Varieties By Harvest

| EARLY             | MIDDLE            | LATE             |
|-------------------|-------------------|------------------|
| Cox Orange Pippin | Cortland          | Arkansas Black   |
| Empire            | Fireside          | Braeburn         |
| Freedom           | Haralson          | Fuji             |
| Gala              | JonaGold          | Granny Smith     |
| Honeycrisp        | Northern Spy      | King             |
| Lodi              | Whitney Crabapple | Liberty          |
| Pound Sweet       | McIntosh          | Pink Lady        |
| Spartan           | Ambrosia          | Red Delicious    |
| Wolf River        | Sweet 16          | Snow Fameuse     |
| Dolgo Crabapple   | Transcendant      | Topaz            |
| Zestar            |                   | Yellow Delicious |
|                   |                   | Enterprise       |

## **Fruit Trees**

All fruit trees are semi dwarf 6-8' height, 7/8"-1" caliper trees. All priced at \$27.00

### **Crab Apple**

*Whitney, Transcendent-and Dolgo*

### **Pear**

*Bartlett, Keifer, Seckel and Summer Crisp*

### **Peach**

*Reliance and Frost*

### **Plums**

*Toka and Stanley*

### **Cherry**

*Bing, Montmorency and Stella Sweet*

## **Big Trees**

All trees are 8-16' height depending on variety. All are priced \$36.00

*Autumn Blaze, Celebration, October Glory, Shade Master Locust, Red Oak, , Prairie Fire Crab , Newport Plum, Armstrong Marmo, Sienna Glen and Emerald Queen Maples, Burgundy Belle and Northwood Red Maples Commemoration Sugar Maple and Autumn Brilliance , Jacquemontii Birch, Winter King Hawthorn, Kentucky Coffeetree and Ivory Silk Lilac Many Varieties of Maples, Flowering Crabs, Oaks and Birch*

## **Small Fruit**

*Mary Washington Asparagus root 1-24 \$1.50 ea. 25+ \$1.00 ea.;*  
*Jersey Knight Asparagus 1-24 \$1.25 ea. 5+ \$1.75 ea.;* *Red Raspberries \$7.00;*  
*Gold Raspberries \$7.00; Black Raspberries \$9.00; Albion Strawberries 1-24 \$1.75 ea. 25+ 1.50;*  
*Blue Ray Blueberries \$14; Blue Crop Blueberries \$14; Concord Grapes \$9.00;*  
*Crimson Rhubarb \$12; Red Currant \$12; White Currant \$12;*

**Be sure to check our website or call as more items will be added.**

Visit us at [www.sustainablewildlifehabitats.com](http://www.sustainablewildlifehabitats.com)

**Preorders recommended due to limited stock on some items**

Mike Blackburn  
W9595 County C  
Cambridge, WI  
608-577-3940

mike@sustainablewildlifehabitats.com

**SPRING 2023**

# Green County Land & Water Conservation Dept. 2023 Tree Sale Order Form

1627 4<sup>th</sup> Avenue West  
Monroe, WI 53566

608-325-4195 ext.120

|   |                  |                              |
|---|------------------|------------------------------|
| Name: <i>Town of New Glarus</i>                   |                  |                              |
| Address: <i>26 5<sup>th</sup> Avenue</i>          |                  |                              |
| City: <i>New Glarus</i>                           | State: <i>WI</i> | Zip: <i>53574</i>            |
| Email Address: <i>clerk@townofnewglaruswi.com</i> |                  | Phone: <i>(608) 527-2390</i> |

| Species                           | Quantity* | Price                  | Amount     |
|-----------------------------------|-----------|------------------------|------------|
| Quaking Aspen 2-3'                |           | \$30.00/ 10            |            |
| <del>Paper Birch 2-3'</del>       |           | <del>\$30.00/ 10</del> |            |
| Black Walnut 2-3'                 |           | \$30.00/ 10            |            |
| Red Splendor Crabapple 18-24"     | <i>30</i> | \$30.00/ 10            | <i>900</i> |
| Redosier Dogwood 2-3'             |           | \$30.00/ 10            |            |
| Sugar Maple 2-3'                  |           | \$30.00/ 10            |            |
| Common Ninebark 18-24"            |           | \$30.00/ 10            |            |
| Bur Oak 2-3'                      |           | \$30.00/ 10            |            |
| Red Oak 2-3'                      |           | \$30.00/ 10            |            |
| Swamp White Oak 2-3' (WAITLISTED) |           | \$30.00/ 10            |            |
| White Oak 18-24" (WAITLISTED)     |           | \$30.00/ 10            |            |
| American Plum 2-3'                |           | \$30.00/ 10            |            |
| Domestic Apple 2-3'               |           | \$30.00/ 10            |            |
| <del>White Pine 12-30"</del>      |           | <del>\$30.00/ 10</del> |            |
| Norway Spruce 16-24"              |           | \$30.00/ 10            |            |
| Sycamore 2-3'                     |           | \$30.00/ 10            |            |

| Supplies                                | Quantity | Price         | Amount |
|---|----------|---------------|--------|
| Mycorrhizal Root Dip (makes 1 gal)      |          | \$10.00/ each |        |
| Nutrient Pack (slow release fertilizer) |          | \$1.00/ 2     |        |
| Tree Spud (deposit refunded at return)  |          | \$50.00/ each |        |
| Tree Planter (minimum \$40.00)          |          | \$20.00/ 1000 |        |

|                      |                      |
|----------------------|----------------------|
| <b>Grand Total**</b> | <b>\$ <i>900</i></b> |
|----------------------|----------------------|

\*Trees must be ordered in increments of 10

\*\*Payment due at pickup mid-late April, pickup at Pleasant View Barn

ORDERS MUST BE SUBMITTED BY DECEMBER 30<sup>TH</sup>, 2022



# Town of New Glarus Parks Commission

## Annual Tree Sale

### Procedures for a Successful Sale

**EVENT PLANNING:** 3<sup>rd</sup> week in October check with Green County for tree list before October Parks Meeting, also get catalog from Schumacher's

1. Invite Boy Scouts and Volunteers to a Planning Meeting
  - a. Select Trees Species  
Usually 6 species ordered from Green County and one other nursery
  - b. Determine Tree Prices
  - c. Set Order Due Date (Usually close to year end)
  - d. Set Sale Date (based on delivery dates – Traditionally close to 2<sup>nd</sup> week in May)
  - e. Assign tasks (See day of Event below)
2. Place tree/sleeve orders – Verify expected ship dates
3. Update Tree Flier – Clerk
4. Send to Residents - Clerk
5. Create Press Release
  - a. Send to Newspaper
  - b. Post on Website
6. Create final pre-sale sheet and prints labels for bags – 1 week before event
7. Post reminder on Website – 1 week before event
8. Phone or email reminder to pre-order customers
9. Review Inventory for Sale Materials – 1 week before event
  - a. \$100 starting cash & Cash box
  - b. Calculator
  - c. Receipt Book
  - d. String for Tree Bags
  - e. Trash Bags for Trees
  - f. Boxes for Bagged and Labeled Trees
  - g. Tables & Camp Chairs (Tent if in climate weather is expected)
10. Inventory Trees (Two volunteers needed – One reads off tree name and counts tree contents and one records on order sheet.) – As soon as trees are received.
11. 1 Day before sale
  - a. Scouts and parents meet at pre-agreed on location
  - b. Review Day of Sale Tasks
  - c. Bag up orders
    - i. Tie with string
    - ii. Label bags

## DAY OF SALE

### 1. 2 Cashiers

#### a. **Pre-Orders** – 1 Cashier checks off orders from Final Order Sheet

(Stage at table with boxes of labeled orders behind them) Assign 2 pickers

#### b. **Cash-Orders** – 1 Cashier

##### a. Order Form - Purchaser completes a blank order form

Order form goes to the picker who fills the order with help of a bagger. The bagger calls off the order from the order form while the picker places the tree in the bag and returns the bag to the bagger. The bagger returns the completed order to the customer and reads off the order form and confirms that it matches the receipt. Picker keeps the order forms in a File Folder and returns to the cashier at the end of the day.

##### b. 2-Part Receipt – The Cashier writes the Name of purchaser, Species Name, Number of Trees and order total in Receipt Book.

1 copy goes in cash box with the money

2<sup>nd</sup> copy goes to the Customer who will use it as proof of purchase and to verify order is correct.

(Stage at a separate table with Extra Trees in Clearly marked on the boxes behind table) Assign Pickers and Baggers.