

**TOWN OF NEW GLARUS**  
**REGULAR TOWN BOARD MEETING**  
**MAY 8, 2024, 6:00 PM**  
**AGENDA**

NOTICE IS HEREBY GIVEN that Town of New Glarus Board, County of Green, will conduct a meeting for the transaction of business as is by law required permitted at such meeting as follows:

LOCATION: 26 5<sup>th</sup> Avenue, Town Hall Community Room or virtually

VIRTUALLY: <https://us06web.zoom.us/j/81924151829?pwd=PgaNjnnKTMekJHb3iF0gzx1aWEsmba.1>

Meeting ID: 819 2415 1829

Passcode: 101743

Phone: 1 312 626 6799

Any specific subject on the agenda for consideration by the Board may be acted upon by the Board.

1. Call to Order and Confirm Proof of Posting
2. Approve Minutes from
  - a) Regular Town Board meeting on April 10, 2024
  - b) Annual Town Meeting on April 17, 2024
  - c) Special Town Board meeting on April 20, 2024 (road tour)
3. Public Comments
4. Review and Possibly Approve Operator License Renewal for Julianna Boczkiewicz
5. Discussion and Possible Action to Appoint a Member to the Joint Town/Village Extraterritorial Zoning Committee to Fill a Vacancy
6. Continued Discussion Regarding the Contract Proposed by the Green County Solid Waste Management Board and Update Regarding Pellitteri Waste Systems Use of Green County Landfill
7. Review and Possibly Approve Brazen Dropouts Cycling Event Scheduled for August 10, 2024
8. Discuss and Possibly Allow Firearms Safety Classes to be Taught in Town Hall Community Room (No Ammunition)
9. Discuss and Possibly Appoint an Alternate or Alternates to the Town of New Glarus Board of Review
10. Review and Possibly Approve Driveway Escrow Refunds
  - a) Jacob Blumer and Hallie Weintraub, N9087 Blue Vista Lane
  - b) Hannah Wolf, W4891 Argue Road
  - c) Rick and Gail Anderson, W5742 CTH H
  - d) Paula Legler and Thomas Myers, W7210 Hustad Valley Road
11. Patrolperson Report – Brushing, Tree Trimming, and Tree Removal
12. Clerk-Treasurer Report
  - a) Update on annual SLFRF (ARPA) report
  - b) Approve attendance and expense for Deputy Clerk to attend Wisconsin Clerks and Treasurers Institute
  - c) Approval and payment of bills
13. Chair Report
  - a) Reminder regarding Wisconsin Towns Association training available for comprehensive planning
  - b) Preliminary list of road repairs for 2024
  - c) Discussion of donation of equipment usage for Village park construction for 2 weeks at the end of the summer
14. Park Commission
  - a) April 17, 2024 minutes
  - b) Update on Master Park Plan
15. Plan Commission
  - a) April 18, 2024 minutes and proposed annexation of land to Village of New Glarus
16. Adjourn

Posted 5.02.2024

New Glarus Town Hall  
New Glarus Public Works Building  
New Glarus Post Office  
<https://townofnewglarus.com/>

Chris Narveson, Chair

John Wright, Clerk-Treasurer

**REGULAR TOWN BOARD MEETING  
WEDNESDAY, APRIL 10, 2024  
MINUTES**

**Town Board Attending:** Chris Narveson (Chair), Matt Streiff, and Troy Pauli

**Board Members Absent:** Robert Elkins and Jim Hoesly

**Also Attending:** John Wright: Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk-Treasurer; Jennifer and Matthew Klein (departed at 6:07 PM): applicants for land division; Robert Talarczyk (departed at 6:21 PM): property surveyor; Mike Wytenbach (departed at 6:21 PM): applicant for neighbor exchange; Tim Schleeper: Vierbicher Associates planner; Mark Pernitz: Town Plan Commissioner and newly elected Board member whose term begins on April 17, 2024); Amy Trumble: New Glarus Public Library Director

1. **Call to Order and Proof of Posting** – Chair Narveson called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to the proper proof of posting.
2. **Approve Minutes**
  - a) Public Hearing on March 13, 2024 for Klein Land Division by Certified Survey Map – A motion to approve the March 13, 2024 public hearing meeting minutes for a land division was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 3-0.
  - b) Regular Town Board meeting on March 13, 2024 – A motion to approve the March 13, 2024 regular Town Board meeting minutes was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 3-0.
3. **Public Comments** – No public comments.
4. **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 provided a brief review of the changes to the draft Certified Survey Map (CSM) and the recommendation from the Town Plan Commission to approve the revision and to recommend granting three separate driveway access points.

A motion to approve the revised CSM and three driveway access points, as presented, was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 3-0. Tim Schleeper noted that the deed restriction for open space needs to be added. According to applicant Matt Klein, the Wisconsin Department of Natural Resources has completed a detailed Endangered Resources Review.
5. **Discussion and Possible Action to Authorize the Town Chair to Sign a Draft CSM for a Neighbor Exchange Between Wytenbach and Roth, Valley View Road** – Chair Narveson stated that he had reviewed the limits of the Town’s authority in regard to a neighbor exchange with Town counsel. According to Narveson, Attorney Hazelbaker recommended the Town Board authorize the Chair to sign the Certified Survey Map (CSM), but that the ability to issue a permit for a new home on the proposed Lot 2 be determined at a future date by the Town. Surveyor Talarczyk noted that there are currently four residential building sites at this time, two of which are built upon. The proposed exchange would eliminate one building site and enlarge the remaining, undeveloped one. However, Roth is unwilling to sell Wytenbach enough land in the exchange to make proposed Lot 2 a minimum of 2.0 acres. Schleeper stated that the denial at a future date of a building permit for a new home would represent a hardship [implying that a variance could be granted under these unusual circumstances]. Schleeper noted that he had asked for review by the Plan Commission so that the owner/agent could receive a reminder to record a joint driveway agreement to guarantee access for proposed Lot 1 and Lot 2. There followed a brief discussion regarding the legal, non-conforming status of the two existing parcels owned by Wytenbach which will both be enlarged by the proposal, but, if approved, will remain non-conforming according to the current standard of at least 2.0 acres.

A motion to authorize the Town Chair to sign the draft Certified Survey Map (CSM), as presented, and for the Town to preserve the legal non-conforming buildable parcel created by the enlargement of Lot 1 of CSM 1181 that will be Lot 2 of the new CSM of was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 3-0. There followed a brief discussion regarding the advice offered by Village Planner Mark Roffers.
6. **Discuss and Possibly Consider Appointment of Rose Pertzborn as a Regular Member of the Park Commission to Fill a Vacancy** – Chair Narveson stated that due to other obligations, member Dana

Emmertson resigned her appointed position on the Commission. The Park Commission recommends that alternate member Rose Pertzborn be appointed to serve the balance of Emmertson's term. Without objection, Rose Pertzborn will be appointed to the Park Commission for a term to expire on June 30, 2026.

7. **Review and Approve Appointments to the Town of New Glarus Plan Commission** – Clerk-Treasurer Wright explained that Chapter 110 requires staggered 3-year terms for the Commission over a three-year period for appointed members, except for those who are elected to the Town Board [two-year term]. Without objection, the term for Craig Galhouse will be extended to a term ending in 2025 [along with Chris Narveson], the term for Robert Elkins and Mark Pernitz will terminate in 2026 [both elected to the Town Board for a 2-year term], and the term for John Ott, Reg Reis, and John Freitag will terminate in 2027. Chair Narveson stated that there is no conflict by having a quorum of the Board appointed to the Plan Commission. Agendas already state that a quorum of the Board may attend those meetings.
8. **Continued Discussion Regarding the Contract Proposed by the Green County Solid Waste Management Board and Update Regarding Pellitteri Waste Systems Use of Green County Landfill** – Chair Narveson stated that the contract that was extended to a 10-year term had a cost increase to reflect the increased tipping fees at Green County Landfill. A report from Green County Landfill staff indicated that only bulk waste pickups were hauled to Green County instead of the agreement to haul weekly trash collection there as well. Without objection, Mark Pernitz will follow through with Pellitteri and the consideration of the terms proposed by the Green County Solid Waste Management Board will be added to the regular Board agenda in May for consideration. It was noted that the amount currently billed to the Town is only 15% of the actual proportionate shortfall. The percentage is proposed to increase annually until it reaches 100% in 2026.
9. **Review and Possibly Approve Estimate from General Code to Incorporate Updates** – Clerk-Treasurer Wright stated that the Town normally submits multiple changes to General Code on an annual basis to reduce costs. The estimate to update the Code for changes to Chapter 110, Chapter 80, Chapter 55, and to add Chapter 204 was presented for approval. There followed a brief discussion as to when the contract has been bid most recently.  
A motion to approve the estimate to update the Town Code of Ordinances, as presented by General Code, was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 3-0.
10. **Review and Possibly Approve Remember Me Red Run Event** – Wright presented the date of the annual event. Wright has yet to receive confirmation that letters have been mailed to neighboring property owners along Klitzke Road and Legler Valley Road and has yet to receive a Certificate of Insurance.  
A motion to approve the Remember Me Red event to be held on Saturday, May 11, 2024 was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 3-0.
11. **Patrolperson Report** – Brushing, tree trimming, and Tree Removal – Chair Narveson stated that two additional days were required to remove brush along parts of Disch, Zentner, and Farmers Grove Road. Marty has not been completed. Patrolperson Roesslein has been restoring sod displaced by snow plows. The annual tour of Town roads has been scheduled for Friday, April 19, 2024 at 9:00 AM and will originate at the public works facility, 200 Railroad Street. There was brief discussion regarding the Wisconsin Department of Transportation Bridge/Culvert Program. The deadline to designate the method to conduct the inventory is on/before April 15, 2024. The completion of the inventory must be on/before December 31, 2024.
12. **Clerk-Treasurer Report**
  - a) Update on Spring Election, annual audit, recycling grant, SAM.gov renewal, etc. – Clerk-Treasurer Wright provided a brief update on the Spring Election and Presidential Preference Vote. 244 votes were tallied on Election Day with one Provisional Ballot that was counted on Monday, April 8, 2024. The 2023 Recycling Program Accomplishments and Actual Costs Annual Report was submitted online on March 28, 2024. The Town SAM.gov account was renewed as part of the ARPA reporting process.
  - b) Redistricting report from Deputy Clerk and update about STH 69 streetlights at Sandrock and Windmill Ridge – Deputy Clerk Hahner reported that Alliant Energy has been instructed to place the two accounts in the Town name and to restore the light and arm at the Sandrock/STH 69 intersection. Hahner provided a brief report regarding the changes to Wisconsin Senate District 27 and Assembly District 80; the Town of New Glarus will now be part of Senate District 17 and Assembly District 50.
  - c) Approval and payment of bills – A motion to approve checks 21523 through 21557, deposits, and ACH transactions was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 3-0.

**13. Chairperson Report**

- a) Update on proposed trail from W6599 State Road 39 to Durst Road – Chair Narveson had no update on the trail. If an alternate route cannot be found, the Town will need to notify the Wisconsin Department of Natural Resources (DNR) that the money set aside for the Town should be returned to the DNR’s general fund.
- b) Reminder regarding Wisconsin Towns Association training available for comprehensive planning – Narveson stated that the training may need to be presented by recording if a trainer cannot be found for the May 18, 2024 scheduled date at the Law and Justice Center in Monroe. Seamless Gutter will examine the roof flashing at Town Hall to resolve an ongoing leak. Minor work on the electrical panel has been completed by Clark Electric and a water leak near the interior water meter has been repaired by 5-Star Plumbing.

**14. Park Commission**

- a) March 20, 2024 minutes – available in the packet.
- b) Update on Master Park Plan survey results – Olivia Stramara with Vierbicher has sent the Park Commission members draft Master Park Plan documents based upon community input. The public hearing is scheduled in July with possible Town Board approval to follow.

**15. Plan Commission**

- a) March 21, 2024 minutes – available in the packet. Chair Narveson stated that the Plan Commission will discuss possibly easing restrictions on commercial development as part of the forthcoming update to the Town Comprehensive Plan.

- 16. Adjourn – Motion to adjourn made by Supervisor Pauli; second by Supervisor Streiff. Meeting adjourned at 7:09 PM.**

Approved:

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Prepared by John Wright, Clerk-Treasurer

# Town of New Glarus

ANNUAL TOWN MEETING  
WEDNESDAY, APRIL 17, 2024  
MINUTES

Qualified Town Residents Attending: Chris Narveson (Chair), Sara Beth Hahner (Deputy Clerk), Harry Pulliam, Craig Galhouse, Nancy Galhouse, Frank Grenzow, Robert Elkins, Tammy Narveson, George Marotta, Kelly Ruschman, Jason Neton, Ashley Haffner, Mark Pernitz  
Non-Residents Attending: Tara Bast (departed at 6:32 PM): Audit Partner with Johnson Block, Tim Schleeper: Vierbicher

1. **Call to Order** – Chair Narveson called the meeting to order at 6:05 PM.
2. **Proof of Posting** – Deputy Clerk Hahner attested to the proper proof of posting by Clerk-Treasurer John Wright (April 3, 2024) and publication (April 11, 2024).
3. **Present 2023 Annual Meeting Minutes** – Chair Narveson noted that the minutes from the April 19, 2023, meeting were approved by the Town Board at its May 10, 2023, meeting. No one in attendance had any objection to the minutes as presented.
4. **Financial Report Presentation** – Tara Bast presented a summary of the *Town of New Glarus Financial Statement Overview for the year ended December 31, 2023*. Bast explained that because the clerk and treasurer positions are combined for the Town of New Glarus, an annual financial audit is required. Bast referred to the balance sheet on page 2. Total assets were \$2,547,889. The current unassigned fund balance was \$370,582 which is 21.16% of the 2024 budget and is a healthy fund balance, according to Bast. On page 4, Bast reviewed the General Fund Expenditures totaling \$1,361,613. Bast also reviewed the General Fund Revenues on page 6, highlighting a spike due to the sale of the farmette on Hwy 39. Total revenue was \$1,898,397. Bast reviewed the debt analysis on page 8 and stated the Town was using 20.29% of its debt capacity.

Chair Narveson described continued plans to build a new Public Works facility on the Town's property on Hwy 39 and stated there is the potential of building a new Town Hall on the same property. Narveson stated the Village is interested in purchasing the current Town Hall property. Narveson stated the revenue from the current Public Works and Town Hall properties would be reinvested and that the Town of New Glarus Master Park Plan is an investment in the Town's future.

Chair Narveson opened the floor for questions and comments about the financial report. Town resident and Plan Commission member Craig Galhouse (W5130 Kubly Road) asked for more details on the timeline of the building plans and if the park plan and the building of Town buildings will coincide. Narveson stated they are still working on the timeline, but priority should be given to begin building the Public Works facility. Narveson stated the Town Board has not entertained quotes. Town Resident Harry Pulliam (W5120 County Road W) introduced himself as Chair of the Town Parks Commission. Pulliam stated the park plan

is on the Town website as Concept #1 and he encouraged people to look at it and make comments on it. Pulliam stated the Parks Commission will review Concept #2 at its next meeting (May 15, 2024). Pulliam further stated many people attended public input nights and the concept plan mirrors public input. Town resident Jason Neton (W5725 County Road H) introduced himself as a member of the Parks Commission. Neton stated the Park Commission is prioritizing prairie restoration to help prevent the spread of non-native species. Neton encouraged people to look at the plan on the website to review the proposed trail plan. Chair Narveson commented that the Board is aware the Town has other expenses, including the Town's portion of a new fire engine and the need for a replacement Town plow truck. No questions about Town finances were posed by the public present.

- 5. Introduce Town Board Supervisors Elected on April 2, 2024** – Chair Narveson announced that Robert Elkins (W5720 County Road W), who was in attendance, has been re-elected for another two-year term as 4th Supervisor, and Mark Pernitz (N7827 Valley View Road), also in attendance, was elected to serve as 3<sup>rd</sup> Supervisor in an open seat after Supervisor Jim Hoesly did not seek re-election.

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 was completed earlier this month.

**6. Updates Regarding W6599 STH 39 Property**

- a) Sale of buildings and 10.3 acres of land for sale – No discussion.
- b) Knowles-Nelson Stewardship Grant application results – Narveson reported the Town was not selected; however, there will be future grant opportunities.
- c) Update on Master Park Plan and trail to Durst Road – Narveson stated efforts continue to create a trail to the property, but so far, the Town has been unable to secure all necessary easements on private property. The \$45,000 matching grant agreement with the Wisconsin Department of Natural Resources has a Town deadline for completion (trail constructed and proof of all bills paid) on June 30, 2024. Town resident and Park Commission member Jason Neton asked if that was the same grant as the CTY HWY NN trail grant. Narveson confirmed it was, and that the Town received an extension and applied it to the Durst Road trail project. Narveson stated the Town will keep the plan as is, in the event the easements can be secured in the future. Narveson stated the DNR will be contacted about the project's status.
- d) Site Preparations for future town garage – Town resident and Park Commission member Jason Neton directed Deputy Clerk Hahner to display the park plan on the monitor. Hahner displayed Concept Plan #1 – Overall Plan, located in the Parks Commission's April 17, 2024, meeting packet. There followed a page-by-page map review of potential building sites and trail sites. Neton suggested the Town explore the possibility of creating event space at a new Town hall on the property. Narveson stated the property continued to be farmed and winter wheat is planted to deter weed growth. There was a discussion about the placement of buildings and driveways, and if a cul-de-sac bulb at the entrance road was necessary. Narveson stated funds have been earmarked for constructing drives on the north end of the property. Town resident Ashley Hefner asked for more information on the road plans and raised

concern about traffic flow, as she and her family live at the farmette on the property. A discussion followed about curving the entrance road to the west instead. No further questions were posed by the public present.

7. **Old Business** – Town resident and Plan Commission member Craig Galhouse asked if the Town has heard from Village of New Glarus personnel on its position on use of Village roads by ATVs, now that the Town is slated to include a binding referendum on the November 5, 2024, Presidential Election ballot. Narveson stated it is his understanding that the Village will review the results of the Town’s referendum. Galhouse stated that the Town and the Village should be working together, because if the referendum passes, ATV traffic would be restricted to Town roads with no access to the Village. There followed a discussion about current ATV regulations at the Green County level, and regulations at the town level for those Towns that currently allow ATV traffic. No additional items were posed by the public present under Old Business.
8. **New Business** – Motion that the Town Board be authorized to pursue selling of the current Town Hall and the construction of a new Town Hall at the site of the new Town Park made by Town Resident and Parks Commission member Jason Neton. Second by Town resident and Parks Commission Chair Harry Pulliam. Discussion – Narveson stated if there is a vote on the motion, it is advisory only. Pulliam referred to statements made earlier in the meeting about the potential benefits of building a new Town Hall on the Hwy 39 property, as well as the potential benefit of leasing it out for events. Narveson reiterated that the Village of New Glarus is interested in the current Town Hall property. Chair Narveson called the question. Deputy Clerk Hahner reminded the public present that only those registered, or who meet the criteria, to vote in the Town of New Glarus can participate and asked for a show of hands. The vote was 8 in favor and 1 opposed. Motion carries.
9. **Adjourn** – Motion to adjourn made by Mark Pernitz, second by Jason Neton. Meeting adjourned at 7:03 PM.

Approved:

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Minutes by Sara Beth Hahner, Deputy Clerk

**Town of New Glarus**  
**SPECIAL TOWN BOARD MEETING, ANNUAL ROAD TOUR**  
**FRIDAY, APRIL 19, 2024**  
**MINUTES**

Town Board Attending: Chris Narveson (Chair), Bob Elkins, Troy Pauli, and Mark Pernitz

Absent: Matt Streiff

Also Attending: Ron Roesslein: Town Patrolperson

1. **Call to Order** – Chair Narveson called the meeting to order at 9:00 AM at the Town Public Works Building, 200 Railroad Street, New Glarus.
2. **Proof of Posting** – Chair Narveson attested to the proper proof of posting.
3. **Annual Road Tour** – No members of the public joined the group as they patrolled Town roads to determine the condition of roads, to certify mileage for the Wisconsin Department of Transportation, and to discuss which roads to recommend to the Town Board at a regular meeting for maintenance or reconstruction. The following roads will be recommended for maintenance: Klassy Road, Blue Vista (multiple), Marty Road, High Prairie Lane, Exeter Crossing Road, Valley View Road (north of Edelweiss), and Edelweiss Road.
4. **Adjourn** – Without objection the meeting was adjourned at 12:30 AM.

Approved:

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Transcribed from Chair Narveson notes by  
John Wright, Clerk-Treasurer



FEE: \$20.00 (non-refundable)

**APPLICATION FOR OPERATOR'S LICENSE**  
To Serve Fermented Malt Beverages and Intoxicating Liquors

I, the undersigned, do hereby respectfully make application to the local governing body of the Town of New Glarus, County of Green, Wisconsin for a license to serve, from date hereof to June 30, 2026, inclusive (unless sooner revoked), Fermented Malt Beverages and Intoxicating Liquors, subject to the limitations imposed by Section 125.32(2) and 125.68(2) of the Wisconsin Statutes and all act amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license be granted to me.

I certify that I am 33 years of age.

Juliana Boczkiewicz  
Signature of Applicant

**Answer the following questions fully and completely:**

Name of Applicant: Juliana Boczkiewicz

Address of Applicant: N9558 State Rd. 69  
New Glarus, WI 53574

Is application new or renewal? renewal If renewal, was your last license issued in the Town of New Glarus? YES / NO  
If not, where? \_\_\_\_\_

As required by WI Stats. Section 125.17(6), have you completed the alcohol awareness course? YES / NO  
If so, where? Online

Place of Employment: Bailey's Run + Whiskey Run

STATE OF WISCONSIN  
GREEN COUNTY

Juliana Boczkiewicz  
Signature of Applicant

4/12/24  
Date

Jim Wright  
Signature of Clerk

APR 22 2024

\$20 cash

APPLICATION FOR OPERATOR'S LICENSE  
BACKGROUND INFORMATION

NAME: Juliana Nicole Boczkiewicz  
First Middle Last

ADDRESS: N9558 State Rd. 69

CITY/STATE/ZIP: New Glarus WI 53574

PHONE NUMBER: (608) 636-3768

DATE OF BIRTH: [REDACTED] DRIVER LICENSE #: B [REDACTED]

Previous Address (less than 5 years): \_\_\_\_\_

Have you ever been convicted of any felony? YES / **NO**

Date of such conviction \_\_\_\_\_  
Name of Court \_\_\_\_\_  
Nature of offense \_\_\_\_\_

Have you been convicted of any Misdemeanor/Municipal Ordinance within the last 10 years? YES / **NO**

If yes, list convictions:  
Date of such conviction \_\_\_\_\_  
Name of Court: \_\_\_\_\_  
Nature of offense: \_\_\_\_\_

Have you ever been convicted of any Alcohol Related Offenses? YES / **NO**

(i.e: OWI; Absolute Sobriety, Underage Drinking, Open Intoxicants, Procuring)  
If yes, list convictions:  
Date of such conviction: \_\_\_\_\_  
Name of Court: \_\_\_\_\_  
Nature of offense: \_\_\_\_\_

Have you been convicted of violating any license law or ordinance regulating the sale of Fermented malt beverages or intoxicating liquors? YES / **NO**

Nature of Violation \_\_\_\_\_

Are you currently under investigation, or pending charges, for a Felony, Misdemeanor offense, or Municipal violation? YES / **NO**

If yes, explain: \_\_\_\_\_

Has any license, (Driver's license, Bartender's license, etc.) issued to you ever been suspended, revoked or denied, due to an alcohol or drug related offense or incident? YES / **NO**

If yes, explain: \_\_\_\_\_

*Having read and answered all of the above statements and questions, I hereby consent to investigation of such facts, and certify that all information provided on the application and the background information is true and correct to the best of my knowledge. I understand that providing false information or failing to disclose information may be grounds for denial of this operator's license as well as denial of the right to apply for a license for a six month period. I understand that the license fee is non-refundable.*

Signed: Juliana Boczkiewicz

**POLICE ADMINISTRATION'S REPORT TO Clerk-Treasurer/Town Board**

TRAFFIC  NCIC  CIB  LOCAL  CCAP/WCCA

CRIMINAL HISTORY \_\_\_\_\_ NOT RUN OTHER: \_\_\_\_\_

POLICE ADMINISTRATION'S RECOMMENDATION: APPROVE / DENY

If denied, reason:

- Applicant has been convicted of a felony that substantially relates to the licensed activity (unless duly pardoned).
- Applicant has habitually been a law offender (arrest or conviction of at least two offenses which are substantially related to the licensed activity within the five years immediately preceding the license application).
- Applicant did not disclose complete information on application.

BACKGROUND INVESTIGATION COMPLETED BY: chief Sturdavant DATE: 4-23-24  
N24-D 1364

PUBLIC SAFETY DETERMINATION: APPROVE / DENY DATE: \_\_\_\_\_

If denied, reason: \_\_\_\_\_

TOWN BOARD DETERMINATION: APPROVE / DENY DATE: \_\_\_\_\_

If denied, reason: \_\_\_\_\_

Denial notice sent by certified mail to applicant by Town Clerk: \_\_\_\_\_  
(date)

Renewal Applicant request for Reconsideration Hearing: \_\_\_\_\_  
[Only renewals have right to hearing] (date)

**RECONSIDERATION HEARING** (by closed session):  
[Must be at least 10 days after notice of denial.]

DETERMINATION: AFFIRM / REVERSE DATE: \_\_\_\_\_

Denial notice sent to applicant by Town Clerk: \_\_\_\_\_  
(date)

NOTE: A renewal applicant who is denied any license upon reconsideration of the matter may apply to the Circuit Court pursuant to § 125.12(2)(d), Wis. Stats., for review.

APR 23 2024



DRIVER LICENSE  
REGULAR

USA  
WISCONSIN



4d B [REDACTED] 9 CLASS D  
1 BOCZKIEWICZ  
2 JULIANNA NICOLE

8 N9558 STATE ROAD 69  
NEW GLARUS, WI 53574



15 SEX F 16 HGT 5'-04"  
17 WGT [REDACTED] lb 18 EYES HAZ  
19 HAIR BLD 4a ISS 11/01/2016  
3 DOB [REDACTED] 4b EXP [REDACTED]  
9a END NONE 5 DD OTWFF201611011380849

Donor  
Sticker  
Here

APR 22 2024




# WISCONSIN SELLER / SERVER CERTIFICATION

**Trainee Name:** Julianna Boczkiewicz

**School Name:** 360training.com, Inc.

**Date of Completion:** 04/04/2018

**Certification #:** WI-76649

I,  \_\_\_\_\_

**Certify that the above named person  
successfully completed an approved  
Learn2Serve Seller/Server course.**

**APR 22 2024**

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17, 134.66



**Learn<sup>2</sup>  
serve**

**Corporate Headquarters**  
6801 N Capital of Texas Hwy, Suite 150  
Austin, TX 78731  
P: 877.881.2235

# Green County Solid Waste Management Board

Phone: (608) 897-8605

W2002 CTH SS  
Brodhead, WI 53520

**Matthew Kauffman**  
Solid Waste Manager

**Mariah Nitz**  
Office Manager

**Rich Vogel**  
Chairman

RECEIVED FEB 09 REC'D

Dear Members,

We are writing this letter to inform you that the Solid Waste Management Board has voted to approve the enclosed contract. The approved contract includes changes to verbiage in respect to account purposes, calendar year versus fiscal year, maximum limits on outlined accounts, and collection of proportionate share rates beginning January 1, 2024.

The decision includes that each member municipality shall be billed (15%) fifteen percent of its total proportion share of current operating costs of the transfer station on a monthly basis beginning January 1, 2024 - December 31, 2024. The total proportionate share of current operating costs of the transfer station collection will be (50%) fifty percent on January 1, 2025 and then (100%) one hundred percent starting January 1, 2026.

The Solid Waste Management Board previously voted to approve that beginning January 1, 2024, each member municipality shall be billed an additional assessment of five percent (5%) of its total proportionate share of operating costs, which shall be applied to a contingency fund for ultimate closure of the Transfer Station. All amounts received will be used for the exclusive purpose of maintaining and improving the services provided and each member municipality retains their proportionate interest in all funds, buildings, vehicles and other machinery owned by the Green County Landfill.

This new contract will supersede the existing contract. Please sign and return the new contract as soon as possible. We greatly appreciate your continued support of the Green County Landfill. If you have any further questions, please feel free to contact us.

Sincerely,

GREEN COUNTY SOLID WASTE MANAGEMENT BOARD

**Matthew Kauffman**  
Solid Waste Manager

**AGREEMENT FOR UTILIZATION OF THE  
GREEN COUNTY SOLID WASTE TRANSFER STATION**

**THIS AGREEMENT** made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the County of Green, a Wisconsin Municipal Corporation (hereinafter the “County”) by the Solid Waste Management Board of the County (hereinafter the “Board”) and the **Town of New Glarus**, a municipality located within Green County (hereinafter the “Municipality”).

**WHEREAS**, the Green County Solid Waste Management System was created to serve as a publicly owned cooperative association of municipalities to assist in the processing and removal of waste for local municipalities; and

**WHEREAS**, the Municipality wishes to become a member of the cooperative association and make use of the Green County Solid Waste Transfer Station (“Transfer Station”) and to share in the benefits and responsibilities that go along with membership; and

**WHEREAS**, the Municipality and the Board believe it is in the best interests of the parties to enter into an agreement for utilization of the Transfer Station; and

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements set forth herein, the County and the Municipality hereby agree as follows:

**I. MAINTENANCE OF THE COUNTY SANITARY LANDFILL SITE.** The Board shall maintain the current Landfill site for use as a transfer station by the Municipality in conjunction with other participating municipalities or entities and shall monitor the day-to-day operation of the Transfer Station, and continue to establish policy and develop plans for solid waste management within Green County to ensure that an effective, efficient, and environmentally acceptable solid waste disposal site is available for use by municipalities within Green County.

**II. UTILIZATION OF THE TRANSFER STATION.** The Municipality shall utilize the Transfer Station as its exclusive means for disposal of solid waste and pay its proportionate share of the fixed, operating and surcharge costs associated with the Transfer Station as follows:

**A. FIXED COSTS.**

1. The Board shall charge, and the Municipality shall pay, the Municipality’s proportionate share of all fixed costs of the Transfer Station. Fixed Costs shall include, but shall not be limited to
  - a. Costs of land acquisition,
  - b. Building expansion,
  - c. Engineering and or fees,
  - d. Costs incurred in expanding the Transfer Station,
  - e. Licensing the Transfer Station for additional terms and other costs related to maintaining a solid waste management system for Green County,
  - f. Machinery and Equipment Purchases.
2. Debt service costs for financing of construction and land acquisition associated with the Transfer Station, whether such debt service costs are paid to the County, a lender or a participating municipality.

**AGREEMENT FOR UTILIZATION OF GREEN COUNTY  
SOLID WASTE TRANSFER STATION  
County of Green; Town of New Glarus  
Page 3**

**III. TIPPING FEES AND SURPLUS FUND.**

**A. TIPPING FEES**

1. A tipping fee will be paid by the Municipality, private waste haulers or any persons delivering solid waste to the Transfer Station.
2. Said fee shall be charged on a per ton or portion thereof basis and shall be paid by the person delivering said solid waste to the Transfer Station at the time of delivery.
3. The Board shall periodically review the tipping fee and may adjust the tipping fee accordingly.

**B. SURPLUS.** If the revenue generated by the Transfer Station exceeds the operational cost as calculated on a monthly basis, this amount will be deposited into an account not to exceed \$750,000. Any amounts over \$750,000 will be paid back to the Municipality on a proportionate basis. This surplus must be used by the Board and the Transfer Station employees for the sole benefit of the Transfer Station.

**IV. OWNERSHIP AND LIQUIDATION.** The County shall remain the record title holder of the Transfer Station. However, the Municipality shall own an equity interest in the Transfer Station. The Municipality's equity ownership shall be determined by multiplying the value of the Transfer Station by a fraction whose numerator shall be the cumulative contributions of the Municipality to the Fixed Costs associated with the Transfer Station and whose denominator shall be the total cumulative contributions of all Municipalities to Fixed Costs associated with the Transfer Station. If the Transfer Station is sold by the County, then the Municipality shall be paid its equity in the Transfer Station.

**V. TERM.** The parties agree that this Agreement shall begin the day after ratification by both parties and shall terminate on January 1, 2025. However, it is the intent of both parties that this Agreement be extended in one-year intervals on the same terms and conditions as contained herein. The parties agree that this Agreement shall automatically renew and be extended in one-year intervals unless either party gives at least 60 days written notice of its intention to terminate and not renew this Agreement.

**VI. BINDING EFFECT.** This Agreement shall bind and inure to the benefit of the successors and assigns of the parties hereto.

**IN WITNESS WHEREOF,** the parties hereto have authorized the undersigned officials to execute this Agreement as of the date first above written.



## Clerk Treasurer

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**From:** burst@emailmeform.com on behalf of Josh Corcoran <burst@emailmeform.com>  
**Sent:** Sunday, March 17, 2024 1:52 PM  
**To:** Clerk Treasurer  
**Subject:** Feedback via the Town of New Glarus - Contact Us Form [#244]

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Name\*:** Josh Corcoran

**Email\*:** joshua.m.cocoran.14@gmail.com

**Contact Number\*:** 608-512-2150

**Subject\*:** Cycling Race Sat 8/10

Hello!

I'm reaching out on behalf of Brazen Dropouts Cycling Club. We are once again planning to host a bike race on Sat 8/10 that will start from the New Glarus Middle School.

We've worked with the Town in the past to ensure a safe and successful event.

For this year's event, are there any forms or additional information we need to provide, or a formal permit to complete?

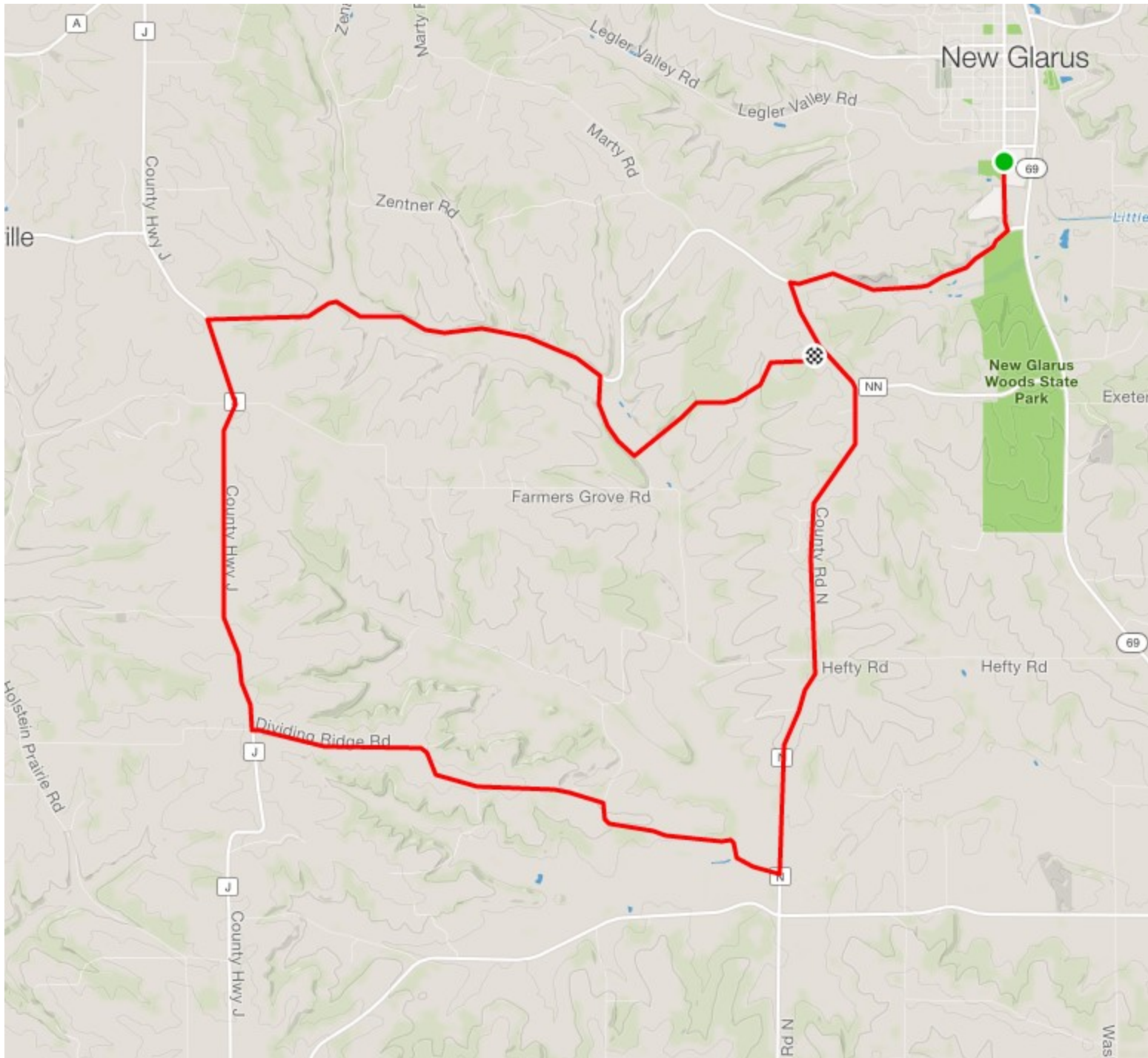
**Message\*:**

Please let me know if you have any questions, concerns, or if you need additional information to help with my request.

Thank you!

Josh Corcoran  
Race Director  
Brazen Dropouts Cycling Team  
608-512-2150 / Joshua.m.corcoran.14@gmail.com

Visitor IP: 216.180.200.215



**TOWN OF NEW GLARUS  
Green County, Wisconsin**

**APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT**

TO THE TOWN BOARD: The undersigned hereby applies for a permit to (construct or rework) a driveway in the Town of New Glarus, Green County, Wisconsin.

Name of Property Owner: JAKE Blumer & Haillie Wientraub<sup>ei</sup>

Address of New Driveway: N 9087 Blue Vista Ln.

Name of Applicant: Scott Thompson Phone Number of Applicant: 608- [REDACTED]

Date of Application: 4-7-22 Contractor: Black Oak Woodworks LLC

Date culvert will be installed 5-8-22

Date six inches of aggregate rock will be laid down 5-8-22

Date final application of two inches of gravel will be done 10-20-22

Date erosion control will be finished 5-8-22

Signature Scott Thompson  
(Owner, Agent, Contractor)

Date 4-28-22

Inspection Fee \$ 500.-

Security Deposit: 500.-

Date of Receipt of Fee: 5/10/2022

Received By: [Signature]

A Construction Permit/Driveway Access Permit, will be granted for the above driveway provided the construction plan conforms to the New Glarus Driveway Permit Ordinance. A driveway construction plan and erosion control plan must be presented to the Patrol Superintendent. A non-refundable Five Hundred Dollar (\$500) Inspection Fee and a refundable Five Hundred Dollar (\$500) security deposit must be posted before a permit will be issued.

Plan conforms with Town of New Glarus Driveway Ordinance: [Signature]  
(Patrolman)

**Results of Inspection:**

Driveway plan and completion dates are in accordance with ordinance approved by Town Board.

Driveway is not acceptable

Owner will make required improvements by \_\_\_\_\_

Owner is unwilling to correct defects.

Signature [Signature]  
(Patrolman)

Date 4-30-24

Signature \_\_\_\_\_  
(Town Clerk)

Date \_\_\_\_\_

Date Deposit Returned \_\_\_\_\_

Hannah Wolf  
N 9407 Argue Road  
New Glarus, 53574

**TOWN OF NEW GLARUS Green**  
**County, Wisconsin**  
**(608) 636-3495**

**APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT**

TO THE TOWN BOARD: The undersigned hereby applies for a permit to (construct or rework) a driveway in the Town of New Glarus, Green County, Wisconsin.

Name of Property Owner: Hannah Wolf

Address of New Driveway: N 9407 Argue Rd.

Name of Applicant: Hannah Wolf Phone Number of Applicant: 608- [REDACTED]

Date of Application: 5-24-2024 Contractor: Richard Alme

Date culvert will be installed N/A - Culvert in middle of Drive

Date six inches of aggregate rock will be laid down 3" Stone 6" Deep in IN + Needs to p [unclear]

Date final application of two inches of gravel will be done Nov. 1st

Date erosion control will be finished Done

Signature [Signature]  
(Owner, Agent, Contractor)

Date 5-24-2023

Inspection Fee \$ Waive \$500 APP Charge

Security Deposit: \$1000 (Due to Build Permit)

Date of Receipt of Fee: 5-24-2023

Received By: [Signature]

A Construction Permit/Driveway Access Permit, will be granted for the above driveway provided the construction plan conforms to the New Glarus Driveway Permit Ordinance. A driveway construction plan and erosion control plan must be presented to the Patrol Superintendent, (608) 558-4965. A non-refundable Five Hundred Dollar (\$500) Inspection Fee and a refundable One Thousand Dollar (\$1,000) security deposit must be posted before a permit will be issued.

Plan conforms with Town of New Glarus Driveway Ordinance: [Signature]  
(Town Chair or designee)

**Results of Inspection:**

Driveway plan and completion dates are in accordance with ordinance approved by Town Board.

Driveway is not acceptable

Owner will make required improvements by \_\_\_\_\_

Owner is unwilling to correct defects.

Signature [Signature]  
(Town Chair or Designee)

Date 4-30-2024

Signature \_\_\_\_\_  
(Town Clerk)

Date \_\_\_\_\_

\$1,000 check 1974

TOWN OF NEW GLARUS Green

County, Wisconsin

(608) 558-4965

(608) 636-3495

APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT

TO THE TOWN BOARD: The undersigned hereby applies for a permit to (construct or rework) a driveway in the Town of New Glarus, Green County, Wisconsin.

Name of Property Owner: Rick + Gail Anderson

Address of New Driveway: W5742 Cty Rd H New Glarus WI 53574

Name of Applicant: JG Development - Samantha Navinska Phone Number of Applicant: 608. [REDACTED]

Date of Application: 5/18/23 Contractor: JG Development

Date culvert will be installed 6/1/23

Date six inches of aggregate rock will be laid down 6/2/23

Date final application of two inches of gravel will be done 1/24/24

Date erosion control will be finished 2/5/24

Signature Samantha Navinska (Owner, Agent, Contractor) Date 5.23.23

Inspection Fee \$ 500.00 x 33573 Security Deposit: \$ 1,000 check 33568

Date of Receipt of Fee: 6/29/2023 Received By: John Wright

A Construction Permit/Driveway Access Permit, will be granted for the above driveway provided the construction plan conforms to the New Glarus Driveway Permit Ordinance. A driveway construction plan and erosion control plan must be presented to the Patrol Superintendent. (608) 558-4965. A non-refundable Five Hundred Dollar (\$500) Inspection Fee and a refundable Five Hundred Dollar (\$500) security deposit must be posted before a permit will be issued.

Plan conforms with Town of New Glarus Driveway Ordinance: [Signature] (Patrolman) Town Chair or Designee

Results of Inspection:

[X] Driveway plan and completion dates are in accordance with ordinance approved by Town Board.

\_\_\_\_\_ Driveway is not acceptable

\_\_\_\_\_ Owner will make required improvements by \_\_\_\_\_

\_\_\_\_\_ Owner is unwilling to correct defects.

Signature [Signature] (Patrolman) Town Chair or Designee

Date 4-30-2024

Signature \_\_\_\_\_ (Town Clerk)

Date \_\_\_\_\_

TOWN OF NEW GLARUS Green  
County, Wisconsin  
(608) 636-3495

APPLICATION FOR DRIVEWAY CONSTRUCTION PERMIT

TO THE TOWN BOARD: The undersigned hereby applies for a permit to (construct or rework) a driveway in the Town of New Glarus, Green County, Wisconsin.

Name of Property Owner: Collin Lebler

Address of New Driveway: W7210 Hustad Valley Road

Name of Applicant: Tom Myers Phone Number of Applicant: 608- [REDACTED]

Date of Application: 04/04/2023 Contractor: DeSmitt Excavating

Date culvert will be installed \_\_\_\_\_

Date six inches of aggregate rock will be laid down \_\_\_\_\_

Date final application of two inches of gravel will be done \_\_\_\_\_

Date erosion control will be finished \_\_\_\_\_

Signature Paula Lebler  
(Owner, Agent, Contractor)

Date 04/04/2023  
Paula Lebler CK 3003

Inspection Fee \$ 500

Security Deposit: \$1,000

Date of Receipt of Fee: 04/04/2023

Received By: [Signature]

A Construction Permit/Driveway Access Permit, will be granted for the above driveway provided the construction plan conforms to the New Glarus Driveway Permit Ordinance. A driveway construction plan and erosion control plan must be presented to the Patrol Superintendent, (608) 558-4965. A non-refundable Five Hundred Dollar (\$500) Inspection Fee and a refundable One Thousand Dollar (\$1,000) security deposit must be posted before a permit will be issued.

Plan conforms with Town of New Glarus Driveway Ordinance: [Signature]  
(Town Chair or designee)

**Results of Inspection:**

Driveway plan and completion dates are in accordance with ordinance approved by Town Board.

Driveway is not acceptable

Owner will make required improvements by \_\_\_\_\_

Owner is unwilling to correct defects.

Signature [Signature]  
(Town Chair or Designee)

Date 4-30-24

Signature \_\_\_\_\_  
(Town Clerk)

Date \_\_\_\_\_

# SLFRF Compliance Report - WI0658 - P&E Report - 2024

## Report Period : Annual March 2024

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### Recipient Profile

#### Recipient Information

Recipient UEI	C2XGQTM MJ217
Recipient TIN	396006028
Recipient Legal Entity Name	Town Of New Glarus, WI
Recipient Type	Metro City or County
FAIN	
CFDA No./Assistance Listing	
Recipient Address	26 5TH AVENUE
Recipient Address 2	
Recipient Address 3	
Recipient City	NEW GLARUS
Recipient State/Territory	WI
Recipient Zip5	53574
Recipient Zip+4	0448
Recipient Reporting Tier	Tier 5. Metropolitan cities and counties with a population below 250,000 residents that are allocated less than \$10 million in SLFRF funding, and NEUs that are allocated less than \$10 million in SLFRF funding
Base Year Fiscal Year End Date	12/31/2023
Discrepancies Explanation	
Is the Recipient Registered in SAM.Gov?	Yes

## Project Overview

Does your jurisdiction have projects to report as of this reporting period?	My jurisdiction has projects to report
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### Project Name: Interest Payments for Land Purchase

Project Identification Number	TNG-100
Project Expenditure Category	6-Revenue Replacement
Project Expenditure Subcategory	6.1-Provision of Government Services
Status To Completion	
Adopted Budget	\$144,965.95
Program Income Earned	\$144,965.95
Program Income Expended	\$63,293.78
Total Cumulative Obligations	\$144,965.95
Total Cumulative Expenditures	\$63,293.78
Current Period Obligations	\$144,965.95
Current Period Expenditures	\$63,293.78
Project Description	<p>The distributed ARPA funds were obligated by the Town of New Glarus Board to pay the interest portion of a local bank loan to purchase approximately 100 acres of land for a Town Park and new location for a future public works facility. The Town Board was authorized by the Town Electorate at a Special Town Meeting held on November 28, 2022 to borrow the money for the land purchase. The Town closed on the purchase of land on December 21, 2022. The Town applied \$63,293.78 of the \$144,965.94 ARPA distribution in 2023 toward the payment of interest on the loan. The remaining amount will be applied towards future interest accrued until the balance of the ARPA fund distribution is zero.</p>



# Report

## Revenue Replacement

Is your jurisdiction electing to use the standard allowance of up to \$10 million, not to exceed your total award allocation, for identifying revenue loss?	Yes
Revenue Loss Due to Covid-19 Public Health Emergency	\$144,965.95
Were Fiscal Recovery Funds used to make a deposit into a pension fund?	No
Please provide an explanation of how revenue replacement funds were allocated to government services	Board obligated to use ARPA funds to pay down debt service on the 2022 loan that was used to purchase the Highway 39 property for future Town park and public works building.

## Overview

Total Obligations	\$144,965.95
Total Expenditures	\$63,293.78
Total Adopted Budget	\$144,965.95
Total Number of Projects	1
Total Number of Subawards	0
Total Number of Expenditures	0

Have you expended \$750,000 or more in federal award funds during your most recently completed fiscal year?	No
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## Certification

Authorized Representative Name	JOHN M WRIGHT
Authorized Representative Telephone	6085272390
Authorized Representative Title	Clerk-Treasurer
Authorized Representative Email	<a href="mailto:clerk@townofnewglarus.com">clerk@townofnewglarus.com</a>
Submission Date	4/24/2024 3:47 PM

April 30, 2024

To Chair Chris Narveson and the New Glarus Town Board of Supervisors:

I would like to attend the **UWGB Clerks and Treasurers Institute** on July 14-19, 2024, which is held in-person at UW-Green Bay. Attending this Institute will enable me to attend various educational sessions and give me access to a network of leading industry professionals and other municipal colleagues.

This year's Clerks and Treasurers Institute offers sessions specifically designed for skill-building, professional development, and enrichment. The Sunday evening session is mandatory for first-time attendees. I have included the session schedule for the Clerk's track which includes the credit hours, course descriptions and instructors.

All sessions will help the Clerk-Treasurer's office and our community to stay ahead of a challenging and fluctuating environment. These sessions will provide solutions to many issues that our municipality faces. The ideas, best practices, contacts, and tools I will gain from these courses will save time and money while prioritizing our municipality's needs. I am committed to sharing knowledge and resources with my office.

With the current economic conditions, I understand we must be very conscientious of where we spend money. Therefore, I have broken down the costs for me to attend this Institute. The registration fee is \$649 for first-year Clerks. There is a group rate for lodging at Country Inn & Suites for \$98/night for five nights, for a total of \$490 (the town is exempt from the 15.5% city/county/state tax that would otherwise be \$75.95). The round-trip mileage is \$234.50 (350 miles x .67 per mile). The total expense is \$1373.50. There might be meals outside of what is offered during the training. If that situation occurs, I will submit an expense report per the guidelines of the Town Employee Handbook.

I believe attendance at this Institute is a prudent investment in our community's future.

Sincerely,

Sara Beth Hahner  
Deputy Clerk  
Town of New Glarus

### Clerk Year One TOWN

Date	Time	Credit Hou	Course Nur	Course	Instructors
15-Jul	8:00-Noon	4	103	Election Administration Boot Camp	Jim Verbick, Jennifer Haar
15-Jul	1:00-3:00	2	111	Local Candidate Lifecycle: Registration to Termination	Dave Buerger, Riley P Willman + WEC
15-Jul	3:15-5:15	2	116	Elections don't end at 8 pm: What to do after the polls close	Elena Hilby
16-Jul	8:00-10:00	2	119	Levies/Annexation/Annual Meeting	Rick Manthe
16-Jul	10:10-Noon	2	123	Agenda Layout and Minute Taking	Tracy Carlson
16-Jul	1:00-5:00	4	127	Public Records & Open Meeting Laws	Philip Freeburg
17-Jul	8:00-Noon	4	143	Fundamentals of Budgeting	Gary Olsen
17-Jul	1:00-3:00	2	156	Ordinances, Resolutions, & Policies: What Are the Differences?	Tracy Carlson
17-Jul	3:15-5:15	2	157	First year clerks: What you need to know about elections	Riley P Willman + Team
18-Jul	8:00-Noon	4	165	Tax Roll Preparation	Teri Jacobson
18-Jul	1:00-3:00	2	177	Tax Collection & Settlement	Teri Jacobson
18-Jul	3:15-4:30	1.25	178	After the Board of Review	Lori Stottler
19-Jul	8:00-11:00	3	180	Recruiting & Training Poll Workers	Jim Verbick, Jennifer Haar
19-Jul	12:00-2:00	2	185	A Republic: If You Can Keep It <b>(Panel + Moderator)</b>	Kathy Bernier, Reid Ribble, Anthony Trombi
<b>Total Hours:</b>		<b>36.25</b>			

TOWN OF NEW GLARUS  
PLAN COMMISSION MEETING  
THURSDAY, APRIL 18, 2024  
MINUTES

Members Attending: Chris Narveson: Chair, Craig Galhouse, Robert Elkins, Mark Pernitz, John Freitag (arrived 6:33PM)

Absent: Reg Reis, John Ott

Also Attending: Sara Beth Hahner: Deputy Clerk; Tim Schleeper: contract planner from Vierbicher; Ashley Haffner

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:00PM. Deputy Clerk Hahner attested to proper proof of posting by Clerk-Treasurer Wright.
2. **Approve Minutes from March 21, 2024:** Motion to approve the meeting minutes from March 21, 2024, as presented, was made by Commissioner Pernitz. Second by Commissioner Elkins. Motion carried 4-0.
3. **Update on Roth/Wytenbach Neighbor Exchange:** Chair Narveson reported that the Town Board authorized the Chair to sign the draft Certified Survey Map (CSM) and to grant the same residential building rights afforded the legal non-conforming pre-ordinance parcel that will be enlarged by the proposed CSM on the undeveloped Lot 2 of the CSM.
4. **Reminder of Wisconsin Towns Association Training for Comprehensive Plans on May 18, 2024, in Monroe:** Chair Narveson provided an update. A speaker has been booked to present the training in-person. Chair Narveson encouraged Commissioners to attend the training.
5. **Master Park Plan Update:** Chair Narveson stated that Concept Plan #1 of the Master Park Plan was presented at the Parks Commission Meeting on April 17, 2024. Commissioner Pernitz stated that a “Walk Around” at the future park site is scheduled for May 11, 2024, and that Concept Plan #2 will be presented at the next Parks Commission Meeting on May 15, 2024. Pernitz pointed out the opportunity to utilize the Concept Plan to further support grant applications. There was a discussion about expanding the Town budget to include the development and ongoing maintenance of the property. Commissioner Galhouse stated there could be certain items eligible for coverage by impact fees. Galhouse questioned if the Town would consider protecting park views/vistas when the Comprehensive Plan is reviewed.
6. **Update on Public Facilities Planning from Vierbicher:** Tim Schleeper, Contract Planner from Vierbicher, reported that the facilities planning is pending the Town’s anticipated timeline for construction of the roadways and the location of new Public Works building on the property. Schleeper pointed out that in Concept Plan #1 of the Master Park Plan, the roadways are designed to be curved as opposed to straight roadways, and that he approves of the intended curved design of the roadways. Schleeper also pointed out that, with the current lot shape of the farmette, the Town may want to consider a neighbor exchange between the Town and the farmette property owner, depending on final plans for roadways and buildings.

- 7. Discuss Standards for Commercial Development Within Chapter 110 Land Division and Subdivision:** Chair Narveson stated there is a need for updating open space in Chapter 110 and to have a plan for commercial development. There followed a discussion about what would be considered suitable types of commercial development (retail, small business, contractor, industrial) and if commercial development should be restricted to only certain areas or corridors. During this discussion, the Commissioners reviewed a map called “Village of New Glarus – Town of New Glarus Extraterritorial Zoning” (ETZ). Chair Narveson pointed out the ETZ extents within the Town as well as focusing upon the Agricultural Transition (AT) District locations immediately surrounding the Village on the map. There followed a discussion about Green County commercial zoning and what is currently permitted under agricultural zoning. Commissioner Galhouse indicated it would be possible to consider amending the Comprehensive Plan and hold a public hearing. Chair Narveson stated that any location considered for commercial development have access to public utilities or a plan to provide them. Motion by Commissioner Galhouse to review and discuss the current Comprehensive Land Use plan at the May 16, 2024, Plan Commission Meeting. Second by Commissioner Freitag. Motion carried 5-0.
- 8. Continue Discussion of a Portal to be Hosted on the Green County GIS Database:** Tim Schleeper, Contract Planner from Vierbicher, stated he would present cost estimates at the May 16, 2024, Plan Commission Meeting.
- 9. Continue Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access:** Commissioner Galhouse provided a brief history of the review to date. Currently, Chapter 36 only defines a residential driveway. There followed a discussion of private driveway types (dwelling driveway, field road, field access, commercial) and what types of driveways should be defined if they connect to a Town road. Also discussed was which type of driveway would then require a permit based on its use; if a driveway leads to an improvement on the property would that further define the type of driveway. Tim Schleeper suggested provisions be included that protect the Town roads, such as culvert requirements per driveway type, as well as provisions for safety, traffic sight lines when determining the location of the driveway, depending on the driveway type. There followed a discussion as to whether amendments to Chapter 36 might affect Chapter 110. Motion by Commissioner Galhouse to continue with current driveway definitions in the redline copy of Chapter 36 and propose language specifications for “field access” to review at the next Plan Commission meeting. Second by Commissioner Pernitz. Motion carried 5-0.
- 10. Inquiries – Larry and Linda Disch about Splitting 2.0 Acres by CSM from Parcel 23024 0110.1800:** Chair Narveson provided a summary of the communication received by the Town. Commissioner Galhouse stated that it appears what is needed is an easement. Tim Schleeper stated that the matter appears to be an inquiry at this time.
- 11. Continue to Discuss Town Process for Development Potential Questions:** Tim Schleeper stated there is a process in place that involves using a checklist and submitting a proposal, and interested parties should be encouraged to utilize that process instead of repeated inquiries. Commissioner Elkins requested a hard copy of the current Chapter 110. There

followed requests from other Commissioners for a hard copy of Chapter 110 as well as the current Comprehensive Plan. Deputy Clerk Hahner offered to make hard copies of both documents for all seven members and include them in the meeting packets for the May 16, 2024 meeting.

- 12. Adjourn:** Motion to adjourn by Commissioner Freitag. Second by Commissioner Pernitz. Motion carried 5-0 at 8:00 PM. The next meeting will be held on May 16, 2024, at 6:00 PM.

Approved:

\_\_\_\_\_  
Prepared by: Sara Beth Hahner, Deputy Clerk

DRAFT

**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS APPROVAL  
PURSUANT TO SECTION 66.0217(2), WISCONSIN STATUTES  
WHERE NO ELECTORS RESIDE IN TERRITORY**

We, the undersigned, constituting all of the owners of the real property in which no electors reside in the following territory of the Town of New Glarus, Green County, Wisconsin, lying contiguous to the Village of New Glarus, Green County, Wisconsin, petition the Village Board of the Village of New Glarus to annex the territory described below and shown on the attached scale map to the Village of New Glarus, Green County, Wisconsin:

Lot 1 of Certified Survey Map Number 5338 as recorded in the Office of the Register of Deeds for Green County, Wisconsin, on June 24, 2020, in Volume 26 of Certified Survey Maps on Pages 49 thru 53, Document No. 600374.

ALSO, Part of Lot 3 of Certified Survey Map Number 4114 as recorded in the Office of the Register of Deeds for Green County, Wisconsin, on February 23, 2006, in Volume 16 of Certified Survey Maps on Pages 157 and 158, described as follows:


Beginning at the Southeast corner of Lot 1 of Certified Survey Map Number 5338 as recorded in the Office of the Register of Deeds for Green County, Wisconsin, on June 24, 2020, in Volume 26 of Certified Survey Maps on Pages 49 thru 53, Document No. 600374; thence South 00 degrees 19 minutes 09 seconds West along the east line of said Lot 3, a distance of 420.00 feet; thence North 87 degrees 51 minutes 45 seconds West, a distance of 302.59 feet to the east line of Lot 1 of Certified Survey Map Number 5337 as recorded in the Office of the Register of Deeds for Green County, Wisconsin, on June 24, 2020, in Volume 26 of Certified Survey Maps on Pages 44 thru 48, Document No. 600373; thence North 00 degrees 19 minutes 09 seconds East along the east line of Lot 1 of Certified Survey Map Number 5337, a distance of 320.47 feet to the south line of Lot 1 of Certified Survey Map Number 5338; thence Northeasterly along the south line of Lot 1 of Certified Survey Map Number 5338 on a curve concave the Northwest having a radius of 160.00 feet, an arc length of 125.29 feet, a chord bearing North 46 degrees 41 minutes 21 seconds East, and a chord length of 122.11 feet; thence North 24 degrees 16 minutes 26 seconds East along the south line of Lot 1 of Certified Survey Map Number 5338, a distance of 6.97 feet; thence South 89 degrees 29 minutes 32 seconds East along the south line of Lot 1 of Certified Survey Map Number 5338, a distance of 211.22 feet to the Point of Beginning, containing 120,418 square feet (2.76 acres), more or less.

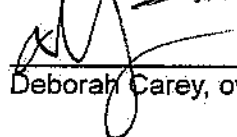
The current population of such territory is zero.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

Date: 4/24/24

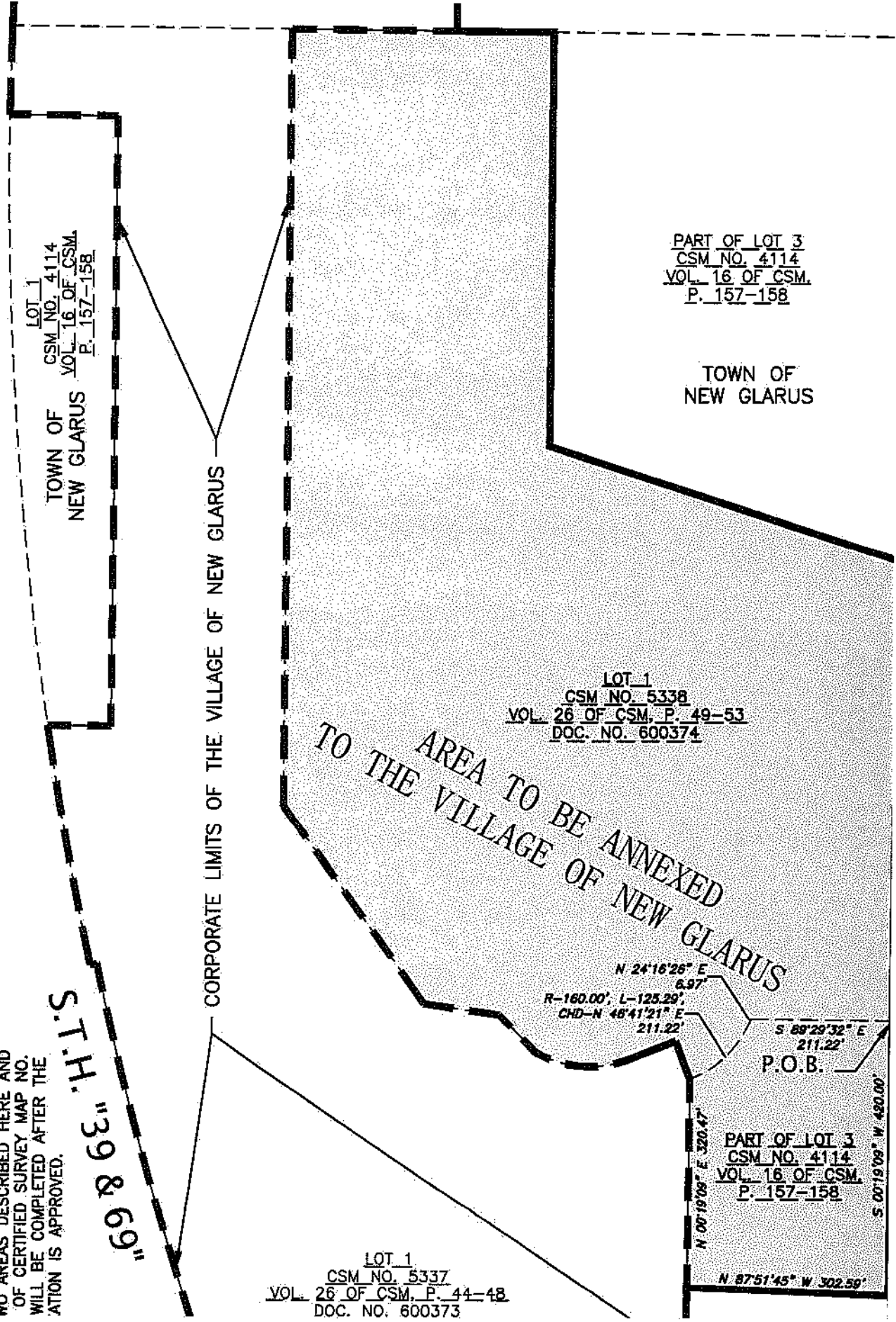
Date: 4-24-24

  
\_\_\_\_\_  
Daniel A. Carey, owner

  
\_\_\_\_\_  
Deborah Carey, owner



# ANNEXATION EXHIBIT



LOT 1  
CSM NO. 4114  
VOL. 16 OF CSM.  
P. 157-158  
TOWN OF  
NEW GLARUS

PART OF LOT 3  
CSM NO. 4114  
VOL. 16 OF CSM.  
P. 157-158

TOWN OF  
NEW GLARUS

LOT 1  
CSM NO. 5338  
VOL. 26 OF CSM, P. 49-53  
DOC. NO. 600374

AREA TO BE ANNEXED  
TO THE VILLAGE OF NEW GLARUS

N 24°16'26" E  
6.97'  
R-160.00', L-125.29'  
CHD-N 46°41'21" E  
211.22'

S 68°29'32" E  
211.22'  
P.O.B.

PART OF LOT 3  
CSM NO. 4114  
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P. 157-158

S 00°19'09" W 480.00'

N 87°51'45" W 302.59'

LOT 1  
CSM NO. 5337  
VOL. 26 OF CSM, P. 44-48  
DOC. NO. 600373

CORPORATE LIMITS OF THE VILLAGE OF NEW GLARUS

69 8 63 " H.T.S "

SURVEY WAS NOT COMPLETED FOR  
EXHIBIT. THIS EXHIBIT IS FOR  
ANNEXATION ONLY.

CERTIFIED SURVEY MAP COMBINING  
TWO AREAS DESCRIBED HERE AND  
OF CERTIFIED SURVEY MAP NO.  
WILL BE COMPLETED AFTER THE  
ANNEXATION IS APPROVED.