

TOWN OF NEW GLARUS
REGULAR TOWN BOARD MEETING
OCTOBER 11, 2023, 6:00 PM
AGENDA

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

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

VIRTUALLY: <https://us06web.zoom.us/j/81982537167?pwd=fYpCaBUBIfzuRhqxx0KjkJYFMjqoPE.1>

Meeting ID: 819 8253 7167

Passcode: 818308

Phone: 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 Regular Town Board Meeting on September 13, 2023
4. Public Comments
5. 2024 New Glarus Fire District
 - a) Review of budget by Fire District Board Member John Ott
 - b) Discussion and possible action to approve
6. Set Date of Special Town Meeting with Approval of the Levy by the Electorate (November 8, 2023 at 6:00 PM)
7. Review and Approve Refund of Collected Impact Fees that Were not Spent or Committed Within Eight Years of Collection
8. Consider and Possibly Approve the Transfer of Impact Fees into General Fund for
 - a) Highway transportation facility
 - b) Town trails
 - c) Purchase of public land for Town Hall/Town Park
9. Update on 2023 Road Maintenance
10. Consider Recommendation from Town of New Glarus Park Commission to Approve a Limit on Hunting and Trapping at Town Park on State Highway 39 to be by Permit Only and to Permit Matt Stelter to Hunt within the Park this Season
11. Update on Request for Proposals for 2024-2026 Maintenance Assessment Contract
12. Review Health Insurance Options, with Possible Action
13. Patrolman Report
14. Clerk-Treasurer Report
 - a) Approval and payment of bills
 - b) 2024 budget preparations
15. Chairperson Report
 - a) Bulk Waste Pickup in Town, October 23, 2023
 - b) Discussion with possible action about reclassifying some Town roads as Class B roads
16. Parks Commission
 - a) September 20, 2023 minutes
 - b) Town e-Cycling event on Saturday, October 14, 2023
17. Plan Commission – September 21, 2023 minutes
18. Adjourn

Posted 10/06/2023

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

Chris Narveson, Chair

John Wright, Clerk-Treasurer

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

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

www.townofnewglarus.com

**REGULAR TOWN BOARD MEETING
WEDNESDAY, SEPTEMBER 13, 2023
MINUTES**

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

Board Members Absent: Robert Elkins

Also Attending:

1. **Call to Order** – Chair Narveson called the meeting to order at 6:02 PM.
2. **Confirm Proof of Posting** – Chair Narveson attested to the proper proof of posting.
3. **Approve Minutes**
 - a) August 9, 2023 Public Hearing (Pope)
Motion to approve the August 9, 2023 public hearing meeting minutes for the Shotliff property, as presented, was made by Supervisor Hoesly; seconded by Supervisor Pauli. Motion carried 4-0.
 - b) August 9, 2023 Public Hearing (Shotliff)
Motion to approve the August 9, 2023 public hearing meeting minutes for the Shotliff property, as presented, was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 4-0.
 - c) August 9, 2023 Regular Town Board
Motion to approve the August 9, 2023 regular Town Board meeting minutes, as presented, was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 4-0.
4. **Public Comments** – None.
5. **Joint Town/Village Project Discussion** – Chair Narveson stated that the Village is not obligated to care for the Swiss Cemetery for five years after abandonment. There followed a brief discussion without action.
6. **Discuss Creation of ad hoc Committees to Possibly Include Building, Grounds, and/or Public Works** – A discussion was held about possibly seeking quotes from two to three contractors for a public works building. The Board members may visit other public works facilities recently constructed elsewhere. The land that is currently in production to the south of W6599 STH 39 may be seeded after harvest. The Town may work with Jacob Buol to seed the land for the winter season.
7. **Update on 2023 Road Maintenance** – Chair Narveson reported that Green County Highway has completed most of the road maintenance projects that were selected. There is some Dura Patch yet to be applied. The total cost will be kept below the approved budget for 2023.
8. **Discuss and Possibly Approve Operator License for Jason Neton** – Chair Narveson reported that Chief Sturdevant of the New Glarus Police Department recommended the approval of the license following his review.
A motion to approve an operator license for Jason Neton, was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 4-0.
9. **Discuss and Possibly Approve Agreement with Green County Treasurer for Tax Collection Services** – Chair Narveson indicated that the proposed agreement is in tonight's packet.
A motion to approve the proposed agreement with the Green County Treasurer for tax collection services in 2024, was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 4-0
10. **Update on Request for Proposals for the 2024-2026 Maintenance Assessment Contract** – Clerk-Treasurer Wright contacted five vendors to solicit proposals on September 5, 2023. The deadline to respond is Monday, October 9, 2023. Without objection, consideration of the proposals will be added to the October agenda.
11. **Review Health Insurance Options, if Available, with Possible Action** – The Department of Employee Trust Funds will release the health insurance plans available in 2024 the week of September 11, 2023. No options were presented at this meeting to consider. This item, without objection, will be added to the October agenda.

- 12. Discussion with Possible Action to Appoint Rose Pertzborn as Park Commission Alternate** – Clerk-Treasurer Wright posted a notice of adoption on August 17th and published a summary of the ordinance to codify the Town Park Commission on August 24, 2023. The ordinance became effective on August 25th. Chair Narveson would like to appoint Rose Pertzborn to the position of Town of New Glarus Park Commission alternate for a term of seven years. She will be paid for attendance when another member is absent and she is present at the same rate as regular members. She will have the ability to vote on items contained on a duly posted agenda in the absence of another member when she is present.
- A motion to approve the appointment of Rose Pertzborn as an alternate to the Park Commission was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 4-0.
- 13. Discussion Regarding Unreimbursed Planning Costs Associated with Roger Arn Property Potential as Requested by Joel Hedeman Prior to Sale** – Joel Hedeman or Brian Jeglum appeared before the Town Plan Commission on April 20, 2023 and May 18, 2023 to request a verdict regarding the remaining development potential for Roger Arn’s property along Durst Road that included the presentation of concept plans for possible future lot and access layouts. At the June 15, 2023 meeting, contract planner Tim Schleeper (in coordination with Clerk-Treasurer Wright), rendered an opinion of residential development potential based upon the Plat of Survey of land to be sold and the Certified Survey Maps of past development. The Town received and paid an invoice for services rendered by Vierbicher in the amount of \$510.00 that has not been billed to the prior or current owners. The Clerk-Treasurer wants to know if realtor Joel Hedeman should be invoiced for this paid bill. After discussion, the invoice for \$510.00 should be sent to the new property owner, without objection.
- 14. Patrolman Report** – Chair Narveson reported on a driveway application request on Farmers Grove Road. There was brief discussion without action.
- 15. Clerk-Treasurer Report**
- a) Approval and payment of bills – Chair Narveson noted that an ACH payment was made for the principal and interest owed on the 2022 loan to reconstruct Argue Road in the amount of \$24,122.78 that was not included on the printed report.
Motion to approve checks 21239 through 21257, deposits, and ACH transactions, including the loan payment of \$24,122.78, was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 4-0.
 - b) Submission of 2024 Recycling Grant – The Clerk-Treasurer filed this report online on August 24, 2023.
 - c) Updated population estimate – The current estimate from the WI Department of Administration for the Town of New Glarus is 1,415.
 - d) Election inspector training – Five Town election inspectors took six hours of training on Tuesday, September 12, 2023 in Albany. Six hours of training within a two-year period (2022-2023) are required for Chief Inspectors and the Town Clerk.
- 16. Chairman Report Including Discussion of Possible Participation in Water Testing Program** – The topic was discussed without leading to an action.
- 17. Parks Commission**
- a) August 16, 2023 minutes – The minutes were reviewed by those Board members in attendance.
 - b) Update on transfer of grant awarded by the Recreational Trails Program grant for CTH NN to a trail located adjacent to the new Town park land, State Highway 39 – Without objection, the Board granted Chair Narveson the power to sign the agreement with the Wisconsin Department Natural Resources to transfer the trail location per the terms stipulated by the DNR.

18. Plan Commission – August 17, 2023 minutes – The minutes were reviewed by those Board members in attendance.

14. Adjourn – Motion to adjourn made by Supervisor Hoesly; second by Supervisor Streiff. Meeting adjourned at 7:17 PM.

Approved:

Transcribed from Supervisor Streiff notes by John Wright, Clerk-Treasurer

DRAFT

New Glarus Fire District

Equalized Valuation Figures

2024

(Prepared September 25, 2023)

2024 Fire District Budget

\$230,100.00

Municipality	Equalized Valuation 2022	Equalized Valuation 2023 http://www.revenue.wi.gov/equ/report2.html	Valuation Percentage (%) of all Municipalities	Percent (%) Proposed Fire District Budget minus 2% Dues	2% Dues	Total Budget Needs
Village of New Glarus	\$256,689,200.00	\$305,075,100.00	40.5896 (%)	\$83,263.42	\$10,133.25	\$93,396.67
Town of New Glarus	\$257,628,200.00	\$287,119,900.00	38.2007 (%)	\$77,352.19	\$10,547.62	\$87,899.81
Town of Primrose	\$68,900,910.00	\$77,726,885.00	10.3414 (%)	\$21,623.96	\$2,171.60	\$23,795.56
Town of York	\$63,124,893.00	\$67,476,960.00	8.9777 (%)	\$18,114.69	\$2,543.00	\$20,657.69
Town of Perry	\$12,760,154.00	\$14,210,108.00	1.8906 (%)	\$3,924.60	\$425.67	\$4,350.27
TOTAL	\$659,103,357.00	\$751,608,953.00	100.0000(%)	\$204,278.86	\$25,821.14	\$230,100.00

2024 New Glarus Fire District Budget

FIRE DISTRICT	2024 Budget
Administration	
Trustee Salaries	\$ 2,940.00
District Secretary	\$ 1,200.00
Treasurer	\$ 780.00
District President	\$ 120.00
District Vice President	\$ 60.00
Mileage	\$ -
Office Supplies	\$ 250.00
Miscellaneous	\$ 650.00
Office Help	\$ 500.00
District Audit	\$ 5,000.00
Total Administration	\$ 11,500.00
Housing	
Heating	\$ 3,500.00
Utilities	\$ 9,000.00
Telephone	\$ 4,000.00
Maintenance	\$ 14,000.00
Long Range Maintenance	\$ -
Insurance	\$ 16,000.00
Supplies	\$ 400.00
Cleaning	\$ 3,600.00
Total Housing	\$ 50,500.00
TOTAL FIRE DISTRICT	\$ 62,000.00
FIRE DEPARTMENT	
Personnel	

Chief	\$	4,000.00
Assistant Chiefs	\$	3,200.00
Training Coordinator (2%)	\$	-
Fire Inspection (2%)	\$	1,000.00
Mileage	\$	300.00
Fire Fighter Service,Captains, Lieutenants	\$	32,000.00
Work Comp Insurance	\$	3,600.00
Swani Insurance	\$	3,800.00
Hepatitis Vaccine	\$	300.00
Membership-Publication	\$	1,300.00
Training - PED - Pen Fun (2%)	\$	1,000.00
LOSA (2%)	\$	13,000.00
Total Personnel	\$	63,500.00
First Response		
Equipment	\$	500.00
Supplies	\$	500.00
Training	\$	2,000.00
First Response Service		
Total First Response	\$	3,000.00
Operations		
Breathing Apparatus	\$	11,100.00
Fire Protection Equipment (2%)	\$	8,500.00
Apparatus Repair - Maintenance	\$	20,000.00
Equipment Repair - Maintenance	\$	6,000.00
Radio Equipment	\$	2,000.00
Radio Repair	\$	2,000.00
Disposable Supplies	\$	1,000.00
Fuel - Oil	\$	5,000.00

Protective Clothing & Replacement	\$	18,000.00
Hoses & Appliances (2%)	\$	3,000.00
Motorola Radio Project	\$	25,000.00
Total Operations	\$	101,600.00
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TOTAL FIRE DEPARTMENT	\$	168,100.00
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TOTAL BUDGET NUMBER	\$	230,100.00

New Glarus Fire Department Apparatus Replacement Schedule

Inventory ID	Name	Description	New	Recommended Replacement
E3	Engine 3	2500 gallon pumper/tanker (1750gmp pump)	2002	2027
E2	Engine 2	1000 gallon pumper (1500gpm pump)	2020	2045
S1	Squad 1	750 gallon (1500gpm pump) pumper/heavy rescue	2009	2034
T1	Tender 1	2000 gallon (1250gpm pump)	2014	2039
B1	Brush 1	Brush unit	2003	2028
C1	Car 1	Utility Truck/Brush unit during brush fire season	2011	2031-33
C2	Car 2	Command Car/First Response Vehicle	2023	2043

2024 Local Traditional Plan with Dental (PO2)

With Dental (See Tab 2 for Rates without Dental)

Monthly Premiums (Participants without Medicare)

	Local Traditional Health Plan	
	Individual	Family
Aspirus Health Plan	\$1,279.04	\$3,160.32
Common Ground Healthcare Cooperative	\$1,205.78	\$2,977.16
Dean Health Plan	\$1,043.70	\$2,571.96
Dean Health Plan - Prevea360 East	\$1,004.82	\$2,474.76
Dean Health Plan - Prevea360 West and Mayo Clinic Health System	\$1,145.66	\$2,826.86
GHC of Eau Claire Greater Wisconsin	\$1,148.56	\$2,834.12
GHC of Eau Claire River Region	\$1,225.82	\$3,027.26
GHC-SCW Dane Choice	\$862.30	\$2,118.46
GHC-SCW Neighbors	\$948.04	\$2,332.82
HealthPartners Health Plan Southeast	\$1,351.94	\$3,342.56
HealthPartners Health Plan West	\$1,363.02	\$3,370.26
Medical Associates Health Plans	\$843.12	\$2,070.52
MercyCare Health Plans	\$897.36	\$2,206.12
Network Health	\$1,056.34	\$2,603.56
Quartz Central	\$1,355.22	\$3,350.76
Quartz UW Health	\$934.50	\$2,298.96
Quartz West	\$911.06	\$2,240.36
Robin with HealthPartners Health Plan	\$1,413.18	\$3,495.66
Security Health Plan	\$1,343.04	\$3,320.32
State Maintenance Plan (SMP) by Dean Health Plan	\$1,033.10	\$2,545.48
	Local Access Plan	
	Individual	Family
Access Plan by Dean Health Plan	\$1,289.10	\$3,185.48

2024 Local Traditional Plan without Dental (PO2)

Without Dental (See Tab 1 for Rates with Dental)

Monthly Premiums (Participants without Medicare)

	Local Traditional Health Plan	
	Individual	Family
Aspirus Health Plan	\$1,246.96	\$3,080.12
Common Ground Healthcare Cooperative	\$1,173.70	\$2,896.96
Dean Health Plan	\$1,011.62	\$2,491.76
Dean Health Plan - Prevea360 East	\$972.74	\$2,394.56
Dean Health Plan - Prevea360 West and Mayo Clinic Health System	\$1,113.58	\$2,746.66
GHC of Eau Claire Greater Wisconsin	\$1,116.48	\$2,753.92
GHC of Eau Claire River Region	\$1,193.74	\$2,947.06
GHC-SCW Dane Choice	\$830.22	\$2,038.26
GHC-SCW Neighbors	\$915.96	\$2,252.62
HealthPartners Health Plan Southeast	\$1,319.86	\$3,262.36
HealthPartners Health Plan West	\$1,330.94	\$3,290.06
Medical Associates Health Plans	\$811.04	\$1,990.32
MercyCare Health Plans	\$865.28	\$2,125.92
Network Health	\$1,024.26	\$2,523.36
Quartz Central	\$1,323.14	\$3,270.56
Quartz UW Health	\$902.42	\$2,218.76
Quartz West	\$878.98	\$2,160.16
Robin with HealthPartners Health Plan	\$1,381.10	\$3,415.46
Security Health Plan	\$1,310.96	\$3,240.12
State Maintenance Plan (SMP) by Dean Health Plan	\$1,001.02	\$2,465.28
	Local Access Plan	
	Individual	Family
Access Plan by Dean Health Plan	\$1,257.02	\$3,105.28

Program Option: P02 WPE Traditional +Dental			88% of Tier 1 Qualified Plans' Average Premium					
2024 Rates * = Not in calculation - Plan not qualified in county			Single			Family		
County	Tier	Carrier	Maximum Employer Share	Minimum Employee Share	Total Premium	Maximum Employer Share	Minimum Employee Share	Total Premium
Forest								
	3	Aspirus Health Plan	\$909.13	\$369.91	\$1,279.04	\$2,240.02	\$920.30	\$3,160.32
	*	GHC of Eau Claire Greater Wisconsin	\$909.13	\$239.43	\$1,148.56	\$2,240.02	\$594.10	\$2,834.12
	1	State Maintenance Plan (SMP) - Dean	\$909.13	\$123.97	\$1,033.10	\$2,240.02	\$305.46	\$2,545.48
	3	Access Plan - Dean	\$909.13	\$379.97	\$1,289.10	\$2,240.02	\$945.46	\$3,185.48
Grant								
	2	Dean Health Plan	\$741.95	\$301.75	\$1,043.70	\$1,822.06	\$749.90	\$2,571.96
	3	GHC of Eau Claire Greater Wisconsin	\$741.95	\$406.61	\$1,148.56	\$1,822.06	\$1,012.06	\$2,834.12
	1	Medical Associates Health Plans	\$741.95	\$101.17	\$843.12	\$1,822.06	\$248.46	\$2,070.52
	3	Quartz Central	\$741.95	\$613.27	\$1,355.22	\$1,822.06	\$1,528.70	\$3,350.76
	2	GHC-SCW Neighbors	\$741.95	\$206.09	\$948.04	\$1,822.06	\$510.76	\$2,332.82
	3	Access Plan - Dean	\$741.95	\$547.15	\$1,289.10	\$1,822.06	\$1,363.42	\$3,185.48
Green								
	2	Dean Health Plan	\$909.13	\$134.57	\$1,043.70	\$2,240.02	\$331.94	\$2,571.96
	3	GHC of Eau Claire Greater Wisconsin	\$909.13	\$239.43	\$1,148.56	\$2,240.02	\$594.10	\$2,834.12
	*	MercyCare Health Plans	\$897.36	\$0.00	\$897.36	\$2,206.12	\$0.00	\$2,206.12
	3	Quartz Central	\$909.13	\$446.09	\$1,355.22	\$2,240.02	\$1,110.74	\$3,350.76
	1	State Maintenance Plan (SMP) - Dean	\$909.13	\$123.97	\$1,033.10	\$2,240.02	\$305.46	\$2,545.48
	3	Access Plan - Dean	\$909.13	\$379.97	\$1,289.10	\$2,240.02	\$945.46	\$3,185.48
Green Lake								
	3	Common Ground Healthcare Cooperative	\$929.58	\$276.20	\$1,205.78	\$2,291.13	\$686.03	\$2,977.16
	2	Dean Health Plan	\$929.58	\$114.12	\$1,043.70	\$2,291.13	\$280.83	\$2,571.96
	1	Network Health	\$929.58	\$126.76	\$1,056.34	\$2,291.13	\$312.43	\$2,603.56
	3	Quartz Central	\$929.58	\$425.64	\$1,355.22	\$2,291.13	\$1,059.63	\$3,350.76
	3	Robin with HealthPartners	\$929.58	\$483.60	\$1,413.18	\$2,291.13	\$1,204.53	\$3,495.66
	3	Access Plan - Dean	\$929.58	\$359.52	\$1,289.10	\$2,291.13	\$894.35	\$3,185.48

2023 Local Traditional Plan with Dental (PO2)

With Dental (See Tab 2 for Rates without Dental)

Monthly Premiums (Participants without Medicare)

	Local Traditional Health Plan	
	Individual	Family
Aspirus Health Plan	\$1,201.70	\$2,971.30
Common Ground Healthcare Cooperative	\$1,123.72	\$2,776.36
Dean Health Plan	\$889.36	\$2,190.46
Dean Health Plan - Prevea360 East	\$901.72	\$2,221.36
Dean Health Plan - Prevea360 and Mayo Clinic Health System	\$1,027.48	\$2,535.76
GHC of Eau Claire Greater Wisconsin	\$898.56	\$2,213.46
GHC of Eau Claire River Region	\$1,158.74	\$2,863.90
GHC of South Central Wisconsin	\$771.12	\$1,894.86
HealthPartners Health Plan Southeast	\$1,218.88	\$3,014.26
HealthPartners Health Plan West	\$1,184.62	\$2,928.60
Medical Associates Health Plans	\$817.60	\$2,011.06
MercyCare Health Plans	\$812.34	\$1,997.90
Network Health	\$955.50	\$2,355.80
Quartz Central	\$1,267.96	\$3,136.96
Quartz - UW Health	\$854.54	\$2,103.40
Quartz West	\$1,012.60	\$2,498.56
Robin with HealthPartners Health Plan	\$1,364.38	\$3,378.00
Security Health Plan	\$1,256.52	\$3,108.36
State Maintenance Plan (SMP) by Dean Health Plan	\$949.54	\$2,340.92
	Local Access Plan	
	Individual	Family
Access Plan by Dean Health Plan	\$1,187.92	\$2,936.86

PARK COMMISSION MEETING

Wednesday, September 20, 2023

Minutes

Attending: Chair Harry Pulliam, Kelly Ruschman, Mark Pernitz, Chris Narveson, Mona Sue French, Jason Neton, and Rose Pertzborn: alternate commissioner

Absent: Dana Emmerton

Also Attending: Shahnaz Shahidain: Village of New Glarus resident

1. **Call to Order:** Meeting was called to order by Chair Pulliam at 6:01 PM.
2. **Proof of Posting:** Chris Narveson, Town Chair, attested to proper proof of posting.
3. **Approve Minutes from August 16, 2023**
Motion to approve the minutes was made by Commissioner Pernitz; seconded by Commissioner Ruschman. Motion carried 7-0.
4. **Public Comments** – No public comments.
5. **Discuss and Possibly Consider Action to Request Town Board Permission to Transfer Money from Sinking Fund to Certificate of Deposit** – After brief discussion, action was deferred until the October meeting. The account balances for each Impact Fee is needed to decide and whether there is a penalty for early withdrawal if money is needed for the STH 39 trail that is to be relocated along State Highway 39.
6. **Continue 2024 Budget Discussion** – There was no discussion. Without objection, this item will be deferred until the October meeting.
7. **Update on the Town Proposal to the Wisconsin Department of Natural Resources to Transfer the Grant for a Trail along County Highway NN to State Highway 39** – Commissioners Pernitz and Narveson reported on a recent Zoom meeting with Wisconsin DOT and Wisconsin DNR representatives. WisDOT will not approve usage of the cattle underpass for the proposed trail but will allow an at-grade crossing of State Highway 39. With this agreement from the DOT, the DNR has approved the transfer of the grant funding from CTH NN to the Highway 39 trail. Vierbicher is currently working on plans and construction will take place in spring 2024. Alternate Commissioner Pertzborn discussed the possibility that University of Wisconsin graduate students could provide some planning expertise for the future Town park. Without objection, those possible concepts will be presented at the October meeting.
8. **Continue Discussion of Invasives on Soil Pile at New Town Park and of Cover Crop This Fall** – Commissioner Narveson reported that Town Patrolperson Ronald Roesslein will remove weeds from the soil pile at the STH 39 site. Once the current crops are harvested this fall, Elliott Jacob Buol, the farmer who currently leases a portion of the property, will plant winter wheat, in exchange for a reduced lease rate, as a cover crop. In June or July of 2024, after the winter wheat is harvested, Narveson recommends we plant this area with DOT prairie mix. The cost would be about \$500 per acre.
9. **Discuss Update on Green County Leaders Project Proposal** – Ms. Shahidain reported that projects will be selected at the September 27, 2023 meeting of the Green County Leaders. Ms. Shahidain will present her orchard project at that time.
10. **Discuss Hunting and Trapping Policy and Signage to Recommend to the Town Board** – There was a brief discussion on the topic.

After discussion, motion by Commissioner Pernitz, second by Commissioner Neton to recommend to the Town Board that hunting and trapping at the Town Park be by permit only and that Matt Stelter be permitted to hunt this season. Motion carried 7-0.

11. **Discuss Progress on Establishment of Friends Group for Town Park – Rose, Jason, Mona Sue, Kelly** – There was no discussion. Without objection, this item will be deferred until the January, 2024 meeting. Neton will talk to the Town Clerk about developing an email list of Town residents to publicize various topics. Narveson suggested that we request Town residents to supply the clerk with their email addresses when the annual garbage collection calendar is distributed.
12. **Town Board Action to Appoint Rose Pertzborn as Alternate to Park Commission** – No discussion.
13. **Continued Discussion of Name for Park** – There was no discussion. Without objection, this item will be deferred until the January, 2024 meeting.
14. **Report on Seed Collection Workshop Held on September 9, 2023** – There was good turnout at the workshop, with 10-12 people attending. The Bluebird Ridge Prairie is looking good. Some lead plants were observed which are an indicator of a healthy prairie.
15. **Discuss Need for Burn and Work on Invasives at BBRC** – Chair Pulliam suggested getting an estimate to remove invasive species. Narveson suggested we paint the areas with invasives to be removed and the Town Patrolperson can do this with the mini excavator.
16. **Plan Fall Workshops and Events**
 - a. Fall eCycle event (Saturday, October 14, 2023) – Commissioners Ruschmann, Narveson, and French will be able to attend and assist Monroe e-Waste.
 - b. Invasives Removal Workshop (Saturday, October 28, 2023) – Commissioner French volunteered the use of their UTV which will be transported to the site by trailer. Commissioner Ruschman will contact Matt Belnap at the high school to see if students wish to participate to fulfill their service hours.
 - c. Walk the Park with local supporters – Without objection, members of the New Glarus Town Board/Village Board, Village Park Commission, Town Plan Commission, and Boy Scout and Girl Scout troop leaders should be invited to walk the site at 1:00 PM on November 4, 2023. The Clerk-Treasurer will distribute the email invitations.
17. **Plan Outreach to Community**
 - a. Recommendations for 2024 workshops – Bow Hunting with Ian Munnoch and ~ Matt Stelter? – Without objection, this item will be deferred to the October meeting agenda.
 - b. Scouts, 4-H, High School students – Without objection, this item will be deferred to the October meeting agenda.
18. **Schedule Next Meeting** – The next meeting will be held on Wednesday, October 18, 2023 at 6:00 PM.
19. **Adjourn: Motion to adjourn by Commissioner Pernitz; seconded by Commissioner French at 7:37 PM. Motion carried.**

Approved:

Transcribed from notes taken by Commissioner Narveson and
Commissioner Pernitz

TOWN OF NEW GLARUS
PLAN COMMISSION MEETING
THURSDAY, SEPTEMBER 21, 2023
MINUTES

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

Absent: None

Also Attending: John Wright (virtually): Clerk-Treasurer and Tim Schleeper (virtually at 6:05 PM): contract planner from Vierbicher

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 August 17, 2023, as presented, was made by Commissioner Ott; seconded by Commissioner Pernitz. Motion carried 7-0.
3. **Continue to Discuss Concept Plan for 3-Lot Cluster Development and Re-Plat of Lot 1 of Certified Survey Map 2449 off of Kempfer Lane for Land Owned by Alice Bertelrud** – Chair Narveson reported that he has not received any updates from the property owner, the surveyor, or her legal counsel. A double chip seal has been applied to Kempfer Lane. There followed a brief discussion about what responsibility the Town has for single-purpose roads and what developer responsibilities should be and when certain conditions should be met if there is further residential development.
4. **Inquiries Received by Town Staff:**
 - a. Development potential for property owned by Kristine Vike-Steinich – Clerk-Treasurer Wright provided a report regarding the development of the 96.50 contiguous acres owned by Gerald Torgeson at the date of ordinance. In 2002, Torgeson recorded a 3-Lot land division by CSM 3452, that included a portion of Lot 3 of CSM 1776. Around 2004, Torgeson sold 91.50 acres to the Klossner family, that included an existing house and shed. This house was considered a large lot division and diminished the development potential by 35 acres. The Town agreed to a proposed Conditional Use Permit for the Klossner family to operate a horse boarding and training facility and riding arena in 2004; this was issued by Green County. It is unclear whether this should have been considered as a commercial use of the property, which would consume a large lot per Chapter 110. In 2012, the Hutchinson family built a residence on the south end of Lot 3 of CSM 3452; it is unclear whether the construction of this home consumed the available, pre-ordinance building site on Lot 3 of CSM 1776, or whether it should be counted as a 30.0 acre open space deed restriction that encumbered the Klossner property (Lot 3 of CSM 3452 contains 5.0 acres of the land that was contiguous at date of ordinance). The Klossner family sold Lot 1 of CSM 3452 to the Anderson family who built a new home and detached studio this year. This resulted in a large lot split that encumbered Lot 2 of CSM 3452 with a 10.77 acre open space deficit. Wright stated he is seeking guidance on how to treat the CUP, the existing home, the residence built by the Hutchinson family, and the residence built by the Anderson family.

One option that was discussed was to refer this history to the Technical Review Committee if the land owner requests a determination. Those costs would be passed along to the property owner. Another option that was considered was to treat the expansion of Lot 3 of CSM 1776 by 5.0 acres when it became Lot 3 of CSM 3452 as a neighbor exchange. This may have allowed the pre-ordinance building site to be used post-ordinance for a residence and not result in an open space encumbrance. Lastly, if the current property owners add a new residence to the horse stable and relinquish the

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Conditional Use Permit, then there may be the option to cluster the property in order to sell the existing house, build a new house, and define at least one additional building site. Without objection, Wright will check to see if the CUP was transferred.

- b. Driveways within deed-restricted open space question from Attorney Duxstad – Clerk-Treasurer Wright briefly reviewed his email response to Attorney Duxstad on August 29, 2023. The specific location of a possible driveway through open space to provide access to a future residence was not shared in the inquiry.
5. **Review Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** -- Sample ordinances were shared from the Town of Verona in Dane County, the Town of Berry in Dane County, and Town of Vermont in Dane County. There was a general discussion regarding the general need to avoid damage to the edge of public roads that can be the result of implements of husbandry accessing fields. It was noted that Green County issues permits for field road access. Planner Schleeper recommended that the Town Board consider permitting all existing field access drives gratis and charge a fee for all new ones. This would allow the Town to have known points of contact in the event there is damage. Commissioner Galhouse had reviewed other local ordinances as well. There was a brief discussion of farm lanes that are rarely built to Town road standards. Without objection, the item will be added to the October agenda for further discussion.
6. **Update on Possible Transfer of Proposed Trail Along CTH NN to STH 39 Between Town Land and Durst Road** – Chair Narveson reported that the existing cattle pass was rejected by the Wisconsin DOT. The proposed trail will cross State Highway 39 further to the east of the entry to the Town Park. The trail must be completed in 2024 to receive matching funds from the Wisconsin Department of Natural Resources. Winter wheat will be planted as a cover crop once the current crops are harvested this year. The Plan Commission members will be invited to walk the property on November 4, 2023 with members of the Town and Village boards, Village Plan Commission, and Town/Village Park Commission members.
7. **Continue to Discuss Town Process for Development Potential Questions** – No discussion.
8. **Adjourn**
Motion to adjourn by Commissioner Ott; seconded by Commissioner Pernitz. Motion carried 7-0 at 7:28 PM.

Approved:

John Wright, Clerk-Treasurer