

TOWN OF NEW GLARUS
PARKS COMMISSION MEETING
21 June, 2023, 6:00 PM
AGENDA

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

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

Zoom Link: <https://us06web.zoom.us/j/85728206928?pwd=SjZiVHBGZWg4SzdvME5VN1RFdXM3Zz09>

Meeting ID: 857 2820 6928

Passcode: 585409

Dial by your location: 312 626 6799

1. Call to Order
2. Proof of Posting
3. Approve Minutes
 - a. April 5, 2023, Special Meeting
 - b. May 17, 2023, Regular Meeting
4. Public Comments
5. Discuss Progress on Establishment of Friends Group for Town Park – Rose, Jason, Mona Sue, Kelly
6. Discuss Offer from Matt Stelter to Walk Town Park with Parks Commission
7. Review Farmette Survey and Insurance for Park – Chris
8. Action to Adopt the 2022 Budget Retroactively and Recommend to the Town Board a Transfer of Unused 2022 Parks Commission Budgetary Funds to Sinking Fund Checking Account
9. Continue Discussion of Name for Park
10. Plan Fall Workshops and Events:
 - a. Pollinator Workshop at Hidden Knoll with Micah Kloppenburg of Xerces Society (Early Evening on a Weekday, Week of August 21, 2023)
 - b. Invasives Removal Talk and Workday at Town Park with Matt Wallrath (10 AM - 1 PM, Saturday, August 26, 2023; Shovels & Loppers Needed)
 - c. Seed Collecting Workshop (at Hidden Knoll or Another Area Prairie?) with Matt Sheaffer of Taylor Creek Nursery (on a weekend after Labor Day)
 - d. Walk the Park with Local Supporters
 - e. Fall eCycle Event (Saturday, Oct. 14, 2023)
 - f. Fall Tree Sale
 - g. Bow Hunting Workshop with Ian Munnoch
 - h. Geocaching
11. Plan Outreach to Community:
 - a. Recommendations for Workshops
 - b. Scouts, 4-H, High School Students
12. Update on suggested Modifications to Ordinance Codifying Parks Commission, Including Reference to Deposits into Town Parks Sinking Fund – Chris
13. Schedule Next Meeting, July 19, 2023, at 6:00 PM
14. Adjourn

Posted: 6.13.2023

New Glarus Town Hall

Harry Pulliam, Chair

Revised: 6.14.2023

New Glarus Garage

New Glarus Parks Commission

New Glarus Post Office

<https://townofnewglarus.com/> John Wright, Clerk-Treasurer

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

PARKS COMMISSION MEETING

Wednesday, May 17, 2023

Minutes

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

Absent: None

Also Attending: John Wright (departed at 6:02 PM): Clerk Treasurer; and Rose Pertzborn: Town resident and Parks Commission alternate when there is an absence

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.
3. **Approve Minutes**
 - a. April 5, 2023, Special Meeting – No minutes were available to review.
 - b. April 19, 2023 Regular Meeting – Motion to approve the minutes was made by Commissioner Ruschman; second by Commissioner French. Motion carried 7-0.
4. **Public Comments** – There was a brief discussion of the Swiss Reform Church Cemetery. The Church has stopped maintaining the property. By Wisconsin Statute, the Village of New Glarus must take control and care of the cemetery if the care ceases for a period of five years.
5. **Continue to Discuss Establishment of Friends Group for Park and Possible Promotion via Newspaper** – An ad-hoc subcommittee of the Parks Commission comprised of Commissioner Ruschman, Commissioner Neton, and Alternate Commissioner Pertzborn will explore how to organize such a group and will report their findings to the Parks Commission in the future; without objection. Commissioner Narveson will check with contract Attorney Hazelbaker regarding possible the possibility of liability; without objection. The impact upon insurance will also need to be explored.
6. **Discuss Walking Park with Local Supporters** – Discussion and possible action for this topic will be deferred until after the crops planted this year are harvested in the fall; without objection.
7. **Continue Discussion of Name for Park** – Chair Pulliam asked that this item be deferred until the June meeting; without objection.
8. **Continue to Discuss Future Workshops – Pollinators with Micah Kloppenburg** – Commissioner Neton stated that a pollinator workshop will be hosted by the Friends of the New Glarus Woods State Park. Chair Pulliam stated he has reached out to Matt Sheaffer from the Taylor Creek Restoration Nurseries about doing a workshop on prairie seed collection. Pulliam further reported on his discussions with Matthew Wallrath at the Upper Sugar River Watershed Association regarding hosting a workshop about invasive species removal. Pulliam stated he has continued to discuss a pollinator workshop with Micah Kloppenburg of the Xerces Society. Lastly, Pulliam will provide an update at a future meeting regarding geocaching.
9. **Plan Date for Fall 2023 e-Cycle Event and How to Promote It** – Tentative dates included October 14, 2023 or October 21, 2023. This will need to be coordinated with John Schumacher.
10. **Updates Regarding Annual Tree Sale**

- a. Profit/Loss Report – The report reviewed by the group reflects the funds and refunds received/disbursed through April 29, 2023.
 - b. Need to update prices (and source?) this Fall for root dip – The advertised price was \$5 although the actual cost from Green County Land and Water Conservation was \$10. This will need to be updated for the fall tree flyer.
 - c. Discuss change from pickup at Town Hall to delivery – The group may need to reconsider the distribution of trees once they are available from the source from which they have been ordered to avoid rescheduling pickup dates.
 - d. Discuss change of date for tree sale and e-Cycle event to mid-May – Without objection, future e-Cycling events and tree deliveries will occur in May.
- 11. Updated 2023 Budget with Current Expenses and Income and Budget Total of \$15,000** – It was noted that the 2023 adopted budget does not equal the \$15,000 the Town Board approved in 2022 for 2023. There followed a discussion of how best to bring the projected 2023 budget to equal the target of \$15,000.
Motion to amend the 2023 Parks Commission budget to add \$1,500 to the Community Partnerships Sinking Fund and to increase the amount budgeted for the Town Park/Town Trail Sinking Fund from \$4,500 to \$6,762 was made by Commissioner Pernitz; seconded by Commissioner Ruschman. Motion carried 7-0.
- 12. Action to Petition the Board to Move Some Unused Portions of 2022 and 2023 Budget into Sinking Fund** – Commissioner Narveson agree to discuss transferring unused portions of the 2022 and 2023 budgets for the Parks Commission from the General Fund into the Town Par./Town Trail sinking fund that is managed by the Parks Commission.
- 13. Schedule Next Meeting** – The next meeting will be held on Wednesday, June 21, 2023 at 6:00 PM.
- 14. Adjourn:** Motion to adjourn by Commissioner Pernitz; second by Commissioner Emmerton at 7:25 PM. Motion carried.

Approved:

Minutes transcribed from C. Narveson notes



Harry Pulliam <hfpulliam@gmail.com>

RE: Hayes Farm

1 message

Stelter, Matt <Matt.Stelter@imsdm.com>
To: Harry Pulliam <hfpulliam@gmail.com>

Thu, May 25, 2023 at 3:06 PM

Hi Harry,

Apologies for the delay in responding. We've had a whirlwind spring with a schedule that just hasn't let up. I'm still happy to take your team on a tour of the Hayes Farm and point out all of the notable highlights as you begin making your plans. I got out there last weekend to mow the trails and clean up branches that came down over winter. We are headed to Alaska tomorrow for a week, but will be home after June 3rd. Let me know some times that would work for you.

Best,

Matt

From: Harry Pulliam <hfpulliam@gmail.com>
Sent: Wednesday, April 5, 2023 12:42 PM
To: Stelter, Matt <Matt.Stelter@imsdm.com>
Subject: Re: Hayes Farm

[EXTERNAL] This message originated outside of the organization. Use caution when opening files or following links in this email!

Thanks for your note, Matt. I hope that Ms. Hayes is happy with what we're doing on the farm..

Yes, I'm sure that once the weather is a little nicer, the Parks Commission would be most interested in walking the property with you. I for one would love to see all the improvements that you've made over the past few years. I'll bring it up at tonight's Parks meeting.

Just a reminder that we are still looking for letters of support for our Knowles-Nelson Stewardship grant proposal. Attached is one that we received from our local Legislators. Would you be kind enough to write one? If so, you can easily email it to John Wright, our Town Clerk, clerk@townofnewglaruswi.gov.

Thanks and best regards,

Harry

--

Harry Pulliam. Chair
Parks Commission
Town of New Glarus
26 5th Avenue
New Glarus, WI 53574
(608) 527-2390 (Office)
(608) 228-5439 (Mobile)

On Tue, Apr 4, 2023 at 4:56 PM Stelter, Matt <Matt.Stelter@imsdm.com> wrote:

Hi Harry,

Apologies for the delay. I've been traveling the past week and starting to catch up on email. I actually saw Kathy Hayes in Indiana last week and updated her on what I know about the farm's status.

If the Parks committee is still interested in me taking them for a walk of the property, I'd be very happy to do so. I think the more knowledge of the farm I can share with your group, the better.

I was out to the farm before my trip and frost-seeded the clover and switchgrass, completing the final steps in Year 3 of my three-year plan. It just didn't feel right not to see it through. Things should be looking good in the valley by late summer.

Hope we can connect for a walk...at least once some nice spring weather decides to arrive.

Matt

From: Harry Pulliam <hfpulliam@gmail.com>
Sent: Tuesday, March 28, 2023 11:30 AM
To: Stelter, Matt <Matt.Stelter@imsdm.com>
Subject: Hayes Farm

[EXTERNAL] This message originated outside of the organization. Use caution when opening files or following links in this email!

Hi, Matt,

I hope you're doing well. I want to make sure that you're apprised of the progress of our Town Park on the old Hayes farm.

Things are going well. We will soon list an 11-acre farmette, including the house, barn and garage. More importantly, the Town of New Glarus is in the process of submitting a Knowles-Nelson Stewardship grant proposal to place roughly 60 acres of the remaining property into passive recreation (hiking, biking, hunting, fishing, etc.) in perpetuity. If we are awarded the grant, we should receive from the Wisconsin DNR half of our purchase price for those 60 acres. It will also allow us to apply for additional grants that we could use for trail development, prairie restoration and other projects on the property.

Letters of support from the community will help to ensure that our effort is successful. Please consider writing a letter similar to the one that we received from our local Legislators, Senator Dianne Hesselbein and Representative Mike Bare (attached). When you're finished, please just email it to me or drop it off at the New Glarus Town Hall between the hours of 6 a.m. and 2 p.m., Monday through Thursday. We will be submitting our grant application by the middle of April, so it would be helpful if we could receive your letter sometime next week.

Lastly, we were advised by our grant writers only yesterday that we get extra points for donations from community members to the ongoing maintenance of the park. Unfortunately, the bar is pretty high: a quarter of what we paid for the land that we plan to put into stewardship, or roughly \$200K. It's a stretch, I know, and I wish we'd learned about this earlier. We need to get commitments ASAP, so if you can you think of anyone who might be interested in making that kind of donation, please let me know.

Thanks and best regards,

Harry

--

Harry Pulliam. Chair

Parks Commission

Town of New Glarus

26 5th Avenue

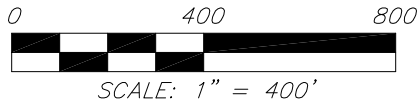
New Glarus, WI 53574

(608) 527-2390 (Office)

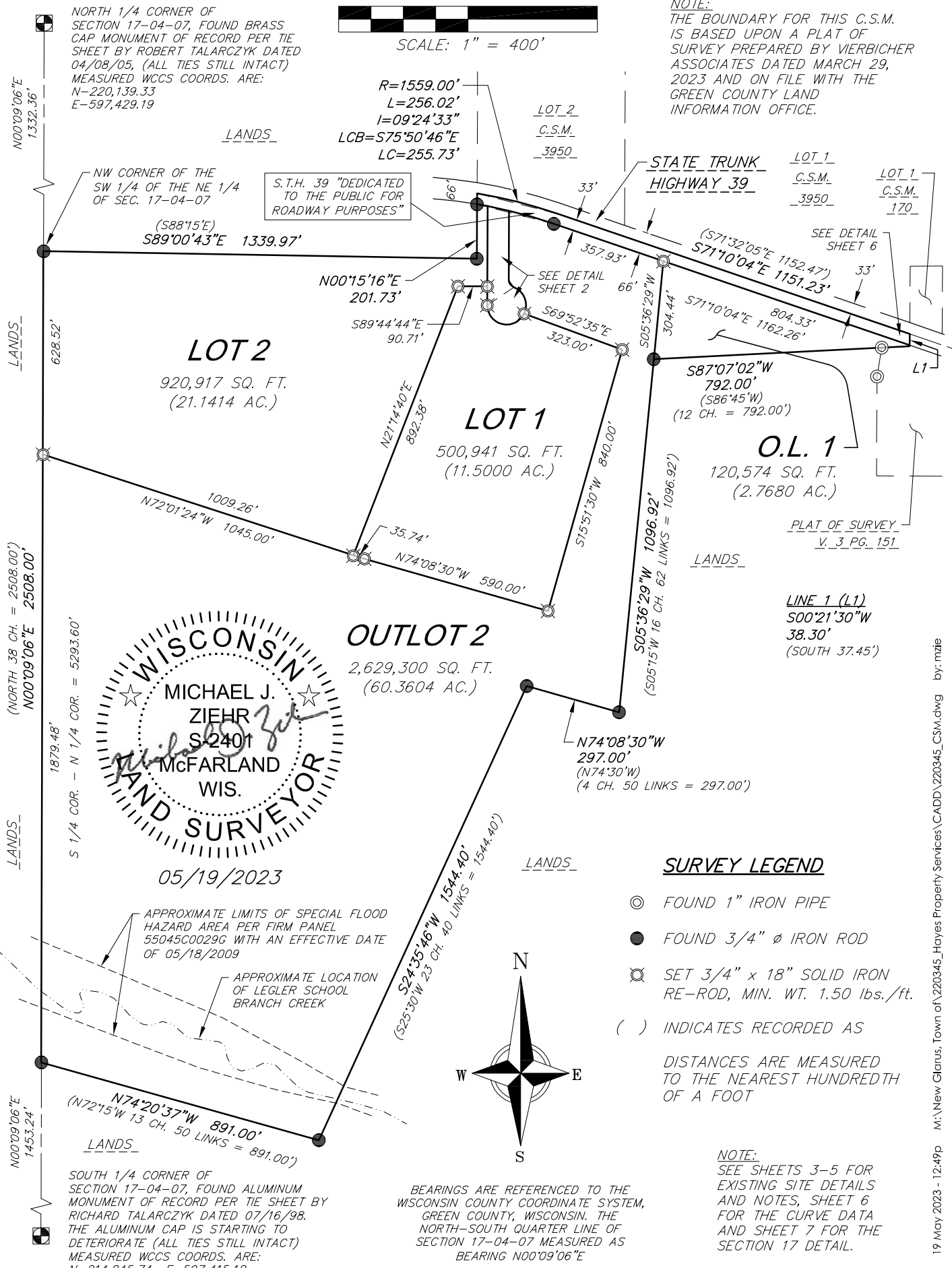
(608) 228-5439 (Mobile)

CERTIFIED SURVEY MAP No. _____

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.



NOTE:
THE BOUNDARY FOR THIS C.S.M. IS BASED UPON A PLAT OF SURVEY PREPARED BY VIERBICHER ASSOCIATES DATED MARCH 29, 2023 AND ON FILE WITH THE GREEN COUNTY LAND INFORMATION OFFICE.



NORTH 1/4 CORNER OF SECTION 17-04-07, FOUND BRASS CAP MONUMENT OF RECORD PER TIE SHEET BY ROBERT TALARCZYK DATED 04/08/05, (ALL TIES STILL INTACT) MEASURED WCCS COORDS. ARE:
N-220,139.33
E-597,429.19

S.T.H. 39 "DEDICATED TO THE PUBLIC FOR ROADWAY PURPOSES"

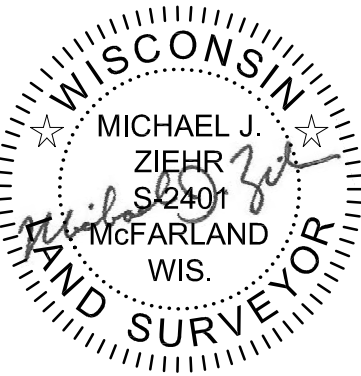
NW CORNER OF THE SW 1/4 OF THE NE 1/4 OF SEC. 17-04-07
(S88°15'E)
S89°00'43"E 1339.97'

LOT 2
920,917 SQ. FT.
(21.1414 AC.)

LOT 1
500,941 SQ. FT.
(11.5000 AC.)

O.L. 1
120,574 SQ. FT.
(2.7680 AC.)

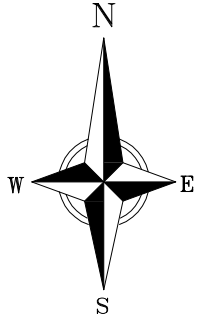
OUTLOT 2
2,629,300 SQ. FT.
(60.3604 AC.)



05/19/2023

APPROXIMATE LIMITS OF SPECIAL FLOOD HAZARD AREA PER FIRM PANEL 55045C0029G WITH AN EFFECTIVE DATE OF 05/18/2009

APPROXIMATE LOCATION OF LEGLER SCHOOL BRANCH CREEK



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, WISCONSIN. THE NORTH-SOUTH QUARTER LINE OF SECTION 17-04-07 MEASURED AS BEARING N00°09'06"E

SURVEY LEGEND

- ⊙ FOUND 1" IRON PIPE
- FOUND 3/4" Ø IRON ROD
- ⊗ SET 3/4" x 18" SOLID IRON RE-ROD, MIN. WT. 1.50 lbs./ft.
- () INDICATES RECORDED AS

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

NOTE:
SEE SHEETS 3-5 FOR EXISTING SITE DETAILS AND NOTES, SHEET 6 FOR THE CURVE DATA AND SHEET 7 FOR THE SECTION 17 DETAIL.

vierbicher
planners | engineers | advisors



Phone: (800) 261-3898

FN: 220345
DATE: 04/05/2023
REV: 05/19/2023
Drafted By: MZIE
Checked By: MMAR

SURVEYED FOR:
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26 5th Avenue
New Glarus, WI 53574

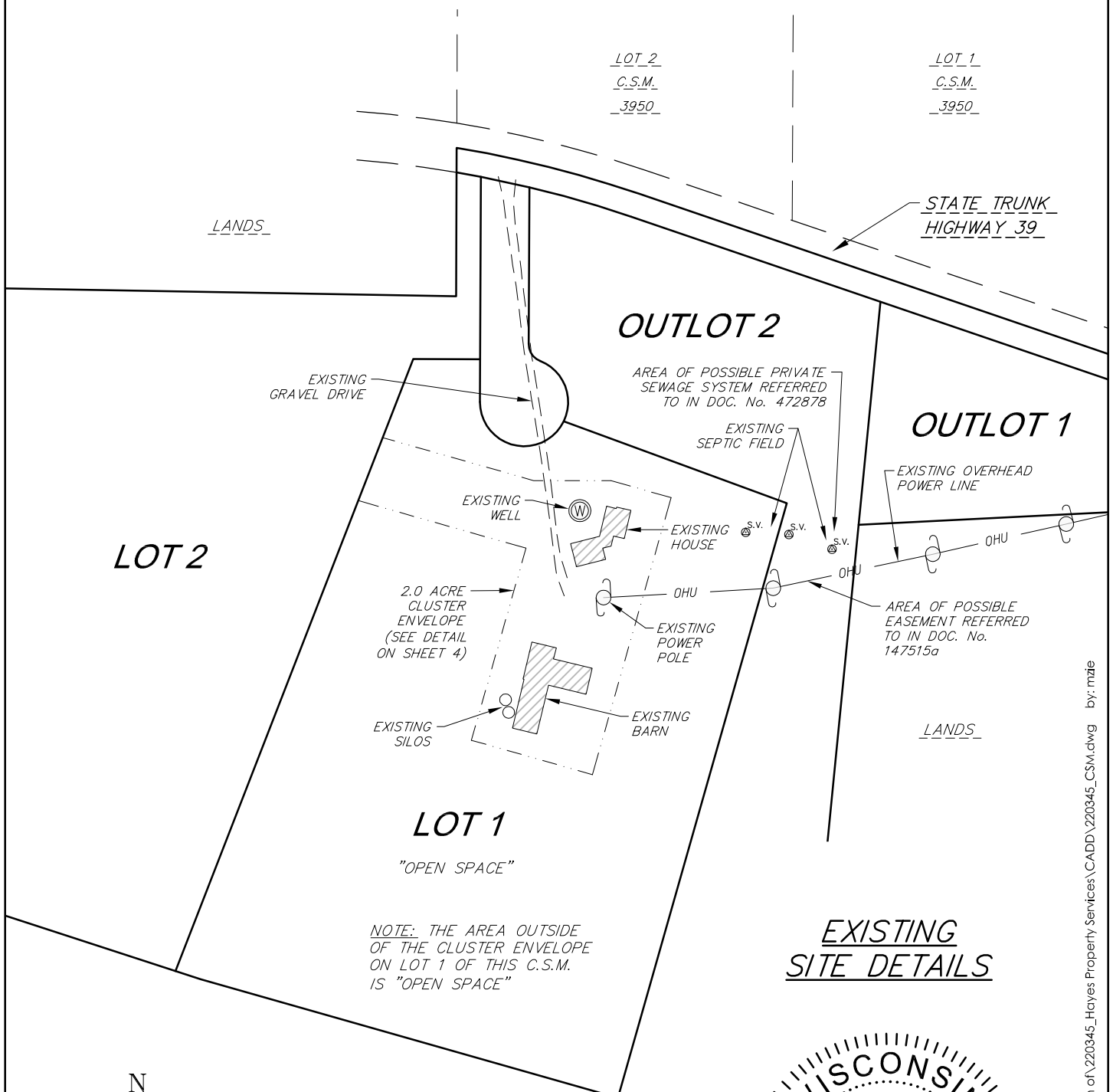
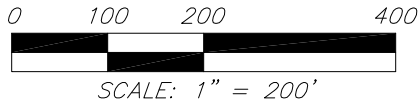
C.S.M. No. _____
Doc. No. _____
Vol. _____ Page _____

SHEET
1 OF 9

19 May 2023 - 12:49p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mzie

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LOT 2

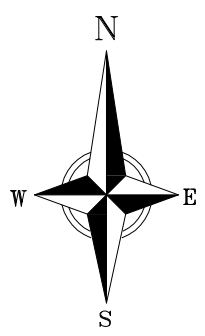
OUTLOT 2

OUTLOT 1

LOT 1
"OPEN SPACE"

NOTE: THE AREA OUTSIDE OF THE CLUSTER ENVELOPE ON LOT 1 OF THIS C.S.M. IS "OPEN SPACE"

EXISTING SITE DETAILS

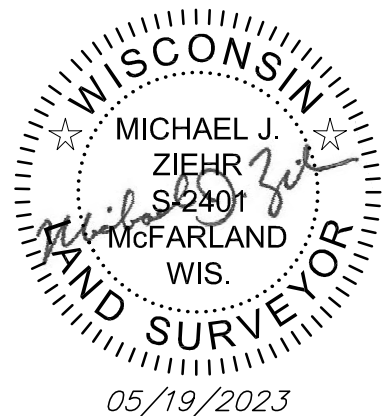
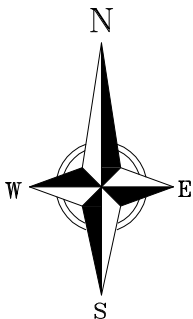
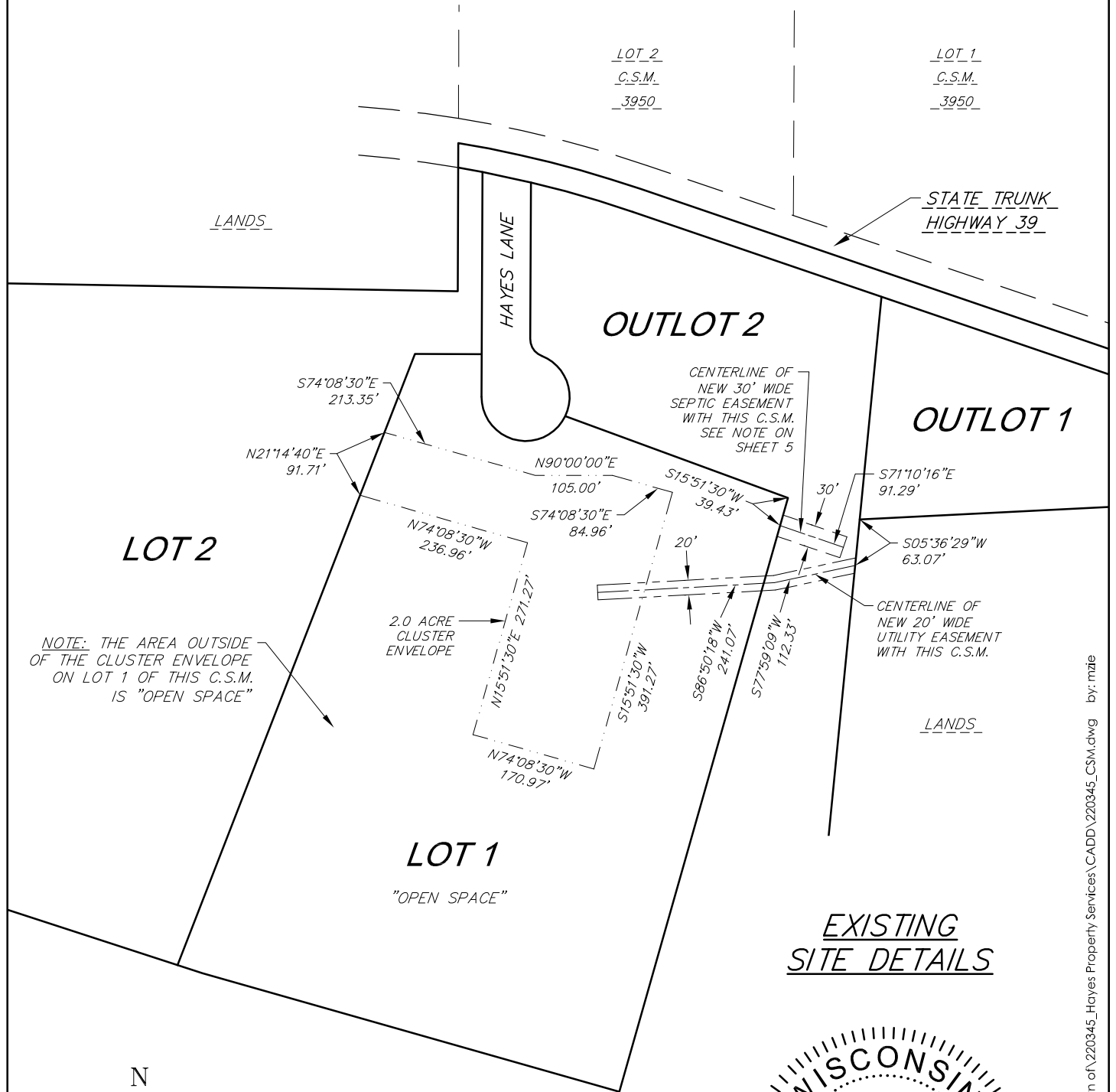
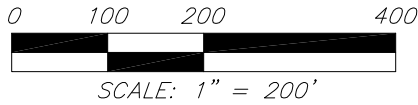


19 May 2023 - 1:02p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mze



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19 May 2023 - 1:02p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mze

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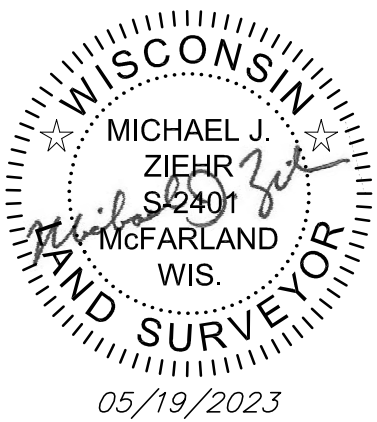
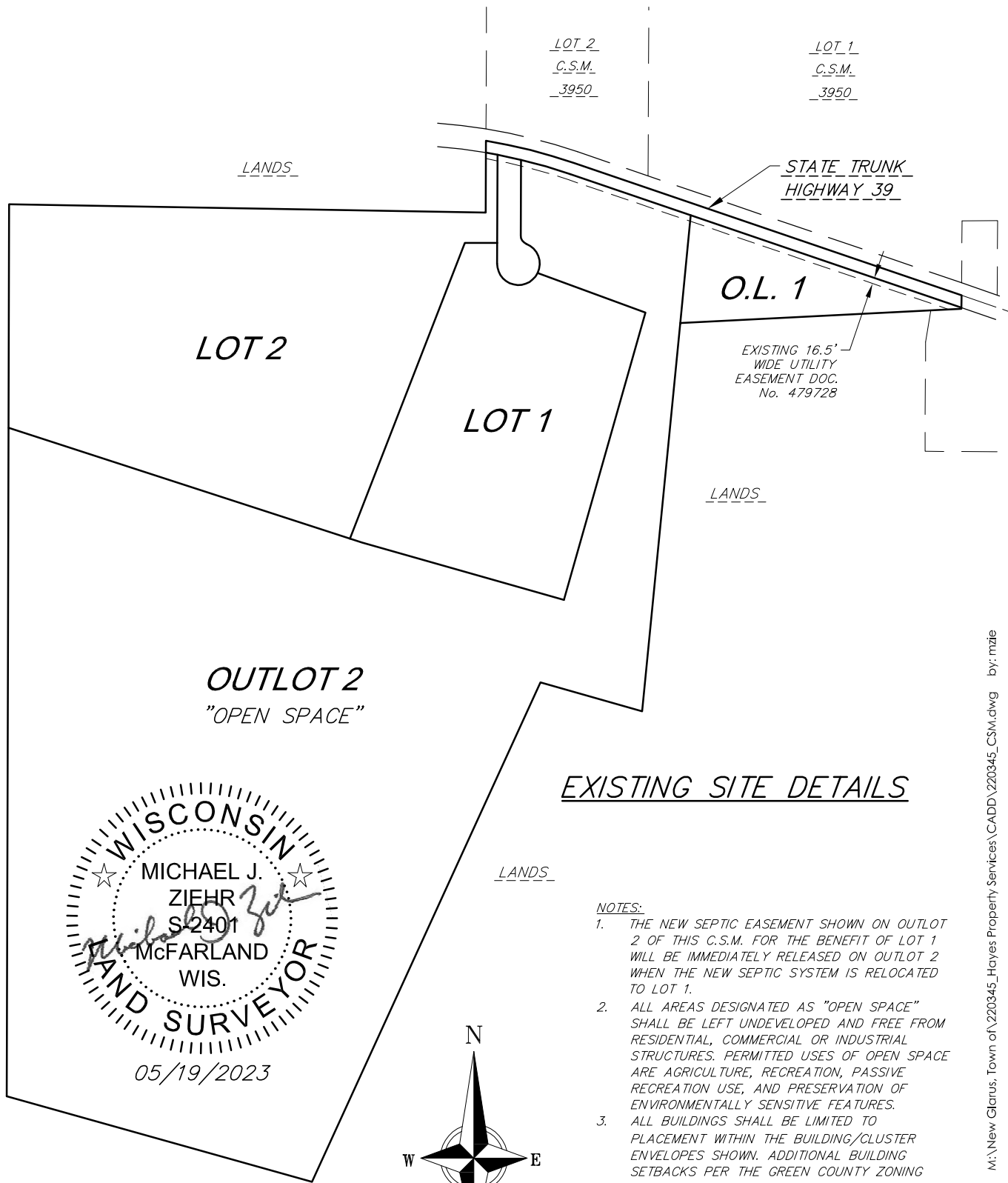
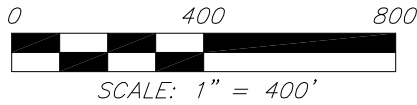
C.S.M. No. _____
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SHEET
4 OF 9

Phone: (800) 261-3898

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EXISTING SITE DETAILS

NOTES:

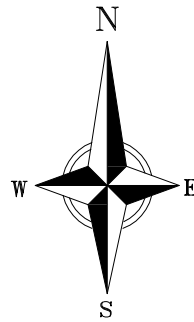
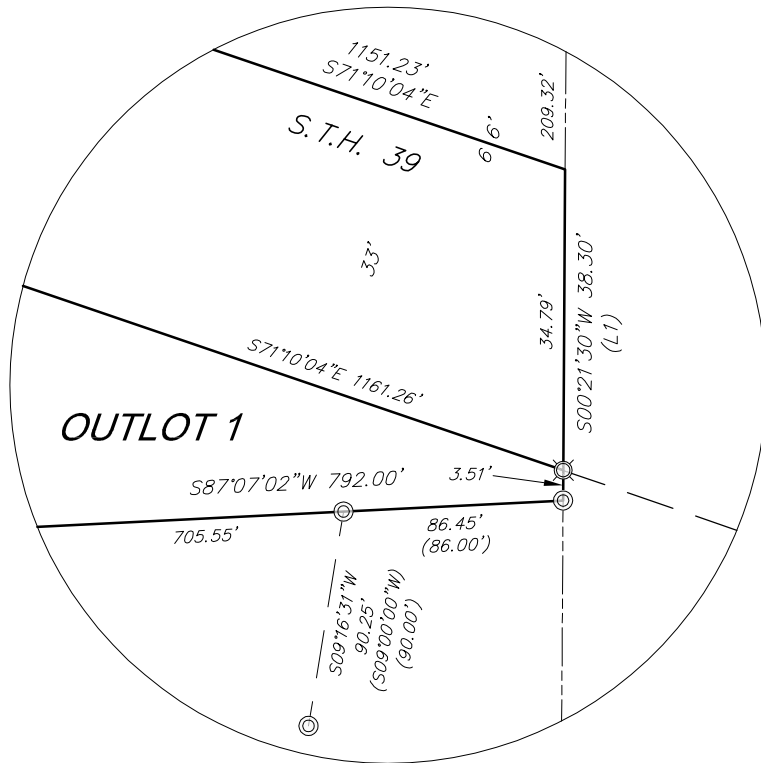
1. THE NEW SEPTIC EASEMENT SHOWN ON OUTLOT 2 OF THIS C.S.M. FOR THE BENEFIT OF LOT 1 WILL BE IMMEDIATELY RELEASED ON OUTLOT 2 WHEN THE NEW SEPTIC SYSTEM IS RELOCATED TO LOT 1.
2. ALL AREAS DESIGNATED AS "OPEN SPACE" SHALL BE LEFT UNDEVELOPED AND FREE FROM RESIDENTIAL, COMMERCIAL OR INDUSTRIAL STRUCTURES. PERMITTED USES OF OPEN SPACE ARE AGRICULTURE, RECREATION, PASSIVE RECREATION USE, AND PRESERVATION OF ENVIRONMENTALLY SENSITIVE FEATURES.
3. ALL BUILDINGS SHALL BE LIMITED TO PLACEMENT WITHIN THE BUILDING/CLUSTER ENVELOPES SHOWN. ADDITIONAL BUILDING SETBACKS PER THE GREEN COUNTY ZONING CODE SHALL ALSO BE MET.
4. 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.

19 May 2023 - 12:35p M:\New Glarus\Town of New Glarus\Hayes Property Services\CADD\220345_CSM.dwg by: mzie

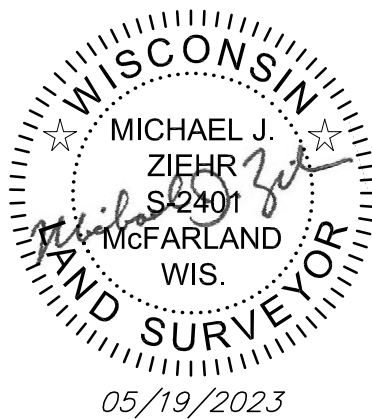


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DETAIL
NOT TO SCALE



SURVEY LEGEND

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- () INDICATES RECORDED AS

DISTANCES ARE MEASURED TO THE NEAREST HUNDREDTH OF A FOOT

CURVE DATA

NUMBER	CENTRAL ANGLE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD	TAN BRG BACK	TAN BRG AHEAD
C1	09°12'31"	1526.00'	245.26'	S75°44'45"E	245.00'	S80°21'00"E	S71°08'29"E
C2	01°15'30"	1526.00'	33.51'	S79°43'16"E	33.51'		
C3	02°31'58"	1526.00'	67.46'	S77°49'31"E	67.45'		
C4	05°25'03"	1526.00'	144.29'	S73°51'01"E	144.24'		
C5	68°36'38"	25.00'	29.94'	S34°03'03"E	28.18'	S00°15'16"W	S68°21'22"E
C6	248°36'38"	60.00'	260.34'	S55°56'57"W	99.13'	S68°21'22"E	N00°15'16"E
C7	94°12'46"	60.00'	98.66'	S21°14'59"E	87.91'		
C8	154°23'51"	60.00'	161.68'	N76°56'40"W	117.02'		

vierbicher
planners | engineers | advisors



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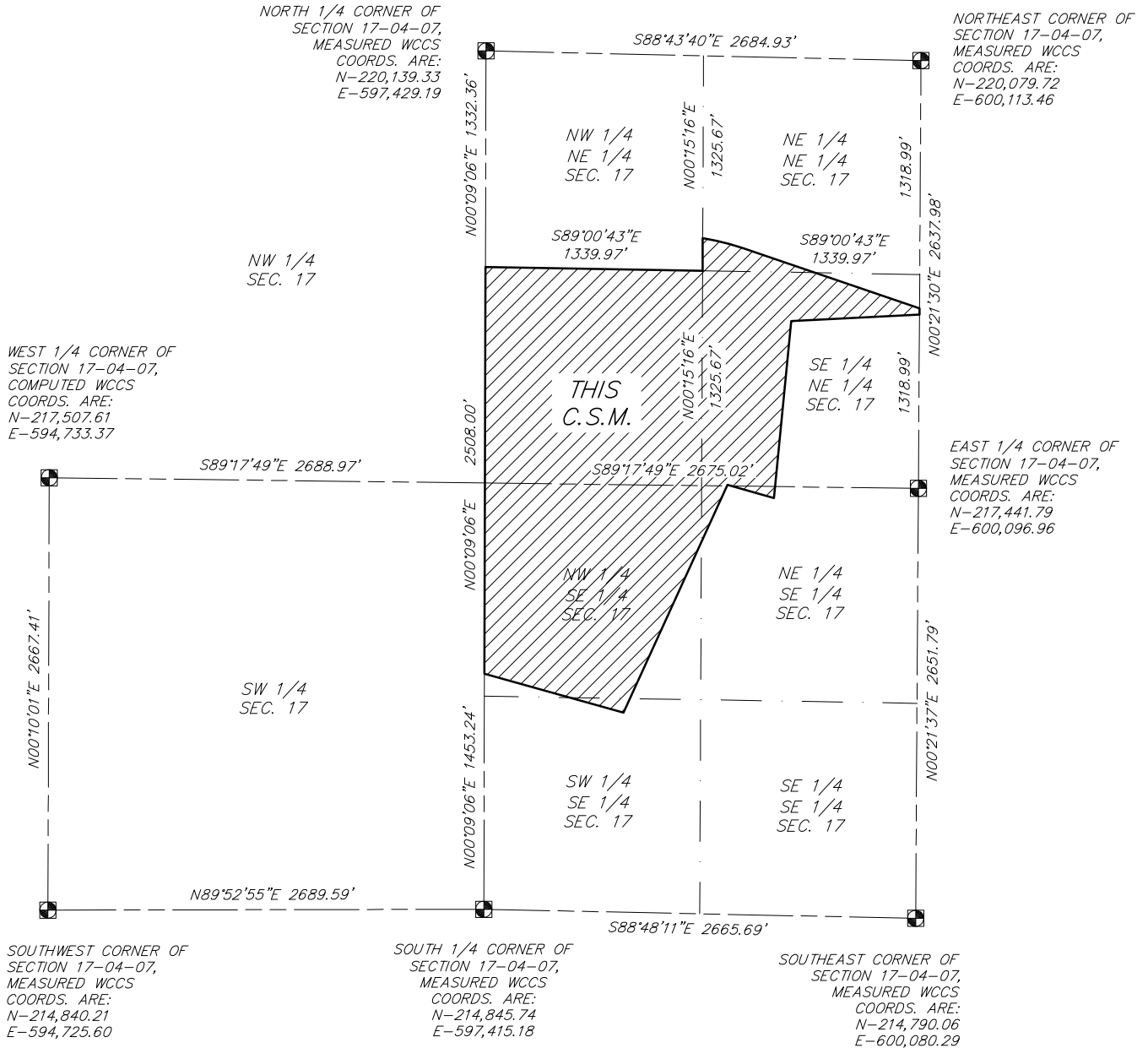
Doc. No. _____

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SHEET
6 OF 9

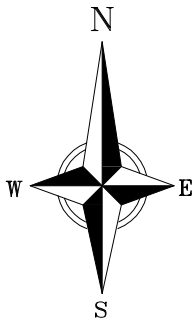
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SECTION 17-04-07 DETAIL

NOT TO SCALE



BEARINGS ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM, GREEN COUNTY, WISCONSIN. THE NORTH-SOUTH QUARTER LINE OF SECTION 17-04-07 MEASURED AS BEARING N00°09'06\"E



05/19/2023

19 May 2023 - 12:17p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mzie

vierbicher
planners | engineers | advisors



FN: 220345
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7 OF 9

Phone: (800) 261-3898

CERTIFIED SURVEY MAP No. _____

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.

OWNER'S CERTIFICATE

The Town of New Glarus, hereby certifies that it is the owner of the lands described on this Certified Survey Map and further certifies that it caused these lands to be surveyed, divided, mapped and dedicated as represented on this map. Witness the hand and seal of said owner this _____ day of _____, 2023.

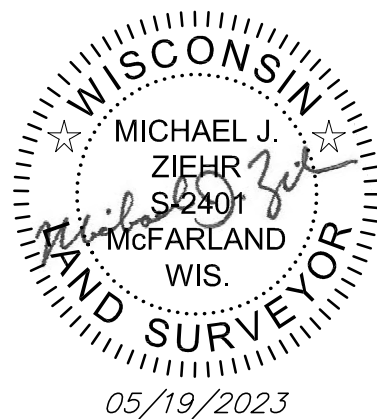
Town of New Glarus

By: _____
Chris Narveson, Town Chairman, Town of New Glarus

TOWN OF NEW GLARUS APPROVAL CERTIFICATE

Approved for recording this _____ day of _____, 2023, by the Town of New Glarus.

Signed: _____
Chris Narveson, Town Chairman
Town of New Glarus



19 May 2023 - 12:18p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mzie

vierbicher planners engineers advisors Phone: (800) 261-3898		FN: 220345 DATE: 04/05/2023	SURVEYED FOR: Town of New Glarus 26 5th Avenue New Glarus, WI 53574	C.S.M. No. _____ Doc. No. _____ Vol. _____ Page _____	SHEET 8 OF 9
		REV: 05/19/2023			
		Drafted By: MZIE			
		Checked By: MMAR			

CERTIFIED SURVEY MAP No. _____

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.

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. Subject to State Highway 39 along the northeasterly 33 feet thereof.

SURVEYOR'S CERTIFICATE

I, Michael J. Ziehr, Professional Land Surveyor, S-2401, do hereby certify to the best of my knowledge and belief, that I have surveyed, divided and mapped the lands described herein and that the map on sheet one (1) is a correct representation of the exterior boundaries of the land surveyed and the division of that land in accordance with the information provided. I further certify that this Certified Survey Map is in full compliance with Chapter 236.34 of the Wisconsin State Statutes, Chapter A-E7 of the Wisconsin Administrative Code and the Subdivision Regulations of the Town of New Glarus in surveying, dividing and mapping the same.

Vierbicher Associates, Inc.
By: Michael J. Ziehr

Date: MAY 19, 2023

Signed: *Michael J. Ziehr*
Michael J. Ziehr, P.L.S. S-2401



REGISTER OF DEEDS CERTIFICATE

Received for recording this _____ day of _____, 20____, at _____ o'clock _____ m. and recorded in Volume _____ of Certified Survey Maps on pages _____, as Doc. No. _____.

_____ Green County Register of Deeds

19 May 2023 - 12:19p M:\New Glarus, Town of\220345_Hayes Property Services\CADD\220345_CSM.dwg by: mzie

Phone: (800) 261-3898	FN: 220345 DATE: 04/05/2023 REV: 05/19/2023 Drafted By: MZIE Checked By: MMAR	SURVEYED FOR: Town of New Glarus 26 5th Avenue New Glarus, WI 53574	C.S.M. No. _____ Doc. No. _____ Vol. _____ Page _____	SHEET 9 OF 9



Property Insurance

Coverage & Services



THERE IS
STRENGTH
IN OUR
COMMUNITY

www.communityinsurancecorporation.com

Claims

Claims Services

The effective management of claims requires a close partnership among our members, staff, and contracted service providers. Community Insurance Corporation, through its General Administrator, Aegis Corporation, provides all claims and litigation management functions for the Property Insurance Program. CIC's Claims & Litigation Management Department is made up of a team of claim professionals who adjust claims solely for Wisconsin's public entities.

Expertise

The Claims and Litigation Management Department is comprised of a team of claims professionals possessing over **150 combined years of handling claims on behalf of Wisconsin public entities**. That, combined with handling over 77,000 claims since our inception, prove that our expertise in successfully handling and defending Wisconsin public entity claims is unrivaled.

Dedicated In-House Claim Adjusters

To foster strong working relationships, we dedicate a claim adjuster to each of our members. This allows for detailed service plans and a deep understanding of your personnel and operations that leads to efficiencies in the claims handling process. **No call centers, no confusion.**

Available Reporting Methods

Members of the property insurance program can report claims via fax or email to our adjusters, who are available 24 hours a day, 7 days a week. We pride ourselves on being responsive to the needs of our members, especially in catastrophic cases where immediate, "boots-on-the-ground" assistance is needed. **We go above and beyond.**

Claim Payments

To simplify the claim payment process, claim payments are released to the insured, or a third party, less the deductible obligation for the claim.

Property Claim Process

1. Incident Occurs
2. Incident is reported to supervisor, or directly to the insured's Property Insurance Contact (Contact)
3. Contact submits the Property Loss Reporting Form to the insured's Dedicated Field Claims Adjuster (Adjuster).
4. Adjuster investigates the claim:
 - Determine coverage
 - Identify subrogation potential
 - Enters claim into database
5. Adjuster sends Claim Acknowledgment to Contact to include:
 - Claim number
 - Date of loss
 - Applicable coverage and deductible.
6. Adjuster works with Contact and service providers, including appraisal, restoration, and construction firms to develop work plans to remedy the affected property.
7. Adjuster works with Contact to obtain estimates.
8. Adjuster releases work orders to service providers to restore property.
9. Adjuster works with Contact to obtain and approve bills.
10. Adjuster releases payment on approved bill less the insured's deductible.

Coverage

Community Insurance Corporation doesn't use boilerplate commercial policies - in fact, we drafted our own policy and tailored coverage to suit the specific needs of our members - Wisconsin public entities. Our approach is simple: provide broad, customized coverage in a form that limits confusion and supports the policyholder.

Custom Coverage

CIC believes that in order to be properly covered, policies should be designed to suit the specific needs of the insured. As such, we worked hard to develop a policy that is consistent with the exposures our members face. **This ensures our members don't have to fit the policy, rather, the policy fits them.**

In addition, CIC is responsive to the changing needs of our members, and because we created our own policy, we can expand coverage as you continue to expand your services.

Equipment Breakdown

Equipment breakdown coverage is an essential part of every property policy - it protects vital equipment from mechanical breakdown, electrical arcing, explosions/loss/damage of steam boilers, and hot water boilers.

Online Statement of Value (SOV) Maintenance

CIC offers a convenient online database called AMP (Asset Management Portal) for maintaining insurable property. This allows you to electronically submit property change/add/delete requests and manage building traits based on renovations or additions. Effective use of the AMP program protects insurable properties and expedites the renewal process. AMP also features convenient reports and top-of-line customer service.

Coverage Coordination

Bundling coverage with CIC means expert coordination and sophisticated support for issues involving all components of your insurance program. We increase your bench strength making your risk management program top-tier.

Certificate of Insurance Issues & Maintenance

CIC issues certificates of insurance on your behalf. Additionally, we will maintain a database of prior recipients and automatically deliver certificates at renewal.

Deductible Analysis Reports

Confused on which deductible is right for your organization? Our deductible analysis reports provide you with the decision-making power to select the right deductible based on your loss history and risk appetite.

Contract Review

CIC is available to review all contracts and hold harmless/indemnifications clauses within to ensure your organization is adequately protected when contracting with a third party.

Optimizing Your Property Program

Have questions about our policy or how you can improve your internal processes surrounding your property insurance program? From guidance documents to customized process plans, **CIC is here to help.**



Coverage, continued

Coverage Summary

Limit Structure	
Coverage Part	Limit
Policy Limit	Total Insured Value per SOV
Building	Included in the Policy Limit
Business Personal Property - Excluding Personal Property of Others	Included in the Policy Limit
Scheduled Property in the Open (PITO)	Included in the Policy Limit
Scheduled Contractors Equipment	Included in the Policy Limit
Equipment Breakdown	Total Real Property (TRP) Limit Up To 100M

Key Sublimits	
Coverage Part	Limit
Personal Property of Others	5,000
Electronic Data Processing Equipment, including Data & Media	1,000,000
Accounts Receivable	1,000,000
Valuable Papers	1,000,000
Newly Constructed or Acquired Property	2,000,000
Number of Days	120
Covered Property in Transit	50,000
Pollutant Cleanup and Removal (Aggregate per Policy Year)	250,000
Ordinance or Law	Included
Extra Expense	5,000,000
Business Income and/or Rental Value	5,000,000
Earthquake	10,000,000
Flood	5,000,000
Fungus, Wet/Dry Rot and Bacteria (Endorsement)	15,000
Extra Expense Number of Days	30
Business Income and Rental Value Number of Days	30
Communication Systems (Unless Inventoried or Scheduled)	50,000
Fine Arts/Collective Items (Unless Inventoried or Scheduled)	50,000
Equipment Breakdown	
Property Damage	Included
Business Income	Included
Extra Expense	Combined w/ Business Income

Key Terms & Conditions	
Term & Condition	
Coinsurance	Waived
Valuation	Replacement Cost
Blanket Waiver of Subrogation	Included

Loss Control Services

CIC's loss control service has always been geared towards being responsive to the specific needs of our members. Our Risk Management and Loss Control Department is comprised a team of risk management professionals with over 100 years of combined expertise. Whether it's guidance and consultation on best practices or inspecting your facilities, CIC is here to support and improve your risk management and loss control program.

Dedicated Risk Management & Loss Control Consultant

CIC dedicates a risk management and loss control consultant to ensure customized service plans and rapport are developed between us and our members.

Property loss control visits will involve the identification of exposures to loss and provide recommendations for prevention.

In addition to visits, video conferencing technology allows us to share documents, participate in meetings, and provide face-to-face consultation at a moment's notice.

The Protector: A Quarterly Property Loss Control Newsletter

The Protector features content geared towards helping you understand your property insurance program, loss control/preventative maintenance best practices, market trends, claim tips, and guidance from CIC's loss control experts.

Strategic Partnerships

CIC maintains strategic partnerships with disaster restoration firms and commercial fire protection companies with the goal of streamlining mitigation and prevention efforts.

Our members have access to work independently with these partners and obtain service discounts, field expertise, and other valuable resources to

strengthen your property program.

Disaster restoration firms provide statewide coverage and 24/7/365 emergency response to mitigate losses and stop further damage. Their technical expertise will aid in the recovery and restoration process to quickly return you to normal operations.

Commercial fire protection companies provide preventative maintenance, pump test/sprinkler tests, alarm testing, evaluation of current fire protection systems, and design consultation for new/existing construction or renovation.

Equipment Breakdown

- » Standard Services
 - Jurisdictional Inspections
- » Optional Services
 - Infrared Scans
 - IoT Sensor Technology
 - TOGA (Transformer Oil Gas Analysis)

Additional Resources

In addition to *The Protector*, CIC maintains a library of property insurance resource documents and training materials for you to use at your leisure, including:

- » Process overviews and guides
- » Accounting documents
- » Video training
- » Self-inspection forms
- » Industry best practices

EVEvents

CIC hosts events throughout the year with the aim of increasing your insurance program knowledge and providing best practices to limit your exposure to loss.

Property Insurance Seminars/Webinars

The Property Insurance Seminars/Webinars are designed to educate you and your leadership on how to manage your property insurance program. These events will answer the questions:

- » What does the policy cover?
- » What is the claim reporting process?
- » How do I manage an auto physical damage and large loss scenario?
- » What are the best practices for maintaining my statement of values?
- » How can I be proactive and use CIC's value-added services to reduce our exposure to loss?

Property School

The Property School is an ongoing program to support Facilities/Building Management personnel and provide education aimed at preventing and mitigating losses. Topics such as programmed maintenance, emerging building techniques/materials, inspection tools and procedures, and guidelines for repair and general maintenance. The Property School is administered in association with our strategic partners.

RPReports

All claims information is maintained within the Aegis Insurance Management System (IMS). The flexibility of this data allows for meaningful reports to give you insight into trends within your losses.

Automated Loss Runs

As a standard, loss runs are delivered automatically via email to each insurance contact and other designated individuals within your organization. Loss runs are an excellent tool to stay informed of your claim activity and develop strategies to mitigate losses going forward.

Ad-Hoc / Customized Reports

CIC can design a report to suit your needs. Are you wondering how well your auto physical damage program is performing against other public entities? Do you want to study your comprehensive losses to understand where they are coming from? Customized reports can be automated and delivered on your desired schedule.

Clerk Treasurer

From: Jennifer Rezin <jrezin@mosherinsurance.com>
Sent: Wednesday, June 14, 2023 11:05 AM
To: Clerk Treasurer
Cc: Chris Narveson; Harry Pulliam
Subject: RE: Town of New Glarus

Follow Up Flag: Follow up
Flag Status: Completed

There is Liability coverage that follows from the Town's liability policy for this purchase. The Liability will come into play if the Town would be sued, say for an injury..... and were determined to be negligent for the loss, such as lack of signage, hazard on property, etc.



Jennifer Rezin

Servicing Agent

p: 608-882-5824

e: jrezin@mosherinsurance.com

a: 15 E. Main Street, Evansville, WI 53536



From: Clerk Treasurer <clerk@townofnewglaruswi.gov>
Sent: Wednesday, June 14, 2023 10:50 AM
To: Jennifer Rezin <jrezin@mosherinsurance.com>
Cc: Chris Narveson <cnarveson@townofnewglaruswi.gov>; Harry Pulliam <hfpulliam@gmail.com>
Subject: RE: Town of New Glarus

Jennifer,

I see \$2,000,000 coverage for newly acquired property, which I believe represents the land and improvements located on the 97+ acres at W6599 State Highway 39. Does that coverage include liability insurance for injury. I see a small amount covering the value of other people's property in the document from the underwriters.

Thanks,
John

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

From: Jennifer Rezin <jrezin@mosherinsurance.com>
Sent: Wednesday, June 14, 2023 10:35 AM
To: Clerk Treasurer <clerk@townofnewglaruswi.gov>
Subject: FW: Town of New Glarus

Hi John,
Please see below response from the underwriter.
Let me know if you have any additional questions.
Regards,



Jennifer Rezin

Servicing Agent

p: 608-882-5824

e: jrezin@mosherinsurance.com

a: 15 E. Main Street, Evansville, WI 53536



From: Carol Schutz <Carol.Schutz@charlestaylor.com>
Sent: Wednesday, June 14, 2023 10:20 AM
To: Jennifer Rezin <jrezin@mosherinsurance.com>
Subject: RE: Town of New Glarus

Hi Jennifer:

Sure, I have copied and pasted the New Glarus Property policy below that applies to newly acquired property. As far as Liability, the coverage will follow purchases as long as it is the Town that owns the property. Later, if they do start building on this land, and the value of the project will be over \$2 Million, let us know and we can add a Builders Risk endorsement to cover that project.

B. LIMITS OF INSURANCE -For application of Limits of Insurance refer to Section 0. Limits of Insurance in the General Conditions:

1. Buildings, in any one occurrence: Included
2. Business Personal Property excluding Personal Property of Others, in

- any one occurrence: Included
- 3. Personal Property of Others, in any one occurrence: \$5,000
- 4. Electronic Data Processing Equipment and Electronic Data Processing Data and Media, in any one occurrence: \$ 1,000,000
- 5. Accounts Receivable, in any one occurrence: \$ 1,000,000
- 6. Valuable Papers, in any one occurrence: \$ 1,000,000
- 7. Newly Constructed or Acquired Property, at any one building, In any one occurrence: Number of days 120. \$2,000,000
- 8. Covered Property in Transit, in any one occurrence: \$ 50,000
- 9. Pollutant Cleanup and Removal, aggregate in any one policy year: \$ 250,000
- 10. Ordinance or Law
Included means, included in the limit shown for Buildings.
Included
- 11. Extra Expense, in any one occurrence: \$ 5,000,000

I have also attached a Property Coverage Summary marketing page. See newly constructed/acquired property sublimit of \$2,000,000 under the SUBLIMIT section (page 3 of 6).

I did see a note on one of the survey pages regarding flooding hazard. Note that the Property Policy does allow for flood coverage, however only in certain flood zones.

They may need to look into that further, determine their flood zone and possibly seek Flood insurance from the state.

If anything else comes up, just let me know.

Sincerely,

Carol Schutz
Community Insurance Corporation-Charles Taylor
Teams Phone: 262-230-2725
Email: Carol.Schutz@Charlestaylor.com

From: Jennifer Rezin <jrezin@mosherinsurance.com>
Sent: Wednesday, June 14, 2023 10:03 AM
To: Carol Schutz <Carol.Schutz@charlestaylor.com>
Subject: Town of New Glarus

This email originated from outside the organization. Do not click links or open attachments unless you have verified this email is legitimate.

Good morning Carol,

I am monitoring Gina's emails while she is on vacation. Can you help me with the below?

Thanks,



Jennifer Rezin

Servicing Agent

p: 608-882-5824

e: jrezin@mosherinsurance.com

a: 15 E. Main Street, Evansville, WI 53536





From: Clerk Treasurer <clerk@townofnewglaruswi.gov>
Sent: Wednesday, June 14, 2023 6:40 AM
To: Gina Butson <gbutson@mosherinsurance.com>
Cc: Harry Pulliam <hfpulliam@gmail.com>; Chris Narveson <cnarveson@townofnewglaruswi.gov>
Subject: Insurance coverage question

Gina,

Our Parks Commission wants to know what level of insurance we have for the newly acquired property located at W6599 State Highway 39. Members are hoping to tour the land contained in Outlot 2 (see attached Certified Survey Map) along with some members of the public, so knowing the current coverage is important information.

If the Town is awarded a Knowles-Nelson Stewardship Grant this year (we applied for it in April of this year), the 60.3604 acres will be restricted in perpetuity to passive recreational use. As a municipality, the Town would have “recreational immunity” for visitors to the future park unless we are aware of a potential danger and do not advise the public through signage or restricting access to a particular area. Lot 2 will be the site of the future Public Works facility and parking and Outlot 1 may be sold to a neighboring property owner at some point in the future.

We are scheduled to close on the sale of 11.5 acres of this property (see Lot 1 of attached CSM), on July 14, 2023, so the policy will need to be updated thereafter.

Thanks in advance for what you may be able to share with us regarding the current policy for this property,
John

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

For full details of the services the Charles Taylor group offers please visit www.charlestaylor.com

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We monitor the content of emails sent and received via our network for viruses and unauthorised use, we recommend that you should also check messages for viruses in accordance with good computing practice. Emails sent to or from our systems are not confidential to any named individual and we reserve the right to read them without prior notice.

Our Fair Processing Notice can be viewed by clicking on this [link](#).

2022 Working Parks Budget

Fund	2022 Budget	Actual to Date	Current Balance
Town Park/Town Trail Sinking Fund	\$ 4,500	\$ -	\$ 42,093
Community Partnerships Sinking Fund	\$ -	\$ -	\$ 7,346
Community Park Site Evaluation			
Trail Development		\$ -	\$ -
Per Diems (7 members X 13 meetings X \$35 = \$3,185 + Chair x 13 meetings x \$50=650 Total \$3,835)	\$ 3,835	\$ 2,680	\$ 1,155
(\$3,835 x 7.5%)	\$ 288	\$ 201	\$ 87
Parks Workshops/Projects	\$ -	\$ -	\$ -
Honorarium \$ -			
Refreshments \$ -			
Update CORP	\$ 1,165	\$ 1,052	\$ -
Chamber Bucks incentive to complete CORP survey \$ 300			
Newspaper Insertions/Publications \$ 150			
Postal Connections (350 x3) \$ 600			
Printing of newspaper inserts \$ 100			
Direct mailing to Blue Vista residents \$ 15			
TPE Membership	\$ 300	\$ 250	\$ 50
Mailed Flier for Tree Salle and e-Cycling	\$ 650	\$ 631	\$ -
Tree Sale flier \$ 600			
Mileage reimbursements \$ 50			
Recruitment / Holiday Party	\$ 100	\$ -	\$ -
Pool Scholarships	\$ -	\$ -	\$ -
Krafty Kids	\$ -	\$ -	\$ -
Maintenance/Restoration of BRC	\$ -	\$ -	\$ -
Totals	\$ 10,838	\$ 4,815	\$ 6,023
To Date Budget Balance	\$ 6,023		
Less Per Diems	\$ -		
Less Payroll Taxes	\$ -		
Sub total	\$ 6,023		
Spend or Carry Over to 2024	\$ 6,023		

\$15,000 adopted by Town Board