

TOWN OF NEW GLARUS
REGULAR TOWN BOARD MEETING
JUNE 12, 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 5th Avenue, Town Hall Community Room or virtually

VIRTUALLY: <https://us06web.zoom.us/j/82967109000?pwd=jiY1TFpznG9hTQlxvaAVkXGEBUydW.1>

Meeting ID: 829 6710 9000

Passcode: 358242

Dial by your location: 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
2. Confirm Proof of Posting
3. Approve Minutes
 - a) Regular Town Board meeting – May 8, 2024
 - b) Board of Review meeting – May 30, 2024
 - c) Special Town Board meeting – May 30, 2024
4. Public Comments
5. Update Regarding Alcohol Licensing for BRV, LLC, Todd Kuehl Agent
6. Action to Remove Jim Hoesly as Signatory on Town Checking Account and Adding Mark Pernitz
7. Discuss and Possibly Approve List of Roads for Maintenance and Associated Cost Estimates
8. Discussion with Possible Action of the Commercial Offer to Purchase of Town Property by the Village of New Glarus
9. Patrolman Report
10. Clerk-Treasurer Report
 - a) Receipt of Wisconsin DNR recycling grant, Form CT filed by Johnson Block, and F-65 Financial Report update
 - b) Approval and payment of bills
 - c) 2024 Municipal Assessment Report, Maintenance of Effort Report for Fire Protective Services and EMS
 - d) ATV/UTV referendum - Deputy Clerk
11. Chairman Report
12. Park Commission
 - a) May 15, 2024 minutes
 - b) Reappoint Mark Pernitz to Parks Commission effective July 1, 2024 for a term to expire June 30, 2031
13. Plan Commission
 - a) May 16, 2024 minutes
 - b) Update on annexation of Town land into the Village of New Glarus
14. Adjourn

POSTED: 6/06/2024

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

Chris Narveson, Chair

John Wright, Clerk-Treasurer

Pursuant to applicable law, notice is hereby given that a quorum or a majority of the New Glarus Plan Commission and/or Parks 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 Parks and Plan Commissions. Persons requiring additional services to participate in a public meeting may contact the Town Clerk for assistance: 608-527-2390.

**REGULAR TOWN BOARD MEETING
WEDNESDAY, MAY 8, 2024
MINUTES**

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

Board Members Absent: None

Also Attending: John Wright: Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk; and Amy Trumble (departed at 6:06 PM): 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) Regular Town Board on April 10, 2024 – A motion to approve the April 10, 2024 regular Town Board meeting minutes was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.
 - b) Annual Town Meeting on April 17, 2024 – A motion to approve the April 17, 2024 Annual Town Meeting of the Electorate minutes was made by Supervisor Pernitz; seconded by Supervisor Elkins. Motion carried 5-0.
 - c) Special Town Board on April 19, 2024 – A motion to approve the April 19, 2024 Special Town Board meeting minutes (road tour) was made by Supervisor Pernitz; seconded by Supervisor Pauli. Motion carried 5-0.
3. **Public Comments** – Library Director Trumble provided those in attendance with an update regarding a grant application for a Flexible Facilities Program that is administered in Wisconsin by the Department of Administration. The deadline to apply is July 11, 2024. The New Glarus Public Library Board will meet this evening to discuss updates to the application. There followed a brief discussion regarding how much the Village of New Glarus may be willing to pledge towards the building of a new public library facility. Chair Narveson offered for the Town to provide a letter of support, if requested.
4. **Review and Possibly Approve Operator License Renewal for Julianna Boczkiewicz** – Clerk-Treasurer Wright stated that this is a renewal for a license in good standing, the application fee has been paid, and the background check conducted by the New Glarus Police Department has resulted in their recommendation to approve.

A motion to approve the renewal of an Operator License for Julianna Boczkiewicz (July 1, 2024 to June 30, 2026) was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.
5. **Discussion and Possible Action to Appoint a Member to the Joint Town/Village Extraterritorial Zoning Committee to Fill a Vacancy** – Chair Narveson stated that former Town Board Supervisor Jim Hoesly had previously been appointed to this position. The joint committee is comprised of three Village members and three Town members. Narveson stated that the Town has never set term limits or required a public member. Narveson asked if there was any objection to his appointing Board Supervisor Pernitz to this committee.

A motion to approve the Town Chair appointment of Supervisor Pernitz to the Joint Town/Village Extraterritorial Zoning Committee was made by Supervisor Pauli; seconded by Supervisor Streiff. Motion carried 4-0 with Supervisor Pernitz abstaining from the vote.
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**– Chair Narveson reported that he spoke with Matthew Kauffman, the Solid Waste Manager for Green County. According to Narveson, the Town had not been charged in the past for tonnage hauled to Green County. Because the Town is a member, the Town and its residents receive a discounted rate for tipping fees. Closure of the prior landfill is not a charge incurred by the Town.

A motion to authorize the Town Chair Narveson to sign the contract agreement with the Green County Solid Waste Management Board was made by Supervisor Pauli; seconded by Supervisor Pernitz. Motion carried 5-0.
7. **Review and Possibly Approve Brazen Dropouts Cycling Event Scheduled for August 10, 2024**– Clerk-Treasurer Wright reported that he has received a request and route map for the event, but has yet to receive a Certificate of Insurance (COI). Wright did state that Bailey’s Run did provide their COI for the Remember Me Red Event approved at the April regular Board meeting. Wright confirmed that this is an annual event.

There followed a brief discussion of a road in another community along the proposed route that may have routine maintenance on the date of the event.

A motion to approve the request for the event on August 10, 2024 for the Brazen Dropouts was made by Supervisor Pernitz; seconded by Supervisor Elkins. Motion carried 5-0.

8. **Discuss and Possibly Allow Firearms Safety Classes to be Taught in Town Hall Community Room (No Ammunition)** – Chair Narveson stated that instructor Brent Peters has requested use of the Town Hall Community Room in August. Supervisor Pauli has agreed to sponsor the event, which will allow the use of the room without a charge. Clerk-Treasurer Wright found that the Town posted a prohibition of firearms during the 2020 elections, but Wright did not locate an adopted policy. Following a brief discussion, it was agreed that the Town should review sample policies and possibly adopt one for the Town.

A motion to approve the Town of New Glarus Community Room for a hunter safety class in August was made by Supervisor Pernitz; seconded by Supervisor Streiff. Motion carried 5-0.

9. **Discuss and Possibly Appoint an Alternate or Alternates to the Town of New Glarus Board of Review** – Clerk-Treasurer Wright stated that objectors to valuation at annual boards of review can remove one board member with and one without cause. Consequently, it is recommended to appoint an alternate member or alternate members to the Board of Review (BOR). Deputy Clerk Sara Beth Hahner is a Town resident, has taken the BOR training this year, and is therefore qualified and willing to serve, if appointed.

A motion to approve the appointment of Deputy Clerk Hahner to the Town of New Glarus Board of Review as an alternate member was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 5-0.

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

Chair Narveson stated that he visited each property prior to the granting of occupancy by the building inspector and found each drive was constructed to Town standards and that no damage was done to the Town road rights-of-way.

A motion to approve the refund of the appropriate amount of driveway escrow to Blumer/Weintraub, Wolf, Anderson, and Legler/Myers was made by Supervisor Elkins; seconded by Supervisor Streiff. Motion carried 5-0.

11. **Patrolperson Report** – Brushing, Tree Trimming, and Tree Removal – Chair Narveson reported that the patrolperson will rent a tractor and batwing mower soon to maintain Town rights-of-way. The 7.9 acre Town parcel along Durst Road will need mowing soon as well. Narveson reported that the scheduled tree trimming that was approved in January of this year exceeded the budgeted amount by more than \$9,000.

12. **Clerk-Treasurer Report**

- a) Update on SLFRF (ARPA) report – Clerk-Treasurer Wright stated that the annual report is contained within tonight's packet. A recent webinar hosted by the U.S. Department of Treasury answered questions regarding completing the reporting process. The report reflects the amount of distributed funds applied towards the interest portion of the loan to purchase the State Road 39 land.
- b) Approve attendance and expense for Deputy Clerk to attend Wisconsin Clerks and Treasurers Institute – Deputy Clerk Hahner provided a summarized justification to attend in tonight's packet materials with an estimate of costs. The hours of attendance will exceed the normal 20 hours per week that has previously been approved.

A motion to approve Hahner to attend the first year of the Clerk track of Institute in person and to exceed 20 hours a week was made by Supervisor Elkins; seconded by Supervisor Pauli. Motion carried 5-0.

It was confirmed that the annual budget includes training for Board, Commission, Town Hall staff, and public works staff. Ron Roesslein attended the Spring Road School at the Chula Vista Resort in late April.

- c) Approval and payment of bills – A motion to approve checks 21558 through 21595, deposits, and ACH transactions was made by Supervisor Pernitz; seconded by Supervisor Streiff. Motion carried 5-0. Checks 21596 and 21597 were voided as misprints. Clerk-Treasurer Wright reported that the Town was reimbursed for an unemployment claim from 2020 allowed under the CARES Act.

13. Chairperson Report

- a) Reminder regarding Wisconsin Towns Association training available for comprehensive planning – The training will be held on May 18, 2024 at the Law and Justice Center in Monroe. There is no fee to attend.
- b) Preliminary list of road repairs for 2024 – Narveson distributed printed estimates for road maintenance, which was received too late to include in the packet posted online. The estimated costs exceed the available annual budget. There followed a brief discussion of possible maintenance that could be deferred and possible funds available through the Local Road Improvement Program (LRIP).

A motion to approve for Chair Narveson to work with Patrolperson Roesslein to prioritize repairs and for Narveson to sign work orders up to, but not exceeding, the remaining road repair fund balance for 2024 with Green County Highway with the understanding that any overages will be presented to the Board for approval was made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.

Once cost estimates are finalized, estimates for the portion along Exeter Crossing Road near STH 69 will be shared with Bjoin Limestone attributable to their truck traffic; without objection.

- c) Discussion of donation of equipment usage for Village park construction for 2 weeks at the end of the summer – Chair Narveson reported that the Village of New Glarus has requested use of the Town’s mini excavator at Candy Cane Park. Narveson proposed donating one week of Ron’s time, paid for by the Town, to operate the excavator for the benefit of the Village of New Glarus. Without objection, the proposal was supported by the Supervisors.

14. Park Commission

- a) April 17, 2024 minutes – available in the packet.
- b) Update on Master Park Plan – Chair Narveson asked the Supervisors whether the Board should consider forming an ad hoc subcommittee for future buildings at the STH 39 property. Supervisor Pernitz volunteered to conduct research into what other area Towns have done under similar circumstances and will gather square footage estimates costs to build. There followed a brief discussion regarding where the future public works building may be located based on Concept Plan 1 of the Master Park Plan. Other alternate locations were also discussed. Supervisor Pernitz reminded the group that Olivia Stramara of Vierbicher will present Concept Plan 2 at the walkabout scheduled at the STH 39 property this coming Saturday at 9:00 AM. There followed a brief discussion about signage and fencing.

15. Plan Commission

- a) March 21, 2024 minutes – available in the packet. Chair Narveson stated that the New Glarus Brewing Company has initiated the process to annex some Town land they own into the Village of New Glarus.

- 16. Adjourn** – Motion to adjourn made by Supervisor Streiff; second by Supervisor Pauli. Meeting adjourned at 7:25 PM.

Approved:

Prepared by John Wright, Clerk-Treasurer

Town of New Glarus

BOARD OF REVIEW MEETING

THURSDAY, MAY 30, 2024

MINUTES

Board of Review Members Attending: Chris Narveson, Robert Elkins, Mark Pernitz, Sara Beth Hahner (alternate), and John Wright (non-voting Clerk of the BOR)

BOR Members Absent: Matt Streiff and Troy Pauli

Other Attending: Tom Okrie: Assessor, Associated Appraisal Consultants

1. **Call to Order** – Board of Review (BOR) Clerk Wright called the meeting to order at 5:00 PM. The Clerk performed the roll call that is reflected in the attendance above.
2. **Proof of Posting and Publication of BOR and Open Book Notices** – Wright attested to the proper proof of posting. The Open Book notice was posted since April 10, 2024 and published on April 18, 2024. The BOR long notice was posted on April 29, 2024 and published on May 9, 2024. The BOR agenda has been posted since May 2, 2024.
3. **Appoint BOR Chair and Vice Chair** – Wright solicited nominations for the Chair. Motion by member Pernitz to nominate Chris Narveson; seconded by member Elkins. Wright asked for further nominations. Hearing none, he closed nominations for Chair. Motion carried 3-0 for member Narveson to act as Chair. Wright then requested nominations to appoint a Vice Chair. Motion by member Elkins to nominate member Pernitz as Vice Chair; seconded by Chair Narveson. Wright requested further nominations; hearing none, he called the question. Motion carried 3-0 for member Pernitz to serve as Vice Chair.
4. **Verify Mandatory Training Requirements Have Been Met** – Clerk Wright reported that Chair Narveson, absent member Pauli, and alternate member Hahner completed the training on February 23, 2024. Clerk Wright completed training on March 1, 2024. The Training Affidavit was filed electronically with the Wisconsin Department of Revenue by Clerk Wright on March 4, 2024.
5. **Verify Town Ordinance for Confidentiality and Expense Information** – Clerk Wright verified that the Town had adopted an ordinance on July 8, 2020 to protect the confidentiality of information provided to the assessor when using the income approach to valuation.
6. **Review of Town Policies and Waivers Received Prior to the Board of Review when There is Good Cause**
 - a) For waiver of in-person, sworn oral testimony by telephone or sworn written testimony – Wright attested that the Town adopted this policy by Resolution 150609 on July 14, 2015. No waiver requests have been received by the Clerk prior to this evening.
 - b) For waiver requests from Board of Review for property owner to appeal directly to circuit court – Wright reported that a policy was adopted at the June 8, 2022. The Clerk stated that no such requests were received prior to tonight's meeting and briefly reviewed under what circumstances, per the policy, a waiver would be granted.
7. **Present the Board of Review Minutes from May 25, 2023 Approved on June 14, 2023** – The previously approved minutes were included in the packet.
8. **Review of New Laws and/or Court Orders** – Tom Okrie, the Town of New Glarus contract assessor from Associated Appraisal Consultants, reported personal property has been eliminated as a separate roll by Act 12. The lost revenue for property not added to the real estate roll will be received by a State of Wisconsin aid payment. Okrie stated that the change has created challenges for assessors to implement. There was brief review of the impact this has upon locally assessed communication towers, buildings on leased land, and leasehold improvements. According to Okrie, if new real estate parcel numbers could be created for improvements formerly considered as person property, the complications could be mitigated. There followed a brief discussion of the impact of this change upon communities with campgrounds. Local property owners who were affected were sent letters explaining the changes. Okrie stated he will work with Clerk Wright to

complete the online Personal Property Value Report (PA-551) for which Wright has granted him online access. The deadline to file is July 1, 2024. There followed a discussion regarding wind and solar farms.

- 9. Receipt of Assessment Roll from Assessor and Presentation of the Sworn Affidavit Signed by the Clerk-Treasurer** – Assessor Okrie presented Clerk Wright with the 2024 assessment roll for the Town of New Glarus with his sworn affidavit attached. Wright confirmed that there are no corrections of assessor error. There was one omission of partial improvement value (\$25,300) for a basement beneath a garage. Wright stated that he worked closely with Okrie to confirm all changes in value and to point out possible errors of value or classification. Clerk Wright signed the affidavit.

10. Perform Statutory Duties:

- a) **Examine the Assessment Roll** – Two copies of the 2024 assessment roll were shared with the members of the BOR. Assessor Okrie shared a folder he created of vetted sales within the Town. He provided a brief report of those he met with during the open book period, including the scheduled event held at the Town Hall on May 2, 2024. Okrie noted that last year the assessment level was approximately 88% of market value as determined by the Wisconsin Department of Revenue. This year, he predicts that the Town will be at 78% of fair market value as the level of assessment. Okrie stated that it is still a seller's market, which accounts for how quickly the Town has fallen from compliance since the revaluation in 2022. Associated Appraisal recommends for the Town to consider an interim market update (IMU) in 2026. An IMU does not require visiting properties other than those building permits. Instead, the local assessor analyzes sales and adjusts neighborhood models and values to reset the valuation model.

During this maintenance year, Okrie reported that 157 properties were reviewed. He estimated 2024 Net New Construction (NNC) to be approximately \$5,333,300. The addition to Bailey's Run Vineyard accounts for \$768,200 of that value. The balance of NNC is due to five new homes achieving full value and six new homes with partial value on or before January 1, 2024. There was one residence and other improvements that were razed and the value subtracted to arrive at the final NNC value. According to Okrie, NNC in 2021 was \$3.6 million, \$2.5 million in 2022, and \$4.4 million in 2023.

There was a brief discussion regarding confirmation of agricultural use of property and a review of a few properties that must pay an ag use penalty for land converted to residential use. Clerk Wright noted that his review of properties within the Market Drive CAMA software revealed that some parcels and their improvements are discounted. Assessor Okrie agreed to review any discounted properties to see whether the adjustments should remain after the 2022 revaluation. Commercial valuations and the valuation of exempt properties were reviewed by those present. Clerk Wright administered the Oath of Office to Okrie on April 2, 2024 for the current term.

- b) **Correct description or calculation errors** – There are no errors to correct. It was noted that when a home sells, new value is sometimes discovered when the online listing is reviewed or when visiting the property in person. Otherwise, the sale price of the home does not change until a revaluation year.
- c) **Add omitted property** – As noted above in item 9, there was one omission of partial improvement value that resulted in the attachment to this year's roll that value in 2023. Taxes will be collected in the amount of \$472.62 and must be shared with other taxing jurisdictions once received. No other omissions were discovered during the Board of Review.
- d) **Eliminate any double assessments** – There was no discovery of double-assessments to eliminate.

11. Discussion/Action

- a) **Certify all corrections of error under Wis. Stat. §70.43** – The Affidavit affixed to the roll attests that any errors discovered since last year have been addressed. Assessor Okrie did note that there were some changes to land enrolled in Managed Forest Law. Clerk Wright stated that he did not receive any letters from the Department of Natural Resources for enrollment changes. Terms for enrollment are either 25 or 50 years. Okrie briefly discussed changes to equalized value and comparisons of major classes within the Town of New Glarus. These statistics, among others, will be reflected in the Municipal Assessment Report. The report must be filed online with the DOR no later than the second Monday in June.

- b) Verify with assessor that all Open Book changes have been included in the roll – This had previously been verified before the Clerk of the Board of Review signed the Assessor’s sworn affidavit on behalf of the Town.

12. Allow Taxpayers to Examine the Assessment Roll – The assessment roll was available for public inspection since April 15, 2024. No one was present this evening from the public who requested to review the updated (post open book) roll.

13. Review Notices of Intent to File Objections – It was assumed that with little time remaining prior to the first two hours of the Board of Review elapsing, that no objections would be received this evening and thereby no sworn testimony would be heard this evening or need to be scheduled at a future date.

14. Introduce BOR Cases

- a) Clerk to swear in assessor and claimant – There were no cases to hear and no one contacted the Clerk with an intention to file an objection by the deadline 48 hours prior to this meeting.
- b) Hear sworn testimony and ask questions after rebuttal – Not applicable.
- c) Discuss findings of fact, determination, and decisions – Not applicable, but the Clerk reviewed the process and document included along with the meeting packet.
- d) Action and Clerk presentation of appeal rights to objector – The Clerk is aware that in the future, when there is a hearing, he is required to hand or send by certified mail, the decision made by the Board and the objector’s options for an appeal of that decision.

15. Adjourn – A motion to adjourn the 2024 Town of New Glarus Board of Review was made by member Pernitz; second by member Elkins. The BOR adjourned at 7:02 PM.

Approved:

John Wright, Clerk-Treasurer

Town of New Glarus
SPECIAL TOWN BOARD MEETING
THURSDAY, MAY 30, 2024
MINUTES

Town Board Attending: Chris Narveson (Chair), Robert Elkins, Mark Pernitz, Troy Pauli (virtually; departed session at 7:26 PM), and Matt Streiff (virtually; departed session at 7:26 PM)

Board Members Absent: None.

Also Attending: John Wright: Clerk Treasurer and Sara Beth Hahner: Deputy Clerk

1. **Call to Order and Announcement of Intention to Convene into Closed Session §19.85(1)(e) to Consider an Offer to Purchase Town Property** – Chair Narveson called the meeting to order at 7:10 PM and announced that the Board will convene into closed session.
2. **Confirm Proof of Posting** – Clerk-Treasurer Wright attested to the proper proof of posting.
3. **Motion to Convene into Closed Session per Wis. Stat. § 19.85(1)(e) which Allows a Governmental Body to Meet in Closed Session to Deliberate or Negotiate the Purchase of Public Properties, when Competitive or Bargaining Reasons Require a Closed Session by Roll Call Vote**
Motion to convene into closed session was made by Supervisor Elkins; seconded by Supervisor Pauli. Roll call: Pernitz: aye; Elkins: aye; Streiff: aye; Pauli: aye; and Narveson: aye. Motion carried at 7:11 PM.
3. **Return to Open Session** – Motion to return to open session was made by Supervisor Pernitz; seconded by Supervisor Elkins. Motion carried 3-0 at 7:42 PM.
4. **Announcement of Decisions Made in Closed Session**
Motion to take no formal action due to the Town not presently in a position to consider an offer to sell Town property and to authorize Chair Narveson to report this verbally to the Village of New Glarus was made by Supervisor Pauli; seconded by Supervisor Elkins. Motion carried 3 to 0.
5. **Adjourn** – Motion to adjourn made by Supervisor Pernitz; seconded by Supervisor Elkins. Meeting adjourned at 7:44 PM.

Approved:

Prepared by John Wright, Clerk-Treasurer



WISCONSIN DEPARTMENT OF REVENUE
PO BOX 8934
MADISON, WI 53708-8934

Contact Information:

2135 RIMROCK ROAD PO BOX 8934
MADISON, WI 53708-8934
ph: 608-266-2526 fax: 608-316-9133
email: DORAlcohol@wisconsin.gov
website: revenue.wi.gov

BRV LLC
W5857 COUNTY ROAD NN
NEW GLARUS WI 53574-9712

Letter ID L2071744048



Wisconsin Department of Revenue

Your application for Full-Service Retail Sales has been approved for the following location:

Legal Name:	BRV LLC
Business Name:	BAILEY'S RUN VINEYARD & WINERY
Location Address:	N8523 KLITZKE RD NEW GLARUS, WI 53574-9582
Municipality / County:	TOWN OF NEW GLARUS / GREEN
Agent:	TODD KUEHL
Premises Description:	Producer's permit production premises located at N8523 Klitzke Road, as previously approved.

- This permit confirms you are registered with the Wisconsin Department of Revenue for a full-service retail sales location to make sales of the following:
 - Fermented malt beverages
 - Wine
 - Distilled spirits
- This authorization allows for retail sales of the types of beverages described above for on-premises or off-premises consumption and provision of taste samples of these products.
- This permit must be displayed at the place of business and is not valid at any other location.
- This authorization will expire if not renewed before the expiration date listed below:

Issue Date	Expiration Date	Account Number	Permit
01-May-2024	30-Apr-2026	312-1029683101-07	Manufacturer

The following is a list of full-service retail locations that you have registered with the Department of Revenue and the alcohol beverage type you are authorized to sell per location.

On-Site Full-Service Retail Location 1:

Premises Name:	BAILEY'S RUN VINEYARD & WINERY	Permitted Beverage Types: Fermented Malt Beverages Wine Distilled Spirits
Address:	N8523 KLITZKE RD NEW GLARUS, WI 53574-9582	
Agent:	Todd Kuehl	
Premises Description:	Producer's permit production premises located at N8523 Klitzke Road, as previously approved.	

Town of New Glarus

2024 Summary Sheet

6/6/24

W.O. #	Road Name	Location	Paver Patching		Pave		Seal \$	Mi.	Oil Gal	Mat. Yds.	Drainage 1 Cost	Dura Patch	Work Order Total	Final Total		
			\$	Ton	\$	Ton										
2201-24	Marty Rd	Hwy 39- Co H	\$49,680	621	\$0	0	\$48,508	2.92	13,707	358	\$0	\$1,500	\$99,688	\$99,688	\$99,688	\$99,688
2202-24	Exeter Crossing Rd	Hwy 69- Town line	\$14,195	167	\$0	0	\$21,174	1.26	5,911	155	\$0	\$1,500	\$36,869	\$36,869	\$15,695	\$15,695
2203-24	Eidelweiss Rd	Valley View Rd- Town line	\$1,560	13	\$0	0	\$20,064	1.14	5,628	147	\$0	\$1,500	\$23,124	\$23,124	\$3,060	\$3,060
2204-24	Tuttle Sub	Co N-End	\$3,190	29	\$0	0	\$9,798	0.51	2,520	66	\$0	\$1,500	\$14,488	\$14,488		
2205-24	Valley View Rd	Eidelweiss Rd- Village limits	\$6,615	63	\$0	0	\$15,420	0.87	4,275	112	\$3,500	\$1,500	\$27,035	\$27,035	\$8,115	\$8,115
2206-24	Klassy Rd	Pioneer Rd-End	\$0	0	\$0	0	\$20,806	1.21	5,689	149	\$0	\$0	\$20,806	\$20,806	\$20,806	\$20,806
2207-24	Blue Vista Rd	Pioneer Rd-End	\$0	0	\$0	0	\$29,526	1.61	7,933	207	\$0	\$0	\$29,526	\$29,526		\$29,526
2208-24	Highland Sub	Hwy 69- End	\$16,849	203	\$0	0	\$0		0	0	\$0	\$0	\$16,849	\$16,849	\$16,849	\$16,849
2209-24	Windmill Ridge	Hwy 69- End	\$3,850	35	\$0	0	\$0		0	0	\$0	\$0	\$3,850	\$3,850	\$3,850	\$3,850
2210-24	Spring Valley Sub	Hwy 69- End	\$5,775	55	\$0	0	\$0		0	0	\$0	\$0	\$5,775	\$5,775	\$5,775	\$5,775
2211-24	Farmers Grove Rd	Disch Rd- Seal change	\$13,430	158	\$0	0	\$0		0	0	\$0	\$0	\$13,430	\$13,430	\$13,430	\$13,430
2212-24	Disch Rd	Town line- Curve	\$45,360	567	\$0	0	\$0		0	0	\$0	\$0	\$45,360	\$45,360		\$6,000
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Totals			\$160,504	1,911	\$0	0	\$165,296	9.52	45,663	1,194	\$3,500	\$7,500	\$336,800	\$336,800	\$187,268	\$222,794
															\$171,573	\$207,099

Formulas must be verified each time before inserting another summary!

\$336,800

Double Check



May 09, 2024

John Wright
Clerk Treasurer
Town of New Glarus
PO Box 448 26 5th Ave
New Glarus, WI 53574-0448

RU #23024

SUBJECT: Announcement of **2024** Recycling Grants to Responsible Units

Dear Responsible Unit Contact:

On behalf of the Governor, the Department of Natural Resources (DNR) is pleased to offer an award of \$1003.34 to your responsible unit to offset your recycling program costs during the current calendar year. This grant amount is composed of your Basic Recycling Grant + the Recycling Consolidation grant if you applied and are eligible. Remember that the total grant amount may not exceed projected net eligible costs as stated in your grant application.

Basic Recycling Grant Award	\$1003.34
Recycling Consolidation Grant Award	\$0.00

Calculating Your Basic Recycling Grant

Your Basic Recycling grant amount was determined as prescribed by Wisconsin Statutes:

- 1- We identify your RU percentage of total available funds from 1999, then
- 2- We apply that percentage to the total available grant appropriation (\$19,000,000).

Calculating Your Recycling Consolidation Grant

Per Wisconsin Statutes, the consolidation grant awards are calculated on a per capita basis. A total of **213** Responsible Units applied for this grant by the deadline and are eligible to receive this grant. The total population of all those eligible applicants is **4,072,336**. The Legislature provided \$1M for this program. So, the per capita rate is **\$0.245** per person in each Responsible Unit ($\$1,000,000 \div \text{by population} = \0.245 per person in eligible RUs).

Timing of Grant Check

The grant award payments will be issued as one check per responsible unit on or before June 1, 2024.

Accepting Grant Conditions

By endorsing the grant check, you are accepting this award and you agree to comply with the grant conditions, the program's financial guidelines, and the assurances you signed in your grant application. Grant conditions can be found at the Basic Recycling Grant website under the "RESOURCES" tab:

<https://dnr.wisconsin.gov/aid/Recycling.html>

Important Reminders

- If you spent less than the awarded amount within the current grant year, you will be required to repay the difference between your awarded amount and the actual amount you spent. A separate notification about this will be sent to affected RUs.
- Your Recycling Grant Award is to be used for eligible expenditures directly related to the cost estimates submitted with your grant application—*Estimated Budget Spreadsheet*.
- You will report actual 2024 recycling costs in the *2025 Annual Report of Recycling Program Accomplishments*. This Annual Report is necessary for maintaining continuity of data collection and to determine whether or not your total net eligible recycling costs matched or exceeded your grant award.

We appreciate your efforts to recycle in Wisconsin. Should you have any questions about this or any aspect of the recycling grant program, please contact Wendy Soleska, Grant Manager by e-mail at Wendy.Soleska@wisconsin.gov or by telephone number (608) 852-1358.

Sincerely,

A handwritten signature in blue ink that reads "Jim Ritchie". The signature is written in a cursive, slightly slanted style.

Jim Ritchie,
Director Community Financial Assistance

C. Wendy Soleska – Grant Manager (via e-mail)

Assessment Year 2024	Report Type FINAL	Comu Code <input type="text" value="23024"/>	- OR -	<input type="text" value="GREEN"/>
		Auth Code <input type="text" value="0658"/>		<input type="text" value="TOWN"/>
				<input type="text" value="TOWN OF NEW GLARUS"/>

This report is required by the Wisconsin Department of Revenue under sec. 73.03(5), Wis. Stats., and assists in determining the Equalized Value of each taxation district. Reports may be filed electronically from the fourth Monday of April through January 31, 2025.

File this report as early as possible, but no later than the second Monday in June.

- File a "Final" report by the second Monday in June if the Board of Review has adjourned.
- File an "Estimated" report by the second Monday in June if the Board of Review has not adjourned and then file a "Final" report within 10 days after the final adjournment.
- File an "Amended" report only to make corrections to your "Final" report. "Amended" reports must be filed by January 31, 2025.
- You are responsible to file the Municipal Assessment Report (MAR) timely and with correct information.

Assessor Information	
Name of assessor or assessment firm	Employment type
Tom Okrie	CONTRACT ASSESSOR
Name of person signing assessment roll affidavit	Certification level of person signing assessment roll affidavit
Tom Okrie	ASSESSOR 2
Assessor comments:	

Assessment Information		
Report type	Assessment type	CAMA software name
FINAL	MAINTENANCE	MARKET DRIVE
Open Book - anticipated date	Open Book - final date	Municipal estimated level of assessment %
	05/02/2024	78
Board of Review - anticipated date	Board of Review - final date	TID estimated level of assessment %
	05/30/2024	

CLASS 1 RESIDENTIAL				Prior Year SOA	Current Year Assessment
				591	592
		Land parcel count		521	526
		Improvement parcel count		2,252	2,236
		# Acres (whole acres)		42,884,900	42,835,900
		Land assessed value		182,676,100	186,687,400
		Improvement assessed value		225,561,000	229,523,300
		Total Assessed Value			
Increases			Decreases		
Gains in Territory by Annexation or Boundary Adjustment.	Land	0	Losses in Territory by Annexation or Boundary Adjustment.	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Comments - all municipalities losing territory			Comments - all municipalities gaining territory		
Higher land use New plats New Land improvements New construction	Land	217,100	Property physically destroyed or removed	Land	0
	Improvement	3,769,200		Improvement	10,400
	Total	3,986,300		Total	10,400
Comments			Comments Nicholas A. Zander: Revalue-obi razed = -\$9,600.		
Property revalued due to removal of extreme economic obsolescence or removal of contamination	Land	0	Property revalued due to extreme economic obsolescence or contamination	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Comments			Comments		
Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Land	13,300	Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Land	0
	Improvement	0		Improvement	0
	Total	13,300		Total	
Comments			Comments		
Increase due to Revaluation	Land	85,300	Decrease due to Revaluation	Land	290,500
	Improvement	293,000		Improvement	191,200
	Total	378,300		Total	481,700
Comments			Comments		
Shift FROM Manufacturing to Residential	Land	0	Shift TO Manufacturing from Residential	Land	0
	Improvement	0		Improvement	0
	Total			Total	
Total # of parcels shifting FROM Manufacturing			Total # of parcels shifting TO Manufacturing		
Comments			Comments		
Net Value of shifts to or from Residential (exclude manufacturing)	(+/-)	Net Value of Shift		Comments - Net Value of shifts to or from Residential	
	Land	-	-74,200		
	Improvement	+	150,700		
	Total		76,500		

CLASS 2 COMMERCIAL			Prior Year SOA	Current Year Assessment
	Land parcel count		13	14
	Improvement parcel count		9	9
	# Acres (whole acres)		105	105
	Land assessed value		697,200	708,500
	Improvement assessed value		1,954,400	2,800,400
	Total Assessed Value		2,651,600	3,508,900

Increases			Decreases		
-----------	--	--	-----------	--	--

Gains in Territory by Annexation or Boundary Adjustment.	Land	0	Losses in Territory by Annexation or Boundary Adjustment.	Land	0
	Improvement	0		Improvement	0
	Total			Total	

Comments - all municipalities losing territory			Comments - all municipalities gaining territory		
--	--	--	---	--	--

Higher land use New plats New Land improvements New construction	Land	0	Property physically destroyed or removed	Land	0
	Improvement	768,200		Improvement	0
	Total	768,200		Total	

Comments New construction			Comments		
------------------------------	--	--	----------	--	--

Property revalued due to removal of extreme economic obsolescence or removal of contamination	Land	0	Property revalued due to extreme economic obsolescence or contamination	Land	0
	Improvement	0		Improvement	0
	Total			Total	

Comments			Comments		
----------	--	--	----------	--	--

Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Land	11,200	Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Land	0
	Improvement	86,200		Improvement	0
	Total	97,400		Total	

Comments			Comments		
----------	--	--	----------	--	--

Increase due to Revaluation	Land	0	Decrease due to Revaluation	Land	0
	Improvement	0		Improvement	8,400
	Total			Total	8,400

Comments			Comments		
----------	--	--	----------	--	--

Shift FROM Manufacturing to Commercial	Land	0	Shift TO Manufacturing from Commercial	Land	0
	Improvement	0		Improvement	0
	Total			Total	

Total # of parcels shifting FROM Manufacturing			Total # of parcels shifting TO Manufacturing		
--	--	--	--	--	--

Comments			Comments		
----------	--	--	----------	--	--

Net Value of shifts to or from Commercial (exclude manufacturing)	(+/-)	Net Value of Shift		Comments - Net Value of shifts to or from Commercial	
	Land	<input type="text" value="100"/>	100		
	Improvement	<input type="text" value="0"/>	0		
	Total	<input type="text" value="100"/>	100		

CLASS 4 AGRICULTURAL				Prior Year SOA	Current Year Assessment		
		Parcel count				449	461
		# Acres (whole acres)				12,942	12,938
		Total Assessed Value				3,083,500	2,941,100
Acres		Total Assessed Value	OPTIONAL Information (Optional acres listed below must also be included in the required Class 4 Acres)				
			Acres	Total Assessed Value			
1st grade tillable.....	764	249,200	Orchard	0	0		
2nd grade tillable.....	4,149	1,138,000	Christmas tree	10	2,700		
3rd grade tillable	7,610	1,520,400	Irrigated / muck	0	0		
Pasture	415	33,500	Aquaculture ponds	0	0		
Cranberry bed.....	0	0	Frac sand agriculture.....	0	0		
Total Class 4 Acres	12,938	2,941,100	All other specialty	0	0		
			Specialty type(s) description:				

CLASS 5 UNDEVELOPED				Prior Year SOA	Current Year Assessment		
		Parcel count				226	223
		# Acres (whole acres)				1,431	1,421
		Total Assessed Value				1,427,000	1,420,500
Acres		Total Assessed Value	Acres				
			Total Assessed Value				
Fallow.....	507	1,087,100	Ponds	1	1,500		
Swamp.....	797	317,100	Lake bed / river bottom.....	0	0		
Waste	0	0	Water frontage	0	0		
Road right-of-way	116	14,800	All other specialty	0	0		
Conservation easement.....	0	0	Total Class 5 Acres	1,421	1,420,500		
Frac sand	0	0	Specialty type(s) description:.....				

CLASS 5m AGRICULTURAL FOREST				Prior Year SOA	Current Year Assessment		
		Parcel count				214	222
		# Acres (whole acres)				3,082	3,109
		Total Assessed Value				4,992,200	5,037,100
Acres		Total Assessed Value	Acres				
			Total Assessed Value				
Primary agricultural forest.....	130	232,900	Water frontage	0	0		
Secondary agricultural forest.....	1,649	2,805,800	All other specialty	0	0		
Residual agricultural forest.....	1,330	1,998,400	Total Class 5m Acres	3,109	5,037,100		
Conservation easement.....	0	0	Specialty type(s) description:.....				
Frac sand agricultural forest.....	0	0					

CLASS 6 FOREST				Prior Year SOA	Current Year Assessment		
		Parcel count				44	47
		# Acres (whole acres)				371	401
		Total Assessed Value				1,178,300	1,282,400
Acres		Total Assessed Value	Acres				
			Total Assessed Value				
Primary forest.....	80	286,600	Water frontage	0	0		
Secondary forest.....	91	310,600	All other specialty	0	0		
Residual forest.....	230	685,200	Total Class 6 Acres	401	1,282,400		
Conservation easement.....	0	0	Specialty type(s) description:.....				
Frac sand forest.....	0	0					

		Prior Year SOA		Current Year Assessment	
CLASS 7 OTHER	Land parcel count		79	79	
	Improvement parcel count		76	77	
	# Acres (whole acres)		205	201	
	Land assessed value		3,153,600	3,140,800	
	Improvement assessed value		12,938,900	13,413,600	
	Total Assessed Value		16,092,500	16,554,400	
Increases			Decreases		
Gains in Territory by Annexation or Boundary Adjustment.	Improvement	0	Losses in Territory by Annexation or Boundary Adjustment.	Improvement	0
Comments - all municipalities losing territory			Comments - all municipalities gaining territory		
Higher land use New plats New Land improvements New construction	Improvement	278,800	Property physically destroyed or removed	Improvement	176,200
Comments Garrison C. Ott: NSFD @ 60% = +\$256,000.			Comments Garrison C. Ott: Home razed = -\$88,000.		
Property revalued due to removal of extreme economic obsolescence or removal of contamination	Improvement	0	Property revalued due to extreme economic obsolescence or contamination	Improvement	0
Comments			Comments		
Property formerly exempt and now assessed as Real Estate, and/or Personal Property now assessed as Real Estate	Improvement	566,100	Property formerly assessed as Real Estate and now exempt, and/or Real Estate now assessed as Personal Property	Improvement	0
Comments			Comments		
Increase due to Revaluation	Improvement	9,400	Decrease due to Revaluation	Improvement	52,700
Comments			Comments		
Shift FROM Manufacturing to Other	Improvement	0	Shift TO Manufacturing from Other	Improvement	0
Total # of parcels shifting FROM Manufacturing			Total # of parcels shifting TO Manufacturing		
Comments			Comments		
Net Value of shifts to or from Other (exclude manufacturing)	(+/-) Improvement	-	Net Value of Shift	-150,700	
Comments - Net Value of shifts to or from Other					

Class 7 Acre Information			
	Acres	Total Assessed Value	
General agricultural site acres	201		Comments:
Mega dairy farm site acres	0	0	
Cranberry land improvement site acres.....	0	0	
Total Class 7 Acres	201		

Class 7 Cranberry Improvement Information		
Prior year cranberry improvement assessed value	0	Comments:
Current year cranberry improvement assessed value	0	
Difference (prior year to current year).....	0	

Additional Acre Information		
	Prior Year SOA Acres	Current Year Acres
Managed forest land (MFL)	549	527
Private forest crop (PFC)	0	0
All other exempt	644	648

Total Acres in Taxation District (assessed plus exempt)		
Prior Year SOA Total # of Acres in Taxation District	Current Year Total # of Acres in Taxation District	Difference
21,581	21,586	5

Preparer Information

Name LUKE MACK	Title ASSESSMENT STAFF
Email LMACK@APRAZ.COM	Phone 920-749-1995

Signature Statement

Under penalties of law, I declare this form and all attachments are true, correct and complete to the best of my knowledge and belief.

Do you agree with the statement above?

YES NO

Submission Information

You successfully submitted your form. Save and/or print a copy for your records.

Co-muni code: 23024

Submission date: 05-31-2024 09:01 AM

Confirmation: MAR20240658O1717163813521

Submission type: ORIGINAL

Clerk Treasurer

From: Wisconsin Department of Revenue <DOR-do-not-reply@wisconsin.gov>
Sent: Wednesday, May 15, 2024 3:35 PM
To: Clerk Treasurer
Subject: Filing Reminder – Maintenance of Effort Report

Follow Up Flag: Follow up
Flag Status: Flagged

May 15, 2024 - Reminder

To: County and Municipal Clerks
Cc: County and Municipal Treasurers

The Wisconsin Department of Revenue (DOR), State and Local Finance Division is reminding you of the new forms to comply with the Maintenance of Effort (MOE) reporting requirements created under [2023 WI Act 12](#). For the 2024 reporting period, municipalities and counties must certify to DOR that the law enforcement, fire and EMS services provided in 2024 are on-pace to be at least equivalent to the level of service provided in 2023. We recommend reviewing the [common questions](#) before filing.

Upcoming Webinar – MOE Overview and Q&A Session

- May 21, 2024, 12-1 p.m.
- Join webinar
 - Online – click: [Zoom Meeting](#)
 - Via phone – call in option available
- View webinar [flyer](#) for details
- Can't attend?
 - This webinar will be recorded
 - We'll let you know when the recording is available

Filing Details

Step 1 – Certification Forms

First, the person in charge of providing law enforcement, fire services, and emergency medical services (EMS) must complete the appropriate certification form below and provide it to the county or municipal clerk by June 15, 2024.

- Clerks can assist by providing these forms to the appropriate person or persons
- **Due date** – June 15, 2024
- Certification forms – available on our [website](#)
 - [SL-306](#) – Law Enforcement Certification
 - [SL-307](#) – Combined Fire/EMS Certification
 - [SL-308](#) – Fire Certification
 - [SL-309](#) – EMS Certification
- Review [common questions](#)

Step 2 – Maintenance of Effort Report (MOE)

After receiving the above certification form(s) – every municipal and county clerk must submit a completed report to DOR.

- **Due date** – July 1, 2024
- Form SL-305 – e-file in [MyDORGov](#)
- Prior to filing this report – the persons in charge of providing law enforcement and fire/EMS services must complete the applicable certification forms (listed above) and provide them to the appropriate clerk who will then submit the certifications to DOR as attachments in the MOE Report.

Late Filing or Not Filing

- If DOR does not receive a complete and accurate MOE Report (Form SL-305) by July 1, 2024, your district will be charged a late filing penalty (sec. 79.039(1), Wis. Stats.)
- Penalty will reduce the county and municipal aid payment and the new supplemental county and municipal aid payment – by 15% the following year (secs. 79.036 and 79.037, Wis. Stats.)
- DOR will post the MOE penalty report on or before September 15 each year

Non-filer List

- As of May 14, 2024, there are 1,779 municipalities that still need to file this report (see [MOE Non-Filer Report](#))
- If your municipality is on the non-filer list and you think your form was already submitted, verify your submission:
 - Go to [MyDORGov](#) to see the report's filing status – on the "form filing" page, check the "Filing Status" column for that form
 - **Reminder:** To file the report, you must click "Submit" on the left blue panel within the report

Resources

- [Form instructions](#)
- [Common questions](#)
- [Maintenance of Effort Reporting](#) web page

Questions?

Contact us at lgs@wisconsin.gov.

Thank you,
Sara Regenauer, Director
Local Government Services Bureau
State and Local Finance Division

Connect with us!



CONFIDENTIALITY NOTICE: This electronic mail transmission and any accompanying documents contain information belonging to the sender which may be confidential and legally privileged. This information is only for the use of the individual or entity to whom this electronic mail transmission was intended. If you are not the intended recipient, any disclosure, copying, distribution, or action taken in reliance on the contents of the information contained in this transmission is strictly prohibited. If you have received this transmission in error, please immediately contact the sender and delete the message. Thank you.

You are currently subscribed to dormuniclerk as: clerk@townofnewglarus.com.
To unsubscribe send a blank e-mail by clicking on this link
leave-1905664-6126302.1ed0db98ebfd8914c56bf54d7bc676b6@lists.wi.gov.

Deputy Clerk

From: Lara Carlson <lara.carlson@wisctowns.com>
Sent: Wednesday, June 5, 2024 3:46 PM
To: Deputy Clerk
Subject: Re: phone call recap - ATV UTV referendum

Hi Sara Beth,

This is an accurate summary. Whether or not to open town roads to ATV/UTV traffic is up to the town board. If the board wishes to do so, they must adopt an ordinance under Wis. Stat. s. 23.33. This is not an issue that can be placed on the ballot as a referendum question, so if the board wants to get public input on the issue they would have to use a different method, such as holding public meetings or sending out a survey by mail/email, etc.

Sincerely,
Lara

Lara Carlson
WTA Legal Counsel
www.wisctowns.com

IMPORTANT REMINDER: Has your town or village filed its Maintenance of Effort Report with the WI DOR? The report is due July 1, 2024! Significant penalties will accrue if the form is not filed on a timely basis. See the link below to find the relevant forms, instructions, and a detailed FAQ: <https://www.revenue.wi.gov/Pages/SLF/COTVC-News/2024-04-25.aspx>.

The information contained in this email is provided solely for a general informational purpose, should not be interpreted as legal advice, and does not constitute an attorney-client relationship, because the Wisconsin Towns Association (WTA) does not provide legal representation to individual municipalities or officials. WTA always encourages its member officials to consult their municipal attorneys on questions of law.

WTA is a statewide, voluntary, non-profit, and non-partisan association of member town and village governments. WTA's purposes are to support local control of government and to protect the interests of towns. In furtherance of these goals WTA provides legislative lobbying efforts, educational programming, and legal information.

From: Deputy Clerk <deputyclerk@townofnewglaruswi.gov>
Sent: Wednesday, June 5, 2024 10:17 AM
To: Lara Carlson <lara.carlson@wisctowns.com>
Cc: Clerk Treasurer <clerk@townofnewglaruswi.gov>; Chris Narveson <cnarveson@townofnewglaruswi.gov>
Subject: phone call recap - ATV UTV referendum

Lara,

Thank you for taking the time to speak to me today about my question on putting a binding referendum on the November ballot for ATV UTV access on Town of New Glarus roads. You explained that there is no statute that authorizes a town board to approve a binding referendum on ATV UTV access on town roads. Therefore, the Town of New Glarus cannot move forward with placing the question on a ballot. You further explained that the Town board could approve an ordinance instead; ultimately, it is the Board's decision.

We also discussed that it could not be presented as an advisory referendum due to recent statute changes.

Thank you again for your assistance.

Sara Beth Hahner
Deputy Clerk
Town of New Glarus
608-527-2390

TOWN OF NEW GLARUS
PLAN COMMISSION MEETING
THURSDAY, MAY 16, 2024
MINUTES

Members Attending: Chris Narveson: Chair, Robert Elkins, Mark Pernitz; John Ott, and Reg Reis

Absent: Craig Galhouse and John Freitag

Also Attending: John Wright: Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk; Ashley Haffner: Town of New Glarus resident; Tim Schleeper: contract planner from Vierbicher; Lexie Harris (departed at 6:19 PM): realtor for Exit Real Estate; Jana Crandall: real estate agent for Exit Real Estate (departed at 6:19 PM); Kent and Gale Duval (departed at 6:19 PM): Town of Washington residents and members of the Hefty-Blum Board; and Antonia Seitz: member of the Hefty-Blum Board (departed at 6:19 PM)

1. **Call to Order and Proof of Posting:** Chair Narveson called the meeting to order at 6:00 PM. Clerk-Treasurer Wright attested to proper proof of posting.
2. **Approve Minutes from April 18, 2024:** Motion to approve the meeting minutes from April 18, 2024, as presented, was made by Commissioner Pernitz; seconded by Commissioner Elkins. Motion carried 5-0.
3. **Discussion Regarding the Development Potential for Parcel 23024 0255.0000 That Contains Approximately 153.0 Acres** – Chair Narveson confirmed with realtor Lexie Harris that she is seeking the development potential for this parcel located along Disch Road and Farmers Grove Road. Planner Tim Schleeper noted that no homesite is located on this parcel. If the assessed acreage in 1997 is accurate, then 153.0 acres would yield four residential lots using normal density (35 acre divisor, 91% open space). Depending upon a variety of factors that may otherwise restrict a higher density (e.g., flood plains, slopes exceeding 20%, etc.) there may be up to 11 lots available using the cluster option (85% open space). In response to Ms. Harris’s question, four normal density lots would not need to be contiguous unlike lots employing the cluster option that must contain a minimum of three contiguous lots. It was noted that minimum building envelopes for either option is 2.0 acres.

Schleeper stated that without a more detailed concept plan, it is not possible to provide further guidance including what standard a shared access may need to be built. There followed a brief discussion of which documents are available on the Town website that provide guidance for land division, driveway standards, public road standards, the application process, etc. It was noted that a boundary survey of the property to confirm the total acreage is highly encouraged in order to confirm the development potential.
4. **Update on Roth/Wytenbach Neighbor Exchange** – Chair Narveson provided a brief report for the Joint Town/Village Extraterritorial Zoning (ETZ) Committee that occurred yesterday. There followed a discussion regarding recommendations from the Village of New Glarus planner Mark Roffers that included requiring the existing well and septic be contained within Lot 1. An exception was granted under the Village subdivision ordinance §265.52 B for mature woodland preservation and the 2.0-acre standard for residential lot size as defined within the Village’s ETZ ordinance, §305.110.
5. **Reminder of Wisconsin Towns Association Training for Comprehensive Plans on May 18, 2024 in Monroe** – Chair Narveson asked of the members attending this evening, who is available to attend on Saturday. No members indicated availability. Deputy Clerk Sara Beth Hahner will attend.
6. **Discussion Regarding Village Response to Extraterritorial Plat Review** – Chair Narveson asked the members if the Town’s contracted attorney should respond to the exercise by the Village of their extraterritorial land division review jurisdiction. Without objection, the Town will take no action at this time.
7. **Master Park Plan Update** – Concept Plan #2 was included within this evening’s packet, as prepared by Olivia Stramara at Vierbicher. Commissioner Pernitz noted that updates were presented to the Park Commission members at yesterday’s meeting by Stramara that were not contained within those packet materials. Commissioner Pernitz distributed copies to those in

TOWN OF NEW GLARUS

attendance. There followed a brief discussion regarding whether the marketing and sale of the remaining residential lot potential should be deferred. Clerk-Treasurer Wright reminded those in attendance that the 2024 budget adopted by the Board assumes the sale of two cluster lots this year. The updated concept plan materials distributed by Pernitz visualized an updated location of a future public works facility and Town Hall further to the east of the locations visualized in prior plans. The proposed buildings, due to proximity, could share a well and septic. A proposed berm and vegetative screening would reduce the visibility of the public works facility from the proposed location of the Town Hall and future park amenities. Commissioner Ott expressed his preference for the potential residential lots to be included in the concept plan. He noted that residential lots must be located where access, well, and septic are possible. There followed a brief discussion as to where those lots could be located.

Ashley Haffner, as the co-owner of the farmette within the STH 39 property, provided a brief reporting of the staking performed by Vierbicher that include the relocation of some of the stakes placed when marketing the farmette for sale by the Town. There followed a discussion regarding whether the future access to Town public facilities will have a public road that terminates in a cul-de-sac bulb or whether it will be some other configuration. Other issues related to existing fences, removal of some trees, and the preservation of some trees was also discussed without any action taken at this time.

8. **Update on Public Facilities Planning from Vierbicher** – Discussion of this agenda item was included in the preceding item.
9. **Continued Discussion Regarding Standards for Commercial Development Within Chapter 110 Land Division and Subdivision** – Chair Narveson asked those members in attendance whether they support a change to the Land Division and Subdivision Chapter of the Code of Ordinances be amended to be more favorable to commercial development within the Town. Currently, commercial use is allowed using the normal density standard (35 acre divisor and 91% deed restricted open space). There followed a brief discussion regarding the siting of such development. In general, the most logical locations would be along STH 39 and STH 69. It was noted that compatibility with existing surrounding land use would need to be considered as well as agreement by either zoning authority (Green County and the Village within their extraterritorial zoning jurisdiction). There followed a brief discussion regarding the positive aspects of promoting commercial development as compared with residential-only development. Planner Schleeper noted that the current optimum lot size for commercial development is five acres.
10. **Continued Discussion of a Portal to be Hosted on the Green County GIS Database** – Schleeper presented those in attendance with a printed copy of Section 12 of the Town of New Glarus that contains six parcels which had development potential at the date the land division ordinance was adopted. As discussed at prior meetings, the map is loosely based upon the method employed by the Town of Springfield. Schleeper stated that Springfield divided their Town into four quadrants. The sample map prepared by Schleeper uses the large lot basis for the split total to reflect the computations created between 2006 and 2007 by Town staff. Commissioner Reis was curious as to the ratio between those with remaining development potential and those without potential remaining. It was noted that any cost to produce the map can be justified based by the reduction of time spent by the Town staff answering development inquiries. Without objection, Schleeper will return with an estimate to complete this process for the entire Town.
11. **Continued Review of Sample Driveway Ordinances that Have Provisions for Field Drive Access and Farm Drive/Commercial Access** – Without objection, this item will be deferred until the June meeting.
12. **Inquiries**
 - a. Interest in Tuttle Lane property and rules governing razing and rebuilding – Clerk-Treasurer Wright shared his correspondence that details the variables to be considered when there is an inquiry about razing an existing residence and locating a new one

TOWN OF NEW GLARUS

elsewhere (e.g. whether a payment of an impact fee would be required, is there a building envelope and a deed restriction that prohibits some locations, will the septic field need to be replaced due to age and/or changes to capacity, etc.).

- b. Exit Realty inquiry regarding razing Arn homesite on Durst Road and rebuilding – Because no other cluster has been defined by the current owners of what had been the balance of the Roger Arn farm, defining a detached cluster for the homesite is likely not possible based on the current code which requires the minimum number of lots when using the cluster development approach as three. There was brief discussion regarding what would happen if a homesite for any property with cluster development potential, was removed prior to defining a detached cluster lot. Commissioner Pernitz recommended that potential future roads and trails be defined on a map as a guide for development.

13. **Adjourn**

Motion to adjourn by Commissioner Elkins; seconded by Commissioner Pernitz. Motion carried 5-0 at 8:10 PM. The next meeting will be held on June 20, 2024 at 6:00 PM.

Approved:

John Wright, Clerk-Treasurer

DRAFT

Official Oath

STATE OF WISCONSIN

Town of New Glarus
Green County

I, the undersigned, who has been appointed to the office of **Park Commissioner** (term expires 6/30/2031), swear that I will support the constitution of the United States and the constitution of the State of Wisconsin, and will faithfully discharge the duties of said office to the best of my ability.

Mark Pernitz, Park Commissioner

Subscribed and sworn to before me this ____ day of Jun, 2024.

John Wright, Town of New Glarus Clerk-Treasurer