

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

**Town Board Attending:** Chris Narveson (Chair), Matt Streiff, Mark Pernitz, Bob Elkins, and Troy Pauli (6:02PM)

**Board Members Absent:** none.

**Also Attending:** John Wright: Town Clerk-Treasurer; Sara Beth Hahner: Deputy Clerk; Amy Trumble: New Glarus Public Library (departed 6:04PM); Tim Schleeper and Olivia Stramara: contract planners from Vierbicher; Harry Pulliam: Park Commission Chair.

1. **Call to Order** – Chair Narveson called the meeting to order at 6:01 PM.
2. **Confirm Proof of Posting** – Deputy Clerk Hahner attested to the proper proof of posting.
3. **Approve Minutes**
  - a) Joint meeting with the Village of New Glarus and New Glarus Library Board on June 10, 2024 – A motion to approve the minutes was made by Supervisor Elkins; seconded by Supervisor Pernitz. Motion carried 4-0.
  - b) Regular Town Board Meeting on June 12, 2024 – A motion to approve the minutes was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0.
  - c) Special Town Board on June 17, 2024 – A motion to approve meeting minutes (closed session) was made by Supervisor Elkins; seconded by Supervisor Pernitz. Motion carried 4-0.
  - d) Special Town Board Meeting on June 24, 2024 - A motion to approve meeting minutes (closed session) was made by Supervisor Streiff; seconded by Supervisor Elkins. Motion carried 4-0.
4. **Public Comments:** Amy Trumble thanked the Town Board Supervisors for all their help (in the matter of the commercial offer to purchase Town Property by the Village of New Glarus, in which the Town Board approved providing a Letter of Intent outlining the initial terms of the sale of the Town Hall). Trumble stated the library submitted its proposal today for the Flexible Facilities Program Grant and will be notified of any grant award on or before October 1, 2024.
5. **Reviewed and/or approved:**
  - a) Transfer of Department of Natural Resource Grant from STH 39 to Durst Road to Within the STH 39 Town Park: Chair Narveson stated he was informed that this is possible, but the completion timeline is short. He stated he was informed that the Town’s submittal should include an intergovernmental agreement between the Town and New Glarus-Monticello High Schools cross-country teams to demonstrate cooperation with the Town for the upkeep of running trails for the teams’ practices and meets. Supervisor Pernitz stated he and Coach Dennis Haak did a walkabout of the Town property last weekend. Pernitz discussed the potential of multi-use trail development, using such materials as crushed limestone and mown grass trails. Clerk-Treasurer Wright reminded the Board of the information shared at the Special Town Board Meeting of June 17, 2024 and the monies that remain in support of the project. Tim Schleeper stated Vierbicher can amend its contract to design the trails. Motion to transfer the Natural Resources Grant (from STH 39) to within the STH 39 Town Park made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.
  - b) Document of Support with the New Glarus School District Cross Country Team to demonstrate intergovernmental cooperation: Provided in the meeting packet. No action needed.
  - c) Requests for Proposal for septic and well for STH 39 Town property and fencing quotes: Chair Narveson stated that borings could help further determine the best locations for future buildings. There followed a discussion about design options A and B in the Master Park Plan, if a combined building (Public Works and Town Hall) is possible, and whether other locations along STH 39 are being considered. Tim Schleeper stated Vierbicher can provide fencing specifications to share with potential contractors. Motion to approve Chair Narveson to accept quotes for site testing for septic and well and to accept bids for fencing to be installed along the farmette property lines made by Supervisor Pernitz; seconded by Supervisor Elkins. Motion carried 5-0.
6. **Review and Possibly Approve Master Park Plan for the Town of New Glarus:** Motion to approve the Master Park Plan with the amendment that what is designated currently as the existing Agriculture Access now become a crushed limestone multi-use bike/hike path, with the option to accommodate for other types of

surfaces, as needed, due to slopes made by Supervisor Pernitz; Seconded by Supervisor Pauli. Motion carried 5-0.

**7. Consider and Possibly Approve Appointments to an Ad Hoc**

- a) Garage building subcommittee
- b) Town Hall building subcommittee

After discussion and without objection, the Town Board, along with Town Staff, will take part in field trips to tour existing municipal buildings before forming subcommittees. Because a quorum is likely, notices of field trips will be properly posted.

**8. Discussion with Possible Action Regarding Site Work Plans for Town Property along STH 39:** No action needed.

**9. Update on Discussions with the Village of New Glarus Board and Public Library Board:** The update was provided during: 4. Public Comments.

**10. Discuss and Possibly Appoint a Town Member to a Swiss Church Cemetery Committee:** After discussion, without objection, the response to the Village will be that the Board is unable to get involved at this time. Chair Narveson will share this decision with the Village Administrator.

**11. Review and Possibly Approve Request to Use Town Hall Community Room for Hunter Safety Classes on August 10-11, 2024 and Distribute Sample Ordinances:** Supervisor Pauli states he was approached by Brent Peters about the potential use of the Community Room for a DNR Hunter Safety course. Peters provided a letter from the DOA that summarizes the Certificate of Protection in lieu of an insurance policy. Wright stated he was told there would be working firearms in the building, but no ammunition present. Motion to approve a request to use the Town Hall Community Room for hunter safety classes August 10-11, 2024, waiving the \$25 fee due to Supervisor Pauli's sponsoring the request, made by Supervisor Pernitz; seconded by Supervisor Streiff. Motion Carried 5-0

**12. Review and Possibly Approve Operator Licenses:** Clerk-Treasurer Wright stated that Chief Sturdevant conducted the background check on all applicants and has recommended approval for all three Motion to approve the Operator Licenses for Thoemke, Bhattacharya, and Holcomb made by Supervisor Elkins; seconded by Supervisor Pernitz. Motion carried 5-0.

**13. Review of Fireworks Permits Approved by the Town Chair:** Three permits were submitted: one approved by the Town Chair and two approved by the Clerk-Treasurer in the absence of the Chair. No action needed. There followed a discussion about whether the Town should publicly notice approved permits in the newspaper, on the Website, and on social media.

**14. Discuss and Possibly Approve Class "B" Temporary Malt Beverage License and Temporary Soda License for the New Glarus Männerchor for Volksmarch and Volksfest to be held on Saturday August 3, 2024, and Sunday, August 4, 2024:** Clerk-Treasurer Wright presented the application and was available for any questions. Motion to approve the application made by Supervisor Streiff; seconded by Supervisor Pauli. Motion carried 5-0.

**15. Patrolman Report – Updates and Discussion of Crops Growing within Town Rights-of-Way with Possible Action:** Chair Narveson stated the Patrolman is having to mow the rights-of-way along some town roads again and stated there have been complaints about crops encroaching too far into the right-of-way. There followed a discussion about sending out notices prior to the planting season starting next year. The Board discussed that the current situation on Marty Road could be a safety hazard for motorists. Motion to have the Town Patrolman mow five feet of the corn crop growing in the right-of-way, plus the vision corners going around the curves along the right-of-way, on Marty Road made by Supervisor Elkins; seconded by Supervisor Streiff. Motion carried 5-0.

Chair Narveson provided an update on the Town's participation in the installation of an adaptive playground at Candy Cane Park. The Town had been approached to assist with this Village project. Plans are to create an access point near 10<sup>th</sup> Avenue and 5<sup>th</sup> Street. The Town Patrolman expects to begin site work next week.

**16. Clerk-Treasurer Report**

- a) Update on August 13, 2024 Partisan Primary preparations: Clerk-Treasurer Wright provided an update on election training for the Town Staff and Election Officials. 51 absentee ballots were mailed out the last week of June.

- b) Approval and payment of bills: Motion to approve checks 21616-21634, ACH, and transfers made by Supervisor Pernitz; seconded by Supervisor Elkins. Motion carried 5-0.
- c) Request to send Deputy Treasurer to 2024 WMCA Annual Conference for New Clerks Class on Wednesday, August 28, 2024 from 9 AM until 4 PM: \$90 enrollment plus mileage reimbursement and hourly pay: Motion to approve made by Supervisor Pauli, seconded by Supervisor Elkins. Motion carried 5-0.
- d) Update on 2024 Maintenance of Effort Report for Fire Protective Services and EMS: Deputy Clerk Hahner reported the MOE report was successfully completed and submitted on time and that the DOR sent out a thank you email to municipalities for completing the first report of its kind.
- e) Coordination with Weed Commissioner and need of a replacement in 2025: Clerk-Treasurer Wright reported that current Weed Commissioner Mike Davis is stepping down and a new commissioner will need to be appointed for next year. This is a joint position with the Village.
- f) Presentation Of 2023 Financial Statements With Independent Auditor's Report And Confirm Submission of 2023 Annual Financial Report For The Census Bureau: Clerk-Treasurer Wright stated copies of the report were provided to the Town Board. He can relay any questions to Tara Bast.

Additional item: Clerk-Treasurer Wright stated that the Brazen Dropouts Cycling Club has provided the Town with a Certificate of Insurance for their event on Saturday, August 10, 2024.

- 17. **Chairman Report**: The Town Board discussed potential options to survey Town residents about ATV/UTV use of Town roads. Deputy Clerk Hahner will contact the Wisconsin Elections Commission about surveys in polling places.
- 18. **Park Commission – June 19, 2024 regular minutes and June 26, 2024 special minutes**: Chair Pulliam stated he hopes to have a report from the restoration committee at next week's meeting and updates on the DNR grant will likely be discussed.
- 19. **Plan Commission – June 20, 2024 minutes**: The draft meeting minutes were in the packet. No discussion.
- 20. **Adjourn** – Motion to adjourn made by Supervisor Pernitz; second by Supervisor Streiff. Meeting adjourned at 8:04PM.

Approved: August 14, 2024

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Prepared by Sara Beth Hahner, Deputy Clerk