

**TOWN OF NEW GLARUS**  
**REGULAR TOWN BOARD MEETING**  
**FEBRUARY 8, 2023, FOLLOWING THE ADJOURNMENT OF THE PUBLIC HEARING**  
**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 5<sup>th</sup> Avenue, Town Hall Community Room or virtually

VIRTUALLY: <https://us06web.zoom.us/j/84185205321?pwd=b29GUSTzUHI0ZVZHWEx5R0JvWkgxZz09>

Meeting ID: 841 8520 5321

Passcode: 709805

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 from
  - a) 2023 Annual Town Caucus
  - b) Regular Town Meeting – January 11, 2022
4. Public Comments
5. Review and Consider Approval, Conditional Approval, or Denial of CSM to Record Land Division Proposed by Collin Legler for Property along Hustad Valley Road
6. Consider and Possibly Approve 2023 Scope of Services Proposed by Johnson Block to Provide 2022 Financial Audit and to File Form CT on Behalf of the Town
7. Review and Possibly Approve Resolution 230208 to Amend the Appointed Election Workers for the 2022-2023 Term
8. Consider Approval of Driveway Escrow Refund to Michael or Ellen Stampfli, W5520 Windmill Ridge Road
9. Review and Possible Approval of an Operator License Request from Jordan Lafferty
10. Authorize Clerk-Treasurer to Submit 2020 Ordinance to Amend Chapter 110 to General Code
11. Patrolman Report
12. Clerk-Treasurer Report
  - a) Update on Spring Primary, annual audit preparations, and refund related to 2022 General Election
  - b) Approval and payment of bills
13. Chairman Report
14. Ad-Hoc Subcommittee –
  - a) January 13, 2023
  - b) January 27, 2023 Minutes
15. Parks Commission
  - a) January 18, 2023 minutes & mailing update
  - b) Update on Vierbicher for amendment to CORP to include new property and costs for DNR Grant.
  - c) Discussion of Ad-Hoc Subcommittee recommendations.
  - d) Request to amend bylaws to allow an alternate position on the Parks Commission.
16. Plan Commission
  - a) January 19, 2023 minutes
17. Adjourn

Posted 2.06.2023

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

## ANNUAL TOWN CAUCUS

WEDNESDAY, JANUARY 11, 2023

## MINUTES

Town Board Attending: Chris Narveson (Chair), Matt Streiff, Robert Elkins, Jim Hoesly, and Troy Pauli  
Board Members Absent: None

Also Attending as Qualified Electors: Jim Hoesly, Troy Pauli, Robert Elkins, Matt Streiff, Chris Narveson, Grace McLaughlin, Harry Pulliam, Mona Sue French, Ruth Elmer, Jody Hoesly, Janis Roesslein, Ron Roesslein, Dennis Hoesly, Cari Muggenburg, Eric Muggenburg, Jon Martinson, Ellen Bergfeld, Kelly Ruschman, Dave Cassidy, Jenny Julseth, Frank Grenzow, Karl Luschow, Amanda Kesich, Anthony Kesich, Jean Towne, Randy Ruchti, Lisa Behnke, Mary Funseth, Rita Mahone, Tammy Narveson, Vanessa Narveson, Mary Anne Oemichen, Rebecca Streiff, Dave Anderson, William Oemichen, Aleta Martinson, Jared Martinson, Rome Wieser, Pam Ruschman, Kevin Julseth, Beth Karr, Virginia Schween, Mark Pernitz, Rich Johnson, Mary Dibble, Jason Neton, Garret Perry, Maryann Neton, and Kelly Towne

Those Attending Who are Not Qualified Electors: Angie Sweetwood (resident of Monticello) and Sultana Shahnaz Shahida (Village of New Glarus resident)

1. **Call to Order:** The Annual Town Caucus was called to order at 6:00 PM by C. Narveson.
2. **Proof of Posting:** Clerk-Treasurer Wright attested to the proper proof of posting in three physical locations, on the Town website (Agendas & Minutes and News & Notices) and Facebook since December 21, 2023.
3. **Nomination of Chair:** Town Board Chair Narveson reported that the positions of Town Chair, 1<sup>st</sup> Town Board Supervisor (incumbent Matt Streiff) and 2<sup>nd</sup> Town Board Supervisor (incumbent Troy Pauli) are under consideration for nomination this evening. Because his position is up for re-election, Narveson stated that he cannot serve as Chair of the Caucus since he is an incumbent whose term will expire this year. He asked for nominations for a Caucus Chair. Motion by Matt Streiff to nominate Supervisor Hoesly as Chair the Caucus; second by Mark Pernitz. Motion carried by voice acclamation.

Caucus Chair Hoesly stated that only qualified electors may nominate candidates: must be at least 18 years of age, a citizen of the United States, and have resided in the Town of New Glarus a minimum of 28 days prior to the Caucus. Terms for those who are elected, based on the results of the April 4, 2023 Spring Election, are for two-years beginning on April 18, 2023. The Chair announced he will accept nominations from the floor for each position separately; nominations must receive a second to be considered as candidates. All incumbents may be nominated to continue their term as none have declared non-candidacy. In the event more than two candidates are nominated for any of the three positions, the tie will be broken by paper ballot.

4. **Appointment of Tellers:** The Caucus Chair asked for two volunteers to act as tellers to canvass the votes for each office, if needed, to reduce candidates to no more than two for each position. Grace McLaughlin and Kelly Ruschman volunteered and were appointed by Caucus Chair Hoesly.
5. **Nominations for Town Chair:** Caucus Chair Hoesly opened the floor for nominations for Town Chair. Motion by Virginia Schween to nominate Chris Narveson for Town Board Chair; second by Janis Roesslein. Caucus Chair asked twice more for additional nominations. Motion by Mark Pernitz to close nominations for Town Chair; second by Ellen Bergfeld. Nominations for Chair were closed at 6:04 PM. No voting was required since the number of nominations for Town Board Chair did not exceed two in number.
6. **Nominations for 1<sup>st</sup> Supervisor:** Caucus Chair Hoesly asked for nominations for the 1<sup>st</sup> Supervisor for the Town of New Glarus Board. Motion by Becky Streiff to nominate Matt Streiff for Town Board 1<sup>st</sup> Supervisor; second by Ron Roesslein. Caucus Chair Hoesly asked for any additional nominations for the 1<sup>st</sup> Town Board Supervisor two more times. Motion by Ellen Bergfeld to close nominations for Town Board 1<sup>st</sup> Supervisor; second by Jody Hoesly. Nominations for 1<sup>st</sup> Supervisor were closed at 6:05 PM. No voting is required since the number of nominations did not exceed two in number.
7. **Nominations for 2<sup>nd</sup> Supervisor:** Hoesly opened the floor for nominations for the 2<sup>nd</sup> Supervisor for the Town of New Glarus Board. Motion by Cari Muggenburg to nominate Troy Pauli for Town Board 2<sup>nd</sup> Supervisor; second by Dave Anderson. Caucus Chair Hoesly asked twice more for any additional nominations for the 2<sup>nd</sup> Town Board Supervisor.

Motion by Mark Pernitz to close nominations for Town Board 2<sup>nd</sup> Supervisor; second by Ron Roesslein. Nominations for 2<sup>nd</sup> Supervisor were closed at 6:06 PM. No voting is required since the number of nominations did not exceed two in number.

8. **Clerk Notification:** The Clerk provided all three candidates present with written notification of their nominations and their requirement to complete the Campaign Finance Registration Statement and Declaration of Candidacy that each received. These documents must be completed and returned to the Clerk within five days before their names are provided to the Green County Clerk to be added to the April 4, 2023 ballot for the positions for which they were nominated.
9. **Adjourn:** Motion to adjourn the 2023 Annual Town Caucus by Ellen Bergfeld; second by Jim Hoesly. Motion carried at 6:09 PM.

Approved:

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John Wright, Clerk-Treasurer

DRAFT

**REGULAR TOWN BOARD MEETING  
WEDNESDAY, JANUARY 11, 2023  
MINUTES**

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

Also Attending: John Wright: Clerk-Treasurer; Lisa Behnke (departed at 7:20 PM), Grace McLaughlin (departed at 7:27 PM), Jason Neton (departed at 6:30 PM), Mark Pernitz (departed at 6:30 PM), Virginia Schween (departed at 6:30 PM), and Harry Pulliam (departed at 7:27 PM): Town residents; Angie Sweetwood: Monticello resident; Sultana Shahnaz Shahidain: Village resident; and Sue (unidentified virtual attendee)

1. **Call to Order** – Chair Narveson called the meeting to order at 6:18 PM and announced the intention of this body to convene into closed session per §19.85(1)(c).
2. **Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Special Town Board Meeting Minutes**: The regular Town Board minutes were approved at this special meeting on December 28, 2022, so do not need approval this evening. A motion to approve the December 28, 2022 Special Town Board meeting minutes was made by Supervisor Streiff; second by Supervisor Hoesly. Motion carried 5-0.
4. **Public Comments** – Village of New Glarus resident Shahnaz Shahidain introduced herself and stated that she is looking for a small piece of land, accessible to the larger New Glarus community. Chair Narveson suggested that she attend the Parks Commission meeting next Wednesday, January 18, 2023 at 6 PM in this same space.

Angie Sweetwood was recognized by the Chair to speak. She introduced herself as a member of the PecValley ATV Club of Monticello. Their group is interested in extending the network of area roads that are open to ATV/UTV traffic. Chair Narveson stated that many of these requests are discussed by the Green County Highway Committee. That body is seeking to define, along with the Wisconsin Towns Association, a consistent set of standards for times of operation, safety lighting, and turn signals. He further stated that the matter might be considered as a referendum issue to be added to the 2024 Presidential/General Election ballot for local residents to consider so that the Town Board has a basis for a decision.

5. **Review and Possibly Approve Ordinance 2023-01, An Ordinance to Establish a Policy when Denying or Revoking an Operator License** – Clerk-Treasurer Wright reminded the Board that Lieutenant Sturdevant, now Chief Sturdevant, of the New Glarus Police Department had recommended the Town adopt a policy similar to that of the Village of New Glarus. Sturdevant conducts the background investigations of applicants for an Operator's License to dispense or sell alcohol at area bars, restaurants, and stores. Wright noted that the Board already has the authority per Wisconsin Statute 125.12 to deny, revoke, or suspend licenses. However, by adopting this proposed ordinance, any individual whose operator license application is denied or revoked, will receive a copy of the ordinance with a letter explaining the basis of the denial, their appeal rights, and forfeiture of their application fee.

A motion to approve Ordinance 2023-01 was made by Supervisor Hoesly; second by Supervisor Pauli. Motion carried 5-0. It was noted that the Ordinance is effective upon adoption.

6. **Review and Possible Approval of an Operator License Request from Jordan Lafferty** – Wright reported that he received the application too late to include on an agenda in December. The redacted application is in the public packet and the results of the background investigation, conducted by then Lieutenant Sturdevant, have been printed for each Board member to review. Sturdevant recommends denial based on failure of the applicant to disclose information pertinent to the consideration process.

A motion to deny an Operator License to Jordan Lafferty was made by Supervisor Pauli; second by Supervisor Streiff. Motion carried 5-0. Without objection, Wright will mail the applicant a copy of Ordinance 2023-01 with a letter explaining the basis of denial and appeal options. The \$20 application fee will be forfeited.

7. **Patrolman Report** – Chair Narveson publicly acknowledged the work conducted by Patrolperson Roesslein and Rudy Gerber to keep snow cleared for the Christmas and New Year holidays.
8. **Clerk-Treasurer Report**
  - a) Results of Town Caucus and information to send to the Green County Clerk in preparation for the Spring Election – because all three nominees were present this evening, they were provided with notification of their nominations. Once the Wright receives the completed Campaign Finance Registration Statements and Declaration of Candidacy for all three, he will notify the Green County Clerk so that the names can be added to the 2023 Spring Election ballot.
  - b) Approval and payment of bills – A motion to approve payment by ACH and checks 20999 -21022 was made by Supervisor Pauli; second by Supervisor Streiff. Motion carried 5-0. It was noted that payments owed to other taxing jurisdictions for taxes collected are included in this round of bills.

- c) Discuss 2023 Open Book date and possibly approve 2023 Board of Review date and time – There was a brief discussion regarding changes to assessment classes in 2022 based upon fieldwork; contract assessor Okrie has been working with property owners who have contacted him regarding those changes that may have been made in error. Wright reported that he has been working with contract assessor Tom Okrie from Associated Appraisal Services to determine a schedule for 2023. Open Book is scheduled for Monday, April 24, 2023 from 6:00 PM until 8:00 PM at the Town of New Glarus Hall. Thursday, May 25, 2023, from 5:00 PM until 7:00 PM, has been proposed for the 2023 Board of Review (BOR) at the Town Hall. Without objection, the BOR will be at the proposed time, date, and location stated above. The Board members are receptive to purchasing the training DVD from UW Extension and qualifying at least one member of the BOR this year.
- d) Receipt of Agricultural Impact Statement from the Department of Agriculture and Consumer Protection (DATCP) – Wright requested the report in order to qualify for Knowles-Nelson Stewardship Grant funds, as directed by Cheryl Housley from the Wisconsin Department of Natural Resources.

**9. Chairman Report**

- a) Consider approval of Vierbicher costs to amend the updated Comprehensive Outdoor Recreation Plan (CORP) to include the newly purchased land to qualify for grants – Chair Narveson stated that proposal from Vierbicher in tonight's packet has been revised to include costs already authorized (a boundary survey and a Phase 1 Environmental Study) as well as the addition of a fee to amend the existing Town CORP to qualify for grant funds. There followed a brief discussion regarding the members of the proposed ad-hoc subcommittee to review how the land will be utilized, including sale of the existing homesite with some land, identify the portion of the land for a future public works facility, land to set aside for passive recreational use, and land for possible residential development. Without objection, the committee should seek input from property owners whose land abuts the newly acquired land: Janet Sherven, Eddie Klitzke, Mark and Laura Smith, and Brett Eichelkraut. Previously named members include Carol Holmes, John Ott, Matt Streiff, Chris Narveson, and Harry Pulliam. Those in attendance recommended that the existing homesite be marketed prior to end of the rental period in June of 2023. It was noted that the inaugural meeting of the ad-hoc subcommittee may include more people than who will actually serve on that body. There followed a brief discussion regarding how to fairly and impartially select a realtor to represent the property to be disposed and broker the sale. Chair Narveson and Parks Chair Pulliam are scheduled to meet virtually with Cheryl Housley on Friday, January 13, 2023 to discuss preparations for the Knowles-Nelson Stewardship Grant along with Matthew Miller and Melissa Hunt from Vierbicher.

A motion to approve for Vierbicher to amend the Town of New Glarus Comprehensive Outdoor Recreation Plan at a cost of \$4,900 was made by Supervisor Hoesly; second by Supervisor Elkins. Motion carried 5-0.

**10. Parks Commission**

- a) December 21, 2022 minutes – Parks Commission Chair Harry Pulliam provided a brief summary of what was discussed and decided at the December meeting.
- b) Update on mailing for workshops, bulk waste collection dates, and 2023 recycling calendar – Parks Commissioner Jason Neton has been updating the flyer. Pulliam noted that the flyer will also include the date for the pick up of trees sold at the end of last year and the electronic recycling event as well as the election schedule for 2023. Without objection, the Town will pay for the cost to print the trash/recycling calendar and will split the costs for postage with the Parks Commission. Now that they are known, Wright will forward the Open Book and Board of Review dates to Commissioner Neton so that they can be added to the flyer as well.
- c) Vierbicher preparation of amendment to CORP to include newly acquired property and costs to complete and submit a Knowles-Nelson Stewardship Grant to the Wisconsin Department of Natural Resources – see item 9.a) above.

**11. Plan Commission**

- a) December 15, 2022 minutes – Chair Narveson provided a brief update regarding proposed development by Eddie Klitzke on Legler Valley Road and by Collin Legler on Hustad Valley Road.

**12. Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over Which the Governmental Body has Jurisdiction or Exercises Responsibility:**

A motion to convene in closed session was made by Supervisor Streiff; second by Supervisor Hoesly. Roll call: Hoesly: aye; Elkins: aye; Pauli: aye; Streiff: aye; and Narveson: aye. Motion carried at 7:28 PM. The recording was paused and the public present asked to leave the meeting room while in closed session.

**13. Return to Open Session – Motion to return to open session was made by Supervisor Streiff; second by Supervisor Pauli at 8:34 PM. Motion carried 5-0.**

**14. Action in Closed Session – Job descriptions for the Patrolperson and Clerk-Treasurer will be reviewed and the duties will be updated, as needed. Chair Narveson and Supervisor Streiff will meet with both employees to review their updated duties and will have each sign that they agree to the changes proposed.**

Motion to authorized unused 2022 vacation hours be carried forward into 2023 for both Roesslein and Wright was made by Supervisor Streiff; second by Supervisor Hoesly. Motion carried 5-0.

15. **Adjourn** – Motion to adjourn made by Supervisor Pauli; second by Supervisor Elkins. Meeting adjourned at 8:36 PM.

Approved:

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John Wright, Clerk-Treasurer

DRAFT

# TOWN OF NEW GLARUS

## LAND DIVISION HEARING

### NOTICE

WEDNESDAY, FEBRUARY 8, 2023

LOCATION: New Glarus Town Hall  
26 5th Avenue  
New Glarus, WI 53574

DATE: Wednesday, February 8, 2023  
TIME: 6:00 PM

NOTICE IS HEREBY GIVEN that the Board of Supervisors for the Town of New Glarus, County of Green, will conduct a public hearing to consider an application from Collin Legler, 819 2<sup>nd</sup> Street, New Glarus, for a proposed cluster land division of 3 lots by Certified Survey Map for residential use located at N9371 Hustad Valley Road.

- A. There will be a public hearing on the proposal; the applicant will be allotted 15 minutes to explain the proposal, followed by questions from the Town Board
- B. Members of the public will be recognized to speak for 5 minutes each

After the public hearing is closed, the discussion will be among the Town Board members only.

Complete documents may be reviewed on our website: <https://townofnewglarus.com/> under the Agendas/Minutes heading.

Chris Narveson, Chair  
New Glarus Town Board

**Join Zoom Meeting:** <https://us06web.zoom.us/j/84185205321?pwd=b29GUSzUHl0ZVZHWEx5R0JvWkgxZz09>

Meeting ID: 841 8520 5321

Passcode: 709805

Phone: +1 312 626 6799

POSTED 01/19/2023: New Glarus Town Hall  
New Glarus Garage  
New Glarus Post Office  
<https://townofnewglarus.com/>

John Wright  
Clerk-Treasurer

Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance at 608-527-2390.

You are receiving this notice because your property abuts or is within 600 feet of the applicant Collin Legler, 819 2<sup>nd</sup> Street, New Glarus, WI 53574, whose land in the Town of New Glarus is located at N9371 Legler Valley Road

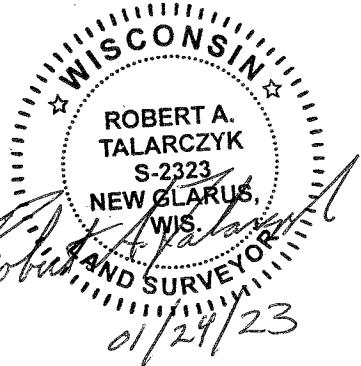
Mailing List for Collin Legler  
Land Division Public Hearing

<b>Name</b>	<b>Mailing Address</b>	<b>City</b>	<b>State</b>	<b>Zip Code</b>
Dale Hustad	N9525 Hustad Valley Road	Mount Horeb	WI	53572
Dan and Shelly Truttmann	N9682 County Road J	Blanchardville	WI	53516
Eric Knecht and Autumn Swinford	N5659 Dunning Road	Pardeeville	WI	53954
Adam and Jenna Wepfer	W7284 Hustad Valley Road	New Glarus	WI	53574
Kenneth Hustad	W7230 Hustad Valley Road	New Glarus	WI	53574-9731
Anthony and Kelly Butler	W7225 Hustad Valley Road	New Glarus	WI	53574
Grandpa's Place LLC	W6708 Klassy Road	New Glarus	WI	53574
Frances Blanchard	W7231 Hustad Valley Road	New Glarus	WI	53574
Patricia Reedy	W7181 Hustad Valley Road	New Glarus	WI	53574
Charles Benoy	N9344 Hustad Valley Road	New Glarus	WI	53574
David and Melinda LaBarge	W7130 Pioneer Road	New Glarus	WI	53574
Stacey Kacek and Daniel Whitty Trust	16 Samuel Drive	Streamwood	IL	60107
Duane and Carolyn Sue Pope Jt Rev Trust	N7917 Valley View Road	New Glarus	WI	53574
Janice and Robert Sulser	N9560 Hustad Valley Road	Mount Horeb	WI	53572



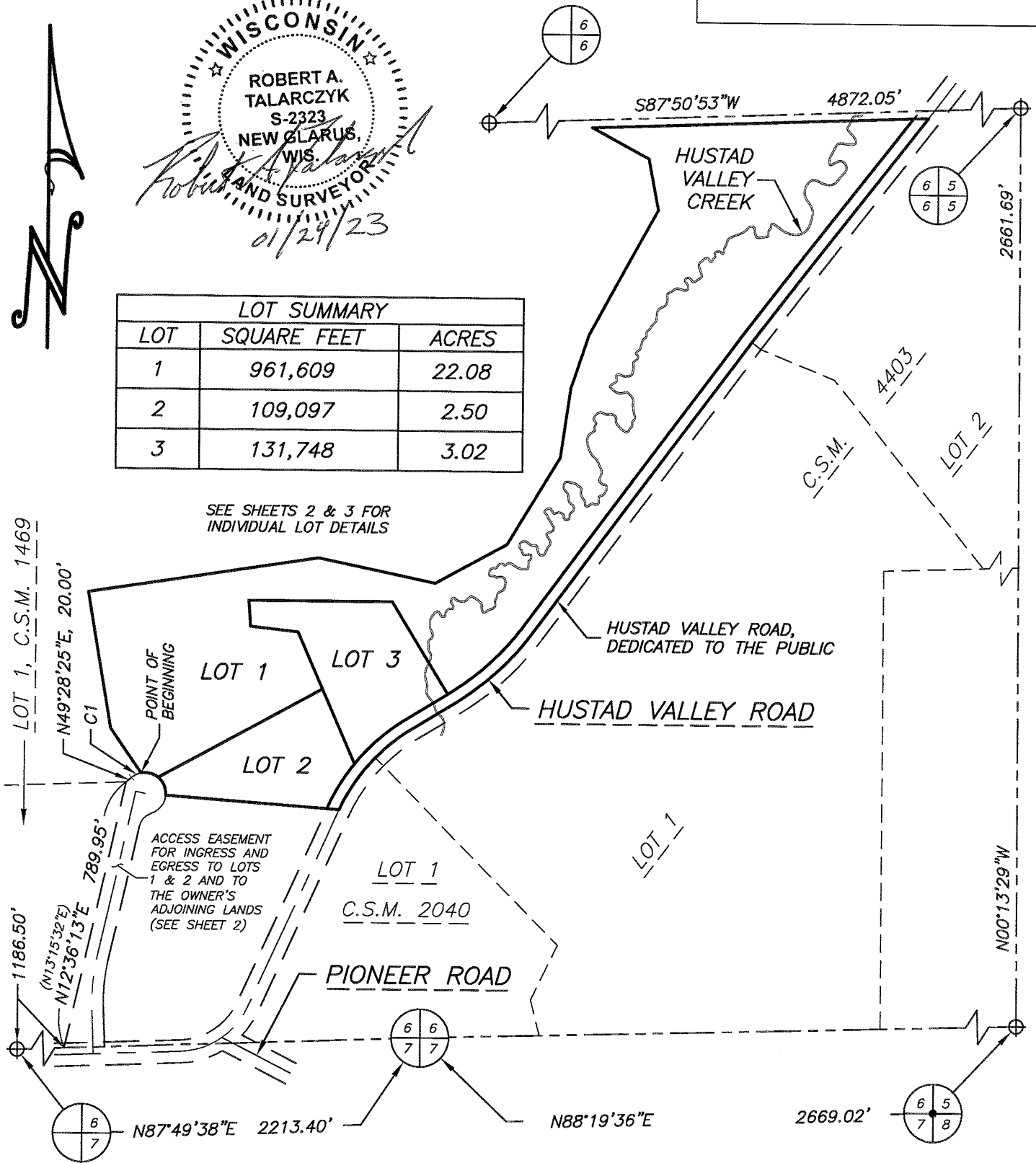
# CERTIFIED SURVEY MAP NO.

Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

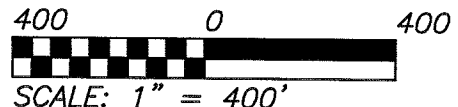


LOT SUMMARY		
LOT	SQUARE FEET	ACRES
1	961,609	22.08
2	109,097	2.50
3	131,748	3.02

SEE SHEETS 2 & 3 FOR INDIVIDUAL LOT DETAILS



PREPARED FOR:  
Tom Myers  
N8295 County Road D  
Belleville, WI 53508  
(608) 214-7653



**TALARCZYK**  
LAND SURVEYS LLC

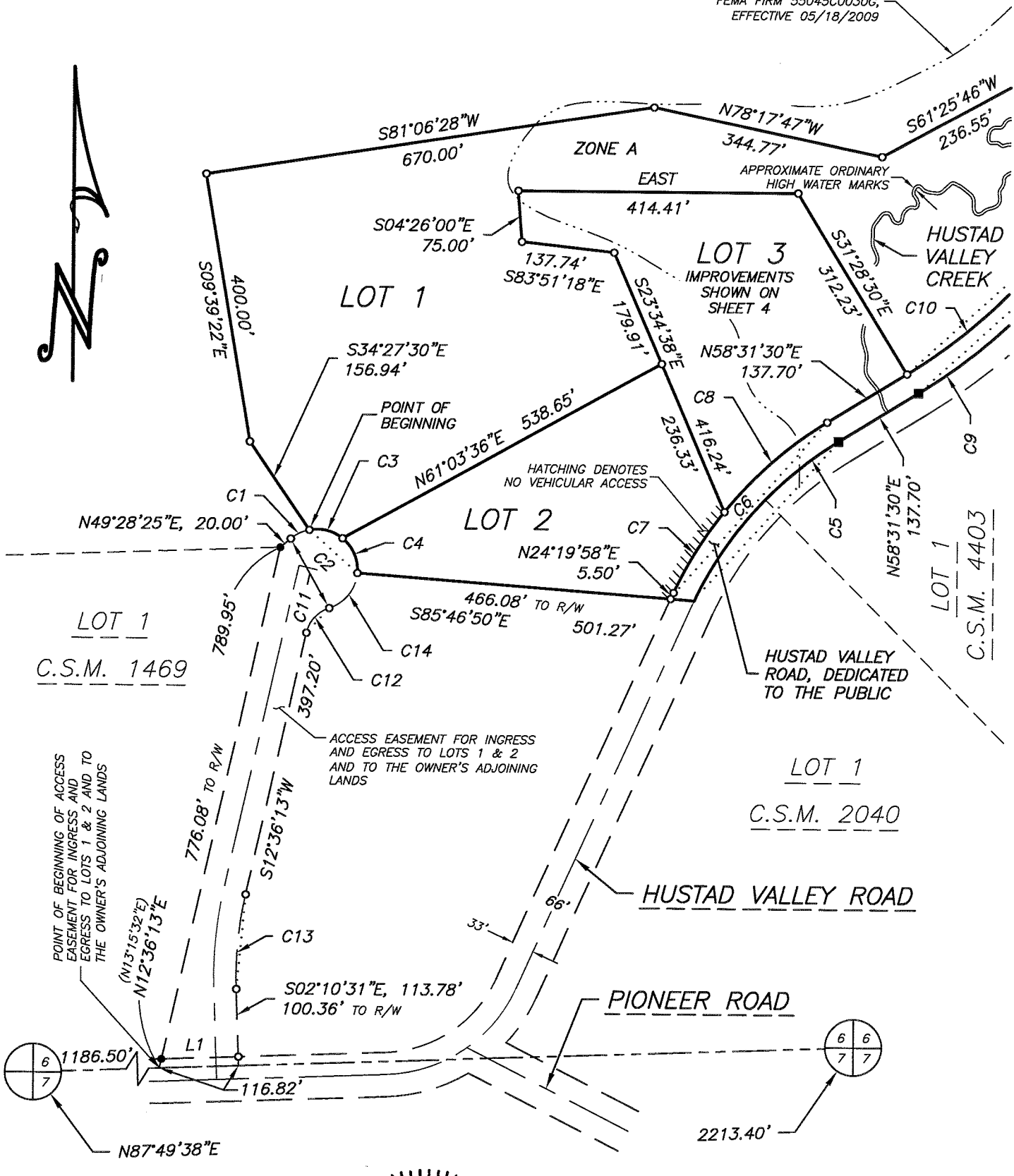
517 2nd Avenue  
New Glarus, WI 53574  
608-527-5216  
www.talarczyk-surveys.com

JOB NO. 22221  
POINTS 22221  
DRWG. 22221\_1  
DRAWN BY JMB

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

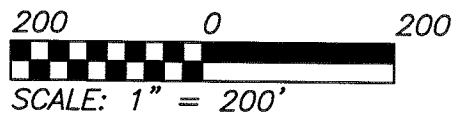
Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

REGULATORY FLOOD LINE PER  
FEMA FIRM 55045C0030G,  
EFFECTIVE 05/18/2009



L1 = N87°49'28"E, 113.28'

**WISCONSIN**  
 ☆ ROBERT A. TALARCZYK ☆  
 S-2323  
 NEW GLARUS, WIS.  
 LAND SURVEYOR  
*Robert A. Talarczyk*  
 01/24/23

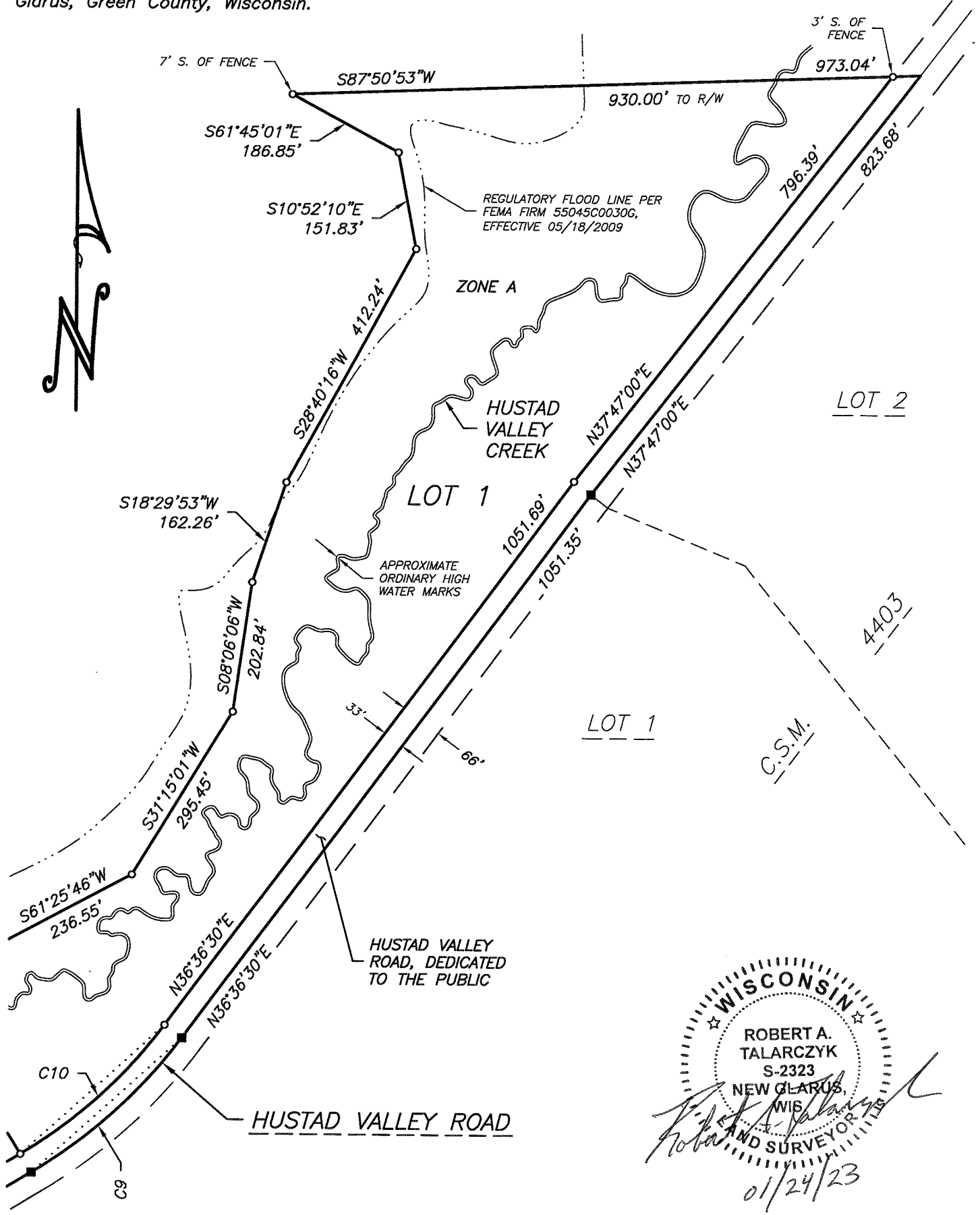


**TALARCZYK**  
 LAND SURVEYS LLC  
 517 2nd Avenue  
 New Glarus, WI 53574  
 608-527-5216  
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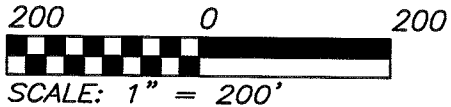
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 DRWG. 22221\_1  
 DRAWN BY JMB

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WISCONSIN
   
 ROBERT A. TALARCZYK
   
 S-2323
   
 NEW GLARUS, WIS.
   
*Robert A. Talarczyk*
  
 LAND SURVEYOR
   
 01/24/23



**TALARCZYK**
  
 LAND SURVEYS LLC

JOB NO. 22221  
 POINTS 22221  
 DRWG. 22221\_1  
 DRAWN BY JMB

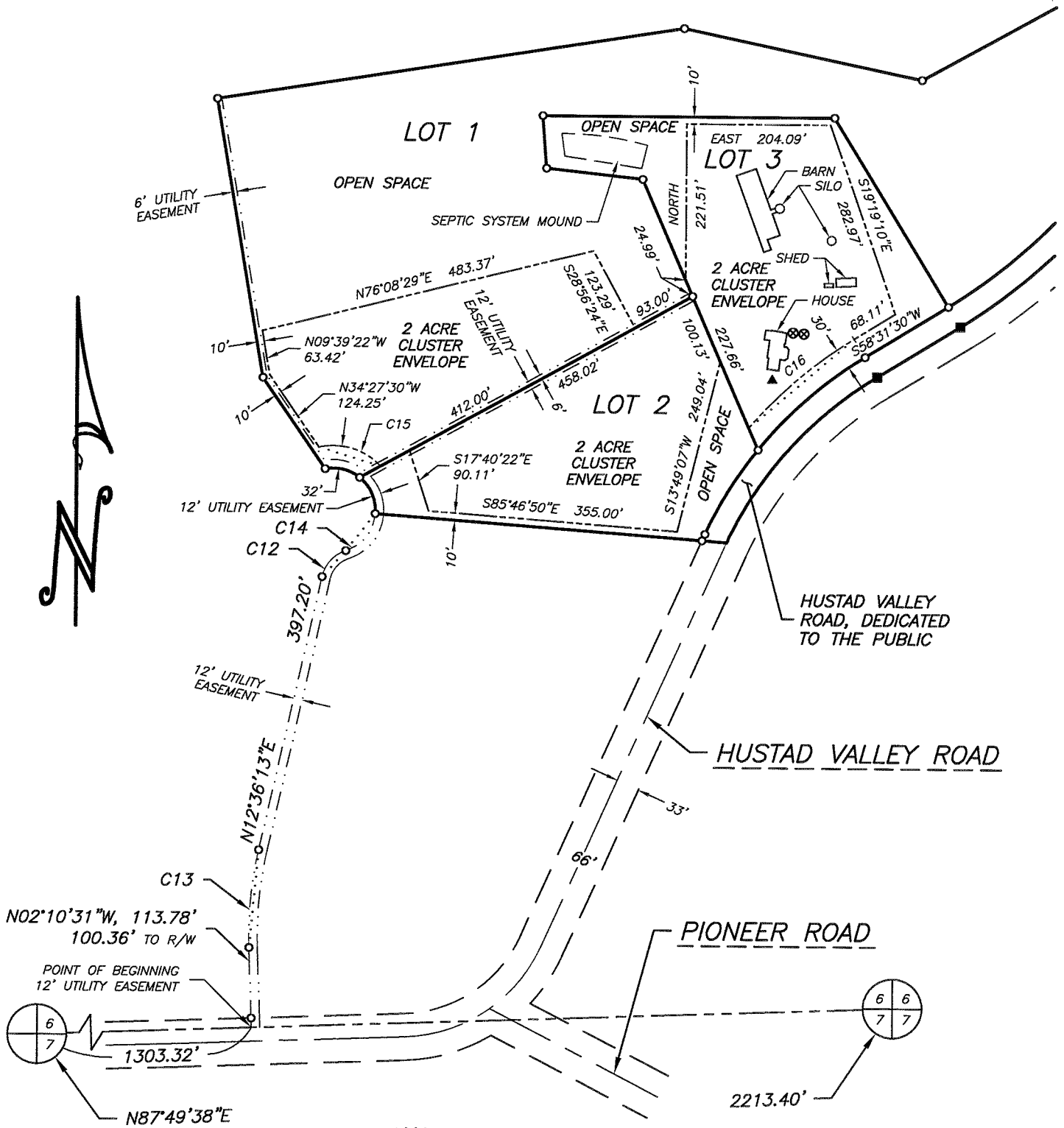
517 2nd Avenue  
 New Glarus, WI 53574  
 608-527-5216  
[www.talarczyklandsurveys.com](http://www.talarczyklandsurveys.com)

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

## CLUSTER ENVELOPES AND UTILITY EASEMENTS

Refer to notes 7.) & 8.) on Sheet 6 for Open Space and Cluster Envelope requirements.



WISCONSIN  
 ROBERT A. TALARCZYK  
 S-2323  
 NEW GLARUS,  
 WIS.  
 AND SURVEYOR  
 01/24/23

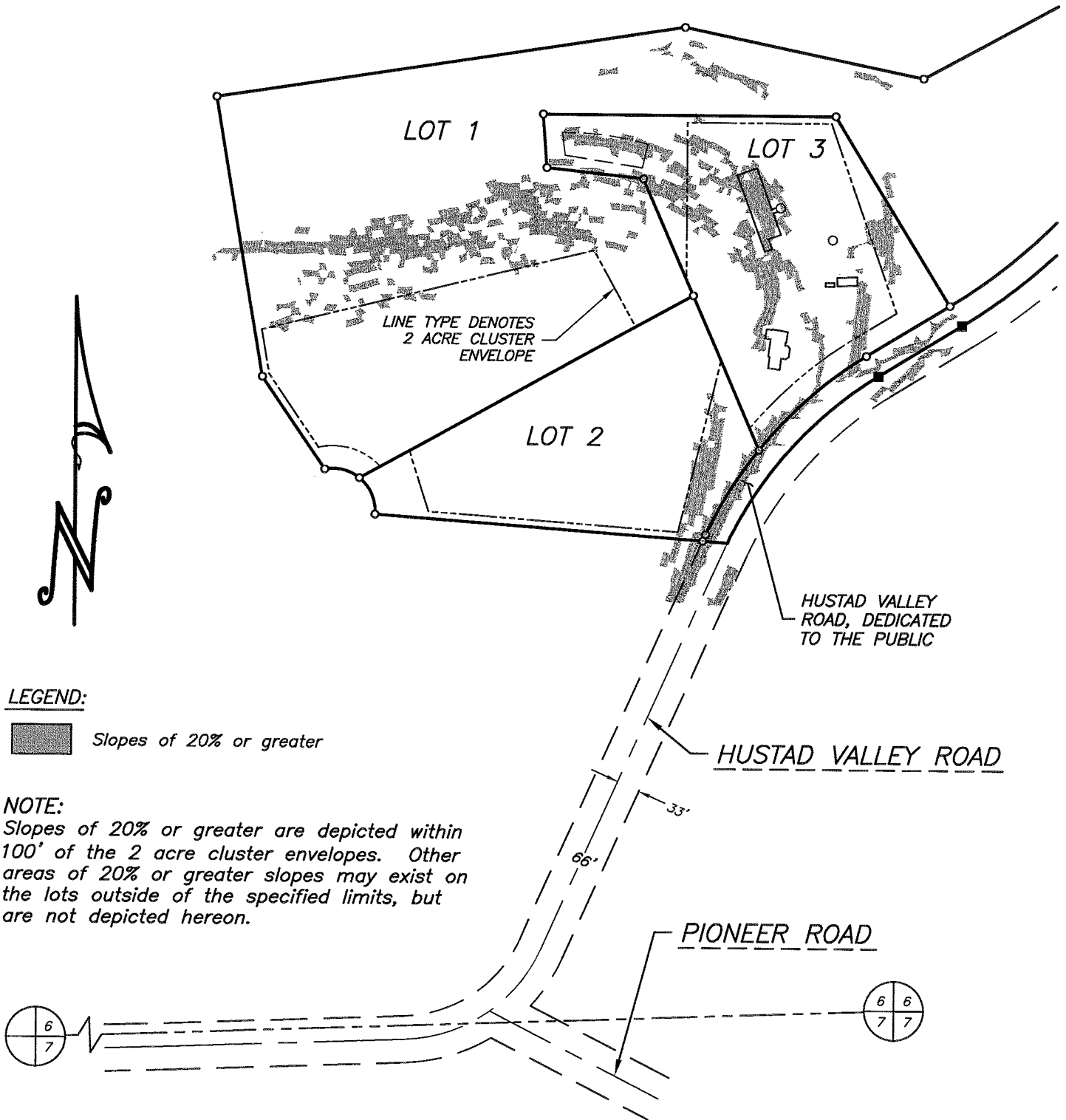
**TALARCZYK**  
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JOB NO. 22221  
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 DRWG. 22221\_1  
 DRAWN BY JMB


# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

## HILLSIDE PROTECTION




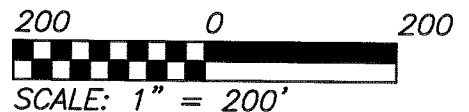
**LEGEND:**

 Slopes of 20% or greater

**NOTE:**

Slopes of 20% or greater are depicted within 100' of the 2 acre cluster envelopes. Other areas of 20% or greater slopes may exist on the lots outside of the specified limits, but are not depicted hereon.

  
 ROBERT A. TALARCZYK  
 S-2323  
 NEW GLARUS, WIS.  
 LAND SURVEYOR  
*Robert A. Talarczyk*  
 01/24/23




**TALARCZYK**  
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 DRWG. 22221\_1  
 DRAWN BY JMB

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

Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

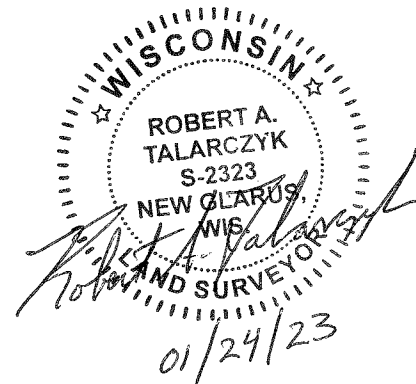
CURVE	RADIUS	ARC	DELTA	CHORD	CHORD BEARING	TAN.BEARING-IN	TAN.BEARING-OUT
C1	60.00'	30.80'	29°24'30"	30.46'	N64°10'40"E		
C2	60.00'	110.31'	105°20'16"	95.42'	S48°26'57"E	N78°52'55"E	S04°13'11"W
C3	60.00'	52.08'	49°43'58"	50.46'	S76°15'06"E		
C4	60.00'	58.23'	55°36'18"	55.97'	S23°34'59"E		
C5	551.00'	322.22'	33°30'22"	317.65'	N41°46'19"E	N25°01'08"E	
C6	584.00'	348.51'	34°11'32"	343.36'	N41°25'44"E		
C7	584.00'	146.58'	14°22'52"	146.20'	N31°31'24"E		
C8	584.00'	201.93'	19°48'40"	200.92'	N48°37'10"E		
C9	818.51'	313.09'	21°55'00"	311.19'	N47°34'00"E		
C10	785.51'	300.47'	21°55'00"	298.64'	N47°34'00"E		
C11	60.00'	212.09'	202°31'36"	117.69'	S29°15'47"E		S72°00'01"W
C12	50.00'	51.83'	59°23'48"	49.54'	S42°18'07"W		
C13	542.00'	139.80'	14°46'44"	139.42'	S05°12'51"W		
C14	60.00'	70.98'	67°46'50"	66.91'	N38°06'36"E		
C15	92.00'	95.64'	59°33'52"	91.39'	N73°08'26"W		
C16	614.00'	196.64'	18°21'00"	195.81'	S49°21'00"W		

**NOTES:**

- 1.) Bearings are referenced to the Wisconsin County Coordinate System, Green County Zone, NAD83 (2011), in which the South line of the Southwest 1/4 of Section 6 bears N87°49'38"E.
- 2.) Recorded data, when different than measured, is shown in parenthesis.
- 3.) Utility easements set forth herein are for the use of public bodies and private public utilities having the right to serve this subdivision. No utility pole, pedestal or cable shall be placed so as to disturb any survey monument or obstruct vision along any lot or street line. The unauthorized disturbance of a survey monument is a violation of s.236.32 of Wisconsin Statutes.
- 4.) Any land below the ordinary high water mark of a lake or a navigable stream is subject to the public trust in navigable waters that is established under article IX, section 1, of the state constitution.
- 5.) Approximate ordinary high water mark is shown for reference only.
- 6.) Shallow bedrock conditions may limit the installation of conventional waste disposal systems as approved by Department of Safety and Professional Services.
- 7.) All areas designated as "Open Space" shall be left undeveloped and free from residential, commercial, or industrial structures. Permitted uses of Open Space are agriculture, recreation, passive recreation use, and preservation of environmentally sensitive features.
- 8.) All buildings not supporting agricultural or passive recreational use shall be limited to placement within the Cluster Envelopes shown. Additional building setbacks per the Green County Zoning Code shall also be met.

**LEGEND:**

-  Concrete monument with brass cap found
-  Cast aluminum monument found
- Railroad spike found
- 3/4" solid round iron rod found
- 3/4" x 24" solid round iron rod set, weighing 1.50 lbs per lineal foot
- ⊗ Septic cover
- ▲ Well



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JOB NO. 22221  
POINTS 22221  
DRWG. 22221\_1  
DRAWN BY JMB

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

That part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, bounded and described as follows:

Commencing at the Southwest corner of said Section 6; thence N87°49'38"E along the South line of Section 6, 1186.50'; thence N12°36'13"E, 789.95'; thence N49°28'25"E, 20.00'; thence Northeasterly, 30.80' along the arc of a curve to the right whose radius is 60.00' and whose chord bears N64°10'40"E, 30.46' to the point of beginning; thence Southeasterly, 110.31' along the arc of a curve to the right whose radius is 60.00' and whose chord bears S48°26'57"E, 95.42'; thence S85°46'50"E, 501.27' to the centerline of Hustad Valley Road; thence Northeasterly, 322.22' along said centerline and the arc of a curve to the right whose chord is 551.00' and whose chord bears N41°46'19"E, 317.65'; thence N58°31'30"E along said centerline, 137.70'; thence Northeasterly, 313.09' along said centerline and the arc of a curve to the left whose radius is 818.51' and whose chord bears N47°34'00"E, 311.19'; thence N36°36'30"E along said centerline, 1051.35'; thence N37°47'00"E along said centerline, 823.68'; thence S87°50'53"W, 973.04'; thence S61°45'01"E, 186.85'; thence S10°52'10"E, 151.83'; thence S28°40'16"W, 412.24'; thence S18°29'53"W, 162.26'; thence S08°06'06"W, 202.84'; thence S31°15'01"W, 295.45'; thence S61°25'46"W, 236.55'; thence N78°17'47"W, 344.77'; thence S81°06'28"W, 670.00'; thence S09°39'22"E, 400.00'; thence S34°27'30"E, 156.94' to the point of beginning; subject to a public road right of way as shown and to any and all easements of record.

Also subject to and together with an access easement in favor of Lots 1 and 2 and the owner's adjoining lands; said easement being part of the Southeast 1/4 of the Southwest 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, bounded and described as follows:


Commencing at the Southwest corner of said Section 6; thence N87°49'38"E along the South line of Section 6, 1186.50' to the point of beginning; thence N12°36'13"E, 789.95'; thence N49°28'25"E, 20.00'; thence Southeasterly, 212.09' along the arc of a curve to the right whose radius is 60.00' and whose chord bears S29°15'47"E, 117.69'; thence Southwesterly, 51.83' along the arc of a curve to the left whose radius is 50.00' and whose chord bears S42°18'07"W, 49.54'; thence S12°36'13"W, 397.20'; thence Southerly, 139.80' along the arc of a curve to the left whose radius is 542.00' and whose chord bears S05°12'51"W, 139.42'; thence S02°10'31"E, 113.78' to the South line of Section 6; thence S87°49'38"W, 116.82' to the point of beginning.

Also subject to and together with a 12' wide utility easement in favor of Lots 1, 2 and 3 and the owner's adjoining lands; said easement being part of the Southeast 1/4 of the Southwest 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin, whose Westerly line is described as follows:

Commencing at the Southwest corner of said Section 6; thence N87°49'38"E along the South line of Section 6, 1303.32' to the point of beginning; thence N02°10'31"W, 113.78'; thence Northerly, 139.80' along the arc of a curve to the right whose radius is 542.00' and whose chord bears N05°12'51"E, 139.42'; thence N12°36'13"E, 397.20'; thence Northeasterly, 51.83' along the arc of a curve to the right whose radius is 50.00' and whose chord bears N42°18'07"E, 49.54'; thence Northeasterly, 70.98' along the arc of a curve to the left whose radius is 60.00' and whose chord bears N38°06'36"E, 66.91' to the end of the line being described; the sidelines of said 12' wide utility easement shall terminate at the South line of Section 6 and the exterior boundary line of this Certified Survey Map.

I hereby certify that this survey is in compliance with Section 236.34 of the Wis. Statutes and the subdivision regulations of the Town of New Glarus and the Green County Land Division Ordinance, and that I have surveyed, monumented, and mapped the lands described hereon, and that this map is a correct representation thereof in accordance with the information provided.

January 24, 2023

  
Robert A. Talarczyk, P.L.S.



 **TALARCZYK**  
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POINTS 22221  
DRWG. 22221\_1  
DRAWN BY JMB

SHEET 7 OF 8

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

Part of the Northeast and Southeast 1/4s of the Southwest 1/4 and the Northeast, Northwest and Southwest 1/4s of the Southeast 1/4 of Section 6, Town 4 North, Range 7 East, Town of New Glarus, Green County, Wisconsin.

### OWNER'S CERTIFICATE OF DEDICATION:

As owner, I hereby certify that I have caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented hereon. I also certify that this map is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: The Town of New Glarus and The Green County Land Use and Zoning Department.

WITNESS the hand and seal of said owner this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
In the presence of:

\_\_\_\_\_  
Collin A. Legler

### STATE OF WISCONSIN)

\_\_\_\_\_ COUNTY) SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, the above named Collin A. Legler to me known to be the same person who executed the foregoing instrument and acknowledged the same.

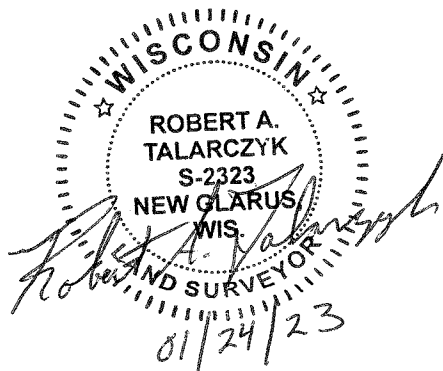
\_\_\_\_\_  
My commission expires \_\_\_\_\_.

TOWN APPROVAL: This Certified Survey Map and the public dedications shown hereon is approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ by the Town of New Glarus.

\_\_\_\_\_  
Town Chair

COUNTY APPROVAL CERTIFICATE: Approved for recording this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_ by the Green County Land Use & Zoning Department.

\_\_\_\_\_  
Zoning Administrator



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DRWG. 22221\_1  
DRAWN BY JMB





January 11, 2023

To the Town Board and Management  
John Wright: Clerk-Treasurer  
Town of New Glarus  
P.O. Box 448  
New Glarus, Wisconsin 53574

We are pleased to confirm our understanding of the services we are to provide for the Town of New Glarus for the year ended December 31, 2022.

### **Audit Scope and Objectives**

We will audit the financial statements of the governmental activities and each major fund of the Town of New Glarus, including the related notes to the financial statements, as of and for the year ended December 31, 2022. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town of New Glarus' basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town of New Glarus' RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- Management Discussion and Analysis
- Budgetary Comparison Schedules
- Wisconsin Retirement System Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the Town of New Glarus' financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

- Detailed Statement of Revenues and Expenses – General Fund

## **Audit Scope and Objectives (Continued)**

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- Schedule of Long-term Debt Payments

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance of GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgement of a reasonable user made based on the financial statements.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

We will conduct our audit in accordance with GAAS and will include test of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgement and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.



## **Auditor's Responsibilities for the Audit of the Financial Statements (Continued)**

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

### **Audit Procedures - Internal Control**

We will obtain and understanding of the government and its environment, including internal control, relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Overall inherent risk of management override of controls, lack of segregation of duties.

### **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town of New Glarus' compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

### **Other Services**

We will assist in updating and maintaining capital depreciation schedules from information provided by management. We will also assist in preparing the financial statements of the Town of New Glarus in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedures to take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for financial statement preparation services and any other non-attest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

## **Responsibilities of Management for the Financial Statements**

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each option unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the website with the original document.



## **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash or other confirmations we request and will locate any invoices selected by us for testing.

The audit documentation for this engagement is the property of Johnson Block & Company, Inc. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a regulator or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Johnson Block & Company, Inc. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the regulator or its designee. The regulator or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Tara Bast, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit in February and to issue our report in April.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree our gross fee, including expenses, will not exceed \$10,100. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these services will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

In addition, we will prepare the annual Department of Revenue report for \$1,000. We will compile the reports based on information provided by management. Accordingly, we will make no management decisions regarding information in the report. Further, you are required to designate a qualified management level individual to be responsible and accountable for overseeing our services. See Addendum A attached, which is an integral part of this engagement letter.

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter. Additional services will be at our standard hourly rates.

## Changes in Accounting and Audit Standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in this letter increases due to such changes, our fee may need to be adjusted.

Governmental Accounting Standards Board Statement No. 87: Leases is required to be implemented for the fiscal year ending December 31, 2022. Addendum B outlines the terms of non-attest services to be provided should the Government decide to request assistance with the necessary accounting and reporting of this standard.

## Unanticipated Services

We do not anticipate encountering the need to perform additional services beyond those described in this letter. However, below are listings of services considered to be outside the scope of our engagement. If any such service needs to be completed before the audit can proceed in an efficient manner, we will determine whether we can provide the service and maintain our independence. If appropriate, we will notify you and provide a fair and reasonable price for providing the service. We will bill you for the service at periodic dates after the additional service has been performed.

### Bookkeeping services

Bookkeeping services are not audit services. Bookkeeping services include but are not limited to the following activities:

- Preparation of a trial balance
- Account or bank statement reconciliations
- Capital asset accounting (e.g., calculating depreciation, identify capital assets for additions and deletions), unless previously agreed to as part of services to be provided
- Significant additional time spent calculating accruals
- Processing immaterial adjustments through the financial statements requested by management
- Adjusting the financial statements for new activities and new disclosures

### Additional work resulting from unanticipated changes in your organization or accounting records

If your organization undergoes significant changes in key personnel, accounting systems, and/or internal control, we are required to update our audit documentation and audit plan. The following are examples of situations that will require additional audit work:

- Deterioration in the quality of the entity's accounting records during the current-year engagement in comparison to the prior-year engagement
- Significant new accounting issues, significant changes in your volume of business or new or unusual transactions
- Changes in audit scope or requirements resulting from changes in your activities
- Erroneous or incomplete accounting records
- Implementation or adoption of new or existing accounting, reporting, regulatory, or tax requirements and any applicable financial statement disclosures



**Non-attest Services**

Prior to or as part of our audit engagement, it may be necessary for us to perform certain non-attest services including, but not limited to, compiling regulatory reports, preparing drafts of your financial statements and proposing general, adjusting, or correcting journal entries to your financial statements. We will not perform any management functions or make management decisions on your behalf with respect to any non-attest services we provide. In connection with our performance of any non-attest services, you agree that you will:

- Continue to make all management decisions and perform all management functions including approving all journal entries and general ledger classifications when they are submitted to you.
- Designate employee(s) with suitable skill, knowledge, and/or experience, preferably within senior management, to oversee the services we perform.
- Evaluate the adequacy and results of the non-attest services we perform.
- Accept responsibility for the results of our non-attest services.
- Establish and maintain internal controls, including monitoring ongoing activities related to the non-attest function.

**Reporting**

We will issue a written report upon completion of our audit of the Town of New Glarus’s financial statements. Our report will be addressed to the Town Board and Management of the Town of New Glarus. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor’s report, or if necessary withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the Town of New Glarus and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the letter and return it to us.

Very truly yours,

*Johnson Block & Company, Inc.*

Johnson Block & Company, Inc.

**RESPONSE:**

This letter correctly sets forth the understanding of Town of New Glarus for the Year Ended December 31, 2022.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## **ADDENDUM A**

We will perform the following services:

We will compile, from information you provide, the annual Financial Report Wisconsin Department of Revenue, for the year ended December 31, 2022. Upon completion of the compilation of the annual Financial Report Form, we will provide the Town with our accountant's compilation report. If, for any reason caused by or relating to affairs or management of the Town, we are unable to complete the compilation or if we determine in our professional judgement the circumstances necessitate, we may withdraw and decline to submit the annual Financial Report Form to you as a result of this engagement.

### **Our Responsibilities and Limitations**

We will be responsible for performing the compilation in accordance with *Statements on Standards for Accounting and Review Services* established by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements. We will utilize information that is the representation of management without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for the statements to be in conformity with accounting principles generally accepted in the United States of America.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may exist and, because of the limited nature of our work, detection is highly unlikely. However, we will inform the appropriate level of management of any material errors, and of any evidence that fraud may have occurred. In addition, we will report to you any evidence or information that comes to our attention during the performance of our compilation procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

### **Management's Responsibilities**

The Town's management is responsible for the financial statements referred to above. In this regard, management is responsible for (i) the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, (ii) designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements, (iii) preventing and detecting fraud, (iv) identifying and ensuring that the entity complies with the laws and regulations applicable to its activities, and (v) making all financial records and related information available to us. Management also is responsible for identifying and ensuring that the Town complies with the laws and regulation applicable to its activities.

Management is responsible for providing us with the information necessary for the compilation of the financial statements and the completeness and the accuracy of that information and for making Town personnel available to whom we may direct inquiries regarding the compilation. We may make specific inquiries of management and others about the representations embodied in the financial statements.



## **ADDENDUM B**

### **GASB Statement No. 87, Leases**

#### **Non-attest services**

We will provide the following non-attest services:

- Calculate the lease asset and lease liability (lease schedule) based on the lease information you provide to us.
- Propose journal entries to record the lease asset and lease liability in accordance with GASB Statement No. 87 and the related amortization/depreciation expense and lease/interest expense.
- Assist with drafting the related GASB Statement No. 87 financial statement disclosures.
- Provide to you sufficient information for you to oversee the services, evaluate the adequacy and results of the services; accept responsibility for the results of the services and ensure your data and records are complete.

#### **Client information requirements**

The Government agrees it is solely responsible for the accuracy, completeness, and reliability of all of the Government's data and information that it provides us for our engagement. The Government agrees it will provide any requested information on or before the date we commence performance of the services.

#### **Our responsibilities related to the non-attest services and the related limitations**

We will not assume management responsibilities, perform management functions, or make management decisions on behalf of the Government. However, we will provide advice and recommendations to assist management in performing its responsibilities.

This engagement is limited to the non-attest services outlined above. We, in our sole professional judgment, reserve the right to refuse to do any procedure or take any action that could be construed as assuming management responsibilities, making management decisions, or performing management functions, including approving journal entries. We will advise the Government with regard to positions taken in the performance of the non-attest services, but management must make all decisions with regard to those matters.

Our engagement cannot be relied upon to disclose errors, fraud, or noncompliance with laws and regulations. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

We have no responsibility to ensure the Government's lease accounting practices, systems, or reports comply with applicable laws or regulations, all of which remain your sole responsibility.

Because the services listed above do not constitute an examination, audit, or review, we will not express an opinion or conclusion or issue a written report on your application of the requirements of GASB Statement No. 87 as it relates to contracts. You agree that our services are not intended to be used by a third party in reaching a decision on the application of the requirements of GASB Statement No. 87 to a specific transaction.

## **Management's responsibilities related to non-attest services**

For all non-attest services we may provide to you, management agrees to assume all management responsibilities, including determining, reviewing, and approving lease information and schedules and related journal entries; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

## **Fees**

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill for expenses, including applicable software costs.

## **Use of Cloud Based Accounting Solution**

Johnson Block & Company, Inc. intends to perform said non-attest services described above through the use of a third-party cloud based solution (LeaseCrunch).

As part of its agreement with the Government ("Client"), Johnson Block & Company, Inc. may provide Client access to a cloud-based accounting solution provided by LeaseCrunch, LLC ("LeaseCrunch Services"). As between the Client and Johnson Block & Company, Inc., Johnson Block & Company, Inc. disclaims all liability related in any way to the Client's use of the LeaseCrunch Services. Johnson Block & Company, Inc. also disclaims any warranties related to the LeaseCrunch Services. Client is solely responsible for the acts and omissions of any third party, including employees or contractors, who Client has designated as a user of the LeaseCrunch Services (each an "End User"). Each End User is required to accept the LeaseCrunch Acceptable Use Policy upon initial login to the LeaseCrunch Services. Client agrees to indemnify and hold Johnson Block & Company, Inc. and its affiliates harmless from any and all liability and expenses, including reasonable attorneys' fees and costs, related to third-party claims arising out of Client's or its End User's use of LeaseCrunch Services in violation of LeaseCrunch's Acceptable Use Policy.



**Democratic Party  
of Green County**

January, 31 2023

**DPGC Officers**

Sandy Rindy  
Chair

Anthony Kesich  
Vice Chair

Dixie Stechsulte  
Secretary

Chuck Phillipson  
Treasurer

Dear New Glarus Village Clerk,

As Chair of the Democratic Party of Green County, I am writing to request the appointment of Mary Anne Oemechien to the list of affiliated poll workers for the remainder of the two-year term that ends December 31, 2023.

Thank you for all your work as the Village of New Glarus Clerk!

Sincerely,

Sandy Rindy, Chair  
Democratic Party of Green County

**RESOLUTION 23/02/08 to AMEND RESOLUTION 22/10/12B  
RESOLUTION REGARDING APPOINTMENT OF ELECTION OFFICIALS  
FOR 2022-2023 ELECTION CYCLE**

The Town Board of the Town of New Glarus, Green County, Wisconsin, do resolve as follows:

**WHEREAS**, the Town of New Glarus election worker terms expired 12/31/21 and the Town has received four (4) nominations for election workers from the Republican party and two (2) nominations from the Democrat party that was approved by the Town of New Glarus Board by Resolution 21/12/08; and

**WHEREAS**, the Town of New Glarus Clerk finds it necessary to update the list when one or more election worker is appointed as a partisan alternate by the Democrat Party or Republican Party of Green County;

**NOW, THEREFORE, BE IT RESOLVED** that the Town of New Glarus Board hereby resolve to update the party affiliation of the following to a two-year term beginning 1/1/22 and ending 12/31/23, as election workers:

Republican Nominees

Brenda Johnson  
Richard Johnson  
Tim Schmitt  
Judy Gielissen

Democratic Nominees

Howard Cosgrove  
Susan Cosgrove  
Mary Anne Oemichen (alternate)

Non-Partisan

Ruth Elmer  
Leslie Lobeck  
Vicki Sasso  
Jan Hoesly  
Deb Schilt  
Denise Wright  
Danford Bubolz  
Susan Bubolz  
Kaye Gmur

**BE IT FURTHER RESOLVED**, that said appointments shall include serving in the capacity of Election Inspector, Special Voting Deputy, Election Registration Official, Greeter and/or Tabulator, and Municipal Board of Canvasser as needed and shall be paid at the rate of \$10.00 per hour while serving in those capacities.

**BE IT FURTHER RESOLVED**, that at this time, Richard Johnson, Brenda Johnson, Tim Schmitt, Judy Gielissen, Ruth Elmer, Leslie Brugger, Vicki Sasso, Jan Hoesly, Danford Bubolz, Susan Bubolz, and Mary Anne Oemichen have received the necessary training and may also serve as Chief Election Inspector and shall be paid at the rate of \$10.00 per hour while serving in that capacity. Any of the above-named appointees may serve as Chief Election Inspector upon receiving the baseline training certification as prescribed by the State Elections Board.

Adopted by the Town of New Glarus Town Board, this 8<sup>th</sup> day of February, 2023.

**TOWN OF NEW GLARUS**

By: \_\_\_\_\_  
Chris Narveson, Town Chair

Attest: \_\_\_\_\_  
John Wright, Clerk-Treasurer

**TOWN OF NEW GLARUS  
Green County, Wisconsin**

APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT

TO THE TOWN BOARD: The undersigned hereby applies for a permit to (construct or rework) a driveway in the Town of New Glarus, Green County, Wisconsin.

Name of Property Owner: Michael & Ellen Stampfli

Address of New Driveway: 125420 Windmill Ridge Rd New Glarus, WI 53574

Name of Applicant: Mike Stampfli Phone Number of Applicant: 608-214-6080

Date of Application: 11-22-2021 Contractor: Mike Stampfli

Date culvert will be installed Next Year

Date six inches of aggregate rock will be laid down 12-3-21

Date final application of two inches of gravel will be done Next Year

Date erosion control will be finished \_\_\_\_\_

Signature Mike Stampfli  
(Owner, Agent, Contractor)

Date 11-22-21

Inspection Fee \$ 500

Security Deposit: 500

Date of Receipt of Fee: 11/23/21

Received By: Jesse Wahl

A Construction Permit/Driveway Access Permit, will be granted for the above driveway provided the construction plan conforms to the New Glarus Driveway Permit Ordinance. A driveway construction plan and erosion control plan must be presented to the Patrol Superintendent. A non-refundable Five Hundred Dollar (\$500) Inspection Fee and a refundable Five Hundred Dollar (\$500) security deposit must be posted before a permit will be issued.

Plan conforms with Town of New Glarus Driveway Ordinance: Ronald J. Kessler  
(Patrolman)

**Results of Inspection:**

\_\_\_\_\_ Driveway plan and completion dates are in accordance with ordinance approved by Town Board.

\_\_\_\_\_ Driveway is not acceptable

\_\_\_\_\_ Owner will make required improvements by \_\_\_\_\_

\_\_\_\_\_ Owner is unwilling to correct defects.

Signature Pat Zeman  
(Patrolman) Chairman

Date 12-22-2022

Signature John Wright  
(Town Clerk)

Date 12/22/2022

occupancy October 24, 2023

**HIGH TOP ROOFING, LLC**

608-214-6080  
W5280 WINDMILL RIDGE ROAD  
NEW GLARUS, WI 53574

**THE BANK OF NEW GLARUS**  
NEW GLARUS, WISCONSIN 53574

7221

79-391/759

11-23-21

PAY TO THE  
ORDER OF

Town of New Glarus

\$ 500.<sup>00</sup>

five hundred & <sup>no</sup>/<sub>100</sub>

DOLLARS <sup>6</sup>

MEMO

*[Signature]*

⑈007221⑈ ⑆075903912⑆ 101747533⑈

© CHECKS UNLIMITED™ • CLASSIC BLUE • TO REORDER: 1-800-887-2439 • www.ChecksUnlimited.com

**HIGH TOP ROOFING, LLC**

608-214-6080  
W5280 WINDMILL RIDGE ROAD  
NEW GLARUS, WI 53574

**THE BANK OF NEW GLARUS**  
NEW GLARUS, WISCONSIN 53574

7220

79-391/759

11-23-21

PAY TO THE  
ORDER OF

Town of New Glarus

\$ 500.<sup>00</sup>

five hundred & <sup>no</sup>/<sub>100</sub>

DOLLARS <sup>6</sup>

MEMO

*[Signature]*

⑈007220⑈ ⑆075903912⑆ 101747533⑈

# OCCUPANCY PERMIT

Municipality Town of New Glarus Date 10-14-22 Permit # 230021-29  
Certificate of Occupancy for the building located at W 5420 Windmill Ridge  
Owner Michael Stampfli Builder High Top Street Address

It is unlawful to occupy or use this building except in the manner for which this Occupancy Permit is intended. No change in the use of this building, structure or premises shall be made until a new Occupancy Permit has been issued by the Building Inspector.


TEMPORARY OCCUPANCY ONLY is granted on this date for a period of \_\_\_\_\_ days. If the terms listed below are not corrected in the amount of time granted and confirmed by an inspection by the building inspector, this permit will expire and may be cause for further action by the municipality. Reinspection for Occupancy and Final inspection must be requested by phoning \_\_\_\_\_. A fee will be required before the inspection is made.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed \_\_\_\_\_

This permit certifies that the above described building may lawfully be occupied in the manner for which it was intended. The homeowner shall maintain the required erosion control procedures/devices until the site is completely stabilized.

REV: 10/2005


Signed 

FEE: \$20.00 (non-refundable)

**APPLICATION FOR OPERATOR'S LICENSE**  
To Serve Fermented Malt Beverages and Intoxicating Liquors

I, the undersigned, do hereby respectfully make application to the local governing body of the Town of New Glarus, County of Green, Wisconsin for a license to serve, from date hereof to June 30, 2024, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all act amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am 26 years of age.

  
\_\_\_\_\_  
Signature of Applicant

**Answer the following questions fully and completely:**

Name of Applicant: Jordan Lafferty


Address of Applicant: 2115 15th Street  
MONROE, WI 53510

Is application new or renewal? NEW If renewal, was your last license issued in the Town of New Glarus? YES / NO  
If not, where? \_\_\_\_\_

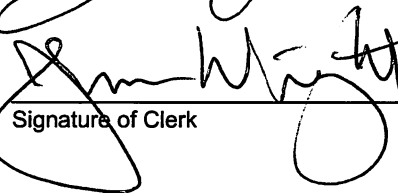
As required by WI Stats. Section 125.17(6), have you completed the alcohol awareness course? YES / NO  
If so, where? 360 Training

Place of Employment: Bailey's Run Vineyard

STATE OF WISCONSIN  
GREEN COUNTY

  
\_\_\_\_\_  
Signature of Applicant

1/30/23  
Date

  
\_\_\_\_\_  
Signature of Clerk

2/02/2023      Cash



**APPLICATION FOR OPERATOR'S LICENSE  
BACKGROUND INFORMATION**

NAME: Jordan Danielle Lafferty  
First Middle Last

ADDRESS: [REDACTED]

CITY/STATE/ZIP: Monroe WI 53546

PHONE NUMBER: [REDACTED]

DATE OF BIRTH: [REDACTED] DRIVER LICENSE #: [REDACTED]

Previous Address (less than 5 years): [REDACTED]

Have you ever been convicted of any felony? YES /  NO

Date of such conviction \_\_\_\_\_  
Name of Court \_\_\_\_\_  
Nature of offense \_\_\_\_\_

Have you been convicted of any Misdemeanor/Municipal Ordinance within the last 10 years?  YES / NO

If yes, list convictions:  
Date of such conviction 01-14 UAL & 04-15 UAL  
Name of Court: Green County Circuit Court  
Nature of offense: UAL

Have you ever been convicted of any Alcohol Related Offenses?  YES / NO

(i.e: OWI; Absolute Sobriety, Underage Drinking, Open Intoxicants, Procuring)  
If yes, list convictions:  
Date of such conviction: 01-14 UAL & 04-15 UAL  
Name of Court: Green County Circuit Court  
Nature of offense: UAL

Have you been convicted of violating any license law or ordinance regulating the sale of Fermented malt beverages or intoxicating liquors? YES /  NO

Nature of Violation \_\_\_\_\_

Are you currently under investigation, or pending charges, for a Felony, Misdemeanor offense, or Municipal violation? YES /  NO

If yes, explain: \_\_\_\_\_

Has any license, (Driver's license, Bartender's license, etc.) issued to you ever been suspended, revoked or denied, due to an alcohol or drug related offense or incident?  YES / NO

If yes, explain: 90 days for underage drinking 01-14 suspension

*Having read and answered all of the above statements and questions, I hereby consent to investigation of such facts, and certify that all information provided on the application and the background information is true and correct to the best of my knowledge. I understand that providing false information or failing to disclose information may be grounds for denial of this operator's license as well as denial of the right to apply for a license for a six month period. I understand that the license fee is non-refundable.*

Signed: [Signature]

**POLICE ADMINISTRATION'S REPORT TO Clerk-Treasurer/Town Board**

TRAFFIC  NCIC  CIB  LOCAL  CCAP/WCCA

CRIMINAL HISTORY \_\_\_\_\_ NOT RUN OTHER: \_\_\_\_\_

POLICE ADMINISTRATION'S RECOMMENDATION: APPROVE / DENY  
If denied, reason: \_\_\_\_\_

- Applicant has been convicted of a felony that substantially relates to the licensed activity (unless duly pardoned).
- Applicant has habitually been a law offender (arrest or conviction of at least two offenses which are substantially related to the licensed activity within the five years immediately preceding the license application).
- Applicant did not disclose complete information on application.

BACKGROUND INVESTIGATION COMPLETED BY: Chief Sturdavant DATE: 02-02-23  
N23-00376

---

PUBLIC SAFETY DETERMINATION: APPROVE / DENY DATE: \_\_\_\_\_  
If denied, reason: \_\_\_\_\_

---

TOWN BOARD DETERMINATION: APPROVE / DENY DATE: \_\_\_\_\_  
If denied, reason: \_\_\_\_\_

Denial notice sent by certified mail to applicant by Town Clerk: \_\_\_\_\_  
(date)

---

Renewal Applicant request for Reconsideration Hearing: \_\_\_\_\_  
[Only renewals have right to hearing] (date)

**RECONSIDERATION HEARING** (by closed session):  
[Must be at least 10 days after notice of denial.]

DETERMINATION: AFFIRM / REVERSE DATE: \_\_\_\_\_

Denial notice sent to applicant by Town Clerk: \_\_\_\_\_  
(date)

NOTE: A renewal applicant who is denied any license upon reconsideration of the matter may apply to the Circuit Court pursuant to § 125.12(2)(d), Wis. Stats., for review.

DRIVER LICENSE  
REGULAR

USA  
WISCONSIN

NOT FOR  
FEDERAL  
PURPOSES

4a [REDACTED] 9 CLASS **D**

1 LAFFERTY  
2 JORDAN DANIELLE

6 [REDACTED]

15 SEX **F** 16 HGT **5'-06"**  
17 WGT [REDACTED] 18 EYES **BRO**  
19 HAIR **BLD** 4a ISS [REDACTED] DUP  
3 DOB [REDACTED] 4b EXP [REDACTED]  
9a END **NONE** 5 ID OTWFF2021192613073853

FEB 98



RECEIVED DEC 12 REC'D



**LEARN 2 SERVE™**

**CERTIFICATE OF COMPLETION**

This certifies that

Jordan Lafferty

is awarded this certificate for

**Wisconsin Responsible Beverage Server Training**



Completion Date  
11/29/2022



Expiration Date  
11/28/2024



Certificate #  
WI-00607934

RECEIVED DEC 12 2022

Official Signature

This certificate is non-transfereable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

**TOWN OF NEW GLARUS, WISCONSIN  
ORDINANCE NUMBER 2020-12-09  
AN ORDINANCE TO ADOPT AMENDMENTS TO CHAPTER 110 OF  
TOWN OF NEW GLARUS CODE OF ORDINANCES  
TO CHANGE DEFINITIONS AND TO CLARIFY . . .**

WHEREAS, on December 09, 2019 the Town of New Glarus Board voted to amend Chapter 110 Land Division and Subdivision, of the Town of New Glarus Code of Ordinances to amend §110-5 definitions to insert Case Number, Cluster Envelope, Filing Date, to amend Cluster Group, Cul-de-sac, Minor and Major Subdivisions, and Technical Review (Feasibility) Committee; 110-7 Land Suitability; protection of Existing Flora and Areas of Special Interest; to add the Role of Technical Review Committee and better define required documentation; to add C. Availability of Lands for Development and Provisions for Access and D. Provisions for Access; to modify §110-8 to remove reference to Building and Location Guides, building envelopes and to renumber section. §110-9. Hillside Protection to remove reference to slope. §110-11. Preliminary consultation to better define a major subdivision. §110-12 to better define timeline and role of Technical Review Commission; §110-20 to better define Financial Guarantees and give the Building Inspector direction to mark cluster envelope; §110-22 to define mailbox placement; to amend §110-28 to better define Partition fences; §110-29 C to add recreational easements §110-29 D to renumber Easement Location; §110-32 Clarify Lot design standards for size, cul-de-sac, Cluster envelopes, Cluster Development Lot Layouts and §110-35 Normal Density. The recommendations are as follows:

**ARTICLE II Definitions.**

**§110-5 Definitions**

**Insert:**

**“CASE NUMBER**

A chronological number assigned by the Plan Administrator for any land division proposal scheduled for a regular or special meeting of the Plan Commission.”

**“CLUSTER ENVELOPE**

A shape used to confirm a proposed lot within a development complies with the principles of a Cluster Development. A Cluster Envelope shall conform to the following:

- A. The cluster envelope for a lot shall encompass the entire building envelope for that lot.
- B. The cluster envelope can be no larger than 2 acres in size.”

**“FILING DATE**

The date the land developer first completes formal filing with the Plan Commission, the date of the meeting where the case number is published on an agenda. This application date is not less than 60 days after the preliminary plat is submitted to the Town Clerk.”

**Amend:**

**“CLUSTER GROUP**

A group of single-family detached dwellings within a cluster development where ~~building sites have at least one common lot boundary~~ each cluster envelope has at least one contiguous point with an adjoining envelope within the cluster group.”

**“CUL-DE-SAC**

A short street having but one end open to traffic and the other end being permanently terminated in a vehicular turnaround. Note: Cul-de-sac design standards are provided in §75-3 of the Town Code. Lot layout and use requirements for Cul-de-sacs are provided in this Chapter.”

**“SUBDIVISION, MAJOR**

Any land division that has a potential for five (5) or more building sites. ~~Note: any existing parcel of 120 acres or more.”~~

**“SUBDIVISION, MINOR**

The division of land by the owner or land divider resulting in the creation of not more than four (4) parcels or building sites. ~~Note: any existing parcel division of less than 120 acres.”~~

**“TECHNICAL REVIEW (FEASIBILITY) COMMITTEE**

A committee appointed by the Town Board to assist in preliminary site suitability review for land divisions. The Committee may include, but is not limited to, the Town Engineer, the Town Building inspector, members of the Planning Commission, the Plan Administrator, and other technical experts or residents of the Town. The Technical Review Committee reviews land divisions for conformance with section 110-7; confirms the proposed land splits are available and in conformance with the Town Land Use Plan; and provides initial recommendations regarding the type of land division (CSM, Major, Minor, Cluster) and layout of lots, roads and out-lots.”

**ARTICLE III General Provisions.**

**§ 110-7. Land Suitability; Protection of Existing Flora and Areas of Special Interest.**

**Amend:**

**§ 110-7. Land Suitability; Protection of Existing Flora and Areas of Special Interest; Role of Technical Review (Feasibility) Committee.**

A. Suitability.

- (2) Except as provided herein, the Town Board shall preferably determine land suitability at the time of the preliminary consultation, following review and recommendation by the Technical Review (Feasibility) Committee. A written report by the Technical Review Committee Chair (or designee) shall be submitted to the Town Plan Commission. The report shall include recommendations on how the proposed land division complies with section 110-7; how the lands are eligible for subdivision as proposed by the Applicant; how the subdivision will be in conformance with the current Town Land Use Plan; and how the general program and objectives of the development may impact the neighborhood and community
- (a) Aerial photographs or maps prepared by a registered land surveyor or engineer which accurately locate the proposed development with respect to floodplain zoning limits, if present; channel or stream fill limits and elevations; and floodproofing measures taken or proposed to be taken.
  - (b) Typical valley cross sections showing channels or streams, floodplains adjoining each side of the channel or stream, cross-sectional areas to be occupied by the proposed development and high-water information.
  - (c) A profile showing the slope of the bottom of the channel or the flow line of streams within the property being developed.

Insert:

- (d) A scaled, topographic relief maps of the proposed development depicting areas with slopes greater than 20 percent, the location of anticipated lots, and proposed right-of-way or access points of all lots.
- (e) Maps which accurately locate the proposed development with respect to of wetlands, areas with hydric soils, and environmental corridors.
- (f) Locations, sizes and anticipated provisions for access and maintenance of stormwater management practices that may be required as part of the development.
- (g) Such other data as may be requested or required.

C. Availability of Lands for Development

- (1) Subject to Subsection C(2) below, at the time of preliminary consultation the Developer shall provide evidence that all lands within the development are available for development and have not been part of a prior land division.
- (2) Developer shall show title and deed evidence that all lands proposed for development have retained their availability for "splits" or further land division.

D. Provisions for Access

- (1) At the time of preliminary consultation, the Developer shall provide plans that demonstrate how each lot within the development will access the public roadway. This includes likely locations for driveways on each lot, locations for joint driveways and easements, and a narrative description of how the access provided meets the requirements of this Chapter and Chapter 36 (Driveways).

Renumber current Subsection C, Additional considerations, as Subsection E.

Insert:

F. Role of the Technical Review (Feasibility) Committee

- (1) The Technical Review (Feasibility) Committee shall provide initial review of all items within this Section and any other such items as requested by the Plan Commission or Town Board.
- (2) A summary or report of Land Suitability and other items requested for review by the Technical Review (Feasibility) Committee shall be prepared by the Committee Chair or Town Engineer and presented to the Plan Commission for consideration or action during review of the development.

**"110-8. GUIDELINES FOR REVIEWING LAND DIVISIONS.**

Amend:

G. Land divisions should be planned and designed to minimize the disruption of its vistas. (See Building and Location Guides.)

I. Building envelopes shall be located in such a manner as to make such structures as inconspicuous as possible. Such building envelopes shall be located to minimize the aesthetic and visual impact of new structures.

ARTICLE IV Plat Review and Approval  
**§ 110-11. Preliminary consultation.**

Amend:

- C. The preliminary consultation is intended to inform the land divider of the purpose and objectives of these regulations, the Town Land Use Plan and duly adopted plan implementation devices of the Town and otherwise to assist the land divider in planning the proposed development. The preliminary consultation is also designed to provide the Plan Commission with information regarding the potential impact of the contemplated land division. No direction or assertion provided by the Plan Commission during Preliminary Consultation may be construed by the Applicant as an "approval" or assurance of future approval by the Town at a subsequent meeting.
- F. If the land divider ~~owns 120 acres or more of~~ has the potential of 5 or more lots on an existing parcel, then the Plan Commission and the land divider shall discuss potential for a major subdivision.

**§ 110-12. Submission of preliminary plat for major subdivisions.**

- A. Submission. Before submitting a final plat for approval, the land divider shall prepare a preliminary plat and a letter of submission. The land divider shall submit five copies of the preliminary plat and letter of submission. The letter of submission shall include a written description of the proposed land division. The preliminary plat shall be prepared in accordance with the provisions and requirements of this chapter, and the land divider shall submit the copies of the preliminary plat and letter of submission with the Town Clerk. The Town Clerk shall distribute the submitted information to the Plan Commission members and schedule the initial review of the preliminary plat by the Plan Commission within a minimum of 60 days of receipt of the submission and preliminary plat. Refer to Article V for technical requirements.
  - (1) All items and documents required by this section must be submitted to the Town Clerk before the time requirements for review of land divisions will legally commence. The land divider shall, following Technical Review and preliminary consultation with the Plan Commission, submit five copies of the preliminary plat and an accompanying letter of submission. These shall be submitted after other state and local agencies as required by state statutes, Wisconsin Administrative Code and Register, Green County ordinances or Town of New Glarus ordinances, have reviewed and approved or denied the preliminary plat.

Insert at the end of Subsection C:

- (6) If land division is within the Village of New Glarus ETZ the following plans need to be identified; municipal sewer and water which could be included in a municipal sanitary district. Electrical, telephone, natural gas (as available) and Wi-Fi which could be included in a municipal utility district. See Appendix D, CDA planning area Map.

**Article VI Required Improvements**  
**§ 110-20 Developer's agreement.**

Amend:

- B. Financial Guarantees.
  - (1) The developer's agreement shall require the land divider to make an escrow deposit or, ~~in lieu thereof, to furnish a performance bond or irrevocable letter of credit. The amount of the deposit and the penal amount of the bond to be equal to 1 ¼ times the Town Engineer's estimate of the total cost of the improvements.~~ shall be equal 110 % of the Town Engineer's estimate of the total cost of the improvements to be furnished under the contract, including the cost of inspections and approvals by the Town Engineer.

**§ 110-21 Required construction plans; Town review; inspections.**

Insert:

- C.
  - (4) Where requested by the Building Inspector, the owner shall cause to be marked the cluster envelope in a permanent manner.

**§ 110-22 Street improvements.**

- C. Mailbox Placement on Town Roads and Streets. In order to facilitate the economical delivery of mail and promote public safety, the Town establishes the following standards to govern the placement and construction of mailboxes on Town roads and streets. All mailboxes serving new parcels, and mailboxes constructed to replace existing mailboxes, shall comply with the standards of this section.
  - (1) Location – Typical Town Roads and Streets: The United States Postal Service, USPS may elect to require that all mailboxes be placed on one side of a road, be clustered in one location, or otherwise placed to facilitate the delivery of mail. All new mailboxes shall be constructed at the locations and in the manner directed by the USPS. The USPS has adopted guidelines for the height of mailboxes and the distance the mailbox shall be from the edge of the paved surface of the road. The USPS guidelines are incorporated by reference, including all future amendments. In the event of a conflict with the other provisions of this ordinance, the USPS guidelines shall control. The United States Postal

Service, USPS, will determine which side of the street mailboxes will be located. USPS has guidelines for height and distance from the pavement.

- (2) Location – Cul-de-sac Streets: Where a driveway for a parcel is located on the bulb portion of a cul-de-sac, the mailbox for that property shall be clustered with mailboxes for other driveways at a location approved by the United States Postal Service, and the Town Patrolman. The location of the mailbox cluster may be outside of entry to the cul-de-sac bulb at a location convenient for winter maintenance of the roadway.
- (3) No part of the mailbox, including its mounting pole, may be less than 2.5' (two ½ feet) from the edge of the road pavement. Any part of the mailbox, including mounting pole, must be a minimum of 2.5' (two ½ feet) from road pavement. If location is less than 2.5' (two ½ feet), the Town will not repair or replace the mailbox if damaged by the snow plow.
- (4) The face of the mailbox shall be no closer than 2.5' (two ½ feet) from the edge of the pavement and the mail box shall be positioned to the right side of the driveway as you face the property from the road. The Post Master shall determine what side of the road the mailboxes are located.
- (5) The Town will reimburse property owners for damage or destruction of mailboxes only if the mailbox is located at least 2-feet (two-feet) from the edge of the pavement, and then, only if the Town concludes, in its' discretion, that the damage resulted from lack of due care by the Town. The Town will only reimburse for damage or destruction of mailboxes caused by the Town that comply with this mailbox placement ordinance. This ordinance does not apply to county or state highways.
- (6) Mailboxes and their supports shall be constructed of wood, plastic, aluminum or metal pipes or other materials which will break on impact with a motor vehicle. Mailboxes may not be constructed on supports of brick, concrete, heavy wood or other materials which will cause significant damage in the event of a vehicle collision. All mailboxes being installed after the adoption of this ordinance must comply with its' requirements.
- (7) This ordinance does not apply to state or county highways, which are managed by the Green County Highway Department.

Amend:

#### **§ 110-28 Partition fences**

When land that is developed abuts upon or is adjacent to land used for agriculture, farming or grazing purposes, the land divider shall, if requested by adjacent landowners, erect, keep, and maintain partition fences, satisfying the requirements of the Wisconsin Statutes for a legal and sufficient fence, between such land and the adjacent land. A covenant binding the developer, its grantees, heirs, successors, and assigns to erect and maintain such fences, without cost to the adjoining property owners, so long as the land is used for agriculture, farming or grazing purposes, shall be included upon the face of the final plat or certified survey map. Land included in a major subdivision that requires partition fences under state statute 236.02 will be required to construct partition fencing as outlined in state statute 60.23. Details and specifications of these improvements will be included in the developer's agreement (see 110.20) for the plat or certified survey.

#### **§110-29 Easements**

Insert:

- C. Trail Easements. Developers will work with the Town Board to establish a multi-use (non-motor) trail easements 15' from the Town Right-of-way as identified in the Town of New Glarus Comprehensive Outdoor Recreation Plan on all new land divisions.

Amend:

- D. Easement locations. Evidence shall be furnished to the Town Board that easements and any easement provisions to be incorporated in the plat or in deeds have been reviewed by the individual utility companies or the organization responsible for furnishing the services involved.

#### **Article VII Design Standards**

##### **§ 110-32. Lot design standards**



Amend:

A. Size

- (3) Every lot on a public or private street shall front or abut for a distance of at least 66 feet. ~~on a public street and 30 feet for a cul-de-sac.~~

Insert:

- (4) Every lot on a cul-de-sac shall front or abut for a distance of at least 30 feet. No more than 4 lots may abut the 'bulb' portion of a cul-de-sac without enlarging the diameter of the bulb.
- (5) Width of lots shall conform to the requirements of the Green County Zoning Code.

Amend:

I. ~~Building Cluster~~ envelope placement. The land divider shall meet the following standards with respect to location of the building envelopes:

- (1) All ~~building Cluster~~ envelopes shall be located within a lot such that all minimum setback, side yard, or rear yard requirements of the Green County Zoning Code and any applicable restrictions or requirements of the Land Use Plan or ordinances adopted by the Town Board are met.
- (2) No ~~building Cluster~~ envelope may be located on a hillside with a slope of 20% or more unless the land divider has submitted, and the Town Engineer and Town Board have approved, construction plans and specifications, including an erosion control plan.

Insert:

J. Cluster Development Lot Layout. When the land divider proposes to subdivide land using the provisions of a Cluster Development, the land divider shall provide an exhibit of the development depicting proposed Cluster Envelopes for each lot and how the arrangements of the lots meet the principles of a Cluster Development in this Chapter. The exhibit shall be to a standard scale and shall include the location, dimension, and area of the building envelopes proposed for each lot.

A written report by the Technical Review Committee Chair (or designee) shall be submitted to the Town Board.

ARTICLE VIII. Development Density

§ 110-35. Normal and cluster density.

Amend:

D.

- (4) Open space shall be protected from development until at least December 31, 2025, through deed restrictions, affidavits. ~~or cluster development ownership covenants.~~

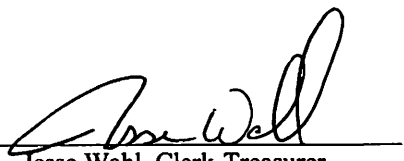
NOW, THEREFORE, BE IT RESOLVED that the foregoing amendments to the Town of New Glarus Land Division and Subdivision Code were adopted at a Town Board regular meeting of the Town of New Glarus on December 09, 2020.

Vote: For 5 Against 0

Amendment Adopted: December 09, 2020

Posted: January 13, 2021

By:   
Chris Narveson, Town Chair

Attested By:   
Jesse Wahl, Clerk-Treasurer

2023 Spring Primary  
February 21, 2023

Position	Shift	Name
Pollbook A-Z	7 AM - 1:30 PM	Rich Johnson (R)
Pollbook A-Z	7 AM - 1:30 PM	Vicki Sasso (U)
Ballot/Machine	7 AM - 1:30 PM	Jan Hoesly (U)
Ballot/Machine	7 AM - 1:30 PM	Susan Cosgrove (D)
Chief Inspector	7 AM - 1:30 PM	Sue Bubolz (U)
Pollbook A-Z	1:15 - 8:00 PM	Mary Anne Oemichen (D alternate)
Pollbook A-Z	1:15 - 8:00 PM	Howard Cosgrove (D)
Ballot/Machine	1:15 - 8:00 PM	Judy Gielissen (R)
Ballot/Machine	1:15 - 8:00 PM	Dan Bubolz (U)
Chief Inspector	1:15 - 8:00 PM	Ruth Elmer (U)
Alternates	1:15-8:00 PM	Rich Johnson

D = Democrat nominee  
R = Republican nominee  
U = Unaffiliated

updated 2.07.2023

Town of New Glarus  
 PO Box 448  
 New Glarus, WI 53574-0448

Reimbursement Request  
 from WEC for CG2 Notice Costs

2/6/2023

Item	Cost per item or hourly wage	Total items or hours	Total cost
#10 envelope, no windows	\$ 0.1639	100	\$ 16.39
First class postage	\$ 0.6000	100	\$ 60.00
Full color copies	\$ 0.0200	100	\$ 2.00
C-T Wages plus benefits to create labels, print notices, fold notices, stuff envelopes, etc.	\$ 29.6040	2.75	\$ 81.41
Avery address labels	\$ 0.0167	200	\$ 3.34
Additional ounce for CG2 Notice for ABs mailed after 9/22/2022	\$ 0.2400	41	\$ 9.84
Full color copies for CG2 Notices mailed with Abs mailed after 9/22/2022	\$ 0.0200	41	\$ 0.82

Grand total \$ 173.80

# Town of New Glarus

## Transaction Detail by Account

January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
DDA 2306 - 2 - 1							
01/12/2023	Deposit		State of WI - DOA		Undeposited Funds	173.80	173.80
01/17/2023	Tax Payment		IRS	Tax Payment for Period: 12/01/2022-12/31/2022	21512 Federal Withholding Taxes Payable	-8,284.70	-8,110.90
01/19/2023	Deposit				-Split-	44.00	-8,066.90
01/19/2023	Deposit			TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	1,000.00	-7,066.90
01/19/2023	Deposit		Taxpayers	COUNTY OF GREEN Pymt Munis 24	41110 General Property Taxes	383,533.95	376,467.05
01/19/2023	Deposit				-Split-	24.00	376,491.05
01/19/2023	Transfer			TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	-	6,491.05
01/19/2023	Tax Payment		WI Department of Revenue	Tax Payment for Period: 12/01/2022-12/31/2022	21513 State Withholding Taxes Payable	-1,306.25	5,184.80
01/19/2023	Expense		Alliant Energy	Alliant - WPL PAYMENT 3936450000	53420 Street Lighting	-9.63	5,175.17
01/19/2023	Expense		Alliant Energy	Alliant - WPL PAYMENT 2725610000	53420 Street Lighting	-19.05	5,156.12
01/20/2023	Payment	1331	Abner & Melissa Castro		13000 Accounts Receivable (A/R)	7.68	5,163.80
01/20/2023	Payroll Check	DD	John M. Wright	Pay Period: 01/01/2023-01/14/2023 Prepare Town Caucus, RTB, start 1099s	Direct Deposit Payable	-1,611.63	3,552.17
01/20/2023	Payroll Check	DD	Ron D. Roesslein	Pay Period: 01/01/2023-01/14/2023 New Year's holiday pay, 3 hrs OT 1/4/2023	Direct Deposit Payable	-1,398.97	2,153.20
01/20/2023	Expense		Wi Department of Employee Trust Funds	Group Insurance ETFPay WS2GPCXXXXX9131	21530 Health Insurance Deductions Payable	-4,206.80	-2,053.60
01/20/2023	Payroll Check	DD	Rudolph Gerber	Pay Period: 01/01/2023-01/14/2023 January 4, 2023	Direct Deposit Payable	-80.80	-2,134.40
01/24/2023	Deposit			TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	1,000.00	-1,134.40
01/26/2023	Deposit			TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	1,000.00	-134.40
01/27/2023	Transfer			TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	-	-
01/27/2023	Deposit		Taxpayers	COUNTY OF GREEN Pymt Munis 24	41110 General Property Taxes	251,000.00	251,134.40
01/31/2023	Expense		Wisconsin Retirement System	EMPLOYE TRUST FU WRS REMIT 0880000	21520 Retirement Deductions Payable (WRS)	-1,275.75	-1,182.28
02/01/2023	Transfer			TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	-10,000.00	-2,458.03
02/01/2023	Deposit				-Split-	43.00	-12,415.03
02/01/2023	Deposit		State of WI - DOA	State of Wisconsin WI PS ACH XXXXXX5425	43610 Payments for Municipal Services	48.57	-12,366.46
02/01/2023	Deposit				-Split-	1,733.56	-10,632.90
02/01/2023	Deposit		State of WI - DOA	State of Wisconsin WI PS ACH XXXXXX5426	41300 Payments in lieu of taxes	6,985.59	-3,647.31
02/02/2023	Deposit		State of WI - DOA	State of Wisconsin WI PS ACH XXXXXX6169	43610 Payments for Municipal Services	1.73	-3,645.58
02/03/2023	Transfer			TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	Repurchase Agreement 1623	-	-
02/03/2023	Deposit				-Split-	456,000.00	459,645.58
02/03/2023	Deposit		Taxpayers	COUNTY OF GREEN Pymt Munis 24	41110 General Property Taxes	24.00	-
02/03/2023	Payroll Check	DD	Ron D. Roesslein	Pay Period: 01/15/2023-01/28/2023 Mismatch between task sheet and timesheet 1.28.23	Direct Deposit Payable	459,437.70	-183.88
02/03/2023	Payroll Check	DD	John M. Wright	Pay Period: 01/15/2023-01/28/2023 Vacation 1.23-1.26.2023	Direct Deposit Payable	-1,882.76	-2,066.64
02/03/2023	Payroll Check	DD	Rudolph Gerber	Pay Period: 01/15/2023-01/28/2023 6 emergency callouts	Direct Deposit Payable	-1,447.63	-3,514.27
02/03/2023	Expense		WE Energy	WE ENERGIES PAYMENT 070451995200002	53270 Town Garage:53270-02 Garage Utilities	-706.72	-4,220.99
02/03/2023	Expense		WE Energy	WE ENERGIES PAYMENT 070451995200001	53270 Town Garage:53270-02 Garage Utilities	-530.94	-4,751.93
02/03/2023	Expense		WE Energy	WE ENERGIES PAYMENT 070451995200001	53270 Town Garage:53270-02 Garage Utilities	-167.47	-4,919.40
02/08/2023	Bill Payment	21044	New Glarus School District		21000 Accounts Payable	-	-

# Town of New Glarus

## Transaction Detail by Account

January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
	(Check)				(A/P)	588,476.23	593,395.63
02/08/2023	Bill Payment (Check)	21057	Green County Treasurer		21000 Accounts Payable	-	-
	(Check)				(A/P)	244,320.35	837,715.98
02/08/2023	Bill Payment (Check)	21037	Madison Area Technical College		21000 Accounts Payable	-37,301.77	-
	(Check)				(A/P)		875,017.75
02/08/2023	Bill Payment (Check)	21047	Pellitteri Waste Systems		21000 Accounts Payable	-9,502.93	-
	(Check)				(A/P)		884,520.68
02/08/2023	Bill Payment (Check)	21031	Green County Highway Department		21000 Accounts Payable	-7,763.86	-
	(Check)				(A/P)		892,284.54
02/08/2023	Bill Payment (Check)	21053	Vierbicher		21000 Accounts Payable	-5,680.00	-
	(Check)				(A/P)		897,964.54
02/08/2023	Bill Payment (Check)	21058	Green County Treasurer		21000 Accounts Payable	-5,235.00	-
	(Check)				(A/P)		903,199.54
02/08/2023	Bill Payment (Check)	21043	New Glarus School District		21000 Accounts Payable	-3,932.84	-
	(Check)				(A/P)		907,132.38
02/08/2023	Bill Payment (Check)	21041	Monticello School District		21000 Accounts Payable	-2,192.02	-
	(Check)				(A/P)		909,324.40
02/08/2023	Bill Payment (Check)	21060	Green County Treasurer		21000 Accounts Payable	-2,000.00	-
	(Check)				(A/P)		911,324.40
02/08/2023	Bill Payment (Check)	21028	Blanchardville Co-op Oil Association		21000 Accounts Payable	-1,829.71	-
	(Check)				(A/P)		913,154.11
02/08/2023	Bill Payment (Check)	21032	Green County Treasurer		21000 Accounts Payable	-1,622.15	-
	(Check)				(A/P)		914,776.26
02/08/2023	Bill Payment (Check)	21048	Postal Connections		21000 Accounts Payable	-1,210.03	-
	(Check)				(A/P)		915,986.29
02/08/2023	Bill Payment (Check)	21050	Total Inspection Services, LLC		21000 Accounts Payable	-1,080.32	-
	(Check)				(A/P)		917,066.61
02/08/2023	Bill Payment (Check)	21029	Double D Services, Inc		21000 Accounts Payable	-799.90	-
	(Check)				(A/P)		917,866.51
02/08/2023	Bill Payment (Check)	21051	Vierbicher		21000 Accounts Payable	-697.50	-
	(Check)				(A/P)		918,564.01
02/08/2023	Bill Payment (Check)	21052	Vierbicher		21000 Accounts Payable	-697.50	-
	(Check)				(A/P)		919,261.51
02/08/2023	Bill Payment (Check)	21025	Associated Appraisal Consultants		21000 Accounts Payable	-625.00	-
	(Check)				(A/P)		919,886.51
02/08/2023	Bill Payment (Check)	21040	Michael or Ellen Stampfli		21000 Accounts Payable	-500.00	-
	(Check)				(A/P)		920,386.51
02/08/2023	Bill Payment (Check)	21054	Visa		21000 Accounts Payable	-464.59	-
	(Check)				(A/P)		920,851.10
02/08/2023	Bill Payment (Check)	21045	New Glarus Utilities		21000 Accounts Payable	-296.75	-
	(Check)				(A/P)		921,147.85
02/08/2023	Bill Payment (Check)	21036	Madison Area Technical College		21000 Accounts Payable	-249.30	-
	(Check)				(A/P)		921,397.15
02/08/2023	Bill Payment (Check)	21049	Securian Financial Group, Inc		21000 Accounts Payable	-218.31	-
	(Check)				(A/P)		921,615.46
02/08/2023	Bill Payment (Check)	21027	Blackhawk Technical College		21000 Accounts Payable	-213.14	-
	(Check)				(A/P)		921,828.60
02/08/2023	Bill Payment (Check)	21026	Auto Value New Glarus		21000 Accounts Payable	-143.02	-
	(Check)				(A/P)		921,971.62
02/08/2023	Bill Payment (Check)	21056	Computer Know How		21000 Accounts Payable	-101.50	-
	(Check)				(A/P)		922,073.12
02/08/2023	Bill Payment (Check)	21059	Helen Beck		21000 Accounts Payable	-100.00	-
	(Check)				(A/P)		922,173.12
02/08/2023	Bill Payment (Check)	21039	MCHS Occupational Health		21000 Accounts Payable	-75.00	-
	(Check)				(A/P)		922,248.12
02/08/2023	Bill Payment (Check)	21030	Filip Sanna		21000 Accounts Payable	-50.00	-
	(Check)				(A/P)		922,298.12
02/08/2023	Bill Payment (Check)	21055	Wisconsin Department of Natural Resources		21000 Accounts Payable	-50.00	-
	(Check)				(A/P)		922,348.12
02/08/2023	Bill Payment (Check)	21038	Matthew Wallrath		21000 Accounts Payable	-50.00	-
	(Check)				(A/P)		922,398.12
02/08/2023	Bill Payment (Check)	21046	News Publishing Co., Inc		21000 Accounts Payable	-44.53	-
	(Check)				(A/P)		922,442.65

# Town of New Glarus

## Transaction Detail by Account

January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
02/08/2023	Bill Payment (Check)	21042	New Glarus Hardware		21000 Accounts Payable (A/P)	-22.99	-
							922,465.64
02/08/2023	Bill Payment (Check)	21024	Alliant Energy		21000 Accounts Payable (A/P)	-18.03	-
							922,483.67
02/08/2023	Bill Payment (Check)	21035	Kim and Joseph O'Leksy		21000 Accounts Payable (A/P)	-4.00	-
							922,487.67
02/08/2023	Bill Payment (Check)	21033	Green County Treasurer	Voided	21000 Accounts Payable (A/P)	0.00	-
							922,487.67
02/08/2023	Bill Payment (Check)	21034	Green County Treasurer	Voided	21000 Accounts Payable (A/P)	0.00	-
							922,487.67
<b>Total for DDA 2306 - 2 - 1</b>						<b>\$ -</b>	
						<b>922,487.67</b>	

# Town of New Glarus

Transaction List by Date  
January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
01/12/2023	Deposit		Yes	State of WI - DOA		DDA 2306 - 2 - 1	Undeposited Funds	173.80
01/19/2023	Expense		Yes	Alliant Energy	Alliant - WPL PAYMENT 3936450000	DDA 2306 - 2 - 1	53420 Street Lighting	-9.63
01/19/2023	Deposit		Yes			DDA 2306 - 2 - 1	-Split-	44.00
01/19/2023	Deposit		Yes			DDA 2306 - 2 - 1	-Split-	24.00
01/19/2023	Deposit		Yes		TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	1,000.00
01/19/2023	Transfer		Yes		TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	- 370,000.00
01/19/2023	Expense		Yes	Alliant Energy	Alliant - WPL PAYMENT 2725610000	DDA 2306 - 2 - 1	53420 Street Lighting	-19.05
01/19/2023	Deposit		Yes	Taxpayers	COUNTY OF GREEN Pymt Munis 24	DDA 2306 - 2 - 1	41110 General Property Taxes	383,533.95
01/20/2023	Payroll Check	DD	Yes	Rudolph Gerber	Pay Period: 01/01/2023-01/14/2023 January 4, 2023	DDA 2306 - 2 - 1	Direct Deposit Payable	-80.80
01/20/2023	Payroll Check	DD	Yes	John M. Wright	Pay Period: 01/01/2023-01/14/2023 Prepare Town Caucus, RTB, start 1099s	DDA 2306 - 2 - 1	Direct Deposit Payable	-1,611.63
01/20/2023	Payroll Check	DD	Yes	Ron D. Roesslein	Pay Period: 01/01/2023-01/14/2023 New Year's holiday pay, 3 hrs OT 1/4/2023	DDA 2306 - 2 - 1	Direct Deposit Payable	-1,398.97
01/20/2023	Expense		Yes	Wi Department of Employee Trust Funds	Group Insurance ETFPay WS2GPCXXXXX9131	DDA 2306 - 2 - 1	21530 Health Insurance Deductions Payable	-4,206.80
01/20/2023	Payment	1331	Yes	Abner & Melissa Castro		DDA 2306 - 2 - 1	13000 Accounts Receivable (A/R)	7.68
01/24/2023	Deposit		Yes		TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	1,000.00
01/26/2023	Deposit		Yes		TRANSFER FROM MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	1,000.00
01/27/2023	Deposit		Yes	Taxpayers	COUNTY OF GREEN Pymt Munis 24	DDA 2306 - 2 - 1	41110 General Property Taxes	249,952.12
01/27/2023	Transfer		Yes		TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	- 251,000.00
01/31/2023	Expense		Yes	Wisconsin Retirement System	EMPLOYE TRUST FU WRS REMIT 0880000	DDA 2306 - 2 - 1	21520 Retirement Deductions Payable (WRS)	-1,275.75
02/01/2023	Deposit		Yes			DDA 2306 - 2 - 1	-Split-	43.00
02/01/2023	Deposit		Yes			DDA 2306 - 2 - 1	-Split-	1,733.56
02/01/2023	Transfer		Yes		TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	-10,000.00
02/01/2023	Deposit		Yes	State of WI - DOA	State of Wiscons WI PS ACH XXXXXX5426	DDA 2306 - 2 - 1	41300 Payments in lieu of taxes	6,985.59
02/01/2023	Deposit		Yes	State of WI - DOA	State of Wiscons WI PS ACH XXXXXX5425	DDA 2306 - 2 - 1	43610 Payments for Municipal Services	48.57
02/02/2023	Deposit		Yes	State of WI - DOA	State of Wiscons WI PS ACH XXXXXX6169	DDA 2306 - 2 - 1	43610 Payments for Municipal Services	1.73
02/03/2023	Payroll Check	DD	Yes	Rudolph Gerber	Pay Period: 01/15/2023-01/28/2023 6 emergency callouts	DDA 2306 - 2 - 1	Direct Deposit Payable	-706.72
02/03/2023	Payroll Check	DD	Yes	John M. Wright	Pay Period: 01/15/2023-01/28/2023 Vacation 1.23- 1.26.2023	DDA 2306 - 2 - 1	Direct Deposit Payable	-1,447.63
02/03/2023	Payroll Check	DD	Yes	Ron D. Roesslein	Pay Period: 01/15/2023-01/28/2023 Mismatch between task sheet and timesheet 1.28.23	DDA 2306 - 2 - 1	Direct Deposit Payable	-1,882.76
02/03/2023	Expense		Yes	WE Energy	WE ENERGIES PAYMENT 070451995200002	DDA 2306 - 2 - 1	53270 Town Garage:53270- 02 Garage Utilities	-530.94
02/03/2023	Expense		Yes	WE Energy	WE ENERGIES PAYMENT 070451995200001	DDA 2306 - 2 - 1	53270 Town Garage:53270- 02 Garage Utilities	-167.47
02/03/2023	Deposit		Yes	Taxpayers	COUNTY OF GREEN Pymt Munis 24	DDA 2306 - 2 - 1	41110 General Property Taxes	459,437.70
02/03/2023	Deposit		Yes			DDA 2306 - 2 - 1	-Split-	24.00
02/03/2023	Transfer		Yes		TRANSFER TO MUNICIPAL LEGACY ACCOUNT XXXXXX1623	DDA 2306 - 2 - 1	Repurchase Agreement 1623	- 456,000.00
02/08/2023	Bill Payment (Check)	21024	Yes	Alliant Energy		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-18.03
02/08/2023	Bill Payment (Check)	21025	Yes	Associated Appraisal Consultants		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-625.00

# Town of New Glarus

Transaction List by Date  
January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
02/08/2023	Bill Payment (Check)	21026	Yes	Auto Value New Glarus		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-143.02
02/08/2023	Bill Payment (Check)	21027	Yes	Blackhawk Technical College		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-213.14
02/08/2023	Bill Payment (Check)	21028	Yes	Blanchardville Co-op Oil Association		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-1,829.71
02/08/2023	Bill Payment (Check)	21029	Yes	Double D Services, Inc		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-799.90
02/08/2023	Bill Payment (Check)	21030	Yes	Filip Sanna		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-50.00
02/08/2023	Bill Payment (Check)	21031	Yes	Green County Highway Department		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-7,763.86
02/08/2023	Bill Payment (Check)	21032	Yes	Green County Treasurer		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-1,622.15
02/08/2023	Bill Payment (Check)	21033	Yes	Green County Treasurer	Voided	DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	0.00
02/08/2023	Bill Payment (Check)	21034	Yes	Green County Treasurer	Voided	DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	0.00
02/08/2023	Bill Payment (Check)	21035	Yes	Kim and Joseph O'Leksy		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-4.00
02/08/2023	Bill Payment (Check)	21036	Yes	Madison Area Technical College		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-249.30
02/08/2023	Bill Payment (Check)	21037	Yes	Madison Area Technical College		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-37,301.77
02/08/2023	Bill Payment (Check)	21038	Yes	Matthew Wallrath		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-50.00
02/08/2023	Bill Payment (Check)	21039	Yes	MCHS Occupational Health		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-75.00
02/08/2023	Bill Payment (Check)	21040	Yes	Michael or Ellen Stampfli		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-500.00
02/08/2023	Bill Payment (Check)	21041	Yes	Monticello School District		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-2,192.02
02/08/2023	Bill Payment (Check)	21042	Yes	New Glarus Hardware		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-22.99
02/08/2023	Bill Payment (Check)	21043	Yes	New Glarus School District		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-3,932.84
02/08/2023	Bill Payment (Check)	21044	Yes	New Glarus School District		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-
02/08/2023	Bill Payment (Check)	21045	Yes	New Glarus Utilities		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	588,476.23
02/08/2023	Bill Payment (Check)	21045	Yes	New Glarus Utilities		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-296.75
02/08/2023	Bill Payment (Check)	21046	Yes	News Publishing Co., Inc		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-44.53
02/08/2023	Bill Payment (Check)	21047	Yes	Pellitteri Waste Systems		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-9,502.93
02/08/2023	Bill Payment (Check)	21048	Yes	Postal Connections		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-1,210.03
02/08/2023	Bill Payment (Check)	21049	Yes	Securian Financial Group, Inc		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-218.31
02/08/2023	Bill Payment (Check)	21050	Yes	Total Inspection Services, LLC		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-1,080.32
02/08/2023	Bill Payment (Check)	21051	Yes	Vierbicher		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-697.50
02/08/2023	Bill Payment (Check)	21052	Yes	Vierbicher		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-697.50
02/08/2023	Bill Payment (Check)	21053	Yes	Vierbicher		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-5,680.00
02/08/2023	Bill Payment (Check)	21054	Yes	Visa		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-464.59
02/08/2023	Bill Payment (Check)	21055	Yes	Wisconsin Department of Natural Resources		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-50.00
02/08/2023	Bill Payment (Check)	21056	Yes	Computer Know How		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-101.50
02/08/2023	Bill Payment (Check)	21057	Yes	Green County Treasurer		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-
02/08/2023	Bill Payment (Check)	21057	Yes	Green County Treasurer		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	244,320.35
02/08/2023	Bill Payment (Check)	21058	Yes	Green County Treasurer		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-5,235.00
02/08/2023	Bill Payment (Check)	21059	Yes	Helen Beck		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-100.00



# Town of New Glarus

Transaction List by Date

January 12 - February 8, 2023

DATE	TRANSACTION TYPE	NUM	POSTING	NAME	MEMO/DESCRIPTION	ACCOUNT	SPLIT	AMOUNT
02/08/2023	Bill Payment (Check)	21060	Yes	Green County Treasurer		DDA 2306 - 2 - 1	21000 Accounts Payable (A/P)	-2,000.00

# Town of New Glarus

## AD-HOC SUBCOMMITTEE OF THE TOWN BOARD TO REVIEW W6599 STH 39 PROPERTY

FRIDAY, JANUARY 13, 2023

### MINUTES

Attending: Chris Narveson, Jim Hoesly, Brett Eichelkraut, Harry Pulliam, Ron Roesslein, Janet Sherven, Mark Smith, and Laura Smith

Absent: Matt Streiff, Carol Holmes, Eddie Klitzke, and John Ott

Also Attending: Grace McLaughlin

1. The meeting was called to order at 3:00 PM.
2. Those in attendance discussed the newly acquired parcel 23024 0124.0000. The placement of the future public works building and surrounding campus was explored. The existing farmhouse, barn, and other detached buildings located at W6599 State Highway 39 will eventually be offered for sale if the current lease holder does not exercise their right of first refusal to purchase. There followed a brief discussion regarding how much land should be included with the sale of the house and buildings and whether the Town needs to consider the sale of any residential development potential. Those in attendance also discussed how to choose a realtor to broker the sale.
3. The meeting adjourned at 4:00 PM. The next meeting will be held on Friday, January 27, 2023 from 3:00 – 4:00 PM to further the discussion of the land and its future uses that will help shape the Knowles-Nelson Stewardship Grant application.

# Town of New Glarus

## AD-HOC SUBCOMMITTEE OF THE TOWN BOARD TO REVIEW W6599 STH 39 PROPERTY

FRIDAY, JANUARY 27, 2023

### MINUTES

Attending: Chris Narveson, Jim Hoesly, Brett Eichelkraut, Harry Pulliam, Ron Roesslein, Mark Smith, and Eddie Klitzke

Absent: Matt Streiff, Carol Holmes, Janet Sherven, Laura Smith, and John Ott

Also Attending: Matt Miller and Melissa Hunt: Vierbicher

1. The meeting was called to order at 3:01 PM.
2. Confirm Proof of Posting
3. Approve Meeting Minutes from January 13, 2023 – draft minutes were available, but no action was taken.
4. Continue Discussion Regarding
  - a) Deaccession of buildings and some land – C. Narveson reported that he had met with some area realtors on-site. The amount of land recommended to sell with the existing buildings ranged between 10 and 18 acres. After discussion, the group agreed that the farmette to be sold would cover an area of around 10 acres.
  - b) Further define public works campus and future building(s) – Matt Miller, Vierbicher planner, shared a draft concept map for a proposed layout of the property and the purposes for each defined area of land. The public facilities were proposed to be to the northwest portion of the property.
  - c) Discuss and refine land to be set aside for passive recreational use – the group discussed splitting passive recreational uses (e.g. hunting, trapping, cross country skiing, hiking, etc.) from active uses (e.g. disc golf, pickleball courts, soccer fields, etc.). When the map is updated by Vierbicher, the passive areas will be designated as *dedicated parkland* and will be an area encompassing approximately 60-65 acres of land to the south of the land proposed for future public facilities. The proposed location for a community garden, that was included on the concept map to the west, was discussed and determined to be a location where soil quality was poor. It was agreed to be relocated to the northeast in the revised map.
  - d) Updates regarding
    - i) Survey of property
    - ii) Amendment of Comprehensive Outdoor Recreation Plan (CORP) – Melissa Hunt, Vierbicher, stated that the proposed amendment would be presented at a future Town of New Glarus Parks Commission meeting for them to review. The amendment that, with any changes, would be recommended to the Town Board for approval by resolution following a duly posted public hearing. The amendment is one of the necessary steps required to qualify for the 50% cost share for the purchase of the passive recreation land through the Knowles-Nelson Stewardship Grant that is administered through the Wisconsin Department of Natural Resources.
    - iii) Appraisal of recreational use land – this will be required to qualify for grant funds to a USPAP standard if applying for Knowles-Nelson funds.
    - iv) Determining a realtor to broker the sale of extant buildings and some land – C. Narveson, as noted above, met with some area realtors, but no action has been taken to select one to broker the sale of the farmette.
5. The meeting adjourned at 4:30 PM.

Approved:

Transcribed from notes taken by Chris Narveson and Matt Miller











## SUGGESTED LEGAL DESCRIPTION

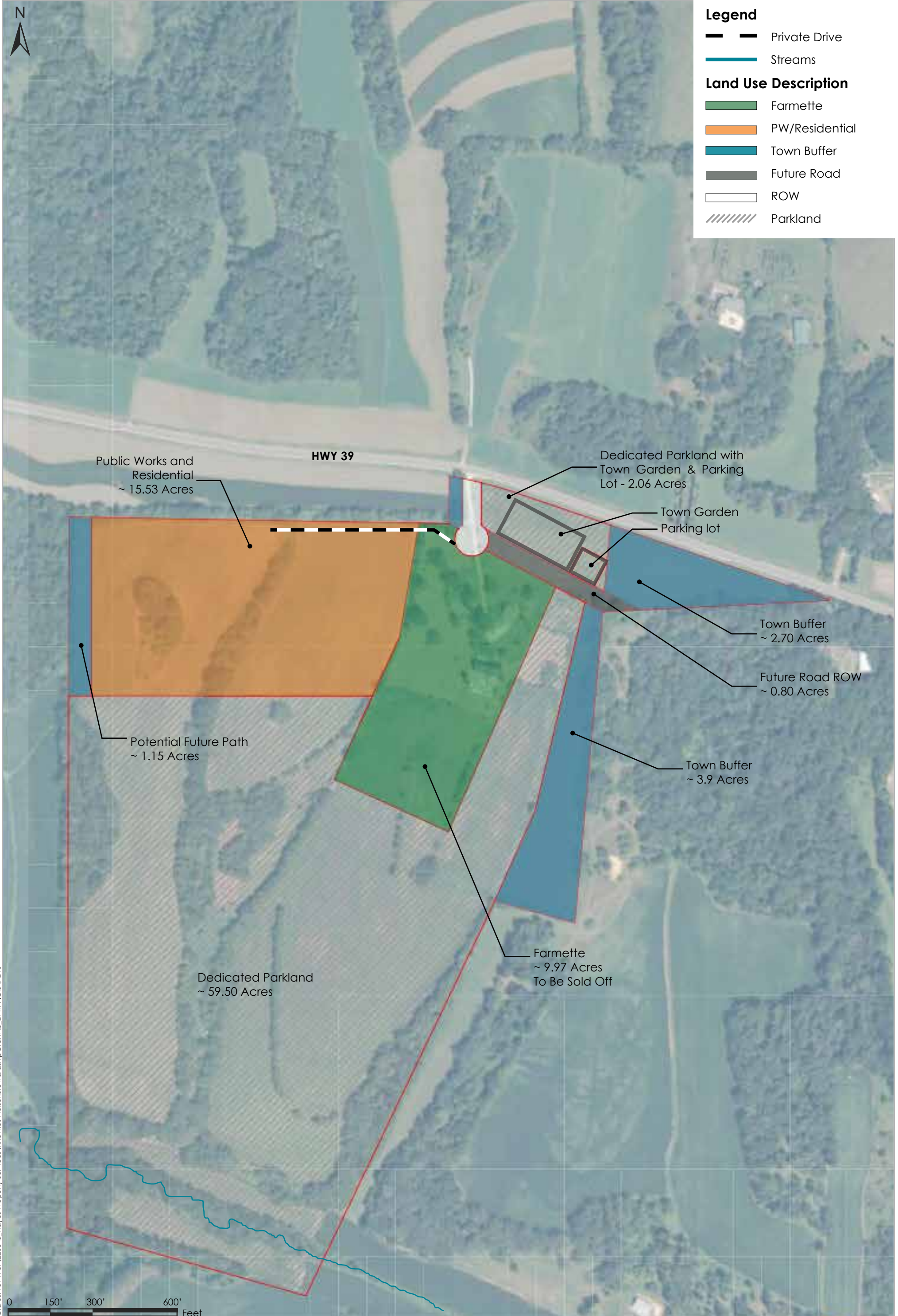
Part of the Northeast Quarter, Southeast Quarter and Southwest Quarter of the Northeast Quarter of Section 17 and part of the Southwest Quarter, Northwest Quarter and Northeast Quarter of the Southeast Quarter of Section 17, all in Township 04 North, Range 07 East, Town of New Glarus, Green County, Wisconsin, more fully 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; thence South 00°21'30" West, along the east line of said Section 17, a distance of 209.32 feet to the point of beginning of this description; thence continuing South 00°21'30" West, along said east line, 38.30 feet; thence South 87°07'02" West, 792.00 feet; thence South 05°36'29" West, 1096.92 feet; thence North 74°08'30" West, 297.00 feet; thence South 24°35'46" West, 1544.40 feet; thence North 74°20'37" West, 891.00 feet to the north-south quarter line of said Section 17; thence North 00°09'06" East, along said north-south quarter line, 2508.00 feet to the northwest corner of the Southwest Quarter of the Northeast Quarter of said Section 17; thence South 89°00'43" East, along the north line of said Southwest Quarter of the Northeast Quarter of said Section 17, a distance of 1339.97 feet to the northeast corner thereof; thence North 00°15'16" East, along the west line of the Northeast Quarter of the Northeast Quarter of said Section 17, a distance of 201.73 feet to a point of curvature; thence 256.02 feet along the arc of a curve to the right having a radius of 1559.00 feet and a chord bearing South 75°50'46" East, 255.73 feet; thence South 71°10'04" East, 1151.23 feet to the point of beginning. Said description contains 4,246,109 square feet or 97.4772 acres, more or less.



**Legend**

-  Private Drive
-  Streams
- Land Use Description**
-  Farmette
-  PW/Residential
-  Town Buffer
-  Future Road
-  ROW
-  Parkland



Public Works and Residential  
~ 15.53 Acres

HWY 39

Dedicated Parkland with  
Town Garden & Parking  
Lot - 2.06 Acres

Town Garden  
Parking lot

Town Buffer  
~ 2.70 Acres

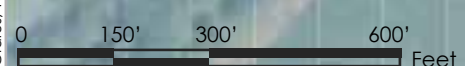
Future Road ROW  
~ 0.80 Acres

Potential Future Path  
~ 1.15 Acres

Town Buffer  
~ 3.9 Acres

Farmette  
~ 9.97 Acres  
To Be Sold Off

Dedicated Parkland  
~ 59.50 Acres



HayesConcept M:\New Glarus\_Town of\220345\_Hayes Property Services\Knowles-Nelson\Stewardship\Grant\3\_DATA\GIS\PDFs



**Hayes Property - Concept 3**  
 Town of New Glarus  
 January 31, 2023

**vierbicher**  
 planners | engineers | advisors





January 27, 2023

Mr. John Wright, Clerk  
Town of New Glarus  
26 Fifth Avenue  
New Glarus, WI 53574

Re: **Updated** Development Potential Analysis – Hayes Property (Town of New Glarus Property)  
Town of New Glarus

Dear John:

I am writing to update the development potential of the Hayes Property (now the Town of New Glarus property) on STH 39. At the time of the Town's Land Use Plan, the property was owned by Markland Hayes. It was subsequently deeded to Kathleen Hayes and is now owned by David Kratz and Rosalyn Pertzborn. A graphic depicting the parcel at date of ordinance is attached. The parcel acreage at that time was listed as 140 acres.

As you know, two large lot splits were taken by the Hayes' through CSM 3950 in April of 2005. The total areas of Lots 1 and 2 in that CSM were 40.5237 acres. We have completed our preliminary boundary survey of the remaining lands and determined that the remaining parcel amounts to 97.4340 acres. The boundary that is shown on the Green County GIS website does not accurately reflect the true parcel configuration based on surveys of record. Further, the size of the parcel as listed on the Green County site (99.40 acres) is also inaccurate.

In consideration of the actual size of the parcel, I have updated the split computation spreadsheet the Town maintains to reflect the corrected parcel size. The significant implication is that the homestead must be considered as part of the cluster in future development options.

As shown on the attached split computation sheet, the developable acreage remaining south of STH 39 is 97.4340 acres. Removing the Open Space deficit acreage from CSM 3950 leaves 67.94 acres available for cluster density development. Following the computation example in Section 110-35 D.9.(c) the building site potential is:  $67.94 \text{ acres} \times 15\% = 10.19 \text{ acres}$ . Dividing by 2 acre minimum lot sizes leaves 5 potential clustered building sites. With the existing building taking up 1 site, this option leaves new 4 building sites to be clustered with the existing building.

Should you have any questions please feel free to contact me.

Sincerely,

  
Timothy L. Schleeper, PE

Enclosures

10/1/2007

**Split Computation- Markland Hayes  
Sect. 17 Town Of New Glarus  
Green County, WI**

# Splits= Exist. Parcel Acreage/35= 3.9416  
Round down to 3 potential splits

Split #	Existing Parcel-A.	Split Identity Acres	Sold to	Date	Deficit Acres	CSM or parcel #	Remarks	Deed Restricted? Y/N
	137.9577							
1	97.43	2.00	kept by owner		33.00	124.0000	existing home	N
2	35.00	34.80	Mark Smith	4/11/2005	0.20	124.1000	CSM 3950, Lot 1	N
3	35.00	5.71	Mark Smith	4/11/2005	29.29	124.2000	CSM 3950, Lot 2	N
		Total 42.51			Total 62.49			
<p>Smith could have clustered with three lots; Smith still holds undeveloped lot potential and could still cluster Further development on Hayes limited to clustering with the exiting homestead</p> <p>Current Open Space Requirement with homestead=&gt; 62.490 acres deed restricted Current remaining parcel size=&gt; 97.43 Normal Density Acres available for development=&gt; 34.94 No Good Cluster Density Acres available (must include homestead)=&gt; 67.94 15% Developable=&gt; 10.1916 (4 + existing)</p> <p>revised 1-27-2023</p>								



## PARKS COMMISSION MEETING

Wednesday, January 18, 2023

### Minutes

**Attending:** Chair Harry Pulliam, Mark Pernitz, Kelly Ruschman, Jason Neton, and Chris Narveson (arrived at 6:08 PM)

**Absent:** Mona Sue French and Dana Emmerton

**Also Attending:** John Wright (departed at 6:08 PM): Clerk Treasurer; Filip Sanna (departed at 7:09 PM) and Shahnaz Shahidain: Village of New Glarus residents; Jason Granberg (virtually, departed at 7:09 PM): Conservation Biologist with the WI DNR; Matt Wallrath (virtually, departed at 7:09 PM): Upper Sugar River Watershed Association; Rose Pertzborn: Town of New Glarus resident; and Matthew Miller (virtually, departed at 6:50 PM) and Melissa Hunt (virtually, departed at 6:50 PM): Vierbicher.

- 1. Call to Order:** Meeting was called to order by Chair Pulliam at 6:02 PM.
- 2. Proof of Posting:** Clerk-Treasurer Wright attested to proper proof of posting. Wright noted that he created notes for the group, independent of the packet, for items discussed at the virtual meeting held on January 13, 2023 between Cheryl Housley, Chair Pulliam, Commissioner Narveson, Matthew Miller, and Melissa Hunt as well as email correspondence between Pulliam and a tree vendor and notes regarding options for creating bylaws for Parks Commission alternates or assistant.
- 3. Approve December 21, 2022 Meeting Minutes – Motion to approve the minutes, as presented, was made by Commissioner Neton; second by Commissioner Ruschman. Motion carried 4-0.**
- 4. Public Comments:** Shahnaz Shahidain had attended the January 11, 2023 Town Board meeting and was referred to this body with her comments. Ms. Shahidain is seeking a plot of land to make available publicly, but not to own. Ideally, it would contain a community garden with fruit trees. There followed a brief discussion of the merit of this idea and how or whether it might fit into the overall plans for the land recently purchased by the Town.  
  
Without objection, item 9 on the agenda will be discussed next.
- 9. Discuss Vierbicher Providing Language to Amend 2022 CORP in Support of a) Land Acquisition for New Town Park and b) Writing Knowles-Nelson Stewardship Grant Proposal –** Melissa Hunt and Matt Miller, from Vierbicher, discussed the Knowles-Nelson Grant application process, the requirements, and the proposed timeline to meet the May 1, 2023 deadline. The current Town of New Glarus Comprehensive Outdoor Recreation Plan (CORP) will need to be amended to identify the location and size of the passive recreation area of the purchased land as one of the required steps to qualify for grant funding to offset acquisition costs. It was noted that a Letter of Retroactivity has already been issued by Cheryl Housley at the Wisconsin Department of Natural Resources. The boundary survey of the entire property should be available soon. If active recreational facilities are considered in the future (e.g., pickleball court, playgrounds with equipment, etc.), they cannot be within the area funded by the Knowles-Nelson Grant. The CORP amendment will be based upon the discussion at the upcoming ad-hoc subcommittee meeting to take place on Friday, January 27, 2023 at the Town Hall, starting at 3:00 PM. Updates to the

CORP will need to be adopted by the Board (by resolution) following a duly posted public hearing. There followed a brief discussion regarding a possible second access on the northeast end of the property from State Highway 39.

- 5. Introduce Speakers for February 25, 2023, Prairie Management Workshop: Jason Granberg, Fil Sanna, and Matthew Wallrath** – Commissioner Neton, who organized the workshop, suggested that each speaker limit their presentation to 30 minutes to allow for some questions and answers. He then introduced those who will present at the February workshop to be held at Tofflers Pub and Grill in New Glarus. Wallrath agreed to be the first to speak about invasive species, particularly those which have a high impact locally. Granberg agreed to present second to address how climate and settlement changes have affected invasive proliferation locally and how invasives species are tracked through data mining and mapping. Sanna will then close the workshop since his local efforts will illustrate the practical application of the topics covered by the first two speakers. Commissioner Neton will continue to work with the panelists to finalize details.

- 6. Review Spring Mailer** – the current draft of the flyer, prepared by Commissioner Neton, was presented to the group for review and discussion. Commissioner Narveson suggested for the physical address of the Town Hall be added to the location for the annual tree sale pickup and for the electronic recycling drop off. Other recommendations were offered which Neton will consider for the final version to be printed and mailed.

Motion to approve the draft mailer, that will incorporate the agreed upon changes, was made by Commissioner Pernitz; second by Commissioner Neton. Motion carried.

- 7. Present Town of New Glarus 2023 Meeting Calendar; Reschedule April 19, 2023 Parks Meeting** – due to the Annual Town Meeting of the Electorate being scheduled at the same time and date as the regular Parks Commission meeting in April, without objection, the Parks meeting will be held at 4:30 PM instead of 6:00 PM.

- 8. Consider Recommending to the Town Board that Ms. Rose Pertzborn be Appointed to the Parks Commission as Either a Member or an Alternate** – Wright had provided multiple options available, according to Wisconsin Statute 60.66 and as confirmed by Wisconsin Towns Association attorney Lara Carlson. Other than another Commissioner resigning their term and the vacancy filled by Pertzborn, the Commission would need to create bylaws for other possible solutions that include Pernitz serving as an alternate or being appointed as an assistant.

Motion by to authorize Commissioner Narveson to contact the Town Attorney, Mark Hazelbaker, regarding his recommendation for Commission bylaws for the appointment of Rose Pertzborn as an alternate Parks Commission member, with the ability to vote in the absence of another member, and to be compensated with a per diem when attending in the absence of another member; second by Commissioner Ruschman. Motion carried.

- 10. Provide Update on Work of Ad Hoc Committee for New Town Park** – Chair Pulliam provided a brief summary of the discussion that took place last week and those who were in attendance. If the grant funds requested are more than \$350,000, the DNR will also need to conduct an appraisal to determine the value of the passive recreational land. If the request exceeds \$250,000, then the Joint Finance Committee of the Wisconsin State Legislature would need to review. Commissioner Narveson noted that the ad-hoc subcommittee will

discuss how much of the property and which portion will be set aside for passive recreation, possible residential development, for public facilities, active recreation, etc.

11. **Discuss Procedure for Donating Burn Equipment to The Prairie Enthusiasts, Prairie Bluff Chapter** – Commissioner Neton reported that he spoke with Tom Mitchell from The Prairie Enthusiasts about the local chapter interest in the controlled burn tools purchased by the Parks Commission in the past. After brief discussion, Neton agreed to contact the Town Patrolperson to coordinate the transfer of equipment, without objection.
12. **Provide Update on Tree and Root Dip Purchases for Fall 2022 Tree Sale** – Chair Pulliam reported that he has ordered trees and root dip.
13. **Decide on Quantity of Tree Tubes to Order, Including for the Trees for the Town Park and from What Vendor**  
Motion to authorize Chair Pulliam to order forty tree tubes and forty tree stakes from Sustainable Wildlife Habitats was made by Commissioner Narveson; second by Commissioner Pernitz. Motion carried. Without objection, tree stakes will be sold for \$2 apiece during the scheduled tree pickup event.
14. **Review and Approve 2023 Parks Commission Budget** – The approved 2021 budget was used as a reference point to craft a 2023 Parks Commission budget.  
Motion to adjust the per diem expense item to include an alternate member in addition to the seven regular commissioners; these funds would be deducted from the Parks Workshops/Projects expense line; second by Commissioner Ruschman. Motion carried.
15. **Discuss Sign for Side of Town Hall** – without objection, discussion of this item will be deferred until the February meeting.
16. **Confirm Holiday Party for 7 PM, Saturday, January 28, 2023, at the French Residence** – the group confirmed the time and location for this gathering.
17. **Schedule Next Meeting** – The next meeting will be held on February 15, 2023 at 6:00 PM.
18. **Adjourn:** A motion to adjourn was made by Commissioner Pernitz; second by Commissioner Neton. Motion carried at 8:02 PM.

Approved:

\_\_\_\_\_  
Minutes transcribed from M. Pernitz notes and Zoom recording

TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, JANUARY 19, 2023  
MINUTES

Members Attending: Chris Narveson: Chair; John Freitag, Craig Galhouse, Mark Pernitz, Robert Elkins, John Ott (virtually, departed at 7:28 PM), and Reg Reis

Absent: John Freitag (excused)

Also Attending: John Wright: Clerk-Treasurer; Tim Schleeper (virtually): planner, Vierbicher Associates; Bob Talarczyk: surveyor; Tom Myers/Paula and Collin Legler (departed at 6:54 PM): developers for Hustad Valley Road property; and Dale Hustad: Town of New Glarus resident

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes:** Motion to approve the meeting minutes from December 15, 2022, as presented, was made by Commissioner Elkins; second by Commissioner Pernitz. Motion carried 6-0.
3. **Review and Possibly Recommend 4-Lot Cluster Division of Property by CSM to Town Board for Consideration and Approval for Klitzke Land on Legler Valley Road** – Surveyor Talarczyk stated that a revised concept and/or certified survey map (CSM) is not available at this time. Previously, this body had recommended the Town Board consider approval of a 3-lot CSM after a duly noticed public hearing. No action or further discussion took place at this time.
4. **Review and Possibly Recommend 3-Lot Cluster Division of Property by CSM to Town Board for Consideration and Approval for Myers/Legler Land on Hustad Valley Road** – Town resident Dale Hustad, whose property abuts the subject property, is concerned that a cul-de-sac road is proposed instead of a through road for a property with the development potential of up to seven cluster lots. Chair Narveson noted that a through road is often preferred, but is not always practicable from an engineering approach or affordable based upon the marketability of future lots based upon the cost that would be added. It was noted that any future residential development would be to the southeast and immediately west of the proposed 3-lot cluster. This would preserve most of the arable land as deed-restricted open space. Surveyor Talarczyk noted that the private drive that provides access from Hustad Valley Road to the south has been shortened from what was proposed in the Concept Plan. Also, there is a jog that was added to proposed Lot 1 to accommodate a mound system.

Planner Schleeper introduced additional requirements for the developer per §110-7 of the Town of New Glarus Land Division and Subdivision Chapter for land suitability, protection of existing flora, and areas of special interest. Schleeper noted that the Technical Review Committee was not invoked to convene to review this proposed subdivision of property. There followed a brief discussion regarding the areas within proposed Lot 3 that are within the FEMA FIRM that contain existing buildings. The existing buildings do not require action unless there is a proposal to raze and replace within the same area designated as a floodplain. Schleeper would like the updated draft CSM to include a note that soil limitations will restrict the use of a conventional POWTS.

It was noted that Lot 1 and the east side of Lot 2 may contain areas where slopes exceed 20%. Per §110-9, those slopes cannot be disturbed during the development of the property. The building envelopes may need to be adjusted if it is found that those areas do contain slopes in excess of 20%. Graphically indicating the location of those slopes on the face of the CSM was requested. Now that Lot 2 has changed configuration from that presented in the Concept Plan and abuts Hustad Valley Road to the east, a note should be added to the CSM restricting access to

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the Lot from the road to the east. Schleeper also requests notes be added to the CSM that structures outside of the building envelopes shall not be allowed within deed-restricted open space. There followed a review of the draft language for adoption. Planner Schleeper stated that he had no objection using a floating deed restriction modeled after one used for the Town of Exeter to track open space obligations. There followed a brief discussion regarding how to comply with the requirements of §110-7.

Motion to recommend the proposed 3-lot cluster division of property to the Town Board for approval following a duly noticed public hearing was made by Commissioner Pernitz with the following conditions:

1. The Applicant shall provide a deed restriction for 12.4 acres of Open Space on the parent parcel to satisfy the Open Space requirements of the proposed CSM. The Deed Restriction shall be recorded concurrently with the Final CSM by the Applicant with copies provided to the Town Clerk.
2. The Applicant shall provide written confirmation that the proposed land division will not result in development of lands with archaeological, historical, or natural resource interest (endangered species).
3. The Applicant shall amend the CSM to address the following:
  - a. Include a note on Sheet 5 stating: "Lots within this land division may have areas of shallow depths to bedrock that preclude the installation of conventional waste disposal systems. All waste disposal systems shall be approved by the Wisconsin Department of Safety and Professional Services."
  - b. Adjust the CSM to exclude areas of 20% slope from proposed building envelopes and include linework depicting areas of greater than 20% slope on Lots 1 and 2.
  - c. Include a note on Sheet 2 stating: "No direct access is permitted from Lot 2 to Legler Valley Road." This should be accompanied by hatching or linework added to the right-of-way along Lot 2.
  - d. If existing buildings are to be razed that should be noted as well.
  - e. On the 'Building Envelopes' page of the CSM, add the following notes:
    - i. "All areas designated as "Open Space" shall be left undeveloped and free from residential, commercial or Industrial structures. Permitted uses of Open Space are agriculture, recreation, passive recreation use, and preservation of environmentally sensitive features."
    - ii. "All buildings shall be limited to placement within the Building Envelopes shown. Additional building setbacks per the Green County Zoning Code shall also be met."
4. All revisions to the CSM and required supporting documents shall be provided to the Town Engineer and Planner for review prior to the Applicant requesting signature on the CSM by the Town Chair.

Second by Commissioner Reis. Motion carried 6-0.

5. **Update on Holmes Utility Easement** – Surveyor Talarczyk received a response from Northern Natural Gas on December 13, 2022. The recorded Modification and Amendment of Easement for the Holmes property to the north of Airport Road is a 75' wide strip above the buried 3" diameter pipeline. The easement prohibits certain plantings, structures, or some types of vehicular access without written consent. There followed a brief discussion regarding the need to add a graphic representation of the easement on the Final Plat. If the cluster lots to the west have some vehicular access that is within the easement area, it was noted, the developer will need an agreement with the utility.

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6. **Review the 2023 Town of New Glarus Meeting and Election Calendar** – it was noted that the Annual Town Meeting of the Electorate on April 24, 2023 conflicts with the regular schedule for the Parks Commission. The Parks meeting will begin at 4:30 PM so there is no overlap.
7. **Update Regarding Town Board Review of the Recommendation from the Town Plan Commission to Have Contract Planner Schleeper Prepare Draft Policies Requiring the Rezoning of Land for Future Land Divisions with Residential Development Potential and Requiring Conditional Use Permits to Build in Deed-Restricted Open Space** – Planner Schleeper agreed to present this at the regular Commission meeting in February; without objection. It was noted that the amendments to Chapter 110 approved in December of 2020 have not been submitted to General Code. Until changes are submitted a disclaimer could be added to make those who navigate to the online Code that it may not be up-to-date and to check with the Town Clerk for the most recent version available. Any additional changes, such as the proposed addition of definitions for public facilities and the types of public facilities to add to the definition for open space, need to be included in an amendment by ordinance which can be adopted after a Class 2 publication for a preceding public hearing.

Motion to recommend to the Town Board that they authorize the Town Clerk-Treasurer to submit amendments to the Town Code already approved by the Board after duly noticed public hearings as well as to authorize the Town Clerk-Treasurer to post a notice on the Town website that the Code found on the General Code website (<https://ecode360.com/NE2145>) may not be current; second by Commissioner Pernitz. Motion carried 6-0.

8. **Update by Tim Schleeper Regarding Roger Arn Deed Notices Reviewed by Mark Roffers, Village Contract Planner** – Planner Schleeper had not update available.
9. **Determine Future Agenda Items and Adjourn** – Agenda Items: approval of January minutes, review proposed Schleeper documents pertaining to structures in open space, amending cluster envelopes, and draft deed restrictions to document open space requirements, update on Arn notice of deed restrictions, and continued discussion of Comprehensive Plan implementation actions.

Motion to adjourn by Commissioner Elkins at 8:20 PM; second by Commissioner Pernitz. Motion carried 6-0.

Approved:

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John Wright, Clerk-Treasurer