

**VILLAGE OF NEW GLARUS - VILLAGE BOARD PROCEEDINGS REGULAR MEETING**

Village Hall Board Room  
319 2<sup>nd</sup> Street New Glarus, WI

Zoom Meeting Link: <https://us02web.zoom.us/j/82149094587>  
12/5/2023 7:00 P.M.

<b>7:00 P.M. Regular Meeting</b>	Page #
1. Call to Order – Please Silence All Cell Phones	
2. Approval of agenda	
3. Public appearances and citizen comments on items not listed on this agenda. [Items will not be debated or acted upon at this meeting but will be referred to the proper staff/committee if action is required.] – <i>Please keep comments to 3 minutes</i>	
4. Approval of Consent Agenda	
A. Approval of Minutes of 11.21.23 Regular Meeting	3
B. Approval of Claims	6
5. Unfinished Business	
A. Consideration/Discussion: Southwest Wisconsin Regional Planning Commission (SWWRPC) Proposal for Tax Increment District (TID) Plan	9
6. New Business	
A. Consideration/Discussion: Resolution 23-39 Appointment of Election Officials	10
7. Public Works and Safety	
8. Parks and Recreation	
9. Personnel and Finance	
A. Consideration/Discussion: Village Investment Policy/Sinking Funds	
10. President’s Report	
10. Adjournment	

Roger Truttman, President

AGENDA POSTED: N.G. Village Hall      11/30/2023  
                           N.G. Post Office        11/30/2023  
                           Bank of New Glarus    11/30/2023

Kelsey Jenson, Clerk

PERSONS REQUIRING ADDITIONAL SERVICES TO PARTICIPATE IN A PUBLIC MEETING MAY CONTACT THE VILLAGE CLERK FOR ASSISTANCE AT 527-2510

## Village Board Meeting Notes

December 5, 2023

### **Consent Agenda:**

Approval of Minutes of 11/21 Regular Meeting: The minutes are included in the packet for consideration.

Approval of Claims: The claims lists are included in your packet and include: ACH for payroll expenses, credit card; wire for power bill; payroll vouchers 17753 to 17776 totaling \$35,143.25; and checks 42621 to 42651 totaling \$405,523.18.

### **Unfinished Business:**

Consideration/Discussion: Southwestern Wisconsin Regional Planning Commission (SWWRPC) Proposal for Tax Increment District (TID) Plan: This item was tabled at the November 7, 2023 Village Board meeting because the Board wanted some more information about what the services that SWWRPC would provide as part of the TID planning process. Troy Maggied will be present to speak more about the TID planning services that SWWRPC provides. The SWWRPC proposal is included in the agenda packet for consideration.

### **New Business:**

Consideration/Discussion: Resolution 23-29 Appointment of Election Officials: This is a bi-annual Resolution to appoint Election Officials for the next two-year term. This year, we received nominations from the political parties and are required to appoint those nominees. This Resolution reflects which officials will be utilized to fill the seven (7) Election Inspectors (First Choice) for the upcoming Elections, along with their affiliation. The Alternates will fill in as necessary.

VILLAGE BOARD PROCEEDINGS  
VILLAGE OF NEW GLARUS  
11/21/2023

REGULAR MEETING-CALL TO ORDER: President Truttman called the regular meeting to order at 7:00 p.m. and made an announcement to silence cell phones.

PRESENT: Michael Bell, Larry Stuessy, Peggy Kruse, Chuck Phillipson, Gof Thomson and Roger Truttman.

ABSENT: Mike Marty.

ALSO PRESENT: Gary Steinmetz, Kevin Hendrickson (NGFD), Todd Hasse, Kris Hasse, Nic Mink, Amy Bares (Town & Country Engineering), Shelly Johnson, Bekah Stauffacher (NG Chamber), Amy Trumble (Library Director), Joe Cockroft (Public Works Director), Lauren Freeman (Village Administrator), Chief Jeff Sturdevant (Police Chief), Kelsey Jenson (Clerk-Treasurer)

APPROVAL OF AGENDA: Motion by Michael Bell, second by Larry Stuessy to approve the 11.21.23 agenda. Motion carried (6-0).

PUBLIC APPEARANCES AND CITIZEN COMMENTS: Trustee Thomson noted that New Glarus School District received the highest "report card" score in Dane and Green County.

CONSENT AGENDA: Motion by Chuck Phillipson for approval of the consent agenda, second by Peggy Kruse. Motion carried (6-0).

APPROVAL OF MINUTES OF 11.7.23 Regular Meeting

APPROVAL OF CLAIMS: The claims lists were presented to the Board and include: ACH for payroll expenses; payroll vouchers 17728 to 17752 totaling \$32,587.30 and 17704 to 17727 totaling \$32,795.41; and checks 42587 to 42620 totaling \$176,348.70.

OCTOBER 2023 POLICE REPORT

OCTOBER 2023 FINANCIALS

OPERATOR LICENSES: Leah Marshall, Jillian Stietz-Busch, Stacy Gmur, Lauren Siegenthaler, Kyle Dunham, Taylor Nealis, Tylor Duerst, Andrea Hackman, Dan Brennan, Lacinda Carlson, & Brea McCluskey

NEW BUSINESS:

Motion by Larry Stuessy to move Agenda Item 5G before Agenda Item 5A, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: Application for Land Division by Certified Survey Map (CSM), 1401

State Hwy 69: Motion by Chuck Phillipson to approve the Application for Land Division by CSM for 1401 State Hwy 69, second by Larry Stuessy. Motion carried (6-0).

Consideration/Discussion: Resolution 23-35 Adoption of 2024 Budget & Tax Levy: Motion by Larry Stuessy to approve R23-35, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: New Glarus Hotel Development Agreement: Motion by Peggy Kruse to approve New Glarus Hotel Development Agreement, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: Water Reservoir Financing: Motion by Peggy Kruse to use USDA loan for the Water Reservoir Financing, second by Larry Stuessy. Motion carried (6-0).

PUBLIC HEARING: Ordinance 23-07 Amending Chapter 305 to Revise Landscape Planting Requirements

Motion by Michael Bell to open Ordinance 23-07 Public Hearing, second by Larry Stuessy. Motion carried (6-0).

No public comment.

Motion by Chuck Phillipson to close Ordinance 23-07 Public Hearing, second by Larry Stuessy. Motion carried (6-0).

Consideration/Discussion: Ordinance 23-07 Amending Chapter 305 to Revise Landscape Planting Requirements: Motion by Peggy Kruse to approve Ordinance 23-07, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: Resolution 23-36 Authorizing Public Improvement (2023 3<sup>rd</sup> Avenue Phase II) and Levying Special Assessments Against Benefited Property in New Glarus: Motion by Larry Stuessy to approve R23-36, second by Gof Thomson. Motion carried (6-0).

Consideration/Discussion: Resolution 23-37 Approving Transportation Alternatives Program (TAP) Application: Motion by Peggy Kruse to approve R23-37, second by Larry Stuessy. Motion carried (6-0).

Consideration/Discussion: Resolution 23-38 for Appointment of Full Time Public Works Laborer: Motion by Larry Stuessy to approve R23-38, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: Windlach Property Purchase: Motion by Peggy Kruse to approve Windlach Property Purchase, second by Michael Bell. Motion carried (6-0).

PUBLIC WORKS AND SAFETY:

Consideration/Discussion: Operator License Denial for Jovanna Kirtz: Motion by Gof Thomson to approve Operator License Denial for Jovanna Kirtz, second by Chuck Phillipson. Motion carried (6-0).

Consideration/Discussion: "Class A" Liquor License Application for Blanchardville Cooperative Oil Association: Motion by Larry Stuessy to approve "Class A" Liquor License Application for Blanchardville Co-op Oil Association, second by Peggy Kruse. Motion carried (6-0).

Consideration/Discussion: Ordinance 23-08 Amending 27-12(B)(3) Fire Inspection Duties: Motion by Chuck Phillipson to approve Ordinance 23-08, second by Larry Stuessy. Motion carried (6-0).

Consideration/Discussion: Parking Ticket Fines: Motion by Chuck Phillipson to approve parking ticket fines as presented, second by Larry Stuessy. Motion carried (6-0).

Consideration/Discussion: Ordinance 23-09 Amending 288-26.1 Unregistered Vehicles: Motion by Chuck Phillipson to approve Ordinance 23-09, second by Larry Stuessy. Motion carried (6-0).

PARKS AND RECREATION: None.

PERSONNEL AND FINANCE: None.

PRESIDENT'S REPORT: President Truttman reminded the Board of the upcoming period to circulate nomination papers for the 2024 Spring Election. That period begins on December 1, 2023.

ADJOURN: Being no further business, President Truttman adjourned the meeting at 8:09 p.m.

– Kelsey Jenson,  
Clerk-Treasurer

*\*For more details on agenda items, please visit [newglarusvillage.com](http://newglarusvillage.com) to view the meeting agenda packet. A recording of the meeting is also available on the Village of New Glarus YouTube Channel.\**

Report Criteria:

Report type: Summary

Check.Check Issue Date = 12/06/2023

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
12/23	12/06/2023	42621	1165	BAKER & TAYLOR BOOKS	973.87
12/23	12/06/2023	42622	4935	C.D. SMITH CONSTRUCTION INC.	342,285.00
12/23	12/06/2023	42623	6066	CDW GOVERNMENT	279.02
12/23	12/06/2023	42624	1590	DELTA DENTAL	1,577.78
12/23	12/06/2023	42625	1605	DEMCO INC.	153.67
12/23	12/06/2023	42626	1900	GORDON FLESCH CO INC	124.47
12/23	12/06/2023	42627	6282	GREEN COUNTY TITLE & ABSTRACT I	150.00
12/23	12/06/2023	42628	1925	GREEN CTY HIGHWAY DEPT	19,923.74
12/23	12/06/2023	42629	1930	GREEN CTY WASTE MGMT	4,929.15
12/23	12/06/2023	42630	6014	LANTECH SERVICES LLC	1,487.50
12/23	12/06/2023	42631	2445	MC KAY NURSERY COMPANY	3,129.35
12/23	12/06/2023	42632	2515	MIDWEST TAPE LLC	493.29
12/23	12/06/2023	42633	5945	MOEN, SUE	78.69
12/23	12/06/2023	42634	4245	MONROE HEATING & SHEET METAL	4,430.00
12/23	12/06/2023	42635	2730	NEW GLARUS POLICE ASSOC	15.00
12/23	12/06/2023	42636	6168	ODP BUSINESS SOLUTIONS LLC	53.03
12/23	12/06/2023	42637	2945	PUBLIC SERVICE COMMISSION	1,117.45
12/23	12/06/2023	42638	3025	RESCO	283.10
12/23	12/06/2023	42639	6201	RHYME	183.74
12/23	12/06/2023	42640	3075	ROY'S MARKET INC	18.85
12/23	12/06/2023	42641	4996	SHOWCASES	464.88
12/23	12/06/2023	42642	4398	SIRCHIE ACQUISTION COMPANY LLC	124.94
12/23	12/06/2023	42643	5095	STUART C IRBY CO	404.44
12/23	12/06/2023	42644	4065	STURDEVANT, JEFF	138.00
12/23	12/06/2023	42645	6127	SYMDON AUTO	88.17
12/23	12/06/2023	42646	6227	TALLMAN EQUIPMENT COMPANY INC	824.58
12/23	12/06/2023	42647	3335	TDS TELECOM	83.46
12/23	12/06/2023	42648	3420	TOWN & COUNTRY ENG INC	21,499.10
12/23	12/06/2023	42649	5927	UNIFORM DEN EAST INC	45.95
12/23	12/06/2023	42650	3565	VILLAGE OF NEW GLARUS-PETTY CA	33.96
12/23	12/06/2023	42651	3805	WI PROF POLICE ASSN	129.00
Grand Totals:					405,523.18

Report Criteria:

Check.Check Issue Date = 12/06/2023

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<u>GL Invoice Acct</u>	<u>Amt</u>
Total 10:	18,270.73
Total 22:	5.23
Total 25:	2,516.31
Total 40:	342,836.01
Total 45:	421.91
Total 50:	28,711.03
Total 60:	7,832.81
Total 70:	4,929.15
Grand Totals:	<u>405,523.18</u>

**VILLAGE OF NEW GLARUS-CLAIMS PRESENTED -**

**12/5/2023**

CHECK #	PAYEE	DIST.	AMOUNT
ACH	941 Tax	PP# 24	12,087.35
ACH	WI Withholding	PP# 24	2,092.74
ACH	Great-West Retirement	deferred comp-pre tax, PP# 24	701.00
ACH	Great-West Retirement	deferred comp-post tax PP#24	250.00
ACH	Nov. WRS Remittance	Retirement	13,738.21
ACH	US Bank	November credit card	18,982.20
ACH	EBC	COBRA/Flex/D. Care/FSA/Annual Fee	1,276.90
WIRE	WPPI	power bill	134,889.34
	<b>Sub-total</b>		<b>184,017.74</b>

**Payroll - paid 12/01/23**

17753	Kelsey Jenson	Clerk	1,762.06
17754	Deanna Young	Deputy Clerk	1,445.69
17755	Lauren Freeman	Administrator	2,213.94
17756	Mark Binger	PD	928.30
17757	Chanse Kaczmariski	PD	151.55
17758	Alex Brey	PD	1,972.99
17759	Hunter Krohn	PD	2,380.15
17760	Brian Bennett	PD	2,371.60
17761	Jeff Sturdevant	PD	2,564.70
17762	Ann Lahey	PD	459.42
17763	Joe Cockroft	PW	3,246.90
17764	Kenneth Wolfe	PW	1,369.97
17765	Aaron Funseth	Water Treatment Plant	2,270.26
17766	Jason Borth	Utility	1,950.95
17767	William Kosmeder	Utility	2,389.89
17768	Kevin Funseth	Utility	2,361.74
17769	Beth Heller	Utility	1,264.55
17770	Erica Loeffelholz	Library	1,069.15
17771	Peggy Hammerly	Library	73.48
17772	Brooke Mathews	Library	1,053.02
17773	Amy Trumble	Library	1,234.89
17774	Julie Hawkins	Library	446.81
17775	Amalia Morrison	Library	81.64
17776	Mia Sies	Library	79.60
	<b>Payroll Subtotal</b>		<b>35,143.25</b>



September 25, 2023

Lauren Freeman, Administrator  
Village of New Glarus  
319 2<sup>nd</sup> Street  
New Glarus, WI 53574

Administrator Freeman:

The Southwestern Wisconsin Regional Planning Commission (SWWRPC) is pleased to submit this proposal for the creation of a Tax Increment District (TID) plan.

### **About SWWRPC**

For 53 years, SWWRPC has been assisting communities develop tools that incentivize growth, community development, and long-range planning. We are a not-for-profit partner of county and local government in southwestern Wisconsin, and provide cost-effective, community-specific solutions focused on your specific needs. Our work is grounded partnerships that reduce cost through collaboration, local knowledge, and the expertise of our staff.

### **Scope of Work**

We will develop a TID plan that will conform to state requirements and meet the following goals:

1. Capture increment from new development projects or redevelopment in the TID.
2. Enable incentives and infrastructure for new development.
3. Include priority lots currently vacant or with redevelopment potential.

### **Schedule and Cost**

Our staff can begin this fall and will perform all tasks required for creation of the TID plan for a cost of \$8,000. Payment is due following the submission of the Plan to the Wisconsin Department of Revenue by March 31, 2024. This cost excludes fees associated with creation of a legal description, and any costs tied to public meetings or filings.

Thank for working with us on this project.

Sincerely,



Troy Maggied  
Executive Director  
Southwestern Wisconsin Regional Planning Commission

**Village of New Glarus  
Resolution R23-39  
Appointment of Election Officials**

WHEREAS, the Village of New Glarus election worker terms expire 12/31/23 and the Village has received five (5) nominations for election workers from the Republican party [three (3) first choice and two (2) alternates] and three (3) nominations from the Democratic party [three (3) first choice].

NOW, THEREFORE, THE VILLAGE BOARD of the VILLAGE OF NEW GLARUS, GREEN COUNTY, WISCONSIN does hereby resolve to appoint the following to a two-year term beginning 1/1/24 and ending 12/31/25, as election workers:

FIRST CHOICE:	AFFILIATION:
Carol Thompson	Unaffiliated
Dawn Johnson	Unaffiliated
Jane Phillipson	Democratic
Elizabeth Disch	Democratic
Judith Renner	Republican
Carole Powers	Republican
Barb Peterson	Republican

ALTERNATES:	
Sue Hall	Republican
Lisa Bowers	Republican
Dawn Johnson	Unaffiliated
Barb Anderson	Unaffiliated
Stephanie Ganshert	Unaffiliated
Beth Luchsinger	Unaffiliated
Petra Streiff	Unaffiliated
Beth Luchsinger	Unaffiliated
Eileen Bell	Unaffiliated
Duane Bell	Unaffiliated
Denise Anton-Wright	Unaffiliated
Ann Lahey	Unaffiliated
Shirley Lueschow	Unaffiliated
Joanne Landry	Unaffiliated
Monica Schober	Unaffiliated

It is further resolved that said appointments shall include serving in the capacity of Election Inspector, Special Voting Deputy, Special Registration Deputy, Greeter and/or Tabulator, and Municipal Board of Canvassers as needed and shall be paid at the rate of \$9.00 per hour while serving in those capacities.

It is further resolved that at the time of appointment, Carol Thompson, Dawn Johnson, Judy Renner, and Barb Peterson have received the necessary training and may also serve as Chief Election Inspector and shall be paid at the rate of \$10.00 per hour while serving in that capacity. Any of the above-named appointees may serve as Chief Election Inspector upon receiving the baseline training certification as prescribed by the State Elections Board. A wage of \$10.00 per hour will be paid when serving as Chief Election Inspector.

DATE: 12/5/23  
ADOPTED: 12/5/23

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Roger Truttmann, President

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Kelsey A. Jenson, Village Clerk