

VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
December 13, 2023 **6:00 pm**

REGULAR MEETING

Present: Peggy Kruse, Michael Bell

Absent: Gof Thomson

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman

1. Call to Order – 6:00 p.m.
2. Approval of Agenda: Michael motions, Peggy seconds. Motion passes 2-0.
3. Public Comment Period: No comments
4. Approval of 11.16.23 Minutes: Peggy motions, Michael seconds. Motion passes 2-0.
5. Public Safety:
 - a. Monthly Police Department Report – Chief Sturdevant shared the November monthly police report. There were 300 calls in November.
 - b. Consideration/Discussion: Temp. Class B fermented malt beverage license application for NGFD Sportman’s Banquet 2/3/2024 – Peggy made a motion to approve application, seconded by Michael. Motion passes 2-0.
 - c. Consideration/Discussion: Angle Parking Ordinance– Michael made a motion to not pursue changes to the angle parking ordinance, seconded by Peggy. Motion passes 2-0.
6. Public Works:
 - a. Monthly Public Works & Utilities Report – Public Works Director Cockroft shared the monthly Public Works and Utilities report.
 - b. Consideration/Discussion: Stop Sign on 4th Avenue at 6th Street- Michael made a motion to put a stop sign on 4th Avenue at 6th Street, seconded by Peggy. Motion passes 2-0.

Adjourn 6:37 PM

- Lauren Freeman
Village Administrator

VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
November 16, 2023 **6:00 pm**

REGULAR MEETING

Present: Peggy Kruse, Michael Bell, Gof Thomson

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Fire Chief Kevin Hendrickson

7. Call to Order – 6:00 p.m.
8. Approval of Agenda: Michael motions, Peggy seconds. Motion passes 3-0.
9. Public Comment Period: No comments
10. Approval of 9.13.23 Minutes: Peggy motions, Gof seconds. Motion passes 3-0.
11. Public Safety:

- a. Monthly Police Department Report – Chief Sturdevant shared the October monthly police report. There were 378 calls in October.
- b. Consideration/Discussion: Operator License Denial for Jovanna Kritz – Peggy made a motion to deny application, seconded by Michael. Motion passes 3-0.
- c. Consideration/Discussion: “Class A” Liquor License Application for Blanchardville Coop Oil Association – Michael made a motion to approve application, seconded by Peggy. Motion passes 3-0.
- d. Consideration/Discussion: Ordinance Amending 27-12(B)(3) Fire Inspection Duties – Michael made a motion to approve ordinance amendment, seconded by Peggy. Motion passed 3-0.
- e. Consideration/Discussion: Parking Ticket Fees – Gof made a motion to approve parking ticket fee increase to \$30 and unregistered vehicle fee increase to \$75, seconded by Michael. Motion passed 3-0.

12. Public Works:

- a. Monthly Public Works & Utilities Report – Public Works Director Cockroft shared the monthly Public Works and Utilities report.

Adjourn 6:39 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
September 13, 2023 7:00 pm**

REGULAR MEETING

Present: Peggy Kruse, Michael Bell, Gof Thomson
Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Bekah Stauffacher

13. Call to Order – 7:00 p.m.
14. Approval of Agenda: Michael, Gof second
15. Public Comment Period: No comments
16. Approval of 8.9.23 Minutes: Michael, Peggy second
17. Public Safety:
 - a. Monthly Police Department Report – Chief Sturdevant shared the August monthly police report. There were 455 calls in August.
 - b. Consideration/Discussion: Special Event Permit for Boos & Brews Pub Crawl 10.21.23 – Peggy made a motion to approve, Michael second
 - c. Consideration/Discussion: Operator License for Samantha Masseur, Andrea Faust – Peggy made a motion to approve, Michael second
 - d. Consideration/Discussion: 2024 Police Budget – Committee discussed budget, no action was taken.
18. Public Works:
 - A. Monthly Public Works & Utilities Report – Public Works Director Cockroft shared the monthly Public Works and Utilities report.
 - B. Consideration/Discussion: 2024 Public Works Budget – Committee discussed budget, no action was taken.
19. Consideration/Discussion: Streamlining Permit Approval Process – Committee discussed streamlining approval processes for special event permits, operator licenses, and street use permits. No action was taken.

Adjourn 8:30 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
August 9, 2023 7:00 pm**

REGULAR MEETING

Present: Peggy Kruse, Michael Bell, Gof Thomson

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Bekah Stauffacher, Sandy Blum

20. Call to Order – 7:06 p.m.

21. Approval of Agenda: Michael, Peggy second

22. Approval of 6.14.23 Minutes: Peggy, Gof second

23. Public Safety:

- a. Monthly Police Department Report – Chief Sturdevant shared the July monthly police report. There were 397 calls in July.
- b. Consideration/Discussion: Operator Licenses for Gloria Sweet, Nedra Reinicke, Amanda Sherfield
- c. Consideration/Discussion: Special Event Permit for Chamber Oktoberfest, Sept. 21-24, along with Temporary Class B License
- d. Consideration/Discussion: Friends of the Chalet Annual Wine Walk, Oct. 13 along with Temporary Class B License
- e. Consideration/Discussion: Special Event Permit for New Glarus Car Show, Oct. 1

24. Public Works:

- C. Monthly Public Works & Utilities Report – Public Works Director Cockroft shared the monthly Public Works and Utilities report.

Adjourn 7:31 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
July 12, 2023 7:00 pm**

REGULAR MEETING

Present: Peggy Kruse and Michael Bell

Absent: Gof Thomson

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Bekah Stauffacher, Shannon Roznoski, Fire Chief Kevin Henrickson

25. Call to Order – 7:00 p.m.

26. Approval of Agenda: Michael, Peggy second
27. Approval of 6.14.23 Minutes: Peggy, Michael second
28. Public Safety:
 - a. Monthly Police Department Report – Chief Sturdevant shared the June monthly police report. There were 463 calls in June.
 - b. Consideration/Discussion: Special Event – Art in the Park, Wilhelm Tell Fest, Sept 3rd – Michael made a motion to approve items 4.b. through 4.e., Peggy second
 - c. Consideration/Discussion: Special Event – Family Fest, Grace Church, Sept 8-11, Event 9/10
 - d. Consideration/Discussion: Special Event – Fire Fest, NCFD, Saturday August 5th
 - e. Consideration/Discussion: Operator Licenses for Amanda Babler, Stace Jones, Felicia Patterson, & Iris Fanning
29. Public Works:
 - D. Consideration/Discussion: No Parking Signs on 3rd St from 4th Ave to 6th Ave for Emergency Vehicle Access – Peggy made a motion to approve no parking on the east side of 3rd Street from 5th to 6th Ave, Michael second.
 - E. Consideration/Discussion: Stop Signs at 8th St & 9th Ave – Michael made a motion to install a “Yield” sign on 9th Ave at 8th St, Peggy second.

Adjourn 7:32 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
June 14, 2023 7:00 pm**

REGULAR MEETING

Present: Peggy Kruse

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman

30. Call to Order – 7:04 p.m. Due to lack of quorum, the Committee discussed updates but did not take action on any items on the agenda.
31. Public Safety:
 - a. Monthly Police Department Report – Chief Sturdevant shared the May monthly police report.
32. Public Works:
 - a. Monthly Public Works Department Report – Public Works Director provided an update on Public Works and Utility projects.

Adjourn 7:45 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
May 8, 2023 6:30 pm**

REGULAR MEETING

Present: Peggy Kruse and Michael Bell

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Chamber of Commerce Executive Director Bekah Stauffacher; Board Trustee Gof Thomson, Tim Usher, Jeff Babler, Rosalie Huntington

33. Call to Order – 6:30 p.m.

34. Approval of Agenda: Michael, Peggy second

35. Approval of 4.10.23 Minutes: Michael, Peggy second

36. Public Hearing: Special Assessments for 3rd Avenue between 3rd Street & 8th Street

- a. Jeff Babler (506 3rd Ave) asked, as part of the project, if the all three sidewalks at his property could be handicap accessible to the property's mailboxes. Village Engineer Pat Rank stated he would investigate further.
- b. Tim Usher (701 3rd Ave) asked when construction was expected to start. Village Engineer Pat Rank stated it would likely be mid to late July 2023. Usher asked why some parts of the sidewalk on 3rd Avenue are 4' and some 5'. Rank stated that the east section of 3rd Avenue is 4' because they were only filling in areas that did not have sidewalk and wanted to keep the width consistent. The new sidewalk going in between 6th and 8th Street would be 5', which is the engineering standard for residential neighborhoods. Usher also asked if the sidewalk could be moved closer to the road to avoid tree roots, and Rank stated he would explore that further. Usher also asked about the interest rate charged for the special assessment payments and when that rate will be established. Administrator Freeman said she would look into it and let him know.
- c. Rosalie Huntington (707 3rd Ave) asked whether her tree would be taken out as part of the project. Rank was unsure but said it was likely. Huntington also asked if their driveway would be impacted by the project. Rank said that the lower section would impacted to add in the new sidewalk, but would be replaced my the Village.

37. Approval: Special Assessments for 3rd Avenue between 3rd Steet & 8th Street – Peggy motion to approve, Michael second

38. Public Safety:

- a. Monthly Police Department Report – Chief Sturdevant shared the April monthly police report. There were 331 calls in April.
- b. Consideration/Discussion: Special Event: Blues, Brews & Food Trucks, June 24, 2023 – Peggy motion to approve, Michael second
- c. Consideration/Discussion: Operator License for Jolene Klarer – Peggy motion to approve, Michael second

39. Public Works:

- F. Monthly Public Works Department Report – Public Works Director provided an update on Public Works and Utility projects.
- G. Consideration/Discussion: Qualifications-Based Selection of Engineer for Water Reservoir – Peggy made a motion to select Town & Country as the engineer for the water reservoir project, Mike second
- H. Consideration/Discussion: Water Reservoir Tank Option Selection – Peggy made a motion to approve use of prestressed concrete for the water reservoir project, Mike second
- I. Consideration/Discussion: GIS Mapping Update – Village Administrator Lauren Freeman provided an update on GIS mapping for Public Works and Utilities.

Adjourn 7:39 PM

- Lauren Freeman
Village Administrator

VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
April 10, 2023 **6:30 pm**

REGULAR MEETING

Call to Order - 6:37pm

Present: Peggy Kruse and Michael Bell

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman; Chamber of Commerce Executive Director Bekah Stauffacher

Approval of Agenda: Michael, Peggy second

Approval of 3.13.23 Minutes: Michael, Peggy second

Public Safety

- A. Monthly Police Department Report – Chief Sturdevant shared the March monthly police report. There were 324 calls in March.
- B. Consideration/Discussion: Event Permit – Bike Rode, Saturday, May 20, 2023 – Peggy motion to approve, Michael second
- C. Consideration/Discussion: Operator License Approval for Helen Lineberger, David Hook, and Rebecca Perkins – Peggy motion to approve, Michael second
- D. Consideration/Discussion: Operator License for Kyle Ray– Chief Sturdevant stated that the application was not truthful and the applicant had an extensive record – Peggy motion to deny, Michael second
- E. Consideration/Discussion: Event Permit – Walk for Water, May 20, 2023 – Peggy motion to approve, Michael second
- F. Consideration/Discussion: Event Permit – NG Chamber Beer, Bacon, & Cheese, June 9 & 10, 2023 – Michael motion to approve, Peggy second
- G. Consideration/Discussion: Street Use Permit – NGHS Graduation Parade, Sunday June 4, 2023 – Peggy motion to approve, Michael second
- H. Consideration/Discussion: Street Use Permit – American Legion Memorial Day Parade, May 29, 2023 – Peggy made a motion to approve, Michael second
- I. Consideration/Discussion: Special Event Permit Police Officer Wages – Administrator Freeman stated that this would increase the hourly wage charged through the special event permitting process for police protection during large events. Staff proposed increasing from \$45/hour to \$55/hour to cover the loaded wage, which is the cost of wage and benefits for officers. Peggy motion to approve increasing to \$50/hour and have staff track actual costs at the end of the year to determine if that charge is covering costs, Michael second.
- J. Consideration/Discussion: ARPA Projects – Administrator Freeman provided a memo outlining the remaining possible projects to be funded by ARPA. The Committee discussed at length. Public Works Director Cockroft and Administrator Freeman talked about pursuing an agreement with the Town to allow dumping at the Village brush pile site for a fee, which would eliminate need for the security camera at that site. Peggy motion to approve the following ARPA funding priorities: tasers, window film, brush pile camera, Public Works tractor, floral clock lighting, pool benches, Administration technology. Michael second.

Public Works

- J. Monthly Public Works Department Report – Public Works Director provided an update on Public Works and Utility projects.
- K. Consideration/Discussion: Parking at Hair Dimensions (108 2nd Street) – Administrator Freeman stated the owner of Hair Dimensions reached out asking for a handicap spot at their business, but the Village Engineer determined the slope of the street would not be conducive. Staff has discussed painting a

parking spot with extra space for a wheelchair and possible signage for the business. Freeman is waiting to hear back from the business owner on how they would like to move forward. No action.

- L. Consideration/Discussion: Remove "No Parking" Signs at Glarner Park – Michael made a motion to amend parking ordinance to allow removal of no parking signs at Glarner Park, second by Peggy.

Adjourn 7:54 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
MARCH 13, 2023 6:30 pm**

REGULAR MEETING

Call to Order - 6:31pm

Present: Peggy Kruse and Henry Janisch Absent: Michael Bell

Also Present: Director of Public Works Joe Cockroft; Police Chief Jeff Sturdevant; Village Administrator Lauren Freeman

Approval of Agenda: Henry, Peggy second

Approval of 2.13.23 Minutes: Henry, Peggy second

Public Safety

- K. Monthly Police Department Report - 311 calls, expecting higher number of calls next month, discussed issues at Prairie Haus Apartments.
- L. Consideration/Discussion: Approval of Operator's License: Charlene Hoffman – Henry motion to approve, Peggy second
- M. Consideration/Discussion: Denial of Operator's License: Samantha Goodman – Henry motion to deny, Peggy second

Public Works

- M. Monthly Public Works Department Report – discussed upcoming staff and consultant meeting to explore utilizing GIS for Village asset inventory and management.
- N. Consideration/Discussion: Electric Utility Rate Case – Henry made a motion to move forward with utility rate case study to be completed by WPPI, Peggy second
- O. Consideration/Discussion: Lead Line Replacement Project – Peggy made a motion to move forward with final lead line replacement, Henry second
- P. Consideration/Discussion: Public Works Truck Purchase – Peggy made a motion to proceed with negotiations for the purchase of a new Public Works truck, Henry second

Adjourn 7:18 PM

- Lauren Freeman
Village Administrator

**VILLAGE OF NEW GLARUS
PUBLIC WORKS & SAFETY MEETING MINUTES
FEBRUARY 13, 2023 6:30 pm**

REGULAR MEETING
Call to Order - 6:31pm

Present: Peggy Kruse and Henry Janisch Absent: Michael Bell
Also Present: Joe Cockroft Director of Public Works; Chief Jeff Sturdevant
Approval of Agenda: Henry, Michael second
Approval of 1.9.23 Minutes - Henry, Michael second

Public Safety

- N. Monthly Police Department Report - 356 calls, continuing with ongoing investigations, working on at-large fraud case
- O. Consideration/Discussion: Approval of Class A Liquor License- Lollygag Antiques LLC (Karen Rodeghier)Chief Sturdevant recommends approval - Henry, Michael second: 3/1/23
- P. Consideration/Discussion: Approval of Operator's Licenses: Karen Rodeghier, Scott Hook & Margaret Smith Michael, Henry second
- Q. Consideration/Discussion: Approval of Street Use- Thomas Schmock (AROC of Wisc), Timed Automobile Runs, May 6th - Henry, Michael second
- R. Consideration/Discussion: Approval of Class B Beer/Liquor License transfer request for Sportsman's Bar & Grill, new ownership (Scott Hook, Hooked on Tap LLC/DBA Sportsman's) for 3/1/2023 - all paperwork in place, reoccurring event - Henry, Michael second
- S. Consideration/Discussion: Hire of part time police officer
- T. Police Dept is short two p-t officers, local officer has expressed interest in P-T position : Henry, Michael second

- U. Consideration/Discussion: Regulations related to Chalet of the Golden Fleece wine walk and open intoxicants: Chief Sturdevant explained that this approval was required to allow open intoxicants within Village for this event. Henry suggested rubber wine containers be used. He will look into it and discuss with chamber. Henry, Michael second

5. Public Works -

- a. Monthly Public Works Department Report - lengthy discussion on department needs and projects for 2023

Adjourn 8:33PM

- Chair Peggy Kruse

VILLAGE OF NEW GLARUS
PUBLIC WORKS / PUBLIC SAFETY COMMITTEE MEETING MINUTES
1/9/2023 6:30 P.M.

Present: Michael Bell, Peggy Kruse. ABSENT: Henry Janisch

Also Present: Joe Cockroft, Director of Public Works; Chief Jeff Sturdevant, Shaun Karlen, Jenny Karlen

REGULAR MEETING

1. Call to Order: Chair Kruse called the meeting to order at 6:33 PM.
2. Approval of Agenda: Bell moves approval. Kruse seconds. Motion passes 2-0.
3. Approval of Minutes from 12.12.22: Bell moves approval. Kruse seconds. Motion passes 2-0.
4. Public Safety
 - a. Monthly Police Department Report: Chief Sturdevant gave a brief report.
 - b. Consideration/Discussion: Approval of Class B Temporary License: NG Fire Department – Sportsman’s Banquet, 2/4/23 – Kruse moves approval on the condition that the Fire Department be charged a late fee for the expedited processing per our new fee schedule for licenses and permits (of late fee is appropriate). Bell seconds. Motion passes 2-0
 - c. Consideration/Discussion: Approval of Downtown Security Cameras, Body Cameras, and Tasers Utilizing ARPA Funds: Bell moves to deny approval. Kruse seconds. The Committee requests that the allocation of ARPA funds be distributed after departments put in a needs request and allow the Village Board to discuss those needs. Funds should be allocated according to the timely necessity of those requests using the ARPA funds but only after the Village Board is made aware of department requests. Motion passes 2-0.
 - d. Consideration/Discussion: One-Side Parking on 11th Ave between 1st and 2nd St: Residents Shaun and Jenny Karlen were present to express concern about the congestion and dangers of parking in the area. Pictures were provided. Bell motioned to approve request. Kruse seconds. Motion passes 2-0.
5. Public Works
 - a. Monthly Public Works Report: Director Cockroft gave a brief report, including that the new Substation is fully completed and running.
6. Adjournment: Chair Kruse adjourns the meeting at 7:56 PM.

-Chair Peggy Kruse