

**REGULAR TOWN BOARD MEETING
WEDNESDAY, MARCH 13, 2024
MINUTES**

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

Board Members Absent: None

Also Attending: John Wright: Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk; Jennifer and Matthew Klein (departed at 7:13 PM): applicants; Tim Schleeper (departed at 7:31 PM): Vierbicher Associates planner; Jim Klosiewski, Paul Burk, Brandon Rupnow, Carol Hustad, Brad Way, Janet Sherven, John Schadewalt, Michael Sweet, George Marotta, Taylor Disch, Mary Anne Oemichen (departed at 7:13 PM), Diana McNulty, Ashley Haffner, and Mark Pernitz: Town of New Glarus residents; Sara ?(joined virtually at 6:04 PM and departed at 7:55 PM): unknown; Dan Truttmann (departed at 7:13 PM): Town of York resident; Janet Cook and Randy Burkhalter: Town of Decatur residents; Angie Sweetwood: Town of Mt. Pleasant resident; and Dustin Matzke: Village of New Glarus resident

1. **Call to Order and Announcement of Intention to Convene into Closed Session per §19.85(1)(c)**– Chair Narveson called the meeting to order at 6:44 PM and announced that the Board will convene into closed session.
2. **Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Approve Minutes**
 - a) Public Hearing on February 14, 2024 for Talarczyk Land Division by Preliminary Plat – A motion to approve the February 14, 2024 public hearing meeting minutes for a land division was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried 5-0.
 - b) Public Hearing on February 14, 2024 for Amendment to Chapter 80 Impact Fees and Associated Needs Study – A motion to approve the February 14, 2024 public meeting minutes for Chapter 80 was made by Supervisor Elkins; seconded by Supervisor Pauli. Motion carried 5-0.
 - c) Regular Town Board meeting on February 14, 2024 – A motion to approve the February 14, 2024 regular Town Board meeting minutes was made by Supervisor Elkins; seconded by Supervisor Streiff. Motion carried 5-0.
 - d) Special Town Board meeting on February 19, 2024 – A motion to approve the February 19, 2024 special Town Board meeting minutes was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 5-0.
4. **Public Comments** – No public comments.
5. **Review and Consider Approval, Conditional Approval, or Denial of Draft Certified Survey Map to Record Land Division Proposed by Jennifer and Matthew Klein for Property along Marty Road, parcel 23024 0151.1000** – Chair Narveson stated that the Town of New Glarus Plan Commission had recommended for the Town Board to conditionally approve the proposed 3-Lot cluster per the conditions outlined in the recommended motion from Tim Schleeper, an added condition that the cluster envelope contained within proposed Lot 3 be made “more blunt”, and to grant one shared access and one individual access to Marty Road. Planner Schleeper noted that the draft motion in the packet and projected to the television monitor did not include the two additional conditions recommended by the Plan Commission (revision to the cluster envelope within Lot 3 or access approval/restrictions). There followed a discussion regarding whether the tapered shape of the proposed cluster envelope within proposed Lot 3 met the definition of a cluster envelope within Chapter 110. Additionally, the Board members reviewed the concept of a cluster, which is to concentrate residential buildings. Chair Narveson made a distinction between a cluster envelope (a Town standard) and setbacks for buildings (a County zoning standard).

Planner Schleeper reported that the Town Board and Plan Commission have established precedents approving similar layouts of cluster envelopes. Most notably, the cluster subdivision of the Howden property to the southeast [CSM 4995 approved in 2016] of the subject property. These precedents, Schleeper stated, also stretched cluster envelopes to increase the distance between residential building sites. According to the current Town of New Glarus Code, this has been allowed and is still lawful. There was brief discussion regarding how other communities handle open space restrictions.

A motion to send the draft Certified Survey Map back to the Town of New Glarus Plan Commission to review its adherence more carefully with cluster development standards was made by Supervisor Streiff; seconded by Supervisor Pauli. Discussion: Applicant Matt Klein stated that he did his due diligence of reviewing the current Town Codes in addition to precedents that have been approved in the past.

Additionally, the Kleins based their financial decisions upon what the Town would allow and that is what the surveyor drafted and was presented to the Town and the public for consideration. Mr. Klein voiced concerns that changes may alter the willingness of the Village to sign the Certified Survey Map that the Town may eventually approve. Furthermore, he has no assurance that making any changes proposed by the Town Plan Commission will be approved when it comes back before the Town Board. Motion carried 4-1. Without objection, this item will be added to the March 21, 2024 Town of New Glarus Plan Commission agenda. There was no objection to moving item 8 on the agenda to be considered next.

8. **Discuss and Possibly Consider a Policy for Approving New Street Lighting or Taking Over Payments for Existing Street Lights Previously Paid by Neighborhood Associations** – Chair Narveson stated that he spoke with a representative from Alliant Energy who confirmed that the streetlight at Sandrock Road and State Highway 69 has been removed. The light at Windmill Ridge Road and State Highway 69 is still extant. Corey Pope, the son of developer Duane Pope, has sold his home and is moving. Consequently, no one has taken over payment of the bills for these two streetlights. The original Restrictions and Covenants did not include a provision or mechanism for maintaining these lights. It was noted that these are both intersections with a great deal of traffic which presents a safety concern if one or both are unlit.

A motion to approve for the Town to take over restoration of the light previously at Sandrock and State Highway 69 and payment of future bills for the lights at Sandrock and Windmill Ridge at STH 69 was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 5-0. Without objection, item 11.a) will be moved up on the agenda to be considered next.

11. **Chairperson Report**

- a) Discuss adding a local binding referendum question to the 2024 November General Election Ballot to allow local ATV/UTV traffic on Town roads – Chair Narveson provided a brief report regarding surrounding communities that have already considered or in the process of considering this same request by binding referendum. There followed a brief discussion of the need to craft the wording of the binding referendum if this body votes to authorize it to be included on the General and Presidential ballot for the election to be held on November 5, 2024.

A motion to authorize the Town Board to work on the wording for a binding referendum to add to the November 5, 2024 ballot was made by Supervisor Hoesly; seconded by Supervisor Elkins. Motion carried 5-0.

6. **Continued Discussion Regarding the Contract Proposed by the Green County Solid Waste Management Board** – Clerk-Treasurer Wright provided a brief summary of what the Board previously reviewed and approved. Wright reported that he had spoken with Matthew Kauffmann, the Solid Waste Manager, for clarification of whether the agreement represented an increase to tipping fees for residents or whether it is a new Town obligation. According to Kauffmann, the landfill has not been taking in enough money to cover expenses so they are phasing in a percentage of those costs to be paid by member municipalities. There followed a brief discussion as to whether Pellitteri was honoring their amended contract which requires that they haul to the Green County landfill rather than the one in Dane County. Wright reported that he spoke with the Office Manager at the landfill who shared a spreadsheet of the frequency of Pellitteri tipping which did not align with the terms of the amended contract. Without objection, review and possible action regarding the proposed, updated contract with Green County landfill will be deferred until the April regular Town Board meeting. Chair Narveson will reach out to Matthew Kauffmann, without objection.

7. **Patrolman Report**

- a) Brushing, tree trimming, and tree Removal – Chair Narveson provided an update. Disch, Farmers Grove, and Zentner Road have been completed. Marty Road has yet to be completed.
- b) Culvert inventory program – Chair Narveson provided a brief update of the size of culverts which must be inventoried, the deadline to complete [December 31, 2024], the deadline to designate an agent for the inspections with WisDOT [April 15, 2024], and the monetary incentive to do so. Narveson stated that bridge inspection costs will increase. It was noted that there are areas of displaced sod due to snow plowing that will be reseeded.

9. **Review and Possibly Approve Use of Kubly Road for Annual Alfa Romeo Hill Climb Event** – The annual event has already been approved by the Village of New Glarus. The Clerk will notify the applicant that roads must remain open to through and emergency vehicle traffic.

A motion to approve the Alfa Romeo Hill Climb timed event on Kubly Road, May 4, 2024, was made by Supervisor Hoesly; seconded by Supervisor Pauli. Motion carried 5-0.

10. **Clerk-Treasurer Report**

- a) Update on Spring Election and annual audit – Clerk-Treasurer Wright provided a brief update regarding training volunteers appointed by the Board utilizing the new online ElectEd application. Staff from Johnson Block conducted the 2023 financial audit on February 21, 2024. A preliminary report should be available at the Annual Town Meeting.
- b) Approval and payment of bills – A motion to approve checks 21482 through 21522, deposits, and ACH transactions was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.

11. **Chairperson Report**

- b) Update on proposed trail from W6599 State Road 39 to Durst Road – Chair Narveson provided a brief update. He has not been able to secure easements along the north side of State Road 39 to date. He is in the process of contacting property owners to the south side of the highway. If unsuccessful in securing an easement, the Town will need to notify the Wisconsin Department of Natural Resources that the grant money should be applied to some other project in the future. If easements are granted to the south side of the road, an archaeological survey will be required as a condition of grant funding.
- c) Wisconsin Towns Association training available for comprehensive planning – Narveson stated that the training is available on May 18, 2024 from 9:00 AM until 3:00 PM and is free of charge. This will be held at the Law and Justice Center in Monroe.
- d) Farmland preservation – There was a brief discussion among those who farm and serve on the Town Board. It was determined that the monetary incentive did not warrant further consideration.
- e) Possible purchase of large monitor for Board to view packet items during meetings – A motion to approve the purchase of a smart monitor (around 80” measured diagonally) was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 5-0.
- f) Continued discussion with possible action re: purchase/rental of tractor/batwing mower – There was a brief discussion about the pros and cons of owning versus leasing. Ownership would require the ability to store equipment. It is possible to rent a tractor and mower from Green County at a rate of \$75 to \$80 an hour. Those who rent are responsible for fuel and repair, if damaged. A motion to approve the rental of a tractor and mower from Green County, for 2024, was made by Supervisor Pauli; seconded by Supervisor Hoesly. Motion carried 5-0. There followed a brief update regarding the replacement of two Section corner monuments to honor local surveyors.

12. **Park Commission**

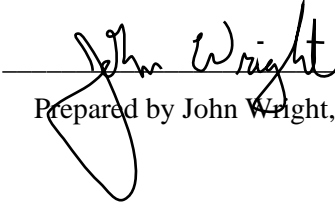
- a) February 21, 2024 minutes – available in the packet.
- b) Update on Master Park Plan Community Input Night and focus group discussions – There was a brief update provided for the Community Input night and the four focus group discussions. It was noted that the Town of Exeter was donating two portable restrooms to the Town of New Glarus. The Haffner family, who purchased the farmette and 11.5 acres of land from the Town, expressed interest in purchasing more property from the Town to expand their existing homesite.
- c) Update on Master Park Plan survey results – Olivia Stramara from Vierbicher will provide a report to the Park Commission members at their April 17, 2024 meeting.

13. **Plan Commission**

- a) February 15, 2024 minutes – available in the packet.
- b) Terms ending in 2024 that need to be staggered per local ordinance – Six of the seven terms are set to expire in April of this year. The terms were to have been staggered over a three-year period. Wright reported that Chair Narveson has a term that will expire in 2025. Commissioner Galhouse would like to have his term expire in 2025 as well. If Commissioner Elkins is re-elected and if Commissioner Pernitz is elected to the Town Board, their terms will need to expire in 2026. Terms for Commissioners Ott, Freitag, and Reis will expire in 2027 as a consequence. Without objection, an action item will be added April 10, 2024 Regular Town Board agenda to appoint Plan Commissioners.

14. **Motion by Roll Call Vote to Convene in Closed Session per §19.85(1)(c) to Consider Employment over Which the Governmental Body has Jurisdiction or Exercises Responsibility (Deputy Clerk, Deputy Treasurer, Clerk-Treasurer and employee benefits)** Motion to convene in closed session was made by Supervisor Hoesly; seconded by Supervisor Elkins. Roll call: Hoesly: aye; Elkins: aye, Pauli: aye; Streiff: aye; and Narveson: aye. Motion carried at 8:21 PM. The public and Town staff were asked to leave the meeting during closed session and the Zoom meeting ended.
15. **Reconvene in Open Session Under Wis. Stat. §19.85(2)** – A motion to return to open session was made by Supervisor Streiff; seconded by Supervisor Hoesly. Motion carried at 9:05 PM, 5-0.
16. **Announcement of Decisions Made in Closed Session** – Chair Narveson stated that the Town will honor the letter of employment and benefits for Sara Beth Hahner which she had already signed. Although Nancy Streiff was hired for 30% to 50% of full time, her benefits would be prorated at 50% of full time, although her hours will be below the threshold to qualify for health insurance or life insurance. Ronald Roesslein and John Wright will receive an additional 1% Cost of Living Adjustment which will apply retroactively to first pay period in 2024 for hours worked in 2024. The sick hour benefit for Roesslein and Wright will temporarily be increased from 24 hours to 28 hours for 2024 to match that benefit extended to Hahner.
17. **Adjourn** – Motion to adjourn made by Supervisor Hoesly; second by Supervisor Pauli. Meeting adjourned at 9:28 PM.

Approved: April 10, 2024



Prepared by John Wright, Clerk-Treasurer