

TOWN OF NEW GLARUS
ANNUAL MEETING
WEDNESDAY, APRIL 17, 2024, 6:00 PM
AGENDA

NOTICE IS HEREBY GIVEN that the Annual Meeting of the Town of New Glarus residents, County of Green, will be held at 26 5th Avenue, New Glarus, WI on Wednesday, April 17, 2024 at 6:00 PM.

AGENDA

1. Call to Order
2. Proof of Posting
3. Present 2023 Annual Meeting Minutes - Presented for informational purposes: minutes were approved at the May 10, 2023 Town Board Meeting
4. Financial Report Presentation
5. Introduce Town Board Supervisors Elected on April 2, 2024 (Oath Administered Before this Date by Statute) and Newly Appointed/Reappointed Commission Member(s)
6. Updates Regarding W6599 CTH 39 Property
 - a) Sale of buildings and 11.5 acres of land
 - b) Knowles-Nelson Stewardship Grant application results
 - c) Update on Master Park Plan and trail to Durst Road
 - d) Site preparations for future Town garage
7. Old Business
8. New Business
9. Adjourn

Note: Members of the Town Board may engage in discussion and information sharing in their capacity as Town Board members at the Annual Meeting, but no action of the Town Board will be taken. A quorum of the Town Parks Commission and/or Town Plan Commission may be present.

POSTED: 4/03/2024
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New Glarus Town Hall
New Glarus Garage
New Glarus Post Office
<https://townofnewglarus.com/>

Chris Narveson, Chair
New Glarus Town Board

John Wright
Clerk-Treasurer

Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance at 527-2390.

Town of New Glarus

ANNUAL TOWN MEETING

WEDNESDAY, APRIL 19, 2023

MINUTES

Qualified Town Residents Attending: Chris Narveson (Chair), Mona Sue French, Harry Pulliam, Sally and Dave Lamp, Alice Bertelrud, Diana Meyers (departed at 7:24 PM), Tracey Schwalbe, Dan Gartzke, Len and Mary Ellen Rauch (departed at 7:24 PM), Christine and Reg Reis, Mark Pernitz, Carol Holmes, Mary Anne Oemichen, and Matt Streiff (departed at 7:24 PM)

Non-Residents Attending: John Wright: Town Clerk-Treasurer, Tara Bast (departed at 7:15 PM): Audit Partner with Johnson Block, Attorney Robert Duxstad, and Melissa Hunt with Vierbicher

1. **Call to Order** – Chair Narveson called the meeting to order at 6:01 PM.
2. **Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting (April 7, 2023) and publication (April 13, 2023).
3. **Present 2022 Annual Meeting Minutes** – Chair Narveson noted that the minutes from the April 20, 2022 meeting were approved by the Town Board at their May 11, 2022 meeting. No one in attendance had any objection to the minutes, as presented.
4. **Financial Report Presentation** – Tara Bast reported that because the clerk and treasurer positions are combined for the Town of New Glarus, an annual financial audit is required. Bast introduced the Town of New Glarus Financial Statement Overview for 2022. She reviewed the statement of financial condition, also known as the balance sheet. None of the ARPA funds have been applied, so they continue to be shown as a grant advance which is a deferred inflow. The current unassigned fund balance is \$143,979 which is 12% of the 2023 budget and is lower than the 15-25% range that is recommended. Bast noted that the purchase of the State Highway 39 property has increased the 2022 budget beyond what was planned. However, the Town has used only 26% of its borrowing capacity. There followed a review of trends of general fund expenditures and revenues over a five year period. Chair Narveson reported that future capital costs have are in the 2023 budget including the Town's share of a new fire apparatus and a Town plow truck replacement. He noted the current trend in paving costs which are an increase of between 15% and 20% compared with 2022; subsequently, the Town will focus on road maintenance rather than reconstruction. ARPA funds will be used to pay interest on the loan used to secure the State Highway 39 property. Most of the debt prior to that borrowing will be paid in full at the end of 2025. No questions about Town finances were posed by the public present.
5. **Introduce Town Board Supervisors Elected on April 4, 2023** – Chair Narveson announced that he and Matt Streiff had been re-elected to the Town Board for another 2-year term. Troy Pauli was re-elected as 2nd Supervisor of the Town Board but was not able to attend this evening. The Clerk-Treasurer is required by State Statute to administer the oath of office to those elected within five days of their notification of election, a process that has been completed earlier this month.
6. **Consider Replacing the Caucus System to Determine Candidates for Town Board with Nomination Papers Filed with the Town Clerk** – Chair Narveson noted that the current process takes place on an annual basis in January each year at a meeting duly noticed and published in November of the preceding year. Typically, few people attend, although fifty-four attended this year. During the caucus process, if there are more than two candidates for a given Board position, those with the most votes at the caucus will appear on the Spring Election ballot. If there is a tie, then the number must be reduced to two by voting again and/or determined by a coin toss or some other random method. The paper nomination process allows for a greater number of individuals to potentially be considered for future Board positions. If there are more than two candidates for a given office, the number can be reduced to two by including all candidates on the Spring Primary ballot. Clerk-Treasurer Wright referred to the handouts he prepared for the meeting to explain the two processes and the proposed nomination process. For the paper nomination process, the candidate or an assigned agent can secure nomination signatures for the candidate. A minimum of 20 signatures, that can be vetted by the Clerk-Treasurer, are required to secure a place on the Spring Primary ballot.

A motion to amend the Town caucus process to a paper nomination process was made by Carol Holmes, W4988 Airport Road; seconded by Reg Reis, W6498 State Highway 39. Motion carried by voice acclamation; there were no votes against.
7. **Updates Regarding W6599 STH 39 Property**
 - a) Marketing of buildings and 10.3 acres of land for sale – Chair Narveson noted that although being marketed for sale (Fist Weber and Century 21) with an asking price of \$649,000, the farmette has a tenant whose lease extends until June 30, 2023.

- b) Planned submission of Knowles-Nelson Stewardship Grant – The qualified appraisal was conducted on March 8, 2023 for the 60.36 acres of undeveloped land to be set aside by the Town for passive recreation. The estimated market value is \$543,240. 50% of this valuation and costs associated with acquiring the property can be submitted to the Wisconsin Department of Natural Resources on or before May 1, 2023 for potential reimbursement through the Knowles-Nelson Stewardship Grant program. Chair Narveson introduced Melissa Hunt, Municipal Services Project Manager with Vierbicher. Ms. Hunt noted that this grant opportunity ends within one year of property acquisition. It is possible to pursue, through the same granting mechanism, development funds to offset other qualifying costs such as establishing parking areas, community garden preparation, ADA-compliant access, etc. Many steps, including the aforementioned appraisal, have been completed (including the amendment of the Town of New Glarus Comprehensive Outdoor Recreation Plan to encompass this resource, a boundary survey of the property, a Phase 1 Environmental Site Assessment, etc.) in preparation for the grant submission. There followed a brief discussion regarding what is and is not allowed within passive recreational areas if the stewardship grant is approved. There were concerns voiced about how a potential future access from Legler Valley Road may negatively affect traffic volume on this road, potential loitering in the future parking areas, conflicts between those hiking future trails and those hunting and trapping on the property.

Using a large, printed map, Chair Narveson pointed out the existing point of access along State Highway 39, the probable location of parking, and the proposed location for a new public works facility. An entrance point from Legler Valley, although desirable in order to provide more direct access to the Legler School Branch of the Little Sugar River, would have to overcome challenging topography and require land or easement acquisition. This is a long-term goal. Town of New Glarus Parks Commission Chair Harry Pulliam introduced other long-term plans that include a loop walking trail toward the north end of the property that eventually may be extended further south into the wooded areas. If the stewardship grant is not approved, the Town Board may need to consider selling the remaining residential development rights to offset acquisition costs. The current access from Highway 39 will need to be improved before the public can access the property safely. It was also noted that the Town has leased the land outside of the farmette for farming, so any visitors in the near future will need to take care not to damage those plantings. Tracey Schwalbe, W6691 Legler Valley Road, asked if the grant application includes a forecast to estimate the number of annual visitors to the property when public access is allowed. Melissa Hunt stated it was not a requirement for the grant application and there is no basis upon which to base an estimate. It would be possible to use camera technology or traffic counters to track those numbers in the future.

8. **Old Business** – No old business was introduced or discussed.

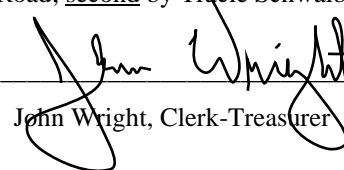
9. **New Business** – Three residents from Ashley Lane were present (Len and Mary Ellen Rauch and Diana Myers) to express their concerns with the condition of the paving on this Town road, particularly at the intersection with Legler Valley Road. Chair Narveson hopes to chip seal the road with a polymer additive around July of 2023.

Attorney Robert Duxstad was in attendance with his client Alice Bertelrud of W5759 County Road NN. The residence is served by a Town road, Kempfer Lane, which is gravel with a short section that has been paved. Duxstad stated that the plowing of snow on Kempfer Lane should not be discriminatory based upon the road type or number of residences that it serves. Chair Narveson noted that the gravel portion cannot be salted without negatively affecting the solidity of the base. Narveson further noted that he hopes to move towards a brine solution sprayed on area roads to reduce salt usage and the corrosive and other ill effects associated with coarse road salt. Narveson hopes to add more gravel to this road, crown, and then double chip seal.

Carol Holmes, W4988 Airport Road, stated that she exercised her right to plat her property along Airport Road to define the six 2-acre cluster lot residential development potential. She felt the process was more grueling than she had anticipated. She recommended that the Town Board or Plan Commission appoint an ad hoc subcommittee to create land development orientation materials for future applicants. She expressed her opinion that Town residents should be made to feel like a partner in the development process.

10. **Adjourn** – Motion to adjourn made by Mark Pernitz, N7827 Valley View Road; second by Tracie Schwalbe, W6691 Legler Valley Road. Meeting adjourned at 7:28 PM.

Approved:



John Wright, Clerk-Treasurer