

**MINUTES  
TOWN OF NEW GLARUS  
Regular Town Board Meeting  
12/10/2013**

**Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus @ 6:30 pm**

**ATTENDING:** Board Members: Keith Seward, Dean Streiff, Chris Narveson, Jim Hoesly, Robert Elkins, and Pattie Salter

**ALSO ATTENDING:** Dale Hustad, Town Attorney, Tim Schleeper, Vierbicher and Associates (7:00 p.m.) and John Ott, New Glarus Fire District (7:00 p.m.)

K. Seward called the meeting to order at 6:45 p.m.

1. Proof of Posting: P. Salter confirmed proper posting.
2. Approve Town Board Minutes:
  - a. 11/05/13 Budget Hearing: R. Elkins moved to approve the minutes as presented. D. Streiff 2<sup>nd</sup>. Motion carried.
  - b. 11/05/13 Special Meeting of the Electorate: J. Hoesly moved to approve the minutes as presented. R. Elkins 2<sup>nd</sup>. Motion carried.
  - c. 11/05/13 Regular Town Board Meeting: D. Streiff moved to approve the minutes as presented. C. Narveson 2<sup>nd</sup>. Motion carried.
3. Patrolman's Report:
  - a. Tree Damage to Garage: D. Nielson presented a quote to repair the garage roof after a Willow tree fell on it \$2,220 from Seamless Gutters. Rural Insurance issued a check in the amount of \$1,950 which represents the cost of repairs less our deductible.
  - b. New Snowplow: Badger Truck delivered the new chassis to Madison Truck on November 13 for installation of the equipment. Badger Truck received payment in the amount of \$145,038.50. Madison Truck expects to deliver the finished truck toward the end of January.
  - c. Pioneer Road TRID Status: Without objection item will be deferred until Tim Schleeper from Vierbicher and Associates arrives.
  - d. NRCS Drainage Requests – Tonya Gratz: K. Seward reported that the Town was contacted by NRCS with a request to remove trees and sediment from two drainage tubes at the intersection of Pioneer Road and Pioneer Creek.

Without objection, K. Seward will talk with Green County Highway to review the situation and report back in February.

- c. Pioneer Road TRID Status: K. Seward reported that a TRID decision should be made in March. Tim Schleeper noted that the TRID monies are separate from the County funds. The State normally award projects on a all or nothing approach. J. Wunschel felt we had a good chance of award since we had a good application and we were the only TRID application received for Green County. TRID funds can be spent over several years, but must be spent by 2019.

T. Schleeper explained that their engineering for the entire project would cost approximately \$97,000. The proposal assumes the entire survey and base topographical study would be done all at once. Vierbicher would provide us with a preliminary engineering design and full construction plans for the project. The final design would be for 1/2 or 2/3 of the project that are not completed in 2014. Each phase may have additional costs but

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the entire cost should be within the \$97,000.

R. Elkins stated that if we are turned down for the TRID funds, he would not be in favor of spending \$800,000+.

K. Seward asked if the proposal is signed tonight, and we find out that the TRID funds are not coming, can we stop the project? T. Schleeper noted that the way the proposal is set up as time and material and can be stopped at any time.

C. Narveson asked if we could lay in empty conduits for fiber optics and sleeves for gas lines. T. Schleeper felt that you would be better of coordinating with the gas company at the time of construction.

P. Salter asked if we agree to the proposal, would the funds spent on this initial engineering be covered under the TRID application. Without objection, T. Schleeper will ask J. Wunschel about the funding question and the issue will be revisited at the December 17<sup>th</sup> meeting.

4. Finance Committee Report:

- a. Fire District Budget: John Ott presented the Town Board with a revised budget of \$52,128.19 and revised tanker cost of which our portion is a total of \$95,435.27. \$37,453.84 is due by January 10, 2014 with the balance due in April. Next vehicle will be in 2019 which will replace 1996 tanker. Budget will probably go up 3-4% a year. Another question for the future would be when to expect a full-time chief. John felt maybe in 10 years they would need a full-time Chief.

When asked about working with EMS to share facilities, John felt that the needs are very different and did not see this happening anytime soon.

The Fire District drove the Hidden Knoll drive and has safety concerns.

- b. Loan Resolution - \$300,000: P. Salter met with Greg Engen at The Bank of New Glarus and arranged for a \$300,000 loan at 3.050% interest to be paid in full in 5 years. C. Narveson moved to approve the resolution for financing. J. Hoesly 2<sup>nd</sup>. Motion carried. Five members of the board were present and voted in favor of the financing. K. Seward called for a roll call vote. D. Streiff voted aye; J. Hoesly voter aye; K. Seward voted aye; R. Elkins voted aye; and C. Narveson voted aye. Motion carried 5-0.
- c. Johnson Block Audit Contract: P. Salter presented the Board with Johnson Block's Audit Contract. D. Streiff moved to approve the audit contract as presented. R. Elkins 2<sup>nd</sup>. Motion carried.
- d. EMS Service Contract: C. Narveson moved to accept the 2014 EMS contract as presented, D. Streiff 2<sup>nd</sup>. Motion carried.
- e. Accounts Receivable Aging List: D. Streiff reported that \$3,562 had been billed in November for an Impact Fee for a shop conversion to home in the Hidden Knoll development and \$12 has been billed in November. There is currently \$0 in outstanding receivables.
- f. Accounting Reports w/Monthly Bank Reconciliation: D. Streiff reported that the November accounts balance.
- g. Payment of Bills: D. Streiff moved to approve November checks 17330-17346. C. Narveson 2<sup>nd</sup>. Motion Carried.

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D. Streiff moved to approve December checks 17347-17380 and ACH payments #12900, 15377, 28480, 30047, 30048, 52243, 87141, 87358 & 87505. C. Narveson 2<sup>nd</sup>. P. Salter noted that check number 17357 was voided as it was discovered that the amount was for an impact fee and not a pre-tax payment. Motion Carried.

P. Salter reported that a check in the amount of \$11,930.14 was received for the 2009 Zentner Road TRIP funds. Salter asked the board if they would like to use the funds to pay down our debt balance or apply the funds to the Pioneer Road project. Without objection Clerk-Salter will apply the TRIP funds to higher interest debt.

- i. Driveway Refund Request – W5276 Windmill Ridge Road: P. Salter reported the driveway has been inspected by M. Fenley and forwarded to the board for refund. Payment for \$500 was approved earlier in the meeting. Without objection deposit will be refunded.
- ii. Driveway Refund Request – W5065 Hwy W: P. Salter reported the driveway has been inspected by M. Fenley and forwarded to the board for refund. Payment for \$500 was approved earlier in the meeting. Without objection deposit will be refunded.

5. Public Comments: None.

6. Clerk-Treasurer Report:

a. Correspondence: P. Salter distributed the November Library Report.

b. Spring Election – Set Caucus Date: Without objection the caucus was scheduled for January 14, 2014 to begin at 6:30 p.m. Regular Town to follow immediately after.

i. 12/27/13 – Deadline to notify Clerk of Non-Candidacy: Both J. Hoesly and R. Elkins will run again for office in 2014.

7. Chairman’s Report: K. Seward reported that the Clerk-Treasurer has requested approval for overtime to work 1-2 Saturday’s to work on the accounting software conversion. Without objection request was granted.

8. Opposition of SB349 – C. Narveson: C. Narveson distributed three handouts regarding the loss of local control. The mining bill passed in the Senate. Narveson noted that the provision in the bill that has to do with high capacity wells could affect large farm operations in our area. K. Seward noted that Senate Bill 302 addresses high capacity wells. The WTA is opposed to SB302 because it limits the DNR’s power in regulating the wells.

9. Plan Commission Report:

a. Tower Ordinance: K. Seward noted that the State is reviewing the Tower Ordinance. Legislation is diminishing local control and K. Seward expressed concern with the effect that would have on setbacks and remediation. Without objection the issue will be referred to the Plan Commission. Clerk will find out who was on the original cell tower sub-committee.

b. Hidden Knoll Non-Conforming Driveway: K. Seward reported that the driveway leading to Hidden Knoll was put in per the ordinance that was in place at the time. Plan Commission recommended that a letter be sent to the residents notifying each resident that the driveway is sub-standard and does not meet current emergency vehicle code and ask EMS and Fire sign it. D. Hustad stated that if the Town decided to enforce the surface requirements, the board would have to enforce all residents with non-compliant

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driveways to conform to current standards. Without objection a letter will be sent to the residents.

- c. Clark Kepplinger CSM: K. Seward reported that Clark Kepplinger bought a lot from John Freitag pre-ordinance that did not have the open space defined. Kepplinger has sold the lot with a building site. A special Joint meeting with the Plan Commission and Town Board was scheduled for December 17, 2014 beginning at 6:30 p.m. to review the situation.

10. Parks Report:

- a. Town Hall/Park \$5,000 Sinking Fund Resolution: C. Narveson moved to approve the 2013 resolution to deposit funds in the Town Hall Sinking Fund, J. Hoesly 2<sup>nd</sup>. Motion carried.
- b. Town \$3,000 Community Partners Sinking Fund Resolution: C. Narveson moved to approve the 2013 deposit in the Community Partners Sinking Fund. D. Streiff 2<sup>nd</sup>. Motion carried.

11. Schedule Next Board Meeting: The next Regular Town Board meeting was scheduled for January 14, 2014 beginning immediately after the Town Caucus which is set to begin at 6:30 p.m.

7. Closed Session per §19.85(1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved: C. Narveson moved to recess into closed session, J. Hoesly 2<sup>nd</sup>. Motion carried, recessed at 9:25 p.m.

8. Return to Public Session: R. Elkins moved to return to Public Session at 9:50 p.m., J. Hoesly 2<sup>nd</sup>. Motion Carried.

9. Action on Closed Session: Without objection, the board chose Mark Hazelbaker to serve as Council for the Town of New Glarus. The Chair will contact Mark Hazelbaker to confirm representation.

15. Adjourn: Discussion ended at 9:50 p.m. R. Elkins moved to adjourn, 2<sup>nd</sup> by J. Hoesly. Motion carried.