

Town of New Glarus

SPECIAL TOWN OF NEW GLARUS BOARD MEETING

THURSDAY, DECEMBER 28, 2023

MINUTES

New Glarus Town Board Attending: Chris Narveson (Chair), Matt Streiff, Jim Hoesly, Robert Elkins, and Troy Pauli (arrived at 1:04 PM)

Absent: None

Also Attending: Amy Trumble (departed at 1:25 PM); New Glarus Public Library Director and John Wright (left during closed session and returned during open session): Town Clerk-Treasurer

1. **Call to Order and Announcement of Intent to Convene into Closed Session per §19.85(1)(c)** – Chair Narveson called the meeting to order at 1:03 PM. Chair Narveson announced that it is the intent of this body to go into closed session per Wis. Stat. §19.85(1)(c).
2. **Confirm Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Regular Town Board Minutes from December 13, 2023** – Motion to approve the minutes from December 13, 2023 was made by Supervisor Elkins; seconded by Supervisor Streiff. Motion carried 5-0.
4. **Public Comments** – Director Trumble thanked the Town Board for the Town’s ongoing support of the public library. She noted that two members of the New Glarus Public Library Board will be leaving in 2024. Historically, there has been a representative from the Town of New Glarus. Any nominations should be directed to Kelsey Jenson, the Village of New Glarus Clerk-Treasurer.
5. **Discuss and Possibly Approve a Parks Master Plan as Proposed by Vierbicher** – It was noted that the Town Park Commission and Plan Commission have had a chance to review the proposal earlier this month and both bodies recommend Board approval of the proposed expense. Nearly all of the projected cost could be covered by the balance of the Community Park Improvements portion of collected impact fees, if approved. The Town Park and Plan Commission as well as Board will still have opportunities to contribute to the focus of the plan along with input from the public. Approval of this proposal is for the costs, not a predetermined plan.
Motion to approve the expense for a Town Park Master Plan as proposed by Vierbicher was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 5-0.
6. **Approve Resolution 231228 to Authorize the Transfer Impact Fees into General Fund from the Community Parks Improvement Line** – Clerk-Treasurer provided a summary of the resolution that would permit him to transfer \$22,374.64 from the Community Park Improvements portion of the impact fees account into the general fund to cover costs for the approved Park Master Plan.
Motion to approve Resolution 231228 to transfer impact fee funds to pay for the Town Park Master Plan was made by Supervisor Hoesly; seconded by Supervisor Streiff. Motion carried 5-0.
7. **Rescind Resolution 231030 that Authorized the Transfer of Impact Fees to Purchase Pollinator Seed Mix Because the Order was not Placed Before the Eight Year Limit was Exceeded for the Impact Fees Collected for Community Park Improvements and Refund the Principal and Interest to the Two Affected, Original Property Owners** – Chair Narveson reported that the seed mix was not ordered prior to the lapse of eight years from when the two affected property owners paid the fee.
Motion to rescind Resolution 231030 that authorized the transfer of \$991.24 from impact fee funds to the general fund and to authorize the refund of that money to the two affected property owners as made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.
8. **Clerk-Treasurer Report**
 - a) Approval and payment of bills by checks and ACH – Motion to approve checks 21359 to 21411, deposits, and ACH transactions was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 5-0.
Motion to approve Board/Commission/and Committee payroll checks 500 to 514 was made by Supervisor Elkins; seconded by Supervisor Pauli. Motion carried 5-0. These checks are dated December 29, 2023 as part of a special payroll.
 - b) Approval of impact fee refunds for unused Joint Pool House Project monies to the original owners – Clerk-Treasurer Wright explained that he is attempting to disburse all collected impact fees prior to the public hearing on February 14, 2024 to consider amending Chapter 80 Impact Fees which defines different rates and

projects. Of the 46 fees still owed, Wright was able to generate 32 letters and reimbursement checks. The remaining letters and reimbursement checks will be presented to the Board at their next regular meeting. Those 32 checks were approved under the preceding agenda item.

- c) Consider reimbursement of driveway escrow for W6687 Farmers Grove Road, W4988 Airport Road, N9398 Hustad Valley Road, and N9087 Blue Vista Lane – Clerk-Treasurer Wright reported that all but the Blue Vista property have been approved by Chair Narveson as complying with the Town residential driveway standards and Narveson has confirmed no damage to the public way that provides access to each.

Motion to approve the refund of driveway escrows to Erb, Holmes, and Whitty/Kacek was made by Supervisor Hoesly; seconded by Supervisor Streiff. Motion carried 5-0.

- d) Discuss and possibly approve the 2024 meeting calendar – Wright reported that he has not received this year’s calendar from Tim Schleeper from Vierbicher. Without objection, Wright can post the calendar to the Town website before the next regular meeting when it will be reviewed for any possible corrections.

9. **Chair’s Report** – Chair Narveson provided a brief update on the Green County Highway Department shop to be constructed on land along State Highway 39. Engineering bids were received from Fehr Graham and Vierbicher.

10. **Motion by Roll Call Vote to Convene into Closed Session per Wis. Stat. § 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**

Motion to convene into closed session was made by Supervisor Streiff; seconded by Supervisor Elkins. Roll call: Hoesly: aye; Elkins: aye; Streiff: aye; Pauli: aye; and Narveson: aye. Motion carried at 1:31 PM.

11. **Reconvene in Open Session under Wis. Stat. §19.85(2):**

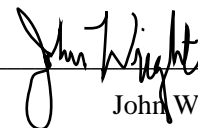
Motion to return to regular session was made by Supervisor Elkins; seconded by Supervisor Hoesly. Motion carried 5-0 at 2:07 PM.

12. **Announcement of Decisions Made in Closed Session** – It was announced that Supervisor Hoesly had moved to increase the Patrolperson’s hourly compensation by 4% which was seconded by Supervisor Streiff, which carried unanimously. Furthermore, it was announced that Streiff had moved to increase the hourly wages of the Clerk-Treasurer by 4% with a possible bonus if the current incumbent stayed until the conclusion of the November, 2024 General Election that was seconded by Supervisor Pauli. This motion also carried unanimously.

Wright made the Board aware that he provided each member with a folder with his 2022 accomplishments and another with his 2023 accomplishments. Wright is seeking the written evaluation for both years on the Board-approved template. There followed brief discussion regarding the proposal for Wright to stay until November. Wright stated that much will depend upon the hire of a Deputy Clerk-Treasurer and whether that reduces his overall burden or not. Without objection, the 4% increase to the Clerk-Treasurer hourly wages was sustained with the ability to discuss a November retirement date at least a month after the hire of a Deputy.

13. **Adjourn** – A motion to adjourn was made by Supervisor Streiff; seconded by Supervisor Elkins. The meeting adjourned at 2:45 PM.

Approved: January 10, 2024



John Wright, Clerk-Treasurer