

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

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

Board Members Absent: Troy Pauli

Also Attending: John Ott: board member of the New Glarus Fire District; Harry Pulliam: Chair of the Town of New Glarus Park Commission; and John Wright: Town of New Glarus Clerk-Treasurer

1. **Call to Order** – Chair Narveson called the meeting to order at 6:00 PM.
2. **Confirm Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Regular Town Board Meeting Minutes from September 13, 2023** – A motion to approve the September 13, 2023 meeting minutes, as presented, was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 4-0.
4. **Public Comments** – None.
5. **2024 New Glarus Fire District**
 - a) Review of budget by Fire District Board member John Ott – Mr. Ott presented the proposed 2024 budget to those in attendance. He noted that the approximate increase of 28% was mainly due to utility cost increases, the cost of a financial audit, and replacements of communication equipment. The audit of 2024 will be conducted in 2025 to fulfill a 2021 agreement with member municipalities of the Fire District to conduct a financial audit within five years.
 - b) Discussion and possible action to approve – There was brief discussion of compensation of volunteers and the tax reporting obligations for some of them. A 2002 pumper apparatus is proposed to be replaced in 2027 at an estimated cost of \$1,000,000. There is a two-year period between placing an order and receiving the equipment. The Town of New Glarus currently represents 38.2007% of the 2024 budget.
A motion to approve the proposed 2024 budget, as presented, was made by Supervisor Hoesly; seconded by Supervisor Elkins. Motion carried 4-0. Without objection, the Town Board members present supported the replacement of the pumper apparatus in 2027.
6. **Set Date of Special Town Meeting with Approval of the Levy by the Electorate** – The Town Chair and Clerk-Treasurer are scheduled to meet with Tara Bast of Johnson Block to continue the review of the draft 2024 budget. If there is no need to review it further, the meeting date of the Special Town Meeting, with a regular Town Board meeting to follow, was proposed for Wednesday, November 8, 2023 at 6:00 PM.
A motion to schedule the Special Town Meeting of the Electorate on November 8, 2023 at 6:00 PM, in order to present the 2024 budget and proposed 2023 levy for taxes paid in 2024 unless there is need for further review, was made by Supervisor Hoesly; seconded by Supervisor Streiff. Motion carried 4-0.
7. **Review and Approve Refund of Collected Impact Fees that were not Spent or Committed Within Eight Years of Collection** – Clerk-Treasurer Wright presented his calculations of interest owed to eight who paid impact fees and were reimbursed the principal of unused fees in 2021. He then presented the principal and interest owed for fees not spent within eight years of collection for an additional nine who paid impact fees. Wright noted that the Wis. Stat. §66.0617 was amended in 2017, effective April 5, 2018, which changed the terms for reimbursement.
Without objection, Wright can issue the 17 refunds totaling \$11,831.13.
8. **Consider and Possibly Approve the Transfer of Impact Fees into General Fund for**
 - a) Highway transportation facility – Wright presented Resolution 231011-1 to authorize the transfer of \$48,241.29 from the Highway and Transportation Facility fund line from the Town impact fee account (principal and interest) to the general fund to pay for capital costs related to site preparation, engineering, plans, etc. for a new public works facility on the STH 39 property purchased by the Town in December of 2022.
A motion to approve Resolution 231011-1 to transfer \$48,241.29 from the impact fees account to the general fund to pay for capital costs related to a new public works facility and campus was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 4-0.

- b) Town trails – Wright presented Resolution 231011-2 to authorize the transfer of \$27,709.52 from the Trails (option #2) fund line of the Town impact fee account (principal and interest) to the general fund to pay for capital costs related to the trail to be constructed between the new Town Park and Durst Road as a partial match to the \$45,000 trail grant approved by the Wisconsin Department of Natural Resources.

A motion to approve Resolution 231011-2 to transfer \$27,709.52 from the impact fees account to the general fund to pay for capital costs related to a new trail along STH 39 between the Town Park and Durst Road was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0.

- c) Purchase of public land for Town Hall/Town Park – Wright presented Resolution 231011-3 to authorize the transfer of \$8,625.70 from the Community Park Land Acquisition fund line of the impact fees account to the general fund to pay for capital costs associated with the purchase of 97.4772 acres of land for the Town Park and possible site for a future Town Hall.

A motion to approve Resolution 231011-3 to transfer \$8,625.70 from the impact fees account to the general fund to pay for capital costs associated with the purchase of land on STH 39 for a Town Park and possible location for a future Town Hall was made by Supervisor Elkins; seconded by Supervisor Hoesly. Motion carried 4-0.

9. **Update on 2023 Road Maintenance** – Chair Narveson reported that Dura Patch has been applied to Disch Road and Old Madison Road. Marty Road will likely receive the same treatment in 2024. There followed a brief discussion of the need for ditching along Marty Road, brush removal, and possible tree removals. The most recent bill to be approved for paving does not include costs for Ashley Lane or Kempfer Lane. Loose gravel will need to be swept on Dahlk Road prior to snow plowing.

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** – Park Commission Chair, Harry Pulliam, provided a brief history of the involvement of Matt Stelter with maintaining trails and planting perennials in cooperation with the Hayes and then Pertzborn/Kratz families who previously owned the property. If the Town had received the Knowles-Nelson Stewardship Grant for the purchase of land for passive recreation, then hunting and trapping would have been required. The members of the Park Commission are requesting that Matt Stelter be allowed to bow hunt on the property. The Town Board members did not support future hunting or trapping on this site, so will not pursue a permitting process as a consequence.

A motion to allow Matt Stelter to bow hunt exclusively on the Town Park property until December 31, 2023 was made by Supervisor Elkins; seconded by Supervisor Hoesly. Motion carried 4-0.

11. **Update on Request for Proposals for 2024-2026 Maintenance Assessment Contract** – Clerk-Treasurer Wright contacted five vendors to solicit proposals on September 5, 2023 and has received four responses and three proposals. Wright presented the original proposal from Associated Appraisal Services for \$15,000 a year for maintenance assessment services for three years and a second proposal received from Accurate Appraisal, LLC for \$12,000 a year for maintenance assessment services for three years or \$24,000 a year for five years of service, four of which are maintenance and one of which is an interim market update. A proposal was received earlier today from Equity Appraisal, LLC, but the file is corrupted and cannot be opened or shared with the Board. Catalis (formerly Grota Appraisal) responded that Green County is outside of their service area, so they will not be submitting a proposal. There was no response from Affiliated Property Valuation Services.

Without objection, this item will be added to the next Town Board agenda for consideration when the third proposal is received and can be shared.

12. **Review Health Insurance Options, with Possible Action** – Clerk-Treasurer Wright presented the 2024 rates for health insurance, with and without dental coverage, as offered through the Wisconsin Department of Employee Trust Funds. Employees Ronald Roesslein and John Wright currently are enrolled in Quartz UW Health for family. The monthly premium is \$2,103.40, of which the Town pays 88%. The 2024 rate for the same provider and coverage is \$2,218.76 a month. If the employees were to enroll with any of the plans available in Green County, the 88% Town monthly obligation would be \$2,240.02 as compared to 88% of the Quartz UW rate of \$1,952.51.

A motion to approve the Town paying 88% of the premium for family health insurance as offered by Quartz UW Health, with dental, in 2024, was made by Supervisor Hoesly; seconded by Supervisor Elkins. Motion carried 4-0.

13. **Patrolman Report** – Chair Narveson reported that mowing has continued. Narveson noted that the new park will need to be mowed. He wondered whether the Town Board should consider the purchase of a tractor and mower. At the STH 39 land acquired by the Town for a park and public works facility, the Patrolperson dug a test hole and it was 5’ to bedrock. Elliott Jacob Buol has harvested the property and has agreed to a reduced lease cost in 2024 in exchange for planting winter wheat to be harvested in mid-July of 2024. This will reduce the emergence of invasive plants.

14. **Clerk-Treasurer Report**

- a) Approval and payment of bills – Motion to approve checks 21260 through 21302, excluding voided checks 21258 and 21259, deposits, and ACH transactions, including the loan payment of \$24,122.78 by check 21257, was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 4-0.
- b) 2024 budget preparations – As noted in item 6 above, Bast, Narveson, and Wright will continue to refine the 2024 draft budget on Friday, October 13, 2023. Wright states that he hopes to work with Bast to craft a budget amendment to capture the transfer of impact fees, application of those fees to cover paid capital expenses, and possibly apply expenses related to the sale of the 11.5 acres and buildings at the W6599 STH 39 property to the income from the sale of that property.

16. **Chairperson Report**

- a) Bulk waste pickup in Town, October 23, 2023 – Some neighborhoods may have collection the following day if trucks are full on Monday, October 23, 2023.
- b) Discussion with possible action about reclassifying some Town roads as Class B roads – Chair Narveson reported that new funds will be available through the Agricultural Roads Improvement Program (ARIP). The funds are for weight-restricted, Class B roads, that are used by farmers. The cost share is 90/10. Many area roads were discussed as possible candidates.

A motion to approve the posting of Legler Valley Road was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 4-0.

Narveson provided a brief report regarding meeting with a representative from Cleary Building Corporation about possible designs for a future public works building. A discussion followed about changes to the preliminary size and design that was presented.

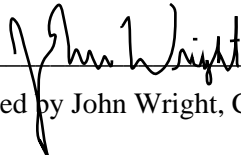
17. **Parks Commission**

- a) September 20, 2023 minutes – The draft minutes were available for Board review.
- b) Town e-Cycling event on Saturday, October 14, 2023 – Park Commission Chair Harry Pulliam stated that the event will run between 9:00 AM and noon. He provided a brief description of the upcoming workshop on invasive species. In addition to how to identify these invasives, there will be discussion about how best to remove/manage them. This will be held on October 28, 2023 at the new Town park site on STH 39. Participants should gather at the Town Hall, 26 5th Avenue, to then commute to the location where parking is limited. The work session and workshop will run between 10:00 AM and approximately 2:00 PM. Matt Wallrath, the Wisconsin First Detector Network Coordinator at UW Madison, and Jasmine Wyant, Invasive Species Coordinator for the Upper Sugar River Watershed Association will be the presenters. An invitation to area officials for the Walk the Park event on November 4, 2023 has yet to be sent. Pulliam reported on efforts by Shahnaz Shahidain to coordinate a community orchard project at the Town Park through Green County Leaders. An organizational meeting will be held on Monday, October 16, 2023 among the five volunteers and Pulliam. Pulliam advocated for more staff support of the Park Commission. Chair Narveson responded that a Deputy Clerk-Treasurer would be able to assist the Commission, once hired.

18. **Plan Commission** – September 21, 2023 minutes – The draft minutes were available for Board review.

14. **Adjourn** – Motion to adjourn made by Supervisor Hoesly; second by Supervisor Streiff. Meeting adjourned at 7:52 PM.

Approved: October 30, 2023


Prepared by John Wright, Clerk-Treasurer