

TOWN OF NEW GLARUS
PARK COMMISSION MEETING
17 January 2024, 6:00 PM AGENDA

NOTICE IS HEREBY GIVEN that the Town of New Glarus Park 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/87005733263?pwd=8wT8xK6pvtTYTaGSMgXMjbDeL2foWy.1>

Meeting ID: 870 0573 3263

Passcode: 989980

Dial by your location: 312 626 6799

1. Call to Order
2. Proof of Posting
3. Approve Minutes from
 - a) Regular meeting on November 15, 2023
 - b) Special meeting on January 4, 2024
4. Public Comments
5. Update from Vierbicher Staff on Master Park Plan
6. Review Restoration Committee Report
7. Consider Possible Updates for Recommendation to Town Board to Approve Restoration Plan for New Town Park
8. Update on Fall Tree Sale Customer Orders
9. Continue Discussion of Signage for New Town Park
10. Discuss and Possibly Approve Proposed 2024 Park Commission Budget
11. Confirm Transfer of Unspent 2023 Park Commission Budget Transferred to Sinking Fund
12. Schedule Next Meeting, February 21, 2024, at 6:00 PM
13. Adjourn

Posted: 01.11.2024

New Glarus Town Hall

Harry Pulliam, Chair

Revised/Reposted: 01.16.2024

New Glarus Garage

New Glarus Park 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.

PARK COMMISSION MEETING

November 15, 2023

Minutes

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

Absent: Dana Emmerton

Also Attending: Tim Schleeper, Town engineer/planner; Jasmine Wyatt; Frank Grenzow; Shahnaz Shahidain; Madeline Kuhn (remote); Christina Schoenwetter (remote)

- 1. Call to Order.** Meeting was called to order by Chair Pulliam at 6:04 pm.
- 2. Proof of Posting.** Narveson attested to proof of posting.
- 3. Public Comments.** None.
- 4. Introduce Shahnaz Shahidain and Members of Green County Leaders Community Orchard Project Team, introduce Prairie Enthusiast and Town Resident Frank Grenzow, and Update on Work of Community Orchard Project Team.** An update and discussion took place regarding the planned community orchard. The Town will need to decide on the location of the town garage, potential town hall, residential lots and other uses before a location of the community garden can be determined. The orchard committee will prepare a budget and site needs such as a water source and accessibility. An 8 foot fence will be needed to keep out deer. The committee envisions an approximate 1.25 acre site for the orchard.
- 5. Introduce Tim Schleeper of Vierbicher.** Vierbicher offers planning services, such as preparing a master plan for the park, in addition to engineering services. Vierbicher will prepare a proposal to provide a master plan for the park. Vierbicher is already doing planning for the town garage.
- 6. Introduce Jasmine Wyant of Upper Sugar River Watershed Association.** Wyatt is a reclamation ecologist. A lot was accomplished at the invasives workshop which took place recently at the park property. Wyatt proposes that the town and the Upper Sugar River Watershed Association enter into a partnership arrangement by a Memorandum of Understanding which would allow the sharing of resources and pooling of volunteers. She will put one together for our consideration.
- 7. Discuss Recommendations from The Prairie Enthusiasts Regarding Oak Knoll at Town Park and Discuss Seeding of Town Land with Native Grasses.** A discussion took place regarding an approximately 1.2 acre remnant prairie in the northwest corner of the park property. Grenzow indicated that if the prairie needed to be burned the Prairie Enthusiasts could supply the volunteers. Grenzow stated that there are sources for funding of prairie seed. A discussion also took place regarding seeding of the land with native grasses. Narveson reported that the board favored seeding with pasture mix and then adding prairie seeds. A suggestion was made to explore having Elliot Buol continue farming the land while converting a portion of crop land to prairie each year. A Seed Committee consisting of Kelly Ruschman, Rose Pertzborn, Jason Neton, Troy Pauli and Mona Sue French was created to look into and prepare a plan for seeding the land with native grasses, what areas to plant and a budget.
- 8. Review Draft Materials to Update Impact Fees Needs Assessment and Amendment of Chapter 80.** After discussion, Motion by Pernitz, second by French to recommend that the Town

board increase the Park impact fees to \$1,050 as proposed by the Town planner; Motion approved.

After discussion, Motion by Pernitz, second by Neton to recommend that the Town board increase the Highway/Transportation impact fees to \$250 as proposed by the Town planner; Motion approved.

9. Continued Discussion re: Fall Tree Sale—Species and Sizes; Planting Accessories;

Mailer. After discussion, it was decided to offer the following trees: burr oak, white pine, red maple, lilac, american beech and sycamore. Trees will be priced at \$4.50/each; tubes at \$5.00/each; and root dip at \$5.00/each. Motion by Pernitz, second by Ruschman to authorize up to \$700 for the cost of the mailer for the tree sale; Motion approved. Neton will include language in the mailer that if residents want to join a town listserv, they should reply to friendsofnewglarusparks@gmail.com.

10. Update Regarding Pickleball Courts. French reported that both Middleton and Verona now have pickleball courts and that they are very popular.

11. Schedule Next Meeting, December 20, 2023, at 6:00 PM.

12. Adjourn. Motion to adjourn by Narveson, second by Pernitz; Motion approved. Meeting adjourned at 8:00 pm.

Approved:

Minutes prepared by Pernitz

PARK COMMISSION MEETING

January 4, 2024

Minutes

Attending: Chris Narveson, Mark Pernitz, Kelly Ruschman, Jason Neton, Dana Emmerton(remotely)

Excused: Harry Pulliam

Absent: Mona Sue French, Rose Pertzborn

Also Attending: Elliot Buol, Frank Grenzow, Matt Stelter (remotely)

1. Call to Order. Meeting was called to order by acting Chair Narveson at 6:00 pm

2. Proof of Posting. Narveson attested to proper proof of posting.

3. Approve Minutes from December 20, 2023. Motion by Ruschman, second by Pernitz, to approve the minutes of December 4, 2023. Motion approved.

4. Public Comments. None.

5. Consider Request from Matt Stelter to Hunt Town Land on State Highway 39 Through January 31, 2024. Motion by Pernitz, second by Neton, to recommend to the Town board that Matt Stelter be allowed to continue to hunt on the Town park land through the end of January, 2024. Motion approved.

6. Review Restoration Committee Report on Seeding of Town Land on Hwy 39. Ruschman reported that the committee recently met with Elliot Buol who has been farming the land. Elliot Buol was present and participated in the discussion. The committee recommends that the Town restore to prairie a 5 acre parcel of bottom land bordering Legler Creek in 2024. The cost of the seed, mowing, chemical burndown and seeding is approximately \$5,000 and would be included in the 2024 Park budget.

The committee also recommends a phased approach to restoring the remaining land. Beginning in 2025 and continuing for 4 subsequent years (5 years total), 10 acres of cropland would be restored to prairie each year by creating 30-foot-wide contour prairie strips. Work would not begin until 2025 to allow for dissipation of existing herbicides. Funding would be included in the Park budget. A schematic of the planned contours would be prepared in conjunction with Buol so that he can plan his farming.

Motion by Pernitz, second by Ruschman, to recommend that the Town Board enter into an agreement with Elliot Buol for his continued farming of the Town park land with a phaseout of the farmland to prairie over a 5 year period beginning in 2025. Motion approved.

7. Review Fall Tree Sale Customer Orders and Plan to Place Order with Sustainable Wildlife Habitats. A discussion took place on the Town tree order. Ruschman will coordinate the order with the Town clerk.

9. Discuss and Possibly Amend 2023 Budget and Discuss the 2024 Budget. Motion by Ruschman, second by Pernitz, to transfer the \$5,558 balance in the 2023 Park budget to the Park Sinking Fund. Motion approved.

8. Schedule Next Meeting, January 17, 2024, at 6:00 PM.

9. Adjourn. Motion by Pernitz, second by Neton to adjourn. Motion approved. Meeting adjourned at 5:58 pm.

Approved:

Minutes prepared by Pernitz

Town of New Glarus Community Park Master Plan
Schedule of Meetings and Community Participation
 Project Schedule - Last Revised on January 17, 2024

Item No.	Description	Begin	End	Days	January 2024					February 2024				March 2024				April 2024					May 2024				June 2024				July 2024						
					1	8	15	22	29	5	12	19	26	4	11	18	25	1	8	15	22	29	6	13	20	27	3	10	17	24	1	8	15	22	29		
1	General Community Input	Feb 13, 2024	Feb 27, 2024	14																																	
2	Community Input Night (at Town)	Feb 13, 2024	Feb 13, 2024	1																																	
3	Community Wide Survey	Feb 13, 2024	Feb 27, 2024	14																																	
4	Focus Group Meetings	Feb 15, 2024	Feb 29, 2024	14																																	
5	Green County Leaders	Feb 15, 2024	Feb 15, 2024	1																																	
6	Prairie Enthusiasts	Feb 15, 2024	Feb 15, 2024	1																																	
7	Friends of the Park	Feb 15, 2024	Feb 15, 2024	1																																	
8	Access Focus Group	Feb 15, 2024	Feb 15, 2024	1																																	
9	Milestone Meetings	Mar 20, 2024	Jul 17, 2024	119																																	
10	Parks Commission - Community Feedback	Mar 20, 2024	Mar 20, 2024	1																																	
11	Parks Commission - Draft Plan	Apr 17, 2024	Apr 17, 2024	1																																	
12	Parks Commission - Final Plan	Jun 12, 2024	Jun 12, 2024	1																																	
13	Public Hearing - Final Plan	Jul 17, 2024	Jul 17, 2024	1																																	
14	Town Board Meeting - Final Plan	Jul 17, 2024	Jul 17, 2024	1																																	

2024 Parks Budget

Fund	2023 Budget	Actual to Date	Current Balance
Town Park/Town Trail Sinking Fund	\$ 2,137	\$ -	\$ 33,117
Community Partnerships Sinking Fund	\$ -	\$ -	\$ 7,357
Certificate of Deposit	\$ -		\$ 20,000
Community Park Site Evaluation			
Trail Development		\$ -	\$ -
Per Diems (6 members X 13 meetings X \$35 = \$2730 + Chair x 13 meetings x \$50 = \$650 Total \$3,380) + Alternate X 13 meetings X \$35 = \$455	\$ 3,835	\$ -	\$ 3,835
Payroll Taxes (\$3,835 x 7.65%)	\$ 293	\$ -	\$ 293
Parks Workshops/Projects	\$ 2,000	\$ -	\$ 2,000
Honorarium (\$50 x 5)	\$ 250		
Refreshments	\$ 75		
Facility Rental	\$ -		
Postal Connections	\$ 605		
Mileage reimbursements	\$ 60		
Insert into newspaper	\$ 149		
2-sided color printing for Fall workshops insert	\$ 226		
Town Hall beautification (mulch)			
Seeding & Restoration of 20% of Town park	\$ 5,000	\$ -	\$ -
\$ -			
\$ -			
\$ -			
Hoesly Pond	\$ -	\$ -	\$ -
Tell Grounds	\$ -	\$ -	\$ -
TPE Membership, New Glarus Woods	\$ 250	\$ -	\$ 250
Tree Planting at W6599 STH 39	\$ 85	\$ -	\$ -
Recruitment / Holiday Party			
Pool Scholarships		\$ -	
Krafty Kids			
Maintenance/Restoration of BRC	\$ 1,400	\$ -	\$ 1,400
Burr Oak Blight Abatement	\$ -		
Invasive Species Abatement	\$ -		
Mowing	\$ -		
Entrance, parking, boundaries	\$ -		
Plants & Trees	\$ -		
Totals	\$ 15,000	\$ -	\$ 15,000
To Date Budget Balance	\$ 15,000		
Less Per Diems	\$ -		
Less Payroll Taxes	\$ -		
Sub total	\$ 15,000		
Spend or Carry Over to 2025	\$ 15,000		
Updated 01.10.2024			

Payments & transfers

Create a transfer

✔ Your transfer has been created successfully. Your reference number is 116729790.

Template

Open transfer

From account

DDA 2306 XX2306

To account

Town Park/Trail 5284 XXXXX5284

Date

Jan 08, 2024

Amount

\$5,557.61

Description

2023 unspent balance of Park Commission budget to Sinking Fund