

MINUTES
03/06/2012
Regular Town Board Meeting
Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus @ 6:30 pm

ATTENDING: Board Members: Keith Seward, Chris Narveson (7:00), Dean Streiff, Jim Hoesly, Robert Elkins, Pattie Salter and Dennis Nielson

ALSO ATTENDING: Dale Hustad (Town Counsel) and Craig Galhouse (Town Assessor), and Diane Ziehli

CALL TO ORDER: K. Seward called the meeting to order at 6:35 PM – Swiss Miss Center

Proof of Posting: Proper proof of notice was duly noted

Discussion/Motion: J.. Hoesly noted that “denied” was misspelled R. Elkins moved approve the 2/7/2012 Regular Town Board minutes as amended; J. Hoesly 2nd. Motion carried.

Public Comments: K. Seward noted that the Joint Negotiation Discussion was inadvertently omitted from the agenda, but wanted to apprise the board of information shared at the last meeting.

Items discussed included further discussion and review of the Cooperative Plan, Stormwater management and a discussion of the jurisdictional issues associated with 14^h Avenue. He noted that the discussion of 14th Avenue may become an issue. The Village suggested that they automatically annex the road at the end of the agreement, but only after the road is repaired to PASER standards. The Town’s portion of the road is about 1/3 mile.

D. Streiff reported that he and J. Hoesly attended the FP TAC meeting on February 15th. He reported that Tonya Gratz included criteria to exclude parcels from the map. The criteria included:

1. Any platted subdivisions
2. Any group of parcels that resembled a subdivision (clusters of 4 or more adjacent parcels that were completely surrounded by ineligible properties.
3. Any parcels that are tax exempt-such as: Churches, publically owned, township owned, utilities (electric, gas, power).

Patrolman’s Report:

- Consider Ordinance to Allow Patrolman to Issue Citations for Violations. Without objection the Clerk will post intent to adopt (Class 2) and we’ll review the ordinance. J. Hoesly moved to add this document to next month’s agenda for discussion. R. Elkins. Motion carried.
- Set Spring Road Review – Last year’s review was Saturday, April 9. C. Narveson was not yet in attendance. Without objection item will be reviewed later in the evening.

Consider Ordinance to Extend Town Officer Terms in Response to Election Law Changes:

- K. Seward explained that a recent law changed the date of the Annual Meeting for Towns from the Second Tuesday in April to the Third Tuesday in April. As a result of the change, terms of office need to be extended by 1 week. K. Seward read a resolution to make the change. R. Elkins moved to approve the resolution as submitted. D. Streiff 2nd. Motion carried. R. Elkins moved to proceed on adopting an ordinance to extend the terms by 1 week. D. Streiff 2nd. Motion carried. Clerk will publish a Class II notice of Public Hearing to enact the ordinance.

Finance Committee Report:

- Accounts Receivable Aging List – D. Streiff noted that \$541 had been billed between February 1st and March 6, 2012. There are no outstanding invoices at this time.
- Driveway Refunds – None submitted

- Accounting Reports and Bank Reconciliation - Reports were handed out to all board members.
- Approval and Payment of Bills – D. Streiff noted that check number 16558 was a voided payroll check and moved to approve February checks: 16550-16560 J. Hoesly 2nd. Motion carried D. Streiff moved to add ACH Payments 85600 & 20938. R. Elkins 2nd. Motion carried.
- D. Streiff moved to approve March checks: 16561-16583 and ACH payments 18300 & 24000, R. Elkins 2nd. K. Seward asked about the bill to Green County Highway. Clerk-Treasurer, Salter stated that the bill was primarily for salt, it also included a sign and parts for one of the trucks. K. Seward also asked what time period the Roffers bill covered. Clerk-Treasurer reported that the bill covered 1/5 through January 31, 2012. Motion carried.
- Set Spring Road Review – The date was set for Saturday, April 14 at 8:00. Clerk will post the meeting.

Clerk-Treasurer's Report:

- Set Date for next Town Board Meeting – Without objection The Annual Meeting is scheduled for April 10, 2012 beginning at 6:00p.m. The Hauser Public Hearing will immediately follow. The Regular Town Board will immediately follow the Hauser Public Hearing.
- Set Date for Board of Review – Craig Galhouse was present and explained that with the complexity of the new regulations placed on the Board of Review body, there would be enough work to justify a separate meeting date for Board of Review. Without objection Board of Review will take place on May 15 from 6:30-8:30 p.m. Open Book will be Saturday, April 28th from 1–3 p.m.

The May Regular Town Board meeting will be held on May 8th at 6:30 p.m.

- Clerk-Treasurer Reappointment and Oath of Office. P. Salter reported that the Clerk-Treasurer position should be reappointed every 3 years. This should have happened last year, but it was overlooked. K. Seward moved to reappoint P. Salter to the Clerk-Treasurer position for the term of 1/1/2014.R. Elkins2nd. Motion Carried. K. Seward swore P. Salter into office.
- Deputy Clerk/Plan Administrator Update. P. Salter introduced Diane Ziehli as the new Deputy Clerk/Plan Administrator.
- Correspondence
 1. Severe Weather Classes – P. Salter reported that Tana McKeon, of Green County Emergency Management has scheduled an “in person” presentation by Rusty Kapela at the Albany Lions Club from 6:30 – 8:30 on March 8th. Webinars were also being offered to first responders and businesses at the Monroe Fire Department last night from 7-9 p.m. and this afternoon from 1-3 p.m.
 2. Green County Highway Department will be sponsoring Local Government Day on Monday, April 9 beginning at 11 a.m. at the Moose Lodge in Monroe. Interested members included Dennis, Keith, Dean, Robert Elkins and Pattie.
 3. Vierbicher Rates Report – K. Seward explained that he had asked Vierbicher to provide him with a breakdown of the fees they charge. K. Seward explained that we had received pricing from KD Engineering. As a contractor, C. Narveson was not impressed. K. Seward noted that there was a considerable difference in rates between the two companies. K. Seward asked the board is if we should take this a step further and consider contacting a few engineering firms for pricing. Hearing no

objections, Keith and Pattie will work on defining an request for qualifications.

4. Drinking Water Testing – P. Salter reported that Cara Carper of the UW Extension was looking for a couple Towns to participate in offering drinking water testing. The participants would distribute bottles on Friday June 1st and possibly June 2nd and collect filled bottles on Monday June 4th. In mid July, the UW Extension specialist, Kevin Masarik would attend the Town Board meeting to share the results of the tests. Our responsibility would be to collect the fees, distribute the bottles with instructions and collect the samples on June 4th. We need to let Cara know as soon as possible if we're interest in participating. C. Narveson noted that well owners might be reluctant to get their water tested because it may expose a bad well. R. Elkins moved to authorize P. Salter to participate, C. Narveson 2nd. Motion carried.
5. P. Salter noted that Denise Anton-Wright had provided a library update, dated 2/21/2012 prior to leaving her position at the New Glarus Public Library. The information is in the board packets.

C. Narveson moved to allow the New Glarus Library Capital Committee to use the Town meeting room in the event the Village Hall space is unavailable. D. Streiff 2nd. Motion carried.

Chairman's Report:

- Discussion of Town Hall Use Policy – C. Narveson moved to add the residents of the Town of New Glarus to use the facilities, J. Hoesly 2nd. K. Seward moved to amend the motion to waive the fee but not the deposit for Town members. C. Narveson accepted the amendment. J. Hoesly 2nd. R. Elkins asked if a provision should be added based on Town approval. K. Seward asked if we should require an agreement. K. Seward moved to table both motions for professional review of the issue. R. Elkins 2nd. Motion Carried. Clerk-Treasurer will add topic to next month's agenda.
- Office Hours – K. Seward reported that we used temporary office help a few times in January prior to Diane being hired. We now have a call forwarding option on the office phones so that if we are short on staff, phone calls can be forwarded to a cell phone or home phone number for the day. He asked the board for guidance in office coverage in the future. No objection for changing the office hours from 8:15 a.m. - 5:15 p.m. to 8:00 a.m. - 5:00 p.m.
- Appointments to Fire Board – K. Seward explained that he had done a little research into the terms of Town Representatives on the Fire Board. Both Karen Talarczyk and John Ott are due for reappointment to three year terms. Karen Talarczyk's term actually expired 7/13/2011 we would be renewing her term retroactively from 7/13/2011 to 7/12/2014. John Ott's term was renewed 11/14/2009 and is good through 11/13/2012. We would need to reappoint him in November of this year. D. Streiff moved to renew both terms as stated. R. Elkins 2nd. Motion carried.
- Follow up on Waste Management - K. Seward explained that Pattie and Keith have been working with Waste Management on possibly going to the Auto Collection bins, R. Elkins and J. Hoesly both were concerned with residents who would have to get the large bins to the pickup site. Both the Town and Village's contracts are due for renewal in 2014.

Parks Commission Report:

- Pete Raskovic is working on the brochure for Barn Workshop .

Plan Commission Report:

- K. Seward reported that John Marty requested a land division at the last Plan Commission meeting. The request was deigned based on an insufficient legal description. K. Seward met with John Marty to convey the Plan Commission's decision and to clarify that he needs to provide a legal description of the original

homestead.

Recess into Closed Session:

R. Elkins moved to recess into closed session per §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility at 9:00 p.m.; 2nd J. Hoesly. Motion Carried.

D. Streiff moved and C. Narveson 2nd to reconvene into Open session 9:13.

Results of closed Session:

The following are actions taken after the closed session as discussed during the closed session:

J. Hoesly moved to revise increase D. Nielson's wages by 3% from \$15.44 per hour to \$15.90 retroactive to 1/31/2012. R. Elkins 2nd. Motion carried.

9:15 p.m. R. Elkins moved to adjourn, J. Hoesly 2nd. Motion Carried.